AGENDA

2nd ORDINARY COUNCIL MEETING

TUESDAY 21 OCTOBER 2025

The Ordinary Meeting of City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830 commencing at 5:30 PM.

Council business papers can be viewed on City of Palmerston's website palmerston.nt.gov.au or at the Council Office located:
Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830.

ANDREW WALSH
CHIEF EXECUTIVE OFFICER

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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES

4 DECLARATION OF INTEREST

4.1 Elected members

4.2 Staff

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

THAT the Minutes of the Council Meeting held on 7 October 2025 pages 11883 to 11893 be confirmed.

5.2 Business arising from previous meeting

6 MAYORAL REPORT

MAYORAL REPORT

2nd Ordinary Council Meeting

Agenda Item:	6.1
Report Title:	Mayoral Update Report - September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Mayor, Athina Pascoe-Bell

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

This report provides an overview of events the Mayor has attended in September 2025 on behalf of Council.

Key messages

- As the principal member of Council, the Mayor undertakes regular activities and attends events to speak on Council's behalf.
- During the month of September 2025, the Mayor attended meetings with Ministers, MLA's and Government Departments.
- This report provides context on several events that were attended by the Mayor, on Council's behalf.

Recommendation

THAT Report entitled Mayoral Update Report - September 2025 be received and noted.

Discussion

As the principal member of Council, the Mayor undertakes regular activities and attends events on behalf of Council.

An overview of events attended by the Mayor during the month of September 2025 are as follows:

- Northern Territory News Bush Summit
- Dementia Action Week morning tea
- AQUAFEST

- Territory Q interview
- World Suicide Prevention Day at Goyder Square
- ABC Radio Interview
- Palmerston Saints Hockey Club 2025 Senior Presentation Night
- Citizenship Ceremony
- Red Carpet Screening of Kangaroo at Events Cinemas Gateway
- ABC interview regarding Public Housing
- Palmerston Liquor Accord meeting
- Meeting with Sarah Austin, Darwin Youth Services
- 2025 Northern Territory Youth Parliament Opening Ceremony
- Regional Capitals Australia September 2025 meeting
- Meeting with Dr Charlie King OAM, NO MORE campaign and Narelle Gosstray, Violence Prevention Manager Catholic Care Northern Territory
- Northern Territory Police Palmerston and Rural Division monthly meeting
- Palmerston Markets Elected Members Stall
- National Police Remembrance Day 2025
- Grand Opening of Novotel Darwin Airport Resorts new bar and kitchen
- Meeting with Rob Lutter, CEO Saint Vinnies

City of Palmerston Eleventh Council

With the formal commencement of the 11th Council, we held our first ordinary council meeting on the 16 September. On behalf of Council, I would like to thank Mary Williams for the beautiful welcome to country and Trent Lee for the smoking ceremony that was conducted prior to the meeting commencing. Elected Members and staff were invited to walk through the smoke which offers protection to individuals and blessed the 11th council's four-year term. Each newly elected council is significant - A new council brings fresh ideas combined with experienced returning members. Relationships will be built between Elected Members, Council Senior staff and the community to ensure that Palmerston remains steadfast in its commitment to continue to be 'A Place for People'. The next four years will be a period of opportunity for Palmerston, and I believe we will continue to build a city that is inclusive, diverse, and resilient.



City of Palmerston 11th Council Members

City of Palmerston Eleventh Council Elected Members Stall – Palmerston Markets

Every month from May through October on the last Friday of the month you will find the City of Palmerston Elected Members Stall at the Palmerston Markets. This is a great opportunity to come down, say hello, and chat with your Elected Members in a relaxed, informal setting. Whether you have a question, an idea, or just want to share what matters most to you, we are always keen to listen and connect with our community. It is a perfect opportunity to browse the stalls, grab some takeaways from one of the many food vendors or sit down and enjoy your meal on the Goyder Square lawn whilst enjoying the vibrant atmosphere of the much-loved Palmerston Markets.



Elected Members Stall September 2025

World Suicide Prevention Day 2025

World Suicide Prevention Day was held on 10 September between 3pm to 7pm at Goyder Square. Organised by groups including Grassroots Action Palmerston and Sabrina's Reach4Life, the free event was held to remember loved ones lost to suicide, encourage discussions about mental health and included several information stalls from local services.



L-R CDC Community Engagement Manager Colin Majid, City of Palmerston Mayor Athina Pascoe-Bell and Grassroots CEO Serena Dalton at the World Suicide Prevention Day held in Goyder Square

City of Palmerston AQUAFEST

AQUAFEST was held at SWELL on the 20 September and was a whole family event. There was a free BBQ and snow cones, bubbles and circus play, dunk tank and fishing simulations. Thank you, Royal Life Saving Northern Territory, for partnering with City of Palmerston to provide such a wonderful event. Council continues to receive positive feedback about SWELL including free entry and we couldn't be prouder.



Mayor Pascoe-Bell at AQUAFEST enjoying the fishing simulator.

Policy implications

There are no policy implications for this report.

Budget and resource implications

There are no budget or resource implications relating to this report.

Risk, legal and legislative implications

There are no risk, legal and legislative implications relating to this report.

Attachments

Nil

7 DEPUTATIONS AND PRESENTATIONS

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

9.2 Moving open items into confidential

9.3 Confidential items

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
25.1	Confidential Notice of Motion	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iv) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

26.1.1	Council Property Agreements and Contracts	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person. This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iii) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.
26.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.1.3	Matters Relating to Council Staff and or Elected Members	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iii) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

26.1.4	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.2.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(f) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information in relation to a complaint of a contravention of the code of conduct.
26.2.2	Contract and Tender Assessment and Award	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
26.2.3	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

10 PETITIONS

11 NOTICES OF MOTION

12 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.1
Report Title:	Darwin Symphony Orchestra - Proposed 3 Year Agreement
Meeting Date:	Tuesday 21 October 2025
Author:	City Activation Manager, Matthew McNamara
Approver:	General Manager People and Place, Emma Blight

Community plan

Cultural Diversity: In Palmerston we celebrate our cultures in a way that values our diversity.

Purpose

This Report seeks Council approval of a three (3) year partnership agreement with Darwin Symphony Orchestra.

Key messages

- City of Palmerston has successfully partnered with Darwin Symphony Orchestra since 2024, delivering Family Proms and Palmerston Classics concerts that have attracted strong community participation.
- A new three (3) year agreement (2026-2028) is proposed to continue this partnership at an investment of $30,500 (ex GST) per annum, ensuring long term delivery of orchestral performances and school workshops in Palmerston.
- The partnership aligns with the Creative Industries Plan and Palmerston Local Economic Plan, enhancing local creative capacity, activating city spaces and stimulating economic activity through increased visitation.
- Continued collaboration with Darwin Symphony Orchestra reinforces Palmerston's reputation as a vibrant and family-friendly cultural destination and demonstrates Council's commitment to supporting the creative sector.

Recommendation

1. THAT Report entitled Darwin Symphony Orchestra - Proposed 3 Year Agreement be received and noted.

2. THAT Council endorses entering into a three (3) year partnership agreement with Darwin Symphony Orchestra to deliver One full symphonic concert, One children's concert and Three (3) school workshops in Palmerston schools per year at $30,500 (ex GST) per annum.

Background

City of Palmerston first partnered with Darwin Symphony Orchestra (DSO) in 2024 to deliver two (2) Family Proms concerts and three (3) school workshops, attracting strong community participation and excellent feedback.

In 2025, this partnership was extended to include the new Palmerston Classics performance whilst maintaining one Family Proms session, delivering a full orchestral concert for adults and families, alongside a dedicated children's program.

The DSO partnership directly contributes to the delivery of the Creative Industries Plan 2023-2027 which was adopted by Council in 2023 to grow Palmerston's arts, culture and creative industries.

A three (3) year agreement (2026-2028) provides the opportunity to strengthen this successful collaboration, supporting consistent delivery of high-quality performing arts experiences and educational engagement in Palmerston.

At the 1st Ordinary Council Meeting of 5 November 2024 Council made the following decision:

13.1.5 Darwin Symphony Orchestra In Palmerston 2025

Moved: ***Councillor Henderson***
Seconded: ***Councillor Fraser***

1. THAT Report entitled Darwin Symphony Orchestra In Palmerston 2025 be received and noted.

2. THAT Council endorses the inclusion of the Darwin Symphony Orchestra event series within the 2025-26 budget.

CARRIED (5/0) - 10/1598 – 5/11/2024

Discussion

The DSO has been a driver of the cultural landscape in the Northern Territory for more than 30 years, comprising over 100 volunteer musicians supported by a small professional core. The Orchestra's long-standing commitment to bringing performances to all corners of the Territory aligns with City of Palmerston's vision of being 'A Place for People' and its role as a Host, Connector, Partner and Enabler as detailed in the Creative Industries Plan 2023-2037.

Building on the success of the initial Family Proms series in 2024 and the Palmerston Classics and Family Proms weekend in 2025, Council Officers have explored a longer-term agreement with DSO to strengthen the performing arts presence in Palmerston through consistent delivery of accessible, high quality orchestral events and education opportunities.

The proposed agreement is for three (3) years at a cost of $30,500 (ex GST) per annum and will include:

- One full symphonic concert – Palmerston Classics. This evening performance, lined up with the Palmerston Markets, showcases major orchestral works from classical to film repertoire, designed to offer residents a premium night of entertainment within the Palmerston CBD.
- One children's concert – Palmerston Family Proms. A highly interactive and educational event for children and families that introduces the audience to the instruments and sound of a live orchestra.
- Three (3) school workshops in Palmerston schools, held in the lead up to the performances, focusing on musical exploration, creativity and collaboration with DSO musicians and educational staff.

These events will provide opportunities for audiences of all ages to experience live music locally while strengthening connections between the professional arts sector and the community. This continues the reinforcement of Palmerston's reputation as a destination for diverse and family friendly cultural experiences.

A three (3) year agreement will provide greater continuity for planning, marketing and sponsorship leverage, enabling both DSO and City of Palmerston to build on established brand awareness. By partnering long term, Council helps ensure that the DSO can invest in community focused programming while embedding Palmerston as a key performance destination within the annual events calendar.

Consultation and marketing

In preparing this Report, the following external parties were consulted:

- Lousie Potzdeldt – Acting General Manager, Darwin Symphony Orchestra

Policy implications

There are no policy implications for this Report.

Budget and resource implications

The partnership with DSO was initially funded through the Community Benefits scheme, however in 2024, Council endorsed using funding from the Events Budget. It is recommended that this partnership funding continue through the annual events budget at a cost of $30,500 (ex GST) per annum for a three (3) year period from 2026 to 2028.

Council will also provide further support under the agreement for minor ancillary costs such as flooring, furniture and marketing support up to a maximum of $5,000 (ex GST) per

annum. These costs will be accommodated within existing operational event budget allocations.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**
   Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.

6. **Governance**
   Failure to effectively govern.

Failure to endorse the agreement may represent a missed opportunity to strengthen Council's partnerships with leading Northern Territory arts organisations, limiting community access to high quality performing arts.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Creative Industries Plan 2023-2027
- Palmerston Local Economic Plan

The proposed three (3) year partnership with DSO aligns strongly with the objectives of the Creative Industries Plan 2023-2027, particularly through its focus on People, Partnerships and Places and Spaces. By presenting annual performances and school workshops, this agreement delivers against the Plan's measures to:

- Provide greater access for the community to engage with and participate in arts and creative industries experiences.
- Strengthen partnerships with professional art organisations to build creative capacity.
- Activate Council Facilities (along with the Palmerston CBD), as creative performances venues that host live events for diverse audiences.

The partnership also supports the Palmerston Local Economic Plan objective to 'explore creative industry development opportunities in Palmerston', stimulating economic activity.

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.2
Report Title:	City of Palmerston Library Opening Hours
Meeting Date:	Tuesday 21 October 2025
Author:	Library Services Manager, Tara Lewis
Approver:	General Manager Community, Konrad Seidl

Community plan

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

Purpose

This Report seeks Council approval to adjust the Friday night operating hours of City of Palmerston Library during the wet season.

Key messages

- City of Palmerston Library provides valuable services to the community and is rated highly by the community as reflected in the annual customer satisfaction survey.
- Antisocial behaviour near Palmerston Library and Goyder Square impacts patron and staff safety particularly when the surrounding area is less activated.
- Library visitation on Friday nights drops significantly during the wet season.
- From April to October, the Palmerston Markets are held directly outside the library in Goyder Square, significantly increasing foot traffic and activation.
- The report recommends reducing operating hours of the Library on Friday nights during the wet season.

Recommendation

1. THAT Report entitled City of Palmerston Library Opening Hours be received and noted.

2. THAT Council approve Option 1 for the revised library operating hours:

Wet Season:
Monday to Thursday: 9:00am – 6:00pm.
Friday: 10:00am – 6:00pm.
Saturday: 10:00am – 1:00pm.
Sunday: 1:00pm – 4:00pm.

Dry Season:
Monday to Thursday: 9:00am – 6:00pm.
Friday: 10:00am – 8:00pm.
Saturday: 10:00am – 1:00pm.
Sunday: 1:00pm – 4:00pm.

Background

The most recent review of the library's operating hours took place in May 2020, resulting in earlier weekday openings. Hours were adjusted from 10:00am to 9:00am Monday through Thursday, and from 12:00pm to 10:00am on Fridays, extending public access while maintaining operational efficiency.

The current library operating hours are as follows:

- Monday to Thursday: 9:00am – 6:00pm.
- Friday: 10:00am – 8:00pm.
- Saturday: 10:00am – 1:00pm.
- Sunday: 1:00pm – 4:00pm.

The Goyder Square Security Patrols (co-funded by the Northern Territory Government) currently patrol Goyder Square and direct surrounds from Monday to Friday from 7:30am to 6:00pm.

From April to October, the Palmerston Markets are held directly outside the library in Goyder Square, significantly increasing foot traffic and activation. While the Library closes at 8.00pm, Council provides access to the library foyer and toilets with the provision of security until 9:00pm.

During the wet season, there is no external security presence after 6:00pm, leaving the library surroundings unsupervised during evening hours.

In the wet season, when the markets are not in operation, Friday evening visitation to the library significantly decreases, with door count figures showing a 75% decline in average attendance, compared to the dry.

Recent wet seasons have seen reports of antisocial behaviour in and around the library increase, particularly around the late afternoon and evening hours. These incidents have raised safety concerns for both staff and patrons, especially in the context of reduced foot traffic and absence of nearby activation.

Discussion

Library Operations and Safety: Wet and Dry Season Impact

Dry season

Friday nights during the dry season are very active and benefit from increased public presence due to the markets. The library had an average of 319 people through the doors between 6pm and 8pm during the Dry Season Friday nights in 2024. Many visitors enter to use the bathroom facilities or to sit and eat food bought from nearby stalls.

Youth presence is high during this time, with many alternating between the library and the Recreation Centre.

The library has recently increased its Friday night dry season security presence from one to two (2) guards to help manage larger crowds.

Following the commencement of the Dry season Markets in 2025, there was an increase in anti-social behaviour in and around Goyder Square. This was met with a coordinated response, including a greater presence of police, security, and youth focused services from government and not-for-profit organisations.

The City of Palmerston has also trialled several activation activities within and directly adjacent to the library to enhance the library offering and deter undesirable behaviours.

Wet season

Despite efforts to boost engagement, such as the Late Nights at the Library program, which offers free activities and workshops for adults, the library has a 75% decline in visits on Friday evenings during the wet season, compared to the dry.

In the absence of market activity during the wet season, Goyder Square and the surrounding areas become significantly quieter. Security is limited to the interior of the library and this reduced external presence has led to increased safety concerns for both staff and visitors.

In the afternoon, large groups of young people enter the library after school and wait for the Palmerston and Regional Basketball Association Youth Drop-in Sports program, which begins at 5pm at the Recreation Centre. During this period, additional staff are rostered on the main library floor to support customer service and maintain a safe environment.

After 5:00pm, when most young people move to the Recreation Centre, the library generally remains quiet for the rest of the evening. Staffing is reduced to two permanent staff, one casual and one security guard.

Library staff frequently report incidents involving loitering, aggressive behaviour, and intoxication in the immediate surroundings of the library during this time. In some cases, these behaviours spill into the library building.

The most significant safety concerns arise from activity in Goyder Square, particularly around the steps and undercover areas adjacent to the library. These spaces are often used

as shelter during rain and are frequently occupied by intoxicated individuals. Physical altercations are common and occasionally extend into the library.

After closing at 8:00pm, staff exit via the car park. Although a security guard escorts staff to their vehicles, safety concerns persist due to limited public presence and the regular loitering of intoxicated individuals, some of whom exhibit aggressive or violent behaviour.

Incident Reports and Safety Risks

Due to the absence of security patrols outside the library on wet season Friday nights, no statistical data exists for external antisocial activity during those times. Staff observations and anecdotal feedback indicate that visible intoxication and threatening behaviour in Goyder Square are common and make staff and patrons feel unsafe. There is a shared concern that these behaviours may spill into the library, which has occurred on occasion. In the most recent wet season, eight (8) Friday Library specific incident reports were submitted.

Staff have expressed fear when walking to their cars after closing, even with security presence inside the library. Patrons, too, report discomfort and safety concerns when entering or exiting the library on Friday evenings, due to the lack of visible activity and public presence in the surrounding area.

Community Feedback and Safety as a Priority

The 2024, Council Community Survey identified “Crime, safety, antisocial behaviour, youth crime, and the need for increased policing and justice” as the most important issue. It ranked as the top concern across every suburb in Palmerston, with an overall average rating of 59%.

The recent Community Survey conducted for the library's 5-Year Master Plan also highlighted crime and safety as significant concerns among library users. The following is a sample of feedback provided by Survey participants:

- "Having more security and staff around to deal with the problems around the place."
- "Security needs power to remove problem patrons from the library. Including teenagers with foul language, violent and inappropriate behaviour."
- "I sometimes feel unsafe in the library due to anti-social behaviour."
- "Safety and a place to relax.”
- “Consider having a social worker or police officer on site on certain days or at certain times, to provide support to some clients.”

Psychosocial Hazards and Staff Wellbeing

Antisocial behaviour, including verbal abuse, intimidation, and physical threats, poses a significant psychosocial risk under Work Health and Safety (WHS) legislation. These behaviours affect staff mental health and compromise the safe, inclusive environment that libraries strive to maintain.

Safe Work Australia outlines that employers have the responsibility in managing the risks of psychosocial hazards in the workplace, reducing staff exposure to harmful behaviours, supporting staff mental wellbeing, and the safety of the public and facilities. In line with

WHS obligations, Council has been taking proactive steps to mitigate these risks, with recent steps such as:

- Relocation of the library front counter to the front of the library staff door. This has improved visibility of the foyer, the outside of the building, the main library space and allows quick staff exit.
- Installed remote emergency locking on front doors, which can be activated by staff lanyards.
- De-escalation training for frontline staff.
- Wellness programs to support team building and stress relief.
- Access to the Employee Assistance Program (EAP), including post-incident briefings. Staff also have the choice of attending private sessions.
- Increased security. The library security guard service has been around for many years, however in the recent years there has been the addition of an all-day security patrol in Goyder Square, surrounding areas and the addition of an extra security guard on the Friday Palmerston Markets nights.
- Council representative attends the Daily Patroller's meetings to increase communications between law enforcement and different agencies to drive awareness of situations that arise in the Palmerston region.
- Introducing activities and music to influence the ambience and environment of the library.
- Being a part of the driving force for more law enforcement presence at the Friday Palmerston Markets, which has resulted in increased patrols by:
    - Family and Youth Support (FAYS) – NTG
    - Larrakia Nation
    - Neptune Security
    - Public Order Response Unit
    - NT Police, including Territory Safety Division & Mounted Unit

ALIA Standards and Guidelines for Australian Public Libraries

Library standards play an important role in supporting the development and effective operation of public library services across Australia. The Australian Library and Information Association (ALIA) provides evidence-based, quantitative measures for benchmarking, comparison and achievement of best practice goals.

Standard S3: Opening Hours provides a minimum spread of hours per week based on population size to help ensure that public libraries are open at times that enable the community to make the most effective use of the library service, ensuring that resources and programs are widely accessible.

Based on the City of Palmerston population, the ALIA standard recommends a minimum of 48 hours per week for library opening hours.

Currently, Palmerston Library operates for 52 hours per week. The changes proposed in this report would reduce this to 50 hours per week during the wet season, which remains above the minimum requirement set by ALIA.

Proposed Changes to Operating Hours

To improve safety and reduce risk to staff and patrons, two (2) options for future operating hours are proposed:

Option 1. Wet Season and Dry Season Hours:

Wet Season:

- Monday to Thursday: 9:00am – 6:00pm.
- Friday: 10:00am – 6:00pm.
- Saturday: 10:00am – 1:00pm.
- Sunday: 1:00pm – 4:00pm.

Dry Season:

- Monday to Thursday: 9:00am – 6:00pm.
- Friday: 10:00am – 8:00pm.
- Saturday: 10:00am – 1:00pm.
- Sunday: 1:00pm – 4:00pm.

During the wet season, the library closes earlier at 6:00pm on Fridays, while in the dry season, it remains open until 8:00pm to support the Palmerston Markets. The foyer and public bathrooms remain accessible, and Council provide security in the foyer area until 9:00pm.

Option 2. No Change:

Wet season:

- Monday to Thursday: 9:00am – 6:00pm
- Friday: 10:00am – 8:00pm
- Saturday: 10:00am – 1:00pm
- Sunday: 1:00pm – 4:00pm

Dry Season:

- Monday to Thursday: 9:00am – 6:00pm
- Friday: 10:00am – 8:00pm
- Saturday: 10:00am – 1:00pm
- Sunday: 1:00pm – 4:00pm

The current library operating hours will remain unchanged, with the main section closing at 8:00pm and the foyer staying open until 9:00pm during the dry season to support the Palmerston Markets. However, maintaining these hours continues to expose staff and the facility to ongoing risks, including antisocial behaviour, safety concerns related to large unsupervised youth groups, and increased pressure on security to manage the space.

With these operational considerations in mind, option 1 proposes to remove the late closing time on Fridays during the Wet Season, addresses safety concerns, and maintains service demands during the Dry Season and market influences.

Consultation and marketing

The following City of Palmerston staff were consulted in preparing this Report:

- General Manager Community
- City Activation Manager
- Library staff

In preparing this Report, the following external parties were consulted:

- The community via Community Survey results and Library 5-year Master Plan Survey

Policy implications

There are no policy implications related to this report.

Budget and resource implications

Option 1 provides for a saving of security guard during the wet season. This expense would be reinvested to cover additional security expenditure in the dry season.

Option 1 will result in a small reduction of casual staff expenditure and rostering would be adjusted to provide enhanced services during the wet season across the areas of staff training, programming, collections and day to day operations.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
   Failure of Council to effectively plan and deliver its role in community safety.

6. **Governance**
   Failure to effectively govern.

This report relates to the Work Health and Safety (National Uniform Legislation) Regulations 2011 which states:

55C Managing psychosocial risks: A person conducting a business or undertaking must manage psychosocial risks in accordance with Part 3.1 Managing risks to health and safety.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Conditions of Entry: Standards of Behaviour

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.3
Report Title:	Local Government Association of the Northern Territory - Delegates
Meeting Date:	Tuesday 21 October 2025
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

This Report seeks Council consideration to appoint Elected Members to represent City of Palmerston at meetings of the Local Government Association of the Northern Territory.

Key messages

- City of Palmerston resolved to rejoin the Local Government Association of the Northern Territory (LGANT) on 7 October 2025.
- Pursuant to LGANT's constitution, member councils may appoint up to two delegates as their representatives at general meetings of the association.
- It is generally expected that the Mayor would attend as a representative of Council.
- Council can resolve to nominate a second delegate.
- To ensure City of Palmerston is always represented, all other Councillors can be nominated as alternate delegates.
- It is recommended that Council appoint two delegates for the period 22 October to 30 June 2026 and that all other Councillors are appointed as alternates.

Recommendation

1. THAT Report entitled Local Government Association of the Northern Territory - Delegates be received and noted.

2. THAT Council appoint the Mayor and Councillor ..... as its delegated representatives under clause 9 of the Local Government Association of the Northern

Territory Constitution, to represent Council at meetings of the association for the period 22 October 2025 to 30 June 2026.

3. THAT all other Councillors are appointed as alternate delegated representatives under clause 9 of the Local Government Association of the Northern Territory Constitution, to represent Council at meetings of the Association for the period 22 October 2025 to 30 June 2026.

Background

Council is represented on several external groups and appoints Elected Members to delegate positions on an annual basis or as required.

At the 1st Ordinary Council Meeting of 7 October 2025, Council made the following decision:

> ***Local Government Association of the Northern Territory - Membership Renewal***
> ***Moved:*** ***Councillor Morrison***
> ***Seconded:*** ***Councillor Waters***
>
> 1. *THAT Report entitled Local Government Association of the Northern Territory - Membership Renewal be received and noted.*
> 2. *THAT Council rejoin the Local Government Association of the Northern Territory from 2025-26.*
> 3. *THAT Council nominate the Mayor to the position of President of the Local Government Association of the Northern Territory Board.*
> 4. *THAT Council nominate Councillor Fraser for the position of municipal member of the Local Government Association Northern Territory.*
> 5. *THAT this decision be moved into Open.*
>
> ***CARRIED (7/0) - 11/48 – 7/10/2025***

As Council is now a member of LGANT, it is entitled to nominate members to represent it at meetings of the association. This report recommends that Council appoint its delegates to LGANT.

Discussion

The LGANT constitution, found at **Attachment 12.1.3.1** was adopted in April 2024, Clause 9 states:

> *9. REPRESENTATION OF MEMBER COUNCILS*
> *a) Each Member Council may appoint up to two (2) Delegates as their representatives at General Meetings and may at any time revoke such appointments and appoint other Delegates in their place, in accordance with their own policies or procedures.*
> *b) Each Member Council shall give notice in writing to the Chief Executive Officer of the persons appointed to act as its Delegates.*
> *c) In the event that a Delegate is unable to attend a meeting of the Company, the Member Council may, by giving written notice to the Chief Executive Officer prior to the*

commencement of the meeting, appoint another Delegate to act as a substitute at the meeting. The appointment will only be valid for the meeting specified in the notice.

As part of LGANT General Meetings, Annual General Meetings and Special General Meetings, City of Palmerston holds three votes that are exercised by its delegates:

> *15. VOTING AT ANNUAL, GENERAL AND SPECIAL GENERAL MEETINGS BY MEMBER COUNCILS*
>
> *a) Each Member Council shall be entitled to the following votes at meetings of the Company based on the population within its Local Government Area:*
> *a Member Council with a Population up to and including 3 000 - 1 Vote*
> *a Member Council with a Population between 3 001 - 25 000 - 2 Votes*
> ***a Member Council with a Population of 25 001 and above - 3 Votes***
> *a Member Council, being the Capital City, the City of Darwin - 5 Votes*
>
> *b) Voting shall be by the Member Council Delegate or Delegates using the appropriate number of voting cards outlined in 15(a) issued by the Chief Executive Officer.*

It is generally expected that the Mayor would attend as a representative of Council and therefore be nominated as one of the delegates.

Council also resolved on 7 October that the Mayor be nominated to the position of President of the Local Government Association of the Northern Territory Board. Should the Mayor be successful in being appointed as President, she may hold the position of President of the LGANT Board and be a delegated representative of City of Palmerston as well.

As two delegates are available under the constitution, it is recommended that Council appoints a second Elected Member.

The period of 22 October 2025 to 30 June 2026 is recommended for appointment. Council's external representation is reviewed commencing each financial year to allow Elected Members the opportunity to nominate for different positions according to interest and desire to gain experience. Given City of Palmerston has newly rejoined LGANT, this will allow four opportunities for delegates to be nominated during the term of the 11th Council.

Appointing all other Councillors as alternate delegates ensures that Council will always be appropriately represented at LGANT meetings.

Consultation and marketing

There was no consultation or marketing required during the preparation of this Report.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

Attendance at LGANT meetings attracts Extra Meeting/Activity Allowance, which is accommodated within existing budget.

Risk, legal and legislative implications

Nominating two delegates and all other Councillors as alternate delegates ensures that City of Palmerston will always be appropriately represented at LGANT general meetings.

The LGANT constitution is available on the association's website:
https://lgant.asn.au/about/corporate-documents/

This Report addresses the following City of Palmerston Strategic Risks

6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

There are no strategy, framework or plan implications for this Report.

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

1. LGANT Constitution [**12.1.3.1** - 18 pages]

LGANT LIMITED

(trading as Local Government Association of the Northern Territory)

Australian Company Number (ACN) 662 805 503

Australian Business Number (ABN) 35 662 805 503

A company limited by guarantee

CONSTITUTION

Revision: 2.0 (April 2024)

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LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY LTD

CONSTITUTION

PREAMBLE

Strong, responsive, well-governed local governments have an essential role to play as the third sphere of government in building resilient, engaged and sustainable communities.

LGANT's vision is to help local government councils to create the most valued, culturally diverse, sustainable and liveable communities in Australia.

Our purpose is to support and represent Member Councils to drive economic and social development for the Northern Territory.

The Local Government Association of the Northern Territory (LGANT) was established in 1992 as the voice of the local government sector in the Northern Territory to develop policy and to provide advocacy, representation, and support to its member councils.

LGANT's activities are founded on honesty, communication, transparency, accountability, accessibility and responsiveness. Inclusive, participative and fair representation is our reason for being and we are committed to working together with all Traditional Custodians and communities in caring for our country and seas for all of our shared futures.

The LGANT Constitution is a living document setting out provisions that determine the purpose, obligations and authorities of the Local Government Association of the Northern Territory, a contemporary, principled and representative governance agent of, for and with its member councils.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY LTD

CONSTITUTION

1. NAME

The name of the Company shall be LGANT Ltd (trading as Local Government Association of the Northern Territory) hereinafter referred to as "the Company".

2. INCORPORATION AS COMPANY LIMITED BY GUARANTEE

(a) The Company is a public company limited by guarantee.

(b) Each Member Council must contribute an amount not more than $10.00 (the Guarantee) to the property of the Company. If the Company is wound up while the Member Council is a member, or within twelve (12) months after ceasing to be a Member Council, this contribution is required to pay for the debts and liabilities of the Company or the costs of the winding up.

(c) The liability of Member Councils is limited to the amount of the Guarantee.

3. READING THIS CONSTITUTION WITH THE CORPORATIONS ACT

(a) The replaceable rules set out in the Corporations Act do not apply to the Company.

(b) The Corporations Act overrides any clauses in this Constitution which are inconsistent with this Act.

(c) A word or expression that is defined in the Corporations Act or used in that Act and covering the same subject, has the same meaning in this Constitution.

4. DEFINITIONS

In this Constitution the following words and phrases have the following meanings:

*"**Associate Member**"* means a body which has been granted associate membership by the Board in accordance with this Constitution.

"Board" means the board of directors of the Company.

*"**Chief Executive Officer**"* means the person appointed to that role pursuant to clause 24 of this Constitution.

*"**Company**"* means the Local Government Association of the Northern Territory Ltd (ACN 662 805 503).

*"**Corporations Act**"* means the *Corporations Act 2001* (Cth).

*"**Council**"* means a Municipal Council, a Regional Council or a Shire Council incorporated under the *Local Government Act 2019*.

"***Delegate***" means each Delegate of the Local Government Association of the Northern Territory, established under the *Local Government Act 2008* as at the date of incorporation of the Company, and thereafter means each person who is elected and holds the office of Lord Mayor, Mayor, President, Alderman or Councilor of a Member Council who is appointed by virtue of clause 9 of this Constitution.

"Director" means the members individually or collectively of the Board.

*"**General Meeting**"* means a meeting of the Delegates of Member Councils of the Company and includes Annual General Meetings and Special General Meetings.

*"**Governance Charter***" means the Governance Charter adopted by the Board from time to time and setting out the roles, responsibilities and authorities of the Board, Chief Executive Officer and staff in determining the direction, management and control of the Company and the conduct of meetings of the Board.

*"**Member Council**"* means each Member Council of the Local Government Association of the Northern Territory, established under the *Local Government Act 2008* as at the date of incorporation of the Company, and thereafter means each Council which has been granted membership of the Company by the Board in accordance with this Constitution.

"**Municipal, Shire or Regional Member Council**' means the classification as defined in Clause 15 of the Local Government Act 2019 according to their geographical size, the density of their population and their degree of urbanization.

"***Population***" means the latest population figures provided by the Australian Bureau of Statistics- and accepted by the Northern Territory Grants Commission for funding purposes.

"***President***" means the person elected to that office pursuant to clause 16, and includes any person acting in that position from time to time pursuant to this Constitution.

"Register' means the register of Member Councils of the Company maintained in accordance with the Corporations Act.

"Secretary" means the LGANT CEO who is appointed to perform the duties of secretary of the Company.

"***Vice President***" means each of the persons elected to that office pursuant to clause 16, and includes any person acting in that position from time to time pursuant to this Constitution.

5. OBJECTIVES

The objectives of the Company are to:

(a) encourage Member Councils to work together and collaborate in order to develop strong, effective local government throughout the Territory;

(b) represent, promote, and protect the interests of local government generally;

(c) act as an advocate for Member Councils and local government generally*;*

(d) develop and coordinate responses for legislation enacted or proposed by governments;

(e) provide information and advice to Member Councils on matters affecting local government;

(f) provide services to Member Councils as agreed to by resolution of Member Councils and/or the Board;

(g) support the Australian Local Government Association and other Territory and State Local Government Associations and any other organisation committed to objectives similar to those of the Company; and

(h) formulate policy that applies to local government generally in the Northern Territory.

6. POWERS

The Company has all of the powers of an individual and those of a company limited by guarantee under the Corporations Act and, in particular is empowered to:

(a) acquire or dispose of any real or personal property by lawful means and any interest therein and rights or privileges relating to property;

(b) enter into arrangements intended to advance the objectives of the Company with any person or organisation;

(c) cooperate with Territory, State and National governments on any issues which may directly or indirectly advance Company objectives;

(d) take necessary steps to oppose any action by government which may prejudice the achievement of Company objectives;

(e) construct, maintain and manage any buildings and other authorised works;

(f) draw, make, accept, endorse, discount, execute and issue cheques, promissory notes, bills of exchange and other negotiable or transferable instruments;

(g) expend money for the purposes of the Company and invest or deposit money of the Company;

(h) borrow money and mortgage, charge or otherwise encumber any of the assets of the Company;

(i) sell, improve, manage, develop, exchange, lease and dispose of all or any part of the property and rights of the Company;

(j) provide an industrial relations service to Member Councils including:

(i) representing the interests of Member Councils and industrial matters before courts and tribunals;

(ii) assisting in negotiations relating to the settlement of disputes between Member Councils and their employees;

(iii) representing the interests of Member Councils and negotiating the establishment and/or variation of industrial awards and agreements; and

(iv) promoting training programs aimed at enhancing the performance of local government; and

(k) do all things which are incidental or conducive to the attainment of the objectives contained in this Constitution and to further the interests of the Company.

7. MEMBERSHIP

(a) Any Council in the Northern Territory shall be eligible for membership of the Company.

(b) Applications for membership shall be in the form prescribed by the Board and shall be in writing directed to the Chief Executive Officer.

(c) The Company shall decide to accept, reject or defer any applications for membership submitted under clause 7(b) in accordance with the established policy of the Company at the first Board meeting following receipt of the application.

(d) The Company may admit as an Associate Member any other organisation or body which performs substantially the functions of a Council and has members elected from the community. Associate Members shall be admitted on such terms and conditions as the Board determines pursuant to Company policy.

(e) Associate Members will not have voting rights at General Meetings.

(f) Associate Members will not be eligible to nominate persons for election to positions on the Board.

(g) The annual fees for Associate Members shall be as determined by the Board.

8. REGISTER OF MEMBER COUNCILS

(a) The Company must establish and maintain a register of Member Councils. The register of Member Councils must be kept by the Chief Executive Officer.

(b) The Company must give current Member Councils access to the register of Member Councils.

(c) Information that is accessed from the register of Member Councils must only be used in a manner relevant to the interests or rights of Member Councils.

9. REPRESENTATION OF MEMBER COUNCILS

(a) Each Member Council may appoint up to two (2) Delegates as their representatives at General Meetings and may at any time revoke such appointments and appoint other Delegates in their place, in accordance with their own policies or procedures.

(b) Each Member Council shall give notice in writing to the Chief Executive Officer of the persons appointed to act as its Delegates.

(c) In the event that a Delegate is unable to attend a meeting of the Company, the Member Council may, by giving written notice to the Chief Executive Officer prior to the commencement of the meeting, appoint another Delegate to act as a substitute at the meeting. The appointment will only be valid for the meeting specified in the notice.

10. ANNUAL GENERAL MEETING OF MEMBER COUNCILS

(a) An Annual General Meeting of the Company shall be held in accordance with the provisions of the Corporations Act and must be held between 1 July and 15 December each year at a time and place determined by the Board.

(b) Not less than twenty-eight (28) days notice of the Annual General Meeting must be given to all Member Councils by the Chief Executive Officer.

(c) At the Annual General Meeting the order of business will be determined by the Board.

11. GENERAL MEETINGS OF MEMBER COUNCILS

(a) The Company shall conduct two (2) or more General Meetings each calendar year on dates determined by the Board with the order of business being in accordance with the Company's Governance Charter.

(b) The Chief Executive Officer shall be responsible for convening meetings and shall ensure that not less than twenty-eight (28) days notice of each meeting is given to all Member Councils along with the business to be conducted.

(c) The quorum for a General Meeting shall be fifty percent (50%) plus one (1) of the financial Member Councils of the Company.

(d) All matters arising at any General Meeting shall be decided by a simple majority of votes cast. If the votes cast on any issue are equal, the Chair of the meeting shall declare the motion lost.

(e) The President of the Company shall chair all General Meetings at which the President is present. If the President is absent then a Vice President shall chair the meeting. If neither the President nor a Vice President are present then the Delegates present at the meeting will choose from amongst themselves a Delegate to act as Chair for that meeting.

(f) Draft minutes of General Meetings shall be maintained and forwarded to all Member Councils as soon as possible after each meeting.

(g) General Meetings may resolve to appoint committees, sub-committee or working party reference groups as necessary to achieve Company objectives and can by resolution delegate to such bodies any powers or functions necessary.

(h) Recommendations arising from any committee, sub-committee or working party reference group meeting shall be determined by the Board at one of its meetings and such determination may also include referring committee or reference group recommendations to Member Councils at a General Meeting.

(i) If at the expiration of thirty (30) minutes from the time of commencement of a General meeting a quorum is not present, the Chair shall determine that the meeting be deferred to a specified time, date and place. The Chief Executive Officer must give notice of the deferred meeting to all Member Councils.

12. SPECIAL GENERAL MEETING OF MEMBER COUNCILS

(a) The Chief Executive Officer shall convene a Special General Meeting of the Company if:

(i) the President or three (3) or more Member Councils request the Chief Executive Officer in writing to convene the meeting; or

(ii) the Board resolves that a Special General Meeting shall be convened.

(b) The Chief Executive Officer shall give not less than twenty-eight (28) days notice of a Special General Meeting and the business to be conducted.

(c) The only business which may be conducted at a Special General Meeting is the business of which notice has been given.

(d) The quorum for a Special General Meeting shall be fifty percent (50%) of the financial Member

Councils of the Company, plus one (1).

(e) The conduct of a Special General Meeting shall comply with clauses 10(c), (d), (e) and (i).

13. CHANGING THE NOTICE PROCEDURE FOR GENERAL MEETINGS

(a) A meeting may be convened in a way other than and on shorter notice than clause 11(b) as long as all Member Councils entitled to vote at the meeting consent to the change beforehand and the notice and shorter notice period comply with the Corporations Act.

14. USE OF TECHNOLOGY IN MEETINGS

(a) The President may (with the approval of the meeting) confer with Member Councils by radio, telephone, facsimile, computer, Internet, closed circuit television or other electronic means of audio or audio-visual communication.

(b) Any resolution passed using such a system is to be treated as having been passed at a meeting of the Member Councils held on the day and at the time the meeting was held, even if the Member Councils were not present together in one place at the time. This clause does not limit the discretion of the Member Councils to regulate their meetings.

15. VOTING AT ANNUAL, GENERAL AND SPECIAL GENERAL MEETINGS BY MEMBER COUNCILS

(a) Each Member Council shall be entitled to the following votes at meetings of the Company based on the population within its Local Government Area:

(i)

a Member Council with a Population up to and including 3 000	- 1 Vote
a Member Council with a Population between 3 001 - 25 000	- 2 Votes
a Member Council with a Population of 25 001 and above	- 3 Votes
a Member Council, being the Capital City, the City of Darwin	- 5 Votes

(b) Voting shall be by the Member Council Delegate or Delegates using the appropriate number of voting cards outlined in 15(a) issued by the Chief Executive Officer.

(c) Proxy votes are not permitted at any Company meeting.

(d) The rules of debate for Company meetings shall be set out from time to time in the Governance Charter.

16. THE BOARD

(a) Each member of the Board will be a Director of the Company, and no person that is ineligible for appointment as a director of a company may be a member of the Board.

(b) The Board shall be comprised of nine (9) Directors, including:

(i) The President;

(ii) two (2) Vice Presidents; and

(iii) six (6) Directors.

(c) The Board shall be elected at the Annual General Meeting every second year (**Election Year**)

and, subject to this Constitution, shall be entitled to hold office for a period of two (2) years from that Annual General Meeting.

(d) The LGANT Chief Executive Officer shall call for nominations for the positions on the Board, including for the positions of President and Vice Presidents, on or before the second Tuesday in September of each Election Year, and nominations shall close on the first Tuesday in October of each Election Year.

(e) Each Member Council may nominate one (1) or more of its elected members to stand for positions on the Board, and must clearly state the position or positions for which the nomination/s are made (President, Vice President or ordinary Board member).

(f) Each Director of the Board must be an elected member of a Member Council and their nomination be endorsed by way of resolution at a Council meeting, but does not necessarily need to be a Delegate of that Member Council.

(g) The LGANT Chief Executive Officer shall advise Member Councils of all nominations received within seven (7) days after the closing of nominations pursuant to clause 16(c).

17. VOTING OF BOARD NOMINATIONS

(a) Order of voting will be:

(i) President;

(ii) Vice Presidents (one municipal and one regional/shire);

(iii) Guaranteed regional/shire ordinary Director; and

(iv) Four remaining ordinary Directors (two municipal and two regional/shire),

(b) The President shall be an elected member of any Member Council, elected by Member Councils to be the leader and official spokesperson of the Company whose roles and responsibilities shall be defined in the Governance Charter.

(c) The two (2) Vice Presidents, shall be:

(i) One (1) elected member of a Municipal Member Council, elected by all the Delegates of Municipal Member Councils; and

(ii) One (1) elected member of a Regional or shire Member Council, elected by all Delegates of Regional and shire Member Councils.

(d) The City of Darwin, as the capital city, must have at least one (1) elected member on the Board as a Director, endorsed by way of resolution at a Council meeting of the City of Darwin (nominated position).

(e) One (1) ordinary Board Director shall be an elected member of a regional or shire Member Council elected by all regional and shire Member Councils present and voting at the Annual General Meeting.

(f) The election of the remaining four (4) ordinary Director positions on the Board, shall be split between two (2) municipal Member Councils, and two (2) regional and shire Member Councils.

(g) Only one elected member from each Member Council can be elected as a Director of the

Board, and all others must be withdrawn from the election to any other positions, with the exception of City of Darwin which may have up to two positions on the Board (e.g. their nominated Director and an ordinary Director).

18. THE BOARD, COMPANY DIRECTORS AND REPRESENTATION

(a) The Board is authorised to perform all functions and duties for the proper control and governance of the Company in between General Meetings in accordance with its Governance Charter.

(b) Meetings of the Board are to be held in accordance with the Company's Governance Charter.

(c) The President, Vice Presidents and Directors shall be entitled to one (1) deliberative vote each at Board meetings.

(d) The quorum for a Board meeting is:

(i) at least five (5) members of the Board; or

(ii) during any period where one (1) or more Directors of the Board are casual vacancies (clause 18) or have been removed (clause 19), at least 50% of the remaining Directors of the Board.

19. THE BOARD - CASUAL VACANCIES

(a) A casual vacancy in an office of the Board occurs when the holder of that office:

(i) becomes, for any reason, ineligible to be a director of the Company;

(ii) dies;

(iii) resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer and such resignation is accepted;

(iv) is absent (except upon leave granted by the Board) from three (3) consecutive meetings without apology satisfactory to the Board;

(v) is found mentally ill, or becomes of unsound mind, or is incapable of performing the duties of the relevant office;

(vi) ceases to hold office as a member of a Council excluding any period of cessation between that office and re-nomination and re-election to Council from a general election; or

(vii) is removed from office in the manner provided for in clause 19(a).

(b) A casual vacancy in an office of the Board also occurs when one (1) or more members of the Board resign from the Board pursuant to clause 21, but the vacancy shall cease if and when the relevant member is reinstated pursuant to clause 21(c)(ii).

(c) If a casual vacancy occurs on the Board for a position other than the President or a Vice President, the Chief Executive Officer shall advise Member Councils and invite nominations to be forwarded for consideration at the next Board Meeting.

(d) If a casual vacancy occurs in the office of President or Vice President, the Board shall appoint one (1) of the remaining Board Directors to the position to:

(i) serve out the remainder of the term of office; or

(ii) serve during the period of the vacancy where the vacancy occurs only because of a resignation of the President or Vice President pursuant to clause 22.

(e) If a casual vacancy occurs on the Board for other positions:

(i) Less than six (6) months before the next Annual General Meeting, the Board may by vote of existing Directors:

A. appoint an eligible person to fill the vacancy until the next Annual General Meeting at which an election of Board members is to occur; or

B. leave the position vacant; or

(ii) More than six (6) months before the next Annual General Meeting, the Board may by vote of existing Directors appoint an eligible person to fill the vacancy until the next Annual General Meeting at which an election of Directors is to occur.

(f) The casual vacancy must not be filled by a Member Council that already has a Director on the Board.

20. THE BOARD - TERMINATION OF OFFICE

(a) The Board may remove from office any Board member if the person has:

(i) misappropriated funds or other property or assets of the Company;

(ii) substantially breached the Governance Charter;

(iii) been guilty of gross misbehaviour or gross neglect of duty; or

(iv) has ceased to be eligible to hold office; or

(v) becomes prohibited from being a director of the Company by reason of any order made under the Corporations Act.

(b) Before removing any Board member from office pursuant to clause 19(a) the Board shall call on such person to appear before the next meeting of the Board to show cause why that person should not be expelled from the position as an office holder of the Board.

(c) The Board member called to show cause pursuant to subclause 17(b) shall be given at least fourteen (14) days notice of the time and place of the meeting to which that member is called. The notice calling such person shall also specify the ground or grounds upon which it is proposed to consider such removal.

(d) The Board may proceed to hear and determine the matter under this clause 17 notwithstanding the absence of the person called if due notice of the hearing has been given in accordance with this Constitution.

21. THE BOARD – ALLOWANCES, TRAVEL AND REMUNERATION

(a) The Company shall pay an allowance to the President in accordance with the amount set in an annual budget of the Company.

(b) The Company may pay an allowance or fee to Board Directors (other than the President) for participation in Board meetings, other than Annual, General and Special Meetings, or Committee meetings of the Board

(c) The Company may pay an allowance or fee to Board Directors (other than the President) for attendance at the annual strategic planning meeting..

(d) If the company does not pay allowances or fees to Board Directors, these costs shall be met from Member council budgets.

(e) All travel and subsistence expenses of Board Directors associated with attendance at Board Meetings and Annual and General Meetings of the Company (other than for the President), shall be met from Member Council budgets.

(f) Where Board Directors are required to travel to the annual strategic planning meeting, the reasonable cost of travel and subsistence shall be met by the Company.

(g) The Company may pay a Director a sum determined by the Board if a Director is required to perform services for the Company which in the opinion of the Board are on reasonable commercial terms and are outside the scope of the ordinary duties of a Director.

22. THE BOARD - ELECTION TO TERRITORY OR FEDERAL PARLIAMENTS

(a) A person who is a member of the Board and who is, or is to be, nominated for election to the Legislative Assembly, the Commonwealth House of Representatives or the Senate must give notice in writing to the Chief Executive Officer of the Company of the person's resignation from the Board under this clause 19.

(b) When a member gives notice of resignation under clause 19(a) the office of the member becomes vacant, but the vacancy cannot be filled until the expiry of the period within which the person may apply under this section to be reinstated to the office.

(c) A person who has given notice of resignation under clause 19(a) may apply in writing to the Chief Executive Officer of the Company to be reinstated to the office from which that person resigned:

(i) before the election in relation to which the resignation was tendered – if the person withdraws consent to act as a member of the Legislative Assembly, House of Representatives or Senate (as the case may be) if elected or ceases to be qualified to be a candidate for election; or

(ii) if the person was not successful in the election in relation to which the resignation was tendered – before the expiry of the seventh day after the declaration of the poll for the election,

and the Board must reinstate the person to the office from which the person resigned, effective on and from the day of the application for reinstatement was received by the Chief Executive Officer.

(d) A person reinstated to office under this section is not entitled to any remuneration allowance or fee as a Board Director during the period in which the resignation had effect.

23. SUBSCRIPTIONS

(a) The Board shall recommend a General Meeting to be held prior to the end of each financial year, the annual subscription payable for the following financial year by Member Councils.

(b) The annual subscription shall be determined by a General Meeting and will be payable by Member Councils on 01 July of each year.

(c) A Member Council whose subscription remains unpaid for more than sixty (60) days from 01 July in each year or other dates as determined by the Board shall become an unfinancial Member Council and shall forfeit all rights to attend and vote at any General Meetings and shall not be entitled to membership of any committee or reference groups so long as the Member Council remains unfinancial.

(d) A Member Council shall not be entitled to any services of the Company so long as it remains unfinancial.

(e) Member Councils may with the approval of the Board enter into an arrangement for periodic payment of subscriptions to the Company.

(f) The Chief Executive Officer shall advise the General Meeting following the Annual General Meeting of the names of unfinancial Member Councils.

(g) Any subscription outstanding can be recovered by the Company as a debt due and payable.

24. LEVIES

(a) The Company may by resolution passed at a General Meeting or Special General Meeting impose a levy on Member Councils to establish a fund or funds to defray any extraordinary expenditure incurred or to be incurred in carrying out the objectives of the Company. Funds raised by a levy shall only be expended for the purposes of the levy. Any surplus remaining from the levy shall be refunded to Member Councils after the objective of the levy has been met.

(b) Written notice of any proposed levy must be forwarded to all Member Councils no less than twenty-eight (28) days prior to the meeting which will consider the levy.

(c) Any levy declared shall be payable within sixty (60) days of the declaration. Any levy unpaid shall become a debt due by the Member Council to the Company.

(d) At the Annual General Meeting a statement shall be tabled setting out the state of any fund for which a levy has been made. The Company may exempt a Member Council or group of Member Councils from liability to pay a levy where it is satisfied that it is reasonable to do so.

25. THE CHIEF EXECUTIVE OFFICER

(a) The Board shall appoint an employee of the Company to be known as the Chief Executive Officer who shall:

(i) be appointed as Company Secretary;

(ii) be appointed to perform and fulfil the responsibilities stated in a position description, which shall include being responsible for the day-to-day management and administration of the Company; and

(iii) be responsible to the Board for the management and administration of the Company and for the execution of Company decisions.

(b) The Board shall review the performance of the Chief Executive Officer in accordance with the Company's Governance Charter.

(c) The Chief Executive Officer may appoint staff in accordance with an organisational structure and with resources approved by the Board.

(d) The Chief Executive Officer may direct, and if necessary, dismiss employees of the Company.

(e) The Chief Executive Officer may, by instrument in writing, delegate to an employee of the Company, whether by name or by reference to an office, designation or position, any of the Chief Executive Officer's powers and functions by or under this Constitution that are within the instrument.

26. COMPANY FINANCES AND ANNUAL REPORT

(a) The financial year for the Company is from 01July to 30 June.

(b) The Chief Executive Officer shall be responsible for the safekeeping of all assets of the Company and shall cause accounting records to be kept in accordance with relevant accounting standards and prepare financial statements and reports in accordance with the requirements of the Corporations Act.

(c) The Annual Report and audited financial statements of the Company shall be presented to each Annual General Meeting by the Chief Executive Officer.

27. ACCOUNTS

(a) The Board must arrange for the Company to keep proper books of account that record true and complete accounts of the affairs and transactions of the Company and give a true and fair view of the state of the Company's affairs and explain its transactions.

(b) The Board must arrange for the books of account to be kept at the Registered Office and to be open to the inspection of the Directors during usual business hours.

28. THE AUDITOR

(a) The Company shall appoint an auditor by resolution at the Annual General Meeting at which elections for the Board are held.

(b) The auditor is responsible for auditing the accounts of the Company and providing a report to Member Councils on the state of the accounts for the preceding financial year in accordance with relevant audit standards.

29. NOTICES

(a) The Company may serve a notice to any Member Council by serving it in person, or by sending it by post, email, facsimile, or other electronic transmission, at its address shown in the Register or the address supplied by it to the Company for the giving of notices to it.

(b) Where a notice is sent by e-mail, facsimile or other electronic transmission, service of the notice is deemed to be effected by properly addressing the e-mail, facsimile or other electronic transmission and sending it, and the notice is deemed to have been served on the day following its dispatch.

(c) Notice of every general meeting must be given in accordance with provision 11(b).

30. THE COMMON SEAL AND EXECUTION OF DOCUMENTS

(a) The common seal of the Company shall be kept under the custody and control of the Chief Executive Officer.

(b) The common seal shall be affixed to documents and instruments pursuant to a resolution of the Board and in the presence of:

(i) Two (2) Board members; or

(ii) One (1) Board member and the Chief Executive Officer.

(c) The Company may execute documents without using a common seal if the document is signed by:

(i) Two (2) directors of the Company; or

(ii) One (1) director and the Chief Executive Officer.

31. INDEMNITY

(a) To the extent permitted by law, the Company indemnifies every person who is or has been an officer of the Company against any liability incurred by that person as an officer of the Company unless the liability arises out of conduct on the part of the officer which involves a lack of good faith or is contrary to the Company's express instructions.

(b) The Company indemnifies every officer of the Company against any liability for costs and expenses incurred by the person in his or her capacity as an officer of the Company:

(i) in defending any proceedings, whether civil or criminal, in which judgement is given in favour of the person or in which the person is acquitted; or

(ii) in connection with an application, in relation to such proceedings, in which the Court grants relief to the person under the Corporations Act.

(c) For the purposes of this clause, 'officer' means a member of the Board as defined in this Constitution or an executive officer as defined by the Corporations Act.

32. NOT FOR PROFIT

(a) The Company's income and property must be applied solely towards promoting the Company's objectives.

(b) No part of the income or property may be paid, transferred or distributed, directly or indirectly, by way of dividend, bonus or other profit distribution to any Member Council.

33. CONFLICT OF INTEREST

(a) A Delegate shall disclose to any General Meeting and any Board member shall disclose to any Board meeting, any interest which the relevant Member Council or Delegate has or may have in a matter before the meeting. The Delegate must, unless agreed unanimously by the remaining Delegates then present, then leave the meeting and not vote on the issue subject to the conflict of interest.

(b) All disclosures of interest shall be recorded in the minutes of the meeting at which the disclosure was made.

34. RESIGNATION OF MEMBER COUNCILS

(a) A Member Council may resign from the Company by written notice to the Chief Executive Officer and such resignation shall take effect on the day of the next General Meeting after the notice is received.

(b) All subscriptions or levies due to the Company at the date of resignation must be paid by the Member Council.

(c) Any outstanding subscription or levy can be recovered by the Company as a debt due and payable.

35. AMENDING THE CONSTITUTION

(a) This Constitution can only be amended by a resolution carried by a fifty percent (50%) plus one (1) majority of Member Councils present and voting at a General Meeting or Special General Meeting.

(b) The Chief Executive Officer must give all Member Councils not less than six (6) weeks written notice of any proposal to amend this Constitution.

36. WINDING UP OF THE COMPANY

(a) The Company may only be wound up by a resolution passed by a fifty percent (50%) plus one (1) majority of financial Member Councils present and voting at a General Meeting or Special General Meeting.

(b) If the Company is wound up, and the assets of the Company is more than sufficient, the Company shall pay:

(i) all of the debts and liabilities of the Company; and

(ii) the costs charges and expenses of the winding up.

(c) Any surplus assets must be distributed proportionately to each Member Council based on the subscription formula.

(d) The decision as to the surplus assets must be made by a special resolution of Member Councils at or before the time of winding up. If the Member Councils do not make this decision, the Company may apply to the Supreme Court to make this decision.

37. NOTICE OF DISPUTE

(a) In the event of any disagreement or dispute arising between any or all of the Member Councils as to the interpretation, implementation or enforcement of any term of this Constitution, any Member Council may send a notice to all of the Member Councils setting out the details of that dispute (“Notice of Dispute”).

(b) A Member Council which serves a Notice of Dispute may withdraw it by giving written notice to all Member Councils.

38. DISPUTE RESOLUTION

(a) Following receipt of a Notice of Dispute each Member Council must enter into good faith discussions with the other Member Councils with a view to resolving the dispute.

(b) Where the Member Councils have not resolved the dispute within 14 days after the date of service of the Notice of Dispute to the Member Councils, those Member Councils must appoint an arbitrator agreed by those Member Councils to determine the dispute.

(c) If the Member Councils do not agree on the appointment of an expert within 7 days after the need to appoint an arbitrator arises, then any Member Council may request the President of the Institute of Arbitrators of Australia (or such other body as carries on the functions of the Institute) or his or her nominee to appoint an arbitrator to determine the dispute. Such arbitrator shall be a person who, by virtue of his or her qualifications and/or experience, has an appropriate familiarity with and understanding of the nature of the matters in dispute.

(d) The arbitration process will be conducted in accordance with the Commercial Arbitration (National Uniform Legislation) Act 2011.

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.4
Report Title:	2026-27 Budget Development Timeline
Meeting Date:	Tuesday 21 October 2025
Author:	Finance Manager, Jeffrey Guilas
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

The purpose of this Report is to advise the Council of the timelines for the preparation of the Draft 2026/27 Municipal Plan & Budget and 2027-36 Long-Term Financial Plan.

Key messages

- This report presents the proposed schedule for the development of the 2026/27 Municipal Plan & Budget and Long-Term Financial Plan.
- Elected Member Workshops will be undertaken to present various elements of the Municipal Plan & Budget 2026/27 throughout the budgeting development process.
- The topics that will be discussed will include: the rating models, rates concessions, economic conditions, new initiatives and review of proposed budget.
- The Municipal Plan and the Long-Term Financial Plan will go out for 28 days of public consultation from 8 April to 5 May 2026. This is one week earlier compared to last year.
- Council is required to adopt the Municipal Plan 2026/27 by 30 June 2026 to meet the requirements of the Local Government Act 2019.
- The timetable has been prepared to enable the Municipal Plan 2026/27 and the Long-Term Financial Plan to be adopted at the 2nd Ordinary Meeting in June 2026.

Recommendation

1. THAT Report entitled 2026-27 Budget Development Timeline be received and noted.

2. THAT the Council endorse the 2026-27 Budget Timeline in **Attachment 12.1.4.1** contained in the report entitled 2026-27 Budget Development Timeline.

Background

Each year a report is presented to Council with a proposed timeline with key planning dates for the following year's budget preparations. These timelines provide an outline to stakeholders on how Council intends to meet the requirements stated in the *Local Government Act 2019* in finalising both the Municipal Plan and Long-Term Financial Plan.

The Municipal Plan 2024-25 reflects Council's overarching Community Plan, aligning with its six defined outcomes. These outcomes serve as the framework for performance and service plans, guiding Council's endeavours for the upcoming 2026-27 fiscal year. Progress towards these objectives will be tracked and reported in the subsequent Annual Report for 2026-27.

This report provides Council with the proposed timeline for budget development activities to produce the 2026/27 Municipal Plan and Budget and the 2027-36 Long Term Financial Plan.

Discussion

A series of budget development workshops are held with Elected Members to ensure that Council finalise both the Municipal Plan and Long-Term Financial Plan in line with the requirements of the *Local Government Act (LGA 2019).*

The table below outlines the proposed timeline for upcoming 2026/27 financial year. Details of specific topics to be discussed at workshops is found at **Attachment 12.1.4.1**

Timeline: Budget Development

Dates	Event
21 October 2025	Council Meeting
8 November 2025	Infrastructure Tour
11 November 2025	Budget Workshop 1
10 February 2026	Budget Workshop 2
24 February 2026	Budget Workshop 3
10 March 2026	Budget Workshop 4
26 March 2026	Budget Workshop 5
7 April 2026	Council Meeting (endorse draft Municipal Plana and LTFP for public consultation)
8 April to 5 May 2026	Public consultation
2 June 2026	Council Meeting - present feedback
16 June 2026	Council Meeting - adoption

The above timeframe is indicative only and subject to change depending on requirements and availability of Executive Management and Elected Members. The budget will present to

Council challenges and opportunities for the forthcoming year for consideration. Some topics that will be included are:

- Current economic conditions impacting both Palmerston and the Northern Territory at large.
- Waste Charges.
- New initiatives.
- A review of proposed budget in conjunction with the Asset Management Strategy.
- Rates models and rates concessions.

This year, public consultation will commence one week earlier compared to last year to allow feedback from the public consultation to be presented to Council at the 1st Ordinary meeting in June 2026 before finalising the 2026-27 Budget and Long-Term Financial Plan 2027-36 for adoption at the 2nd Ordinary Meeting in June 2026.

Consultation and marketing

It is recommended at this draft stage to hold five workshops with the Elected Members. These workshops are mainly to consult on matters relating to both the Draft Municipal Plan & Budget 2026/27, and the Long-Term Financial Plan 2027-2036. Further workshops may be required depending on the budget development progress and consultation.

The following City of Palmerston staff were consulted in preparing this Report:

- Executive Leadership Team
- Senior Leadership Team

Policy implications

The development of the budget must comply with Council's policy, which include

- Asset Management Policy
- Borrowing
- Debt Collection
- Financial Reserve
- Investment
- Rating Concession
- Rating Policy.

Budget and resource implications

There are no budget or resource implications relating to this Report.

Risk, legal and legislative implications

Part 3.3, 10.4 and 10.5 of the *Local Government Act 2019* (NT) (the Act) sets out the requirements of Municipal Plan, LTFP and he Annual Budget.

- Section 35(1) - A council must, by resolution, adopt its municipal, regional or shire plan between 1 March and 30 June in each year.

- Section 200(4) - council must provide the Agency with a copy of its long-term financial plan by 30 June in the year preceding the first financial year to which the plan relates.
- Section 203 of the *Local Government Act 2019* (NT), council must adopt its budget for a particular financial year on or before 30 June in the previous financial year.

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**
   Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Long Term Financial Plan

Financial sustainability entails ensuring CoP can adequately finance its services and asset replacement at a rate aligned with their deterioration.

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

1. 2026 27 Budget Development Timeline (1) [**12.1.4.1** - 1 page]

2026-27 BUDGET DEVELOPMENT TIMELINE

*Indicated Council Policies

Dates	Event	Topics
21 October 2025	Council Meeting	2026-27 Budget Development Timeline
8 November 2025	Tour	Tour as part of the budget development process
11 November 2025	Budget Workshop 1	Rating Strategy* Overview on Rating Model, Waste Charges, Reserves* and LTFP. Fees and Charges Overview Intro to 10-year Capital Program
12 November 2025	New initiatives	Circulate New Initiatives
18 November 2025	Council Meeting	Present budget workshop report for Council direction
20 January 2026	New initiatives	Due date for New initiatives
10 February 2026	Budget Workshop 2	Elements of the Consolidated Budget New Initiatives Borrowings* Rate Concession* Investments* Economic indicators Fees and Charges
17 February 2026	Council Meeting	Present budget workshop report for Council direction
24 February 2026	Budget Workshop 3	Present model of Consolidated Budget based on Council direction - Rating Strategy - Waste Charges - New initiatives - Reserves Present LTFP based on above and 10 year Capital Program
3 March 2026	Council Meeting	Present budget workshop report for Council direction
10 March 2026	Budget Workshop 4	Revised Rating Models Waste Budget Consolidated Budget
17 March 2026	Council Meeting	Present budget workshop report for Council direction
26 March 2026	Budget Workshop 5	Consolidated Budget Draft Municipal Plan & Budget
7 April 2026	Council Endorsement	Council endorses release of Draft MP & LTFP for public consultation
8 April to 5 May 2026	Public consultation	28 days public consultation
2 June 2026	Council Meeting	Feedback on Public consultation
16 June 2026	Council Meeting	Adoption of MP & LTFP

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.1
Report Title:	People and Place Quarterly Report - July to September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Executive Assistant to General Manager People & Place, Georgina Davies
Approver:	General Manager People and Place, Emma Blight

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

This Report presents the key activities undertaken by the People and Place Directorate in the July to September 2025 quarter.

Key messages

- City of Palmerston continued to successfully deliver its jam-packed events calendar, including events such as Territory Day, FlicNics, Live at the Lake, Darwin Festival in Palmerston, Darwin International Film Festival, Aquafest and Reboot Your Loot.
- City of Palmerston welcomed 120 new citizens from 31 countries to the municipality across three (3) Citizenship Ceremonies on Thursday 24 July and Wednesday 17 September at Gray Community Hall.
- The Inauguration of the 11th City of Palmerston Council was hosted on Tuesday 9 September.
- City of Palmerston's August edition of the Palmerston Business Newsletter was released to 1,763 subscribers.
- City of Palmerston launched Live at Lunch in Goyder Square, held every Thursday through the month of July.
- There were 60 media interactions during the quarter.
- Across our social media platforms, infrastructure-related content performed best on Facebook, and Instagram followers saw a strong increase of 4.27%.
- City of Palmerston continues to prioritise recruitment activities and staff development to ensure a skilled and high performing workforce.

- The analysis of customer requests highlights shows Regulatory Services received the most enquiries which related to wandering pets suggesting further education and awareness maybe helpful.

Recommendation

THAT Report entitled People and Place Quarterly Report - July to September 2025 be received and noted.

Background

The People and Place Directorate provides a quarterly report to Council on key activities undertaken during the quarter. The Directorate includes the departments of Marketing and Communications, City Activation, and People and Customer (inclusive of Safety and Wellbeing).

This Report presents to Council the July to September 2025 quarter, and those activities aligned to City of Palmerston's Community Plan outcomes and objectives.

Discussion

Family and Community

Palmerston is a safe and family friendly community where everyone belongs.

Events

Territory Day

Tuesday, 1 July 2025 saw Goodline Park in Rosebery come alive with celebrations for Territory Day. The venue served as a safe and vibrant space for families to enjoy the festivities, featuring pre-fireworks entertainment from Tip Top Circus Entertainment, Imagine That Face Painting and Giggling Gekkos Jumping Castle. A variety of sweet and savoury treats were on offer thanks to the Palmerston Raiders Rugby League Club canteen, The Potato Man, Curled Ice Cream and the Smoothie Van Crew. The event attracted around 1,800 attendees, all coming together to celebrate the evening in true Territory spirit.



Attendees enjoying the firework display

Palmerston Youth Festival

Since 2019, Palmerston Youth Festival has been delivered by City of Palmerston in partnership with the Northern Territory Government. The sixth Palmerston Youth Festival proven to be the biggest festival yet attracting 9,995 attendees over the seven (7) days of celebrations.

This year's program was carefully curated to be free, accessible, and inclusive, offering a diverse mix of events and activities spanning culture, music, sport, arts, hobbies, and technology. The week provided young people with valuable opportunities to develop skills, confidence, and knowledge across a wide range of interests, while also fostering connections with likeminded peers.

Highlights included the expansion of Geekfest Top End into a two (2) day event, alongside a jam-packed program featuring the NAIDOC Pool Party, Pamper Palmy, Sportsfest, Creative Collective, and Palmy's Got Talent.

The attendance for the festival increased over by 26% with most attended events being Geekfest Top End; Day 1 and Palmy's Got Talent which was hosted in conjunction with Palmerston Markets.



Palmerston Youth Festival across the seven (7) days

FlicNics

FlicNics continued to activate parks in Palmerston. Saturday 19 July was the fourth event of the series and saw the screening of IF at Sanctuary Lakes. Pre-show entertainment featured the lively Tip Top Circus Entertainment, providing kids with a range of circus activities to engage with. Younger children enjoyed exploring the new playground nearby. Popular food vendors, The Potato Man and Cheeky Churros, made their regular Saturday appearance, adding to the festive atmosphere at Sanctuary Lakes.

The fifth and final FlicNics of the series took place at William Kirkby Jones Park in Zuccoli, providing a cosy, family-friendly setting. The featured film was Harold and the Purple Crayon with Imagine That Face Painting entertaining children before the movie began. Curled Ice Cream was onsite, and a range of dinner deals were arranged with Zuccoli Plaza including Doug Boys, IGA, Rainmaker, and Tindahang Pinoy Hub for attendees to enjoy.



Saturday 19 July at Sanctuary Lakes; Saturday 2 August at William Kirkby Jones Park

Live at the Lake

During the dry season, City of Palmerston hosts a monthly series from May to August where the community comes together to enjoy live music by the lake. Live at the Lake offers a vibrant connection to the community, awakening the senses through music.

The third event of the music series took place on Saturday 26 July and introduced Marlow Lagoon as a new venue. Dein Cantrill opened the event and the relaxed atmosphere continued into the evening with a performance by Adam Scriven. Giggling Gekko provided kids entertainment of a jumping castle while the venue featuring two (2) playgrounds and a picturesque backdrop, offered the perfect setting for attendees to unwind and enjoy the experience.

The fourth Live at the Lake of the series was held on Friday 8 August, Durack Community Arts Centre lawn. The evening kicked off with a performance by Crystal Robbins, followed by the Koole Duo as the second act. Families enjoyed a range of entertainment with Top End Critters, Giggling Gekko jumping castle and City of Palmerston outdoor games including giant noughts and crosses and Jenga to keep the kids engaged. Food lovers were treated to tasty offerings from Holy Smokes BBQ.

The final Live at the Lake series wrapped up in style as 260 attendees gathered at Sanctuary Lakes to enjoy an evening of live music, food and kids entertainment. Guests were treated to acoustic sets by local talent Dein Cantrill and Yvette Young, creating the perfect ambiance as guests enjoyed the lakeside sunset. Families soaked up the relaxed atmosphere

with the children busy and smiling thanks to the bubbles and lively circus play by Tip Top Circus Entertainment. Attendees were treated to food from The Potato Man and dessert from Cheeky Churros, rounding off the evening with something for every craving. With its stunning location and community spirit, Live at the Lake proved once again to be the perfect send-off to the dry season.



Children enjoying the entertainment at Sanctuary Lakes and Durack Community Arts Centre

Darwin Festival in Palmerston

The 2025 Darwin Festival in Palmerston commenced with the popular Family Fiesta on Friday evening, held in conjunction with the Palmerston Markets. The event transformed the CBD into a vibrant celebration of music, dance, food and interactive performances for all ages.

The evening began with La Decarga who energised the crowd with a conga line, limbo competition and infectious mix of Latin Australian tropical beats. Crowd favourite 'I Like to Movie' had attendees singing along to popular musical hits, while Darwin M3 Dance Group captivated the audience with their blend of global dance styles.

Entertainment extended throughout the markets with hands-on creative experiences from Task Party, circus skill workshops by Corrugated Iron Youth Arts and the playful antics of the Clown Security team delighting audiences throughout the night. The fun continued with DJ Guru Dudu's Silent Disco Walking Tour offering a unique and interactive way to experience the event. A curious and quirky baby ibis also made appearances, adding a touch of surprise and joy.



Photos from Family Fiesta

Saturday's ticketed show, Buffalo Country provided a more relaxed evening of Australian Country music under the stars. David Garnham & the Reasons to Live performed an all-star tribute to Top End country music icon, Mark A Hunter. The evening featured music from his debut album Songs from The Buffalo Country.

The evening featured a stellar line up of musicians who joined the celebration including Choir of Man, Gleny Rae Virus and Sally Balfour to contribute to the heartfelt tribute of this iconic Northern Territory album. The performances continued with appearances from two (2) of Australia's most acclaimed country artists; Sara Storer and Shane Nicholson; both multiple Golden Guitar and ARIA Award winners who brought the night to a memorable close.




Photos from Buffalo Country

Darwin International Film Festival

The inaugural Darwin International Film Festival in Palmerston commenced successfully with two (2) film screenings held at Goyder Square. The event took place across two (2) consecutive Saturdays; the second and third Saturdays of September.

The program featured family-friendly films with The Canterville Ghost screened on the first evening, followed by Bookworm on the subsequent Saturday. Each screening attracted a broad audience, contributing to a vibrant and inclusive community atmosphere.

In addition to the film presentations, the evenings included pre-screening entertainment provided by Fairy Jill. A selection of food trucks was also available on-site offering a variety of dining options for all to enjoy!





Photos from Darwin International Film Festival

Aquafest

In celebration of Water Safety Week, City of Palmerston and Royal Life Saving Society NT hosted the second a water safety event at SWELL on Saturday 20 September 2025. The event drew a strong crowd with 680 attendees enjoying a day filled with fun, learning, and community spirit.

The atmosphere was buzzing with energy as DJ James Mangohig provided live music throughout the day. Families were entertained with circus and bubble play while the dunk tank, 360 photo booth and fishing simulator brought laughs and excitement.

Over 134 attendees aged between 1 and 15 engaged with the Water Safety Lakes activity. The goal of the activity was to teach young attendees and their parents about the importance of water safety. Each attendee engaged with:

- Royal Life Saving NT,
- Learn to Swim program by Department of People, Sport and Culture,
- Sun Safety,
- CrocWise,
- Department of Agriculture and Fisheries,
- Marine Safety,
- Emergency Services,
- Weed Management.

Belgravia Leisure organised hands-on water safety activities aimed at teaching essential skills to young attendees. These activities included properly fitting life jackets in the water and practicing rope-throwing techniques. These vital skills provided the young attendees with confidence and awareness of water safety, equipping them to respond effectively in emergency situations.

The event successfully highlighted the importance of water safety while bringing the community together for a memorable day out.



Attendees enjoying water safety activities



Water safety stall holders

Reboot Your Loot

Reboot Your Loot returned to the Civic Plaza carpark on Saturday 23 August, drawing in a crowd of over 450 keen bargain hunters and enthusiastic sellers. With 36 stalls packed full of everything from handmade friendship bracelets and clothes, to fishing tackle boxes and all sorts of treasures in between; there was something for everyone to discover.

City of Palmerston's departments came together to add extra value to the day. Council's Rangers team offered free dog microchipping, Customer Experience opened to help with enquiries and dog registrations, and the Environment Team stitched sustainability into the event by offering free clothing alterations.

Alongside bargain shopping, local vendors served up a BBQ breakfast and freshly brewed coffee while live music set the tone for a relaxed, community focused morning. It was a great day out for all ages and a fantastic way to give pre-loved items a new lease on life.



Civic Plaza stallholders and shoppers; Rangers Stall and Palmerston Lions BBQ

Vibrant Economy

Palmerston is a destination city for employment; it is a place where businesses are encouraged to set up and grow.

Economic Development

Palmerston Business Newsletter

The August edition of the Palmerston Business Newsletter was sent to 1,763 subscribers. The newsletter provided information on the upcoming Local Government Elections, the return of Darwin Festival in Palmerston, ran a competition to a double pass giveaway to

Buffalo Country, information on Council's public procurement processes, and some of the available business support programs with NT Government.

Marketing and Communications Campaigns

City of Palmerston promoted a range of events and activities this quarter, highlights included:

Palmerston Youth Festival

This quarter, promotion for the Palmerston Youth Festival was heavily focused on awareness and engagement, with increased activity across social media platforms and radio advertising. Social media channels included (Facebook, Instagram, TikTok, YouTube) and in-app gaming, helping to reach a younger and more diverse audience. These efforts built on the broader awareness campaign launched in late May, which included a range of print (magazine, PYF booklet) and out-of-home channels (bus advertising, flagpole banners, digital boards, school engagement, e-newsletter (EDM) and a media event).

Local Government Election

Council supported the Northern Territory Electoral Commission (NTEC) during the local government election campaign by providing regular updates on our website to keep the community informed. In addition, Council hosted a candidate information session in July for those interested to learn more about becoming a Councillor, which was promoted through Council's website, social media channels, and local newspaper advertising.

Darwin Festival in Palmerston

As a major sponsor of the Darwin Festival, Council enhanced its brand visibility through consistent logo placement across festival signage, official guides and digital platforms. Supporting two (2) festival events held locally, Council collaborated with organisers on a comprehensive marketing campaign combining print, digital and on-ground engagement to maximise community reach. Key promotional activities included inclusion in our 2025 Event Booklet, highway banners, targeted social media advertising, EDM and coordinating the on-site presence of the Darwin Festival at the Palmerston Markets.

Pet Registration

Marketing efforts supported the annual pet registration campaign. Promotion included a prominent feature on Council's website, staff email signatures with link to more details, paid and organic social media post and stories, radio advertising, the library e-newsletter and digital screens across Council facilities. Flyers were also displayed at Civic Plaza for the visitors and larger signs were installed at all the dog parks.

The campaign focused on reinforcing the key messages such as the importance of timely registration, reminding pet owners should register by 1 September and by educating animal owners that registering on time helps Council reunite lost pets with their families, ensuring their safety and wellbeing.

Pre-Cyclone Clean Up

A direct community targeted communications campaign commenced in August to promote the Pre-Cyclone Clean Up, to help Palmerston residents get ready for the cyclone season. The key messages focused on letting the community know about the clean-up, how it could

help them prepare and when crews would be in each suburb. It also explained what items would be collected and what wouldn't and that assisted pick-ups were available for residents who needed extra help.

The website was used as the main source of information, with suburb schedules and guidelines clearly laid out. Digital screens around the city (VMS and Council facilities) and local radio advertising helped get the messaging out, while staff email signatures featured a banner that linked to more details. Paid and regular organic social media posts highlighted key dates and tips, complemented by stories on socials to keep the message active among residents, as well as the library's e-newsletter.

A media release was sent to journalists, and professional photography was capture during the clean-up. Variable Message Signs (VMS) boards and swing signs were moved around high-traffic spots in Palmerston to boost visibility throughout the campaign, and a small number of flyers were available at Council facilities. In addition, notifications were sent to City of Palmerston app users ahead of their collection day, with residents encouraged to set reminders for their zones.

Individual events

Alongside the broader events marketing campaign, individual events receive dedicated promotion on Council's website, through a mix of paid and organic social media posts and radio. Professional photography is sometimes used to capture these events, with images shared afterward to sustain community engagement. In line with our sustainability strategy, the use of printed flyers continues to be scaled back where possible and is supported through promotion by digital boards and Electronic Direct Mail (EDM's). Community events promoted this quarter included Reboot Your Loot, Seniors' Day, FlicNics, Live at the Lake, Aquafest, Darwin International Film Festival and City of Palmerston Library school holiday program.



Creative promotions developed for events and activities during the quarter

Arts and Culture

In July, Live at Lunch was launched in Goyder Square. The free event was held every Thursday from 12pm to 2pm through the month of July, filling the square with entertainment and a different food truck each week. Entertainment was performed by

artists: Prayer Corby; Casey Jane; and Crystal Robbins. The food trucks, Luigi's Pizzeria, The Bami Van, Yogi's Way, and Holy Smokes BBQ, were well received.





The food vendors and entertainment were a hit amongst *Live at Lunch* goers.

Cultural Diversity

In Palmerston we celebrate our cultures in a way that values our diversity.

Citizenship Ceremonies

City of Palmerston welcomed 74 new citizens from 25 countries to the municipality across two (2) Citizenship Ceremonies on Thursday 24 July at Gray Community Hall. Deputy Mayor Hale presided over the ceremonies, with His Honour Professor the Honourable Hugh Heggie Administrator attending the morning ceremony.





Palmerston's Newest Citizens and His Honour Professor the Honourable Hugh Heggie Administrator of the NT entering the Ceremony

Australian Citizenship Day is celebrated annually on 17 September. This year, City of Palmerston celebrated this occasion by welcoming 46 new citizens during its sixth Citizenship Ceremony of the year, held at Gray Community Hall. This ceremony marked the first of the 11th Council and was attended by several key dignitaries, including His Honour Professor the Honourable Hugh Heggie Administrator of the NT and Ms Ruth Jones, The Hon. Marie-Clare Boothby MLA, The Hon. Jinson Charls MLA, Mr. Luke Gosling OAM MP, Mr. Matthew Kerle MLA, Deputy Mayor Hale, and Councillors Fraser, Kanyai, and Waters.



Conferee Group Photo

Governance

Council is trusted by the community and invests in things that the public values.

Inauguration of the 11th Council of City of Palmerston

Tuesday 9 September marked a significant occasion as City of Palmerston's 11th Council was officially sworn in before dignitaries, staff and special guests. Mayor Athina Pascoe-Bell returned for her third term as Mayor, joined by Councillors Wayne Bayliss, Mark Fraser, Damian Hale, Sarah Henderson, Yolanda Kanyai, Lucy Morrison and Rob Waters.

Guests enjoyed canapés and live music from the Darwin String Trio as they came together to celebrate a new beginning for the Palmerston municipality. The evening was filled with excitement and optimism as three (3) new councillors took their seats, ready to build upon the vision and progress established by the 10th Council.





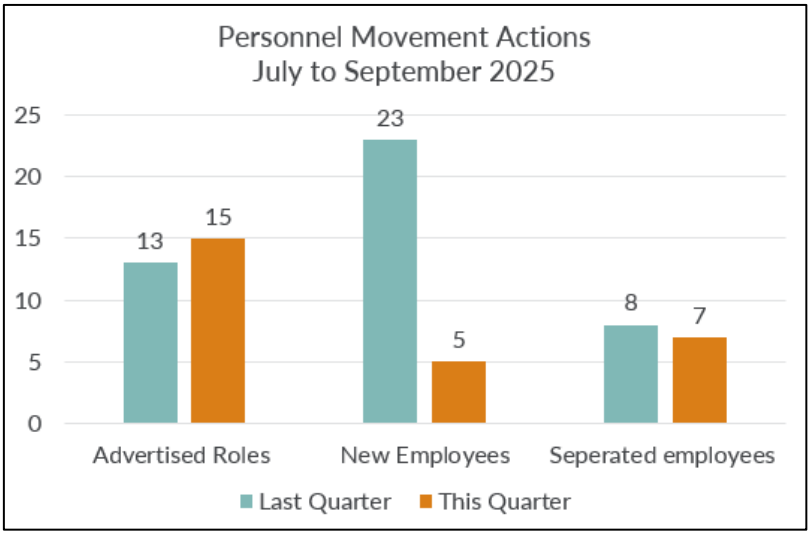
11th City of Palmerston Council

Our People

Fifteen recruitment processes were run over the July to September quarter, and we saw five (5) new employees onboarded. We bid farewell to seven (7) employees. All new positions were advertised for a minimum of two (2) weeks and were filled in an average time of 63 days.

City of Palmerston's approved Full Time Equivalent (FTE) was 101.35, with 86.85 FTE employed as of 30 September 2025. City of Palmerston's headcount on 30 September 2025

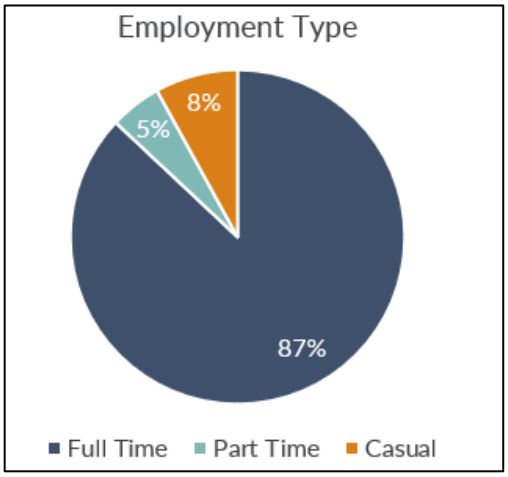
was 101 employees, comprising 88 full-time, five (5) part-time and eight (8) casual employees.

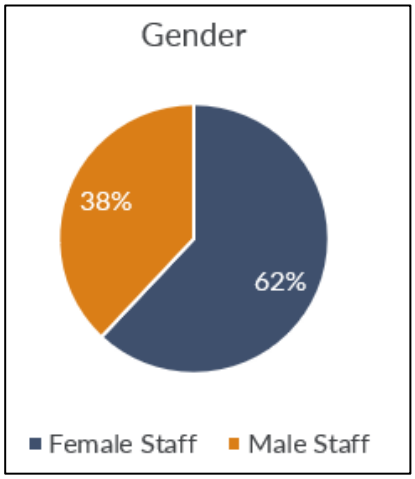


Graph: breakdown of personnel movement across July to September

Quarterly Workforce Statistics and Diversity

As of 26 September 2025, our staff comprised people from over 15 nationalities demonstrating a culturally diverse workforce reflective of our community. Our employees comprised 63 females and 38 males and the average age of a staff member was 37.94 years, a slight decrease from the last quarter. The average length of service with City of Palmerston is 2.51 years with nine (9) staff completing more than 10 years of service.





Professional Development of Our People

Investing in our workforce is an investment in our community. Over the past quarter, City of Palmerston has reaffirmed its dedication to the professional development of its employees by providing internal and external training and development activities. Staff committed to further developing their skills and development in the below areas:

- Recruitment and Selection,
- Employee Financial Self Service and Purchase Orders,
- Appropriate Workplace Behaviours,
- Conflict of Interest,

- Freedom of Information,
- Brand design,
- Social media,
- Magiq User Training,
- Courageous Conversations,
- Psychosocial Hazards Workshop,
- Mental Health First Aid and
- Working with Cultural Differences.

Health and Wellbeing

City of Palmerston is committed to maintaining the health, safety, and wellbeing of its staff with a series of activities made available to educate and support staff over the year.

Education and support include:

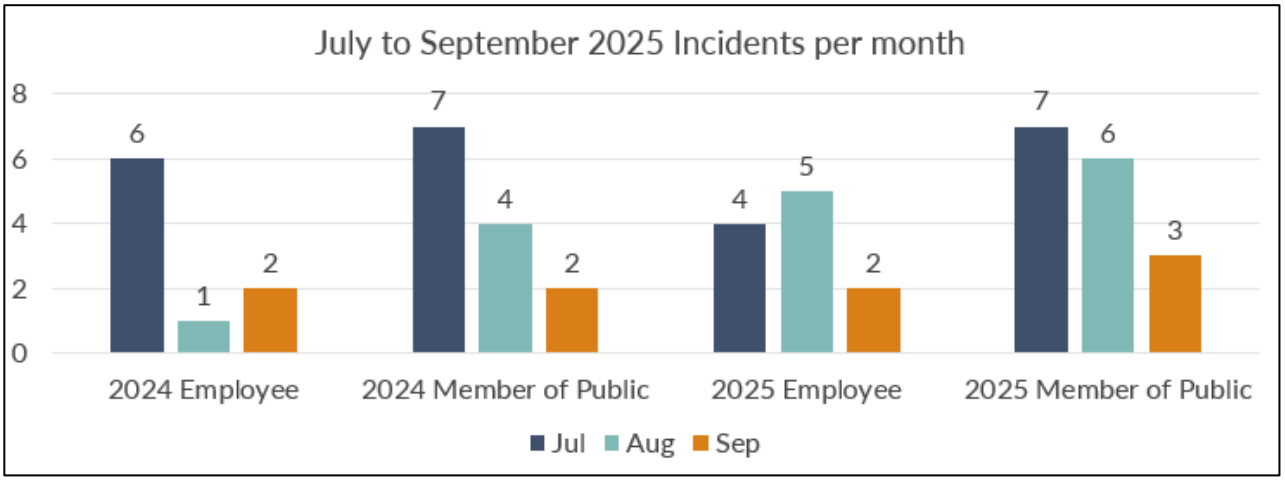
- Ergonomic awareness sessions on ergonomics to support safe workplace practices.
- Exploring the provision of skin cancer self-assessment kits.
- Celebrating and participating in R U OK? Day to increase awareness of mental health and wellbeing.



Products promoting R U OK? Day and an example of a self-assessment kit.

Safety

July to September 2025 incidents:

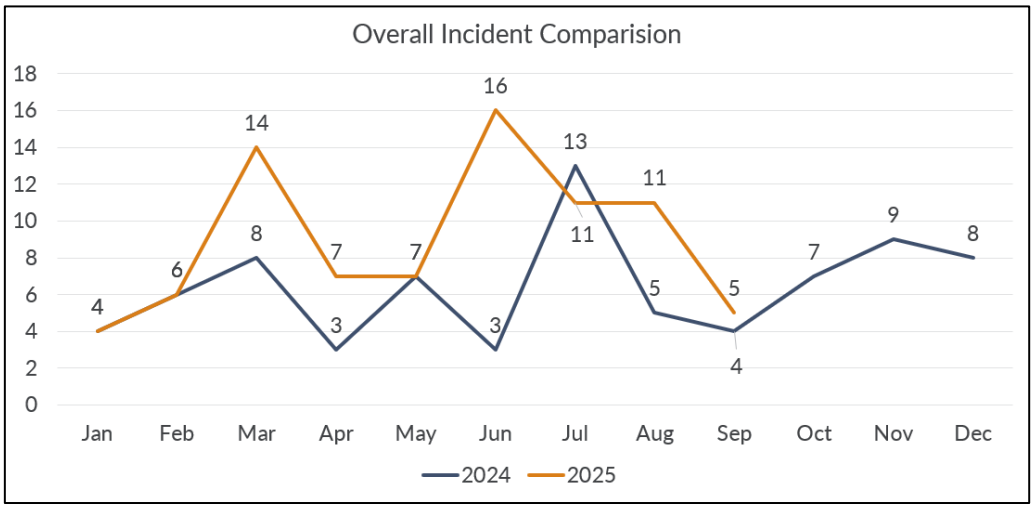


The number of public incidents remains high for this quarter, with the majority occurring at the library and with minor vehicle related incidents. When comparing incident data from 2024 to 2025, notable differences emerge in both employee and member of the public categories.

In July, incidents involving staff decreased from six (6) in 2024 to four (4) in 2025, while incidents involving the public remained unchanged at seven (7). In August, there was a sharp increase in both employee and public related incidents primarily due to antisocial behaviour during the election period. By September, employee incidents held at two (2) across both years, but public incidents declined from two (2) in 2024 to one in 2025. Overall, 2025 showed an increase in employee incidents, particularly in August, while public incidents remained fairly stable with a slight downward trend toward September. There was no contractor incidents recorded for this quarter.

Whilst incidents reported range in severity and may vary from antisocial behaviour to minor damage to vehicles, staff have been educated and strongly encouraged to report all incidents as they are treated seriously. Reporting incidents help to ensure adequate controls are in place to minimise risks to the public and staff.

Overall monthly 2024 and 2025 yearly incident comparison:



During this reporting period, City of Palmerston continued to prioritise staff health and safety through a coordinated approach to contractor onboarding. This included the implementation of a master register for contractors.



City of Palmerston Operation's Centre

Officers were consulted before drafting the Safe Work Method Statements for the Operations Centre and based on City of Palmerston's Work Health and Safety committee recommendation, members of the public may only gain access to the Centre by booking an appointment.

Regulatory Services and Operations Centre staff completed the second round of Hepatitis A & B vaccinations.



Workshops on contractor management, onboarding procedures and manual handling training.

First aid and CPR certification remains current within CoP, with an in-house refresher session scheduled for late October.

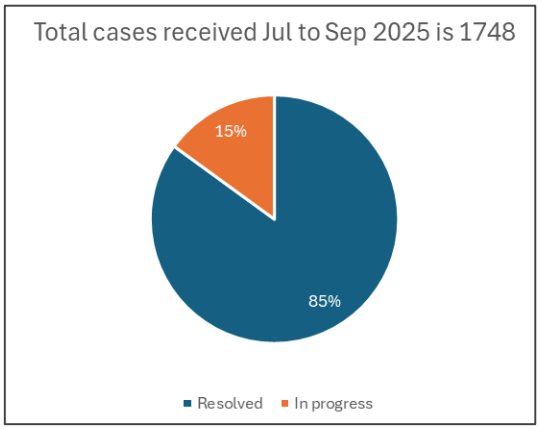
Our Customer Experience

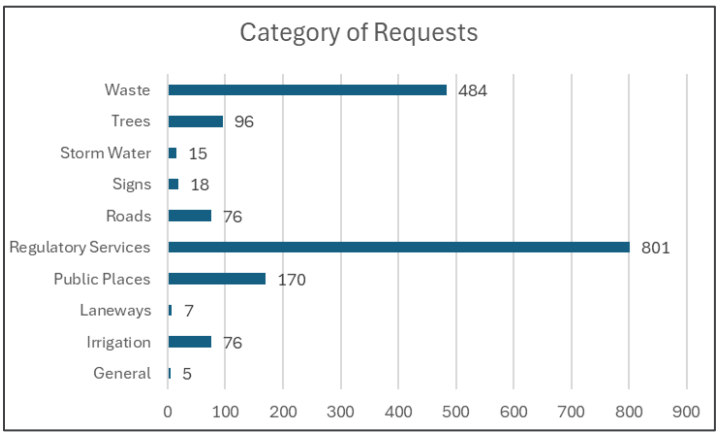
For the quarter, approximately 5,400 calls were made to the generic Council number with approximately of 4600 answered. This resulted in 17% of callers either being missed or chose to hang up whilst on hold. Assisting residents who chose to engage in person may have contributed to the number of unanswered calls as from mid-August to mid-September alone, approximately 850 in-person engagements occurred representing an average of about 37 walk ins per day. During the period, in-person engagement primarily occurred from mid-morning to noon.

Council officers continue to resolve most calls at the first point of contact, with the recent implementation of the interactive voice response phone system intending to further increase first contact resolution by ensuring queries are directed to the appropriate area for assistance. Customer Experience is a current focus of the administration to ensure that no resident request goes unresolved or unanswered.

Customer Requests

Regulatory Services related enquiries generated the highest volume of requests with 801 for this quarter, significantly more than any other category. The volume of enquiries is then followed by Waste at 484 and Public Places at 170, with Trees, Irrigation and Roads remaining below 100. The analysis highlights the areas requiring further effort, particularly for Regulatory Services where most enquiries related to wandering pets suggesting further education and awareness maybe helpful.





Community Engagement

Following a high-volume consultation period in the previous quarter, community engagement activity was reduced this quarter with Council operating under Caretaker Mode. As a result, the only formal consultation undertaken was the Community Satisfaction Survey, which closed on 21 July 2025, managed by an external contractor. Councils' promotion of the survey including a homepage feature on the website, a dedicated 'join the conversation' webpage and social media posts.

Other community engagement was undertaken through focused initiatives, including seeking expressions of interest (EOI)s to participate in the development of the Disability, Inclusion and Access Plan 2026–2028. The aim is to establish a working group of diverse and passionate individuals to help shape this important initiative, ensuring it reflects the community's values of inclusivity, accessibility and support for people with disability.

The opportunity was promoted through a dedicated webpage featuring an online nomination form, social media, newspaper advertisement and direct email outreach to community groups and organisations. To ensure accessibility, applicants were also able to submit their EOI via video, audio clip or printable form.

Nominations opened in September for the Palmerston Australia Day Awards, inviting the community to recognise and celebrate individuals who make impactful contributions. The campaign has been promoted through a dedicated webpage with an online nomination form, printable forms, social media and direct email outreach to community groups and organisations. Additional promotion will take place prior to nominations closing on 31 October, including radio advertising and inclusion in the library e-newsletter, which reaches over 8,000 subscribers.

Additionally, Council hosted a stall at the Darwin Show from 24–26 July, offering an opportunity for residents to engage directly with Council staff and Elected Members. The stall featured free pet registration and microchipping, as well as Council-branded merchandise, further encouraging community interaction in an accessible setting.



City of Palmerston Darwin Show stall

Public Relations/Media

There were three (3) media releases sent out during the last quarter. These releases covered the 11th City of Palmerston Council, Pre-Cyclone Clean Up and Palmerston Australia Day Award Nominations.

Despite a decrease in media releases due to Caretaker Mode, there was considerable media engagement, with 60 media interactions across newspaper (5), radio (39) online (13) and TV (3). Topics covered included the Palmerston Youth Festival, Darwin Festival, Election and Inauguration, Pre-Cyclone Clean Up and Palmerston Australia Day Award Nominations.

City of Palmerston App

Improvements to the City of Palmerston App for the quarter included the addition of Australian flag icon, reminder notifications ahead of Council's Pre-cyclone clean-up collection dates, the ability to save events to phone calendars, updating the branding, along with ongoing enhancements to notification features for general waste and recycling bin collection day. The App continues to be enhanced.

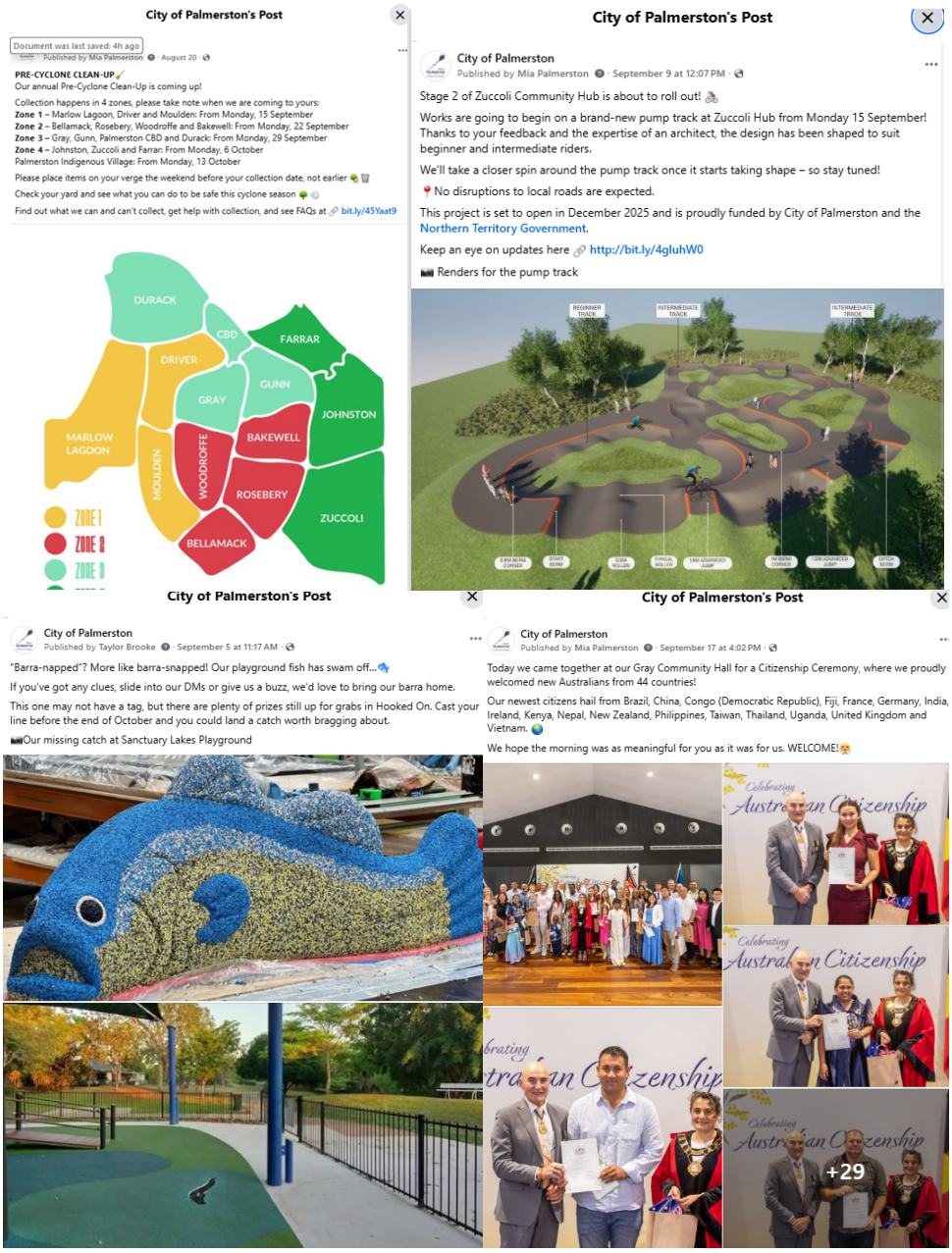
Social Media

Facebook

City of Palmerston's Facebook followers grew steadily this quarter, up by 2.14%. While more posts were published this quarter, overall reach and page visits declined compared to previous quarters. Unfortunately the August What's On carousel campaign (paid) was not published. This was due to human error. Previous quarters consistently provided a strong and sustained paid presence across the month. Despite the paid reach falling by 51.15%, reducing overall reach by 37.47%, organic reach remained stable, with top-performing posts showing that the community continues to engage strongly with important local issues, infrastructure updates and civic events, even when there is less paid advertising support.

METRIC	APRIL -JUN	JUL – SEPT	% CHANGE
Followers	19,629	20,049	2.14
Reach	168,590	105,426	-37.47
Paid reach	105,736	51,672	-51.15

Page visits	875,551	327,770	-62.57
Posts	66	72	9.09
Stories	26	26	0



Facebook post for Pre-Cyclone Clean Up, Zuccoli Community Hub, missing barramundi at Sanctuary Lakes Park and September Citizenship Ceremony

Top 5 organic posts:

TOPIC	REACH	IMPRESSIONS	ENGAGEMENT	LIKES & REACTIONS	COMMENTS	SHARES
Pre-Cyclone Clean Up	25,295	41,816	194	84	23	69

TOPIC	REACH	IMPRESSIONS	ENGAGEMENT	LIKES & REACTIONS	COMMENTS	SHARES
Stage 2 Zuccoli Community Hub works starting soon	25,185	43,474	242	162	61	15
Barra-napped – missing Barramundi from Sanctuary Lakes	21,577	40,436	155	108	40	7
Citizenship Ceremony – September	17,838	35,975	166	147	11	6
Live at the Lake – last of the dry season series	17,738	29,610	68	48	11	9

The strongest performing posts this quarter highlighted community-wide issues and major projects. These types of updates consistently draw the most attention, showing residents' high interest in infrastructure and community matters. Humour and community-driven posts, such as the "Barra-napped" missing fish update, also prompted strong interaction.

Instagram

Instagram continued to perform strongly, with follower growth of 4.27% and a 172.74% increase in reach. This was driven by more reels and consistent posting. While the increase in published content wasn't significant, the platform's algorithm gives priority to Reels, which explains the large jump in reach. Paid advertising also contributed to this growth.

METRIC	APRIL – JUN	JUL – SEPT	% CHANGE
Followers	2,483	2,589	4.27
Reach	11,467	31,277	172.74
Posts	22	25	13.64
Stories	26	26	0
Reels	3	4	33.33

LinkedIn

LinkedIn's followers increased by 3.65%, this is a steady increase. The standout result is impressions, which rose 4,664.97%, driven by paid advertising for the SWELL tender in August and a 100% increase in posts. More content directly increased visibility. The engagement rate also lifted by 49.18%, reflecting stronger interaction with posts.

METRIC	APRIL – JUN	JUL – SEPT	% CHANGE
Followers	2,928	3,035	3.65
Impressions	3,412	162,654	4,664.12
Posts	4	8	100
Engagement rate	6.1%	9.1%	49.18

City of Palmerston Social Media Campaigns (Paid Advertisements)

This quarter there were more individual paid ads than last quarter, with ten (10) campaigns running across Facebook and Instagram. These promoted events and initiatives such as What's On (July and September), Pre-Cyclone Clean Up, pet registration, Reboot Your Loot, Aquafest, Great Spring Clean Up and Live at the Lagoon, along with competitions including the Aquafest photo competition and Darwin Festival ticket giveaways.

In total, these campaigns generated 281,951 impressions, reached 149,902 people and cost $782.97.

However, without the August What's On campaign (which typically runs across the month and provides significant reach), overall visibility was reduced compared to last quarter.

On LinkedIn, one paid campaign was delivered to support the SWELL tender, focussing on awareness. This spend of $160 achieved 152,458 impressions and 70 clicks to the tender page.

Top 3 advertisement

CAMPAIGN	IMPRESSIONS	TOTAL REACH	COST
July What's On	125,997	90,161	$199.95
September What's On	95,378	66,612	$194.32
Live at the Lagoon	12,131	7,972	$49.98

Website

Website activity increased overall, with new users up by 24.35% and engaged sessions (where someone has clicked, downloaded or submitted a form) are up by 31.98%. This suggests campaigns and social activity are successfully driving traffic. Event count, which measures actions taken on the site such as clicks, downloads or form submissions, improved by 31.46%.

However, engagement time dropped by 32.65% and engagement rate fell by 3.49%. Engagement rate measures how many sessions involve meaningful interaction with the site, while engagement time is the average time spent on the site. The decline here suggests users are visiting for quick information such as event details, rates or pet registration and are finding what they need quicker due to the upgrade in site navigation, rather than spending longer browsing things that aren't relevant.

METRICS	APRIL -JUN	JUL – SEPT	% CHANGE
New users	31,665	39,377	24.35
Engaged sessions	34,561	45,614	31.98
Engagement rate	61.64	59.49%	-3.49
Engagement time	49 seconds	33 seconds	-32.65
Event count	331,651	435,981	31.46

Traffic by channel

Organic search remains the dominant traffic source, showing residents are actively searching for City of Palmerston services and information. Referral traffic also performed strongly with the highest engagement rate, indicating visitors coming from partner or linked sites are highly motivated.

CHANNEL	ENGAGED SESSION	ENGAGED RATE %	KEY EVENTS
Organic search	44,050	61.69	18,718
Direct	18,390	52.43	13,026
Referral	7,987	76.37	5,881
Organic social	3,925	49.63	730
Paid social	1,392	10.4	52

Top 5 visited pages

The library remains the most visited page. Increased visits to pay online are linked to the distribution of rates notices and pet registration reminders. The search page continues to show strong use, highlighting how residents navigate to information across the site.

LANDING PAGE	SESSIONS	ACTIVE USERS	KEY EVENTS
Library	8,272	3,463	1,560
Pay online	5,065	2,862	10
Search	4,353	1,914	621
Palmerston Youth Festival	4,207	2,799	1,049
Council Pound	3,546	956	189

Consultation and marketing

The following City of Palmerston staff were consulted in preparing this Report:

- General Manager People and Place

- Acting Executive Manager People and Customer
- Acting Marketing and Communications Manager
- Acting Marketing and Communications Lead
- Marketing and Communications Support Officer
- City Activation Manager
- Economic Development Lead
- Events Lead
- Events Officer
- People and Customer Manager
- Human Resources Lead
- Health, Safety and Wellbeing Coordinator
- Customer Experience Coordinator

Policy implications

There are no policy implications for this Report.

Budget and resource implications

There are no budget or resource implications relating to this Report.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**
   Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.
4. **Inclusion, Diversity and Access**
   Failure to balance meeting needs of Palmerston's cultural mosaic.
6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

There are no strategy, framework or plan implications for this Report.

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.2
Report Title:	Community Quarterly Report - July to September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Executive Assistant to General Manager Community, Tonisha Nykamp
Approver:	General Manager Community, Konrad Seidl

Community plan

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

Purpose

This Report summarises the key activities undertaken by the Community Directorate during the July to September 2025 quarter.

Key messages

- Over 100 seniors attend the Seniors Day Forum in the Recreation Centre on 13 August as part of Seniors Fortnight.
- The final two (2) Brekkie in the Parks for 2025 were held in July and August and high attendance demonstrated the community value for these engagement events.
- The library has received a vibrant visual update, including a bold new "Connect, Create, Discover" design on the main bulkhead, and a colourful mural, delivered during the Palmerston Youth Festival.
- The library hosted bestselling Australian crime author Candice Fox, known for the Crimson Lake series, for an engaging author talk.
- This quarter achieved a significant increase in animals impounded being returned to owners, highlighting the importance of responsible animal ownership and microchipping.

Recommendation

THAT Report entitled Community Quarterly Report - July to September 2025 be received and noted.

Background

City of Palmerston (CoP) is a 'Place for People' and provides a broad range of community services to enhance safety and well-being. This report provides Council with an update on key community activities undertaken during the previous quarter.

Discussion

The Community Directorate has had a productive quarter, delivering a range of events, programs, and services that foster community engagement and networking opportunities. Initiatives delivered from July to September 2025 are detailed below: Family and Community.

Family and Community

Brekkie in the Park

250 attendees gathered in the spacious and lush Phyllis Uren Park in Farrar on 20 July to enjoy a coffee and BBQ breakfast provided by Palmerston Lions. Any residents who brought along their reusable cup also received a free coffee to celebrate Plastic-Free July. Native Plants and a challenging obstacle course for children were also on offer, along with an animated story time delivered by City of Palmerston Library. Regulatory Services were also on hand to answer questions on the Animal Management Plan and give away some pet-related merchandise.

The final instalment of Brekkie in the Park for 2025 was held on 17 August at Stalwart Park in Johnston. 450 people were in attendance. STEPS Australia attended to share community information on their adult programs and migrant support, and Neighbourhood Watch NT shared information about the upcoming *National Secure Your Home Day 2025* and other safety initiatives.

The Brekkie in the Park series has again proven to be a successful engagement activity for City of Palmerston which is valued by the community.




Territory Native Plant Giveaway and Storytime

Seniors' Day Forum

In partnership with the Palmerston and Litchfield Seniors' Association (PLSA), City of Palmerston successfully hosted the 2025 Seniors Day Forum on Wednesday, 13 August in the Palmerston Recreation Centre, as part of Seniors Week celebrations. The event

encouraged healthy, active lifestyles, fostered learning and personal growth, and celebrated the ongoing contributions of seniors to families, workplaces, and the wider community.

This year's event attracted approximately 100 attendees and featured a varied program, including low-impact exercise sessions, craft activity, information on honeybees and a series of guest speakers covering elder abuse prevention, scam and bank fraud awareness, and culturally appropriate communication with First Nations people.




Participants enjoying keeping active and attendees listen to guest speakers





Community information stalls

Hooked on Palmerston

Hooked on Palmerston's annual fishing competition returned to our beautiful lakes and lagoons with 100 juvenile freshwater Barramundis being released into Sanctuary Lakes, Durack Lakes, and Marlow Lagoon in late June. The competition began on 1 July 2025 with 221 registrations and 43 submitted catches to date.




Hooked on Palmerston winners Heidi and Seth

Dementia-Friendly Facility

This quarter, new signs and toilet seats were installed in the Palmerston Recreation Centre to improve facility use for people with Dementia. These additions are part of the ongoing commitment to ensure our buildings are user-friendly and accessible.



New signage for bathrooms and blue toilet seats at the Recreation Centre

June – July Library School Holiday Program

279 people attended weeks two and three of the midyear Library School Holiday Program which included a theme celebrating NAIDOC Week. The last session featured The Amazing Drumming Monkeys, this energetic performance had all participants up and dancing. The Auxiliary Police also visited during the program to support staff and connected with participants.



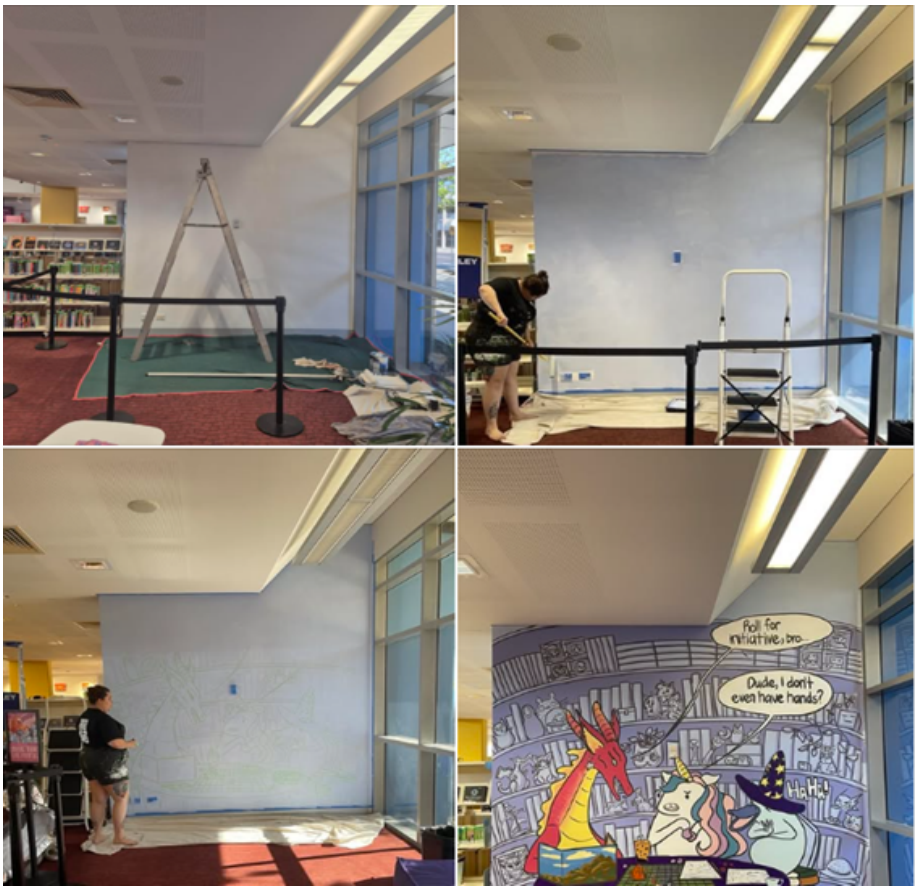
Cultural Animal Encounters and Rubbish Monster Creation



Amazing Drumming Monkeys

Palmerston Youth Festival - Youthtopia Mural

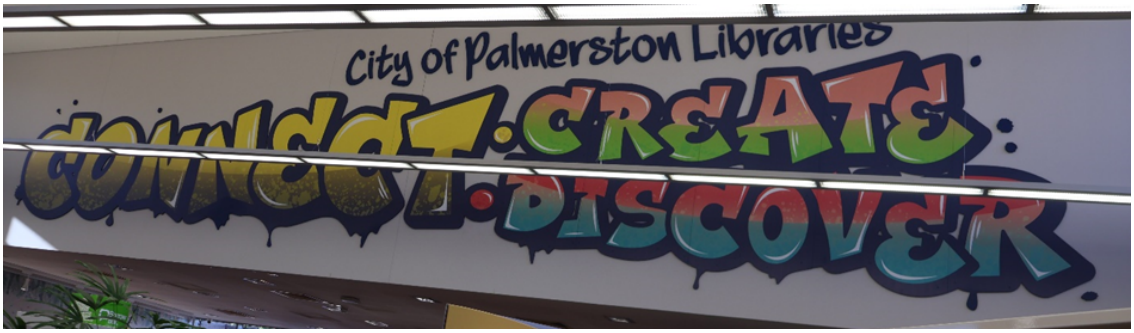
During the Palmerston Youth Festival, the library Youth space received a facelift of epic proportions. Based on the suggestions of our teenage community, the talented Cordia Draws created an eye-catching masterpiece that gives the space a fun welcoming vibe.



Mural Wall Timeframe

Bulkhead artwork

The main library bulkhead has been given a much-needed splash of colour, featuring a bright and eye-catching design created in-house by library staff and inspired by the vision of the draft Library 5 year Masterplan, "Your place to Connect, Create and Discover".

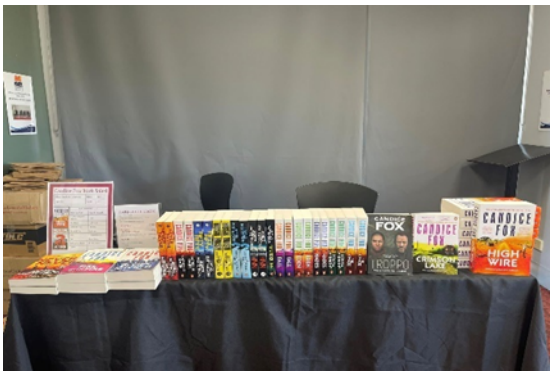


Bulkhead Artwork – Library Vision

Author talk - Candice Fox

Australian best seller Candice Fox visited Palmerston Library for an author talk in August. Candice is a crime author best known for the Crimson Lake series which has since been adapted to TV and Harriet Blue, written together with international bestselling author James Patterson.





Candice Fox – Author talk at the library

Science week

The library, in partnership with Charles Darwin University TAFE, had 25 children aged 8 to 15 creating their own fully functioning Weather Station from scratch. The participants learnt how to build a mini weather station that can check the temperature, humidity, and air pressure.



Children learning coding using the laptops

Outreach – CAAPS Aboriginal Corporation, Early Learning Centre Incursions

Staff visited CAAPS Aboriginal Corporation to run Storytime and craft sessions for children aged 1–5 years. In addition, Storytime was taken to local Early Learning Centres, ensuring children who could not attend regular sessions at the library still had the opportunity to participate.





Library staff visiting local Early Learning Centres

Afternoon Art Adventures

Launched at the start of the year, Afternoon Art adventures have quickly grown in popularity. The program offers creative painting sessions on the last Sunday of each month, giving participants who can't make the weekday All in Activities sessions a chance to join in.





Afternoon Art Adventures

September – October School Holiday Program

The two (2) week break saw 306 children and adults attend a variety of activities, entertainment, movies and more at the library. Library staff ran hands on craft sessions with grass heads, canvas painting, badge making and popsicle stick craft.




Grass head creation and Popsicle Stick Art




Badge making and Canvas painting

Future Focused

Aged Care Information Hub

The beginning of August saw the return of the Aged Care Information Hub. In collaboration with the Department of Health and Aged Care, and Australia Library & Information Association (ALIA), the library is displaying an Aged Care reform information hub as an access point for the public to learn more about changes made to Aged Care in Australia. The hub will be displayed from 6 August to 26 November.




The Aged Care reform display hub at the Library

Aged Care Information Sessions

In conjunction with the Aged Care Information Hub, the library organised information sessions about the upcoming introduction of the new Aged Care Act. Two (2) sessions were held with representatives from the Department of Health, Disability and Aged Care.





Participants at Aged Care Information Sessions

Water Safety Week Storytime

As part of Water Safety Week, the library once again hosted a special Storytime that saw the return of Boof the Barra to promote water safety. The highlight of the event was the visit from Boof the Barra who brough plenty of excitement and smiles to the room while reinforcing the importance of water safety.




Boof the Barra

National Week of Deaf People

To celebrate National Week of Deaf People, the library held a special Auslan Storytime. Stories, songs and rhymes were shared in both English and AUSLAN (Australian Sign Language).

This inclusive and engaging session allowed children and families to experience the joy of storytelling while learning more about Deaf culture and language.

This event was a collaboration with Deaf Connect and the library team.

DJ Charly

The library hosted a DJ Workshop presented by DJ Charly as part of its ongoing youth engagement initiatives. These sessions give young people the opportunity to explore the basics of DJing from mixing tracks to exploring beats. Participants were encouraged to try new skills, express their creativity and connect through music.

Music in the library

To activate the library during Friday market nights, local musicians have been performing in the space. This initiative has created a lively and welcoming atmosphere, encouraging

community members to visit the library, enjoy live music, and engage with the space in a new way.



Adam Scriven



Kim Koole



Koole Duo

Dementia Activity Group

A welcoming program of fun and meaningful activities that bring people together, spark connection and create sense of purpose. Designed for people living with dementia, as well as their families and carers in Palmerston, with everyone from the Greater Darwin region invited to join. Held 18th September during Dementia awareness week.



Participants engaging in Dementia Activity Group

Environmental Sustainability

Harvest Corner Community Garden

Harvest Corner has been a busy space throughout July, August, and September with community events, BBQ's and future-planning for art projects.

In July, produce was used to provide zucchini slices for the Refugee Week celebrations in the Palmerston Library, and tomatoes were used at the NADIOC Week BBQ, where over 100 attendees joined HBA, and LWB celebrated NAIDOC week.

With the changing of seasons, the volunteers and members have started to rotate crops from winter-friendly fare to build-up hardy foods such as corn, tomatoes, melons and zucchinis. Amongst these, there have been additional native plants added to the ground to provide shade and biodiversity for pollinators.







Palmerston Kids Network (PKN)

Two (2) Palmerston Kids Network (PKN) meetings were held on 22 July 2025 and 25 September 2025.

Topics covered during the meetings included the following:

- Discussion about the Australian Early Developmental Census data and how to utilise this information to improve programs.
- Autism NT have commenced new programs for children and families.

- 54 Reasons continue to engage families with educational programs and school readiness skills.
- The Smith Family run at least four (4) programs out of Gray Primary School. National Association for Prevention of Child Abuse and Neglect (NAPCAN) provided updates for its National Child Protection Week in September.
- Children's Development Team (CDT) can carry out free developmental assessments and support services for children from birth to 18 years old.

The final PKN for 2025 will be held at the Palmerston Recreation Centre on Thursday 20 November 2025 at 9:00am.

Palmerston and Rural Youth Services Network (PARYS)

Two (2) Palmerston and Rural Youth Services (PARYS) Network meetings were held on 22 July 2025 and 23 September 2025.

Topics covered included:

- New youth support services are being established in Palmerston through Amity, Waterlily Corporation, Australian Childhood Foundation and Catholic Care NT.
- Update regarding the Community Action Plan Consultation.
- Melaleuca have relaunched Multicultural Youth Northern Territory (MyNT) as a youth led representative group for Culturally and Linguistically Diverse young people in the greater Darwin.
- Term three (3) school holidays have provided youth in Palmerston and the Rural area with numerous activities, programs and opportunities.
- A speed service-mapping event for the Darwin, Palmerston and Rural area has been planned to share information and update our service maps, to better meet community needs.
- Discussion about the new accessibility of OC spray, how young people are being educated in its introduction to the NT.

The final PARYS for 2025 will be held at the Palmerston Recreation Centre on Tuesday 18 November 2025 at 9:00am.

Palmerston Seniors Network (PSN)

The Palmerston Seniors Network (PSN) was held on Wednesday, 6 August 2025 in the Recreation Centre.

- Guest Jack Barrett, Regional Manager of Foodbank NT attended to share information on Foodbank.
- Community Services and Library team members provided updates on the remaining dry season events such as Brekkie in the Park, Hooked on Palmerston and Darwin Festival.

The next Palmerston Seniors Network meeting will be held on 5 November 2025.

Palmerston Seniors Network (PSN)

The Palmerston Safe Communities Network (PSCN) of 2025 was held on Tuesday, 22 July 2025 in the Recreation Centre.

Topics covered during the meeting included:

- Rock throwing continues to be an ongoing issue for Palmerston Buses.
- Various youth programs are available in Palmerston for young people at risk or experiencing violence through Catholic Care NT and Salvation Army.
- Gray is currently receiving additional police patrols due to awareness of current increase in anti-social behaviour impacting the area.

The next Palmerston Safe Communities Network meeting will be held on 28 October 2025.

Light Up Palmerston

Light Up Palmerston has celebrated 11 significant days over this quarter.

To help our community raise awareness within Palmerston, local groups and organisations are invited to request the illumination of various Council infrastructure to highlight special events, causes, and significant days. This includes the Palmerston Recreation Centre. Consideration for lighting requests includes local and regional events, historic occasions, and events of city, state, national, or international importance.

DATE	COMMUNITY ORGANISATION	COLOUR
1 July	Territory Day	Orange
22-23 July	World Fragile X Day	Orange
1 -7 August	DonateLife Week	Magenta
3-8 August	National Eosinophilic Week	Pink
9-16 August	National Science Week	Orange
18-24 August	Brain Injury Awareness Week	Purple
5 - 14 September	International FASD Awareness Month	Red
15 September	National Bilby Day	Green
19 -22 September	Dementia Action Week	Purple
23- 25 September	ITP Awareness Week	Purple
26 September	Police Remembrance Day	Blue



Palmerston Recreation Centre – Light Up Palmerston – orange

Public Places

Regulatory Services has taken an active approach in supporting external stakeholders in minimising and preventing anti-social behaviour in the municipality. Rangers have participated in joint operations led by the Northern Territory Police Force patrolling and identifying persons of interest and co-ordinating rubbish clean ups.

Animal Management

The Animal Management Plan is in final stages of preparation and once complete will be presented to council for public consultation purposes.

Parking Enforcement

Parking enforcement has continued during the quarter, following requests from schools and community patrols have focused outside of schools and within the CBD area. Recent changes to parking conditions to allow for an ACROD (Disabled Persons) Parking Bay and pick-up and Drop-off bays on Francis Street outside the Recreation Centre has been well received by users of the facility and is now actively being monitored by Rangers.



Rangers at Brekkie in the Park

Darwin Show

Regulatory Services attended the Royal Darwin Show this year to engage and provide information to members of the public regarding animal management awareness. 100 free microchipping vouchers and free registration for cats and dogs were offered to members of the public who resided in the Palmerston municipality.



Ranger and council staff member at the Royal Darwin Show

Dog and Cat Registration

As of 30 September 2025, there are 3104 animals currently registered within the municipality, with an additional 3183 pending registrations. A significant increase on the previous year whereby only 2523 animals were registered. A breakdown of these figures regarding dog and cat registration is as follows in **Attachment 12.2.2.1**, Graph 1.1.

Cat registrations have remained low despite regular social media broadcasts. Options have included free registrations of cats at council held events; however, the community has not taken to the registering of cats. Efforts will continue to raise the baseline number of cats registered which will include media campaigns and free cat registrations at events.

As of 1 September 2025, animal owners were required to renew their animal registrations. There is still a considerable number of pending registrations. Regulatory Services will first engage and provide warnings to animal owners who have not registered their animals. Further noncompliance will result in infringements being issued.

Impounding & Pound Management

This quarter, Council impounded a total of 241 dogs, an increase of 84 dogs in the total number impounded from the previous quarter. A positive aspect was the number of returned and rehomed animals which saw an increase in this quarter. **Attachment 12.2.2.1,** Graphs 2.1 and 2.2 provide a visual representation of the outcome.

Out of Hours Ranger Engagement and Patrols

During the quarter, Council staff conducted 55 after-hours patrols, focusing primarily on animal management. **Attachment 12.2.2.1,** Graph 3.1 compares the patrols across Traffic Offences, Animal Management, and Public Places for the three (3) reporting periods. Animal management had the highest engagement, with 60 people engaged from July to September quarter.

Rangers received 55 after-hours calls which is a decrease of 42 calls since the last quarter. Calls about contained and roaming animals were the most common. **Attachment 12.2.2.1,** Graph 3.2 illustrates the after-hours call distribution for Council staff.

Customer Action Requests

Attachment 12.2.2.1, Graph 4.1 provides a representation of the cumulative count of customer action requests that have been submitted to City of Palmerston over the course of July to September. Animal Management continues to lead in customer reporting across all regulatory functions. Over the quarter, Rangers responded to 1059 customer action requests which is an increase of 244 requests from the previous quarter.

Infringements

Animal Management

A total of 93 infringements has been issued for animal related offences within the reporting quarter. This is a decrease of 69 infringements from the last quarter. The containment of dogs, unregistered dogs, serious dog attacks making up the primary infringed offences. **Attachment 12.2.2.1,** Graph 5.1 provide a visual comparison of the totals incurred of the current and previous quarter.

Parking and Traffic

A total of 82 Parking Infringements were issued for parking violations within the quarter. This was a decrease of 40 infringements from the last quarter.

Parking patrols have focussed in school zones for safety with an emphasis on warnings in the first instance to educate the community.

Vehicle parking continues to be free in all parking areas within the municipality. However, time limits on parking remain. Drivers must still obey all traffic signs and road rules in accordance with the Traffic Regulations and Australian Road Rules. Rangers will continue to patrol Palmerston to ensure accessible parking and safety on public roads for all members of the public. **Attachment 12.2.2.1,** Graph 6.1.

Vibrant Economy

SWELL Palmerston

SWELL has had a successful quarter with the pool and venue being utilised for a variety of programs and events. 9 Schools were part of the school swimming program this August, September, and October, alongside three (3) School galas held in the 50m pool. Over 100 birthday parties have been held at SWELL over the last three (3) months.

City of Palmerston Aquafest was held at SWELL in September, with over 500 attendees having a swim and using the Adventure Play.



Family and friends enjoying a swim and Aqua Aerobics

New Community Facilities booking system

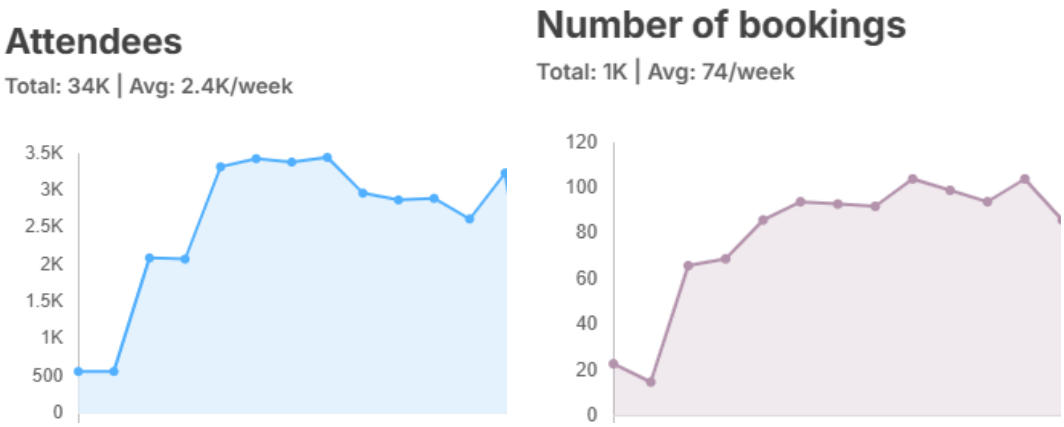
In this reporting quarter SpacetoCo was successfully introduced as the new City of Palmerston booking platform.

The new booking platform is a positive step in improving customer experience. It has an easy-to-use layout that lets customers quickly and easily manage their bookings, making the whole process simpler and more convenient. Customers can also leave reviews about the spaces they use, which helps improve the service and keeps things transparent.

PRC - Community Room 1 (Community Room 1) 11 The Boulevard, Palmerston City NT, Australia	J [redacted]	★★★★☆ Good and tidy room. A TV monitor could be useful for audio visual presentation.	13/09/2025
Gray Hall - Meeting Room (Meeting Room) Gray Community Hall, Gray NT, Australia	T [redacted]	★★★★★ Facility is very good and have found no issues with it	04/09/2025
Durack Art Centre - Creative Space (Creative Space) 33 Packard Avenue, Durack NT, Australia	A [redacted]	★★★★★ Thank you for providing such a wonderful meeting space. We didn't even need the air conditioning—opening the louvres an...	19/08/2025
PRC - Community Room 1 (Community Room 1) 11 The Boulevard, Palmerston City NT, Australia	A [redacted]	★★★★★ Great Customer Service	05/08/2025
Gray Community Hall - Function Space (Function Space) Gray Community Hall, Gray NT, Australia	T [redacted]	★★★★★ Facilities are very good and have had no major issues with it. Any problems are promptly addressed by Council.	04/09/2025
PRC - Meeting Space 1 (Meeting Space 1) 11 The Boulevard, Palmerston City NT, Australia	A [redacted]	★★★★★ So convenient for meetings	05/08/2025
PRC - Community Room 1 (Community Room 1) 11 The Boulevard, Palmerston City NT, Australia	A [redacted]	★★★★★ The room is always clean and tidy and the aircon and lightning fantastic. Highly recommend this room.	31/07/2025

Facility Reviews

Feedback has been highly positive, with customers valuing the ability to view and cancel bookings online, access invoices at any time, and receive automated email reminders.
The system's automated public liability function streamlines work health and safety compliance by generating timely reminders, ensuring that all necessary documentation is maintained without manual oversight. The new system will enable data comparison over time and lead to the identification of trends and significantly improving reporting capabilities. The data below represents the first dataset provided through this system.



Palmerston Recreation Centre - (PRC)

Palmerston Recreation Centre - (PRC)

PRC remains the most frequently booked facility, with a notable increase in new users accessing the Centre during the recent pre-polling period for the local government election. During this period, officers fielded a high volume of enquiries about bookings, reflecting growing community interest and demand. The use of PRC Community Room 1 as a polling centre during the recent election period resulted in the cancellation or relocation of 31 regular bookings.

PRC hosted the annual Young Writers Festival, welcoming students from eight Palmerston primary schools for a full-day event. With 535 entries and 140 students participating the festival provided an engaging opportunity for young writers to explore creativity, storytelling, and literacy through a series of interactive workshops and activities.

Badminton has seen significant growth, now operating five nights a week, along with a new Learn to Play session introduced on Friday afternoons. Basketball remains a key user, occupying the facility exclusively on two nights each week, while a variety of other sports are also increasingly accessing the space, highlighting the PRC's role as a vital and versatile hub for local sporting activity.

PRC hosts a range of regular bookings that support inclusive sports programs, reinforcing its role as a hub for community engagement and accessibility. These programs include the Rising Stars team basketball competition for individuals with intellectual disabilities, a multi-sport program for people with disabilities, and dedicated after-school and Saturday morning sports sessions tailored for participants with additional needs. In addition, the Centre continues to support active ageing through weekly seniors' programs such as carpet bowls and croquet.

Community Funding Program recipients Gujarati Cultural Association of Darwin Inc. – (GCAD) successfully hosted Navratri over two nights at PRC, delivering a unique and engaging cultural experience for the community.



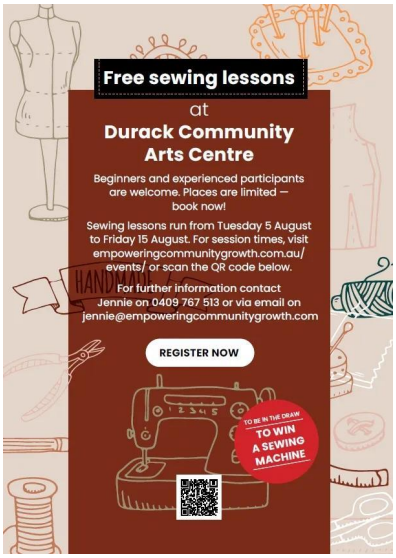
Navratri attendees dancing at Palmerston Recreation Centre

During the quarter, PRC successfully facilitated a total of 1,000 bookings, averaging approximately 74 bookings per week. These bookings were managed efficiently within the operational hours of 8:00 AM to 11:00 PM, demonstrating consistent demand and effective scheduling throughout the period.

Over the course of the quarter, more than 34,000 individuals attended programs, events, and activities at the PRC. This strong participation reflects the community's ongoing engagement and the wide appeal of the centre's offerings. Attendance figures underscore the PRC's role as a vibrant hub for social, educational, and recreational opportunities.

Durack Community Art Centre (DCAC)

In this reporting period the Durack Community Art Centre was hired for a 10 day period by Empowering Community Growth, a Melbourne-based not-for-profit organisation. During this time, the group delivered cross-cultural sewing classes in partnership with Larrakia Nation. The program was well attended and has since expanded to include ongoing weekly sessions at the Centre.



Free Sewing Lessons

In addition to this initiative, the Centre now supports:

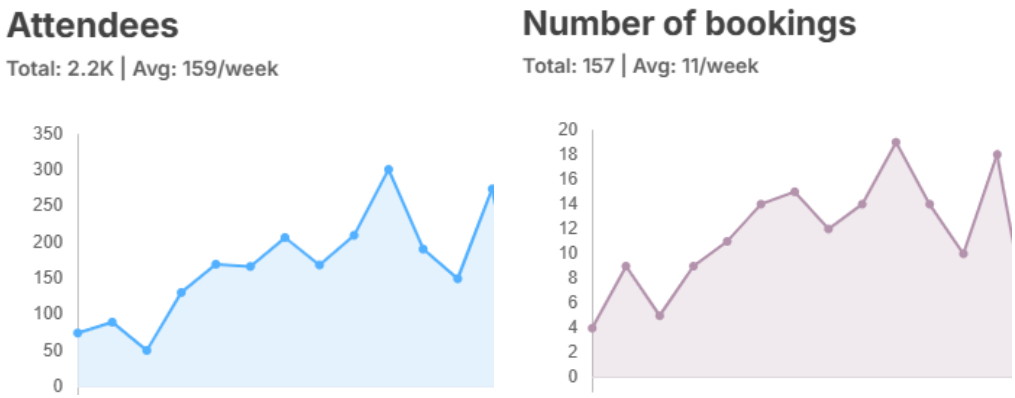
- Two monthly social sewing groups
- A monthly crochet social group
- A monthly scrapbooking group
- Weekly CoP Art Jam program

The Centre also hosts two regular dance groups that have maintained ongoing bookings, supported by the provision of mirrors in the facility. In addition, a weekly cooking class for people with disabilities is now established as a regular program. These activities highlight the Centre's growing role as a hub for creative and social connection.

The Durack Community Art Centre was also well utilised during the period when Room at the Recreation Centre was operating as a pre-polling centre.

During the quarter, DCAC recorded a total of 157 bookings across its two spaces, reflecting consistent community use and demand. These bookings supported a diverse range of activities and programs, contributing to the centre's role as an accessible and inclusive venue.

Total attendance across these bookings reached approximately 2,200 people, averaging 159 attendees per week.

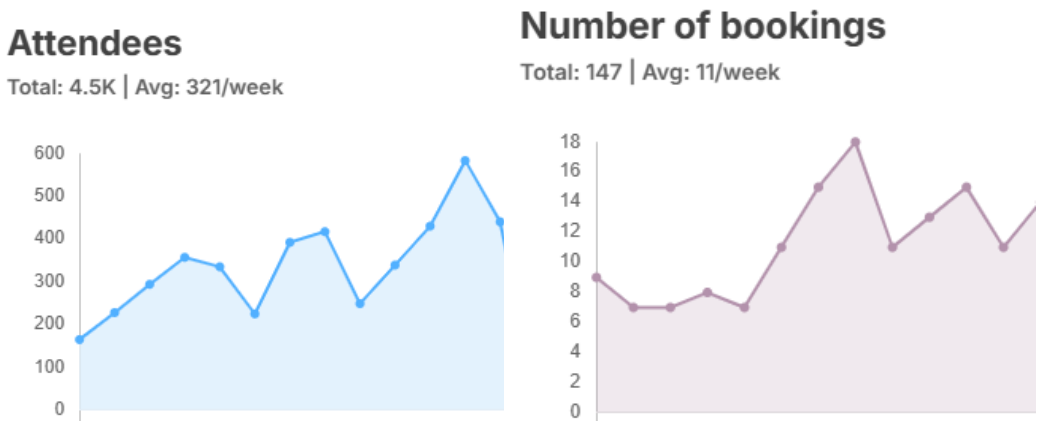


Durack Community Art Centre

Gray Community Hall (GCH)

GCH has experienced a decline in paid bookings for parties and celebrations in recent months. However, this decrease has opened new opportunities for other community groups, with several churches taking advantage of the available space for their gatherings and activities.

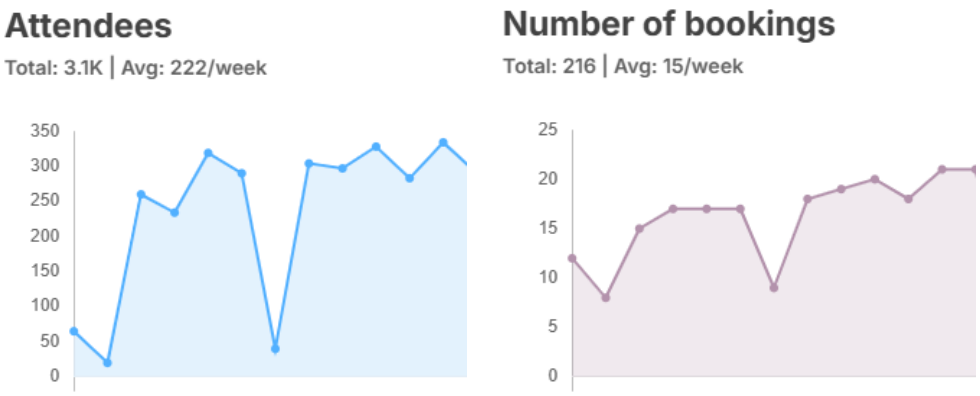
Regular seniors' activities continued at GCH throughout the quarter, including popular programs such as bingo, tai chi, the 50 Plus Club, Mulligas and Cudjeries. These ongoing activities contributed to a total of 147 bookings, with approximately 4,500 attendees overall. The inclusion of weekend events and Citizenship Ceremonies significantly boosted participation, bringing the average weekly attendance to 321 people. This highlights GCH's continued importance as a welcoming and active space for seniors and the broader community.



Gray Community Hall

Library Community Room and Gulwa

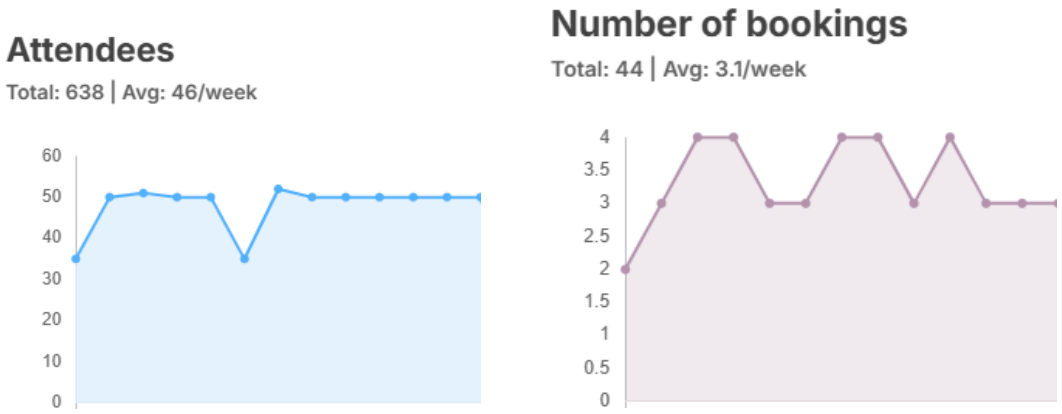
The Library Community Room continues to be well utilised by community groups and City of Palmerston for internal programs and activities. The library community facilities recorded a total of 216 bookings, with approximately 3,100 attendees across a variety of programs and events. Regular activities included dance and fitness classes, cultural group meetings, community workshops, and private functions. It is noted that booking numbers were impacted by a 10 day closure during the Darwin Festival and an additional 7 day closure for the Palmerston Youth Festival, during which the facility was unavailable for regular hire. While overall usage remained strong, bookings during the quarter were impacted, which required shared use of space and temporary adjustments to regular scheduling. Despite this, the room remains a valuable and flexible resource supporting a range of community and organisational needs.



Library Community Room and Gulwa

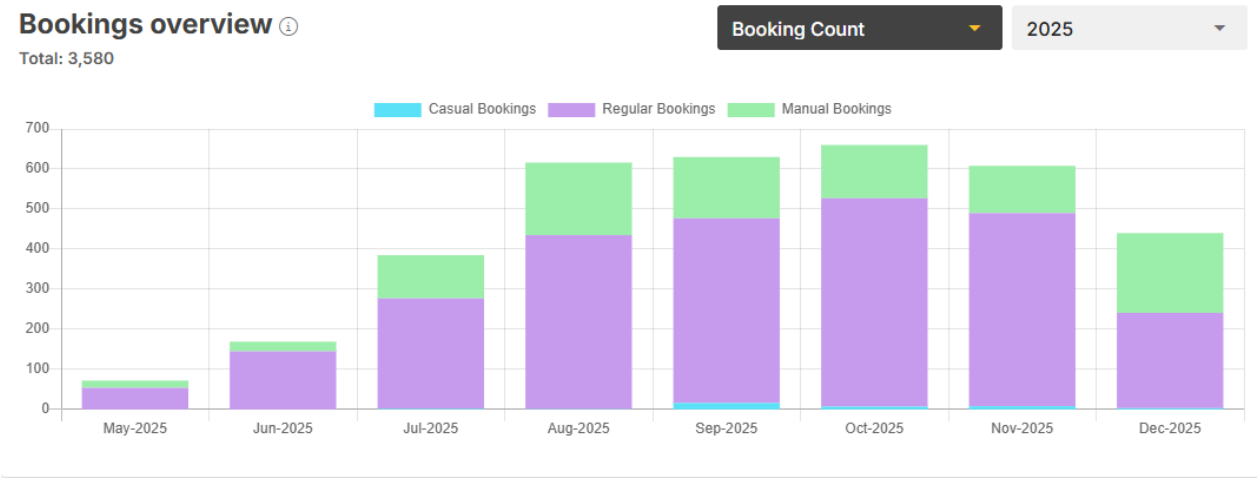
Driver Resource Centre

Usage at the Driver Resource Centre remained steady throughout the quarter, with no new users or changes to existing bookings. Regular bookings continued to include four playgroups, two churches, a language class, and one private meeting. While recorded usage appears lower than actual, this is due to two community groups that have not yet been onboarded to SpacetoCo.



Driver Resource Centre data

The total number of bookings for 2025 to date is 3,580, as shown in the overview chart. Bookings are categorised into three types: casual bookings, which represent one off hires; regular bookings, made by recurring user groups; and manual bookings, which reflect internal City of Palmerston (CoP) use of the facilities. Regular bookings consistently account for the majority of usage across all months, peaking in October. Manual bookings saw a noticeable increase from July through October, as they were temporarily used to hold booking slots while onboarding new regular users into the system. Casual bookings remained relatively low and steady throughout the period.



Total Facility usage

Consultation and marketing

The following City of Palmerston staff were consulted in preparing this Report:

- Community Services Manager.
- Community Facilities Officer.
- Community Development Officer.
- Community Inclusion & Projects Officer.
- Acting Manager Library Services.
- Library Operations Coordinator.
- Regulatory Services Manager.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

There are no budget or resource implications relating to this Report.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
   Failure of Council to effectively plan and deliver its role in community safety.

4. **Inclusion, Diversity and Access**
   Failure to balance meeting needs of Palmerston's cultural mosaic.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Disability Inclusion Access Plan 2022-2025
- Inclusive, Diverse and Accessible Policy Framework

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

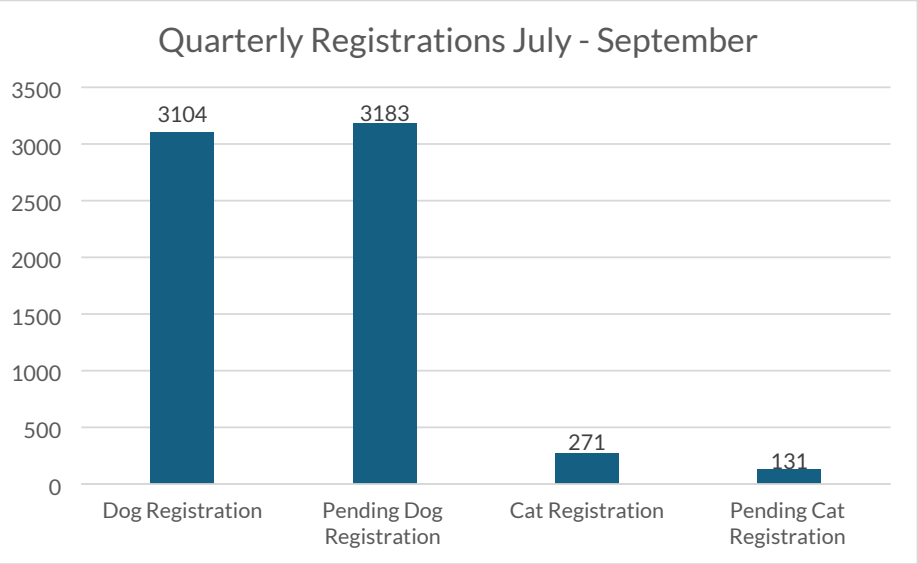
Attachments

1. REGULATORY SERVICES Quarterly Report July September [**12.2.2.1** - 6 pages]
2. Library Quarterly report statistics Jul- Sep [**12.2.2.2** - 2 pages]

REGULATORY SERVICES QUARTERLY REPORT JULY TO SEPTEMBER

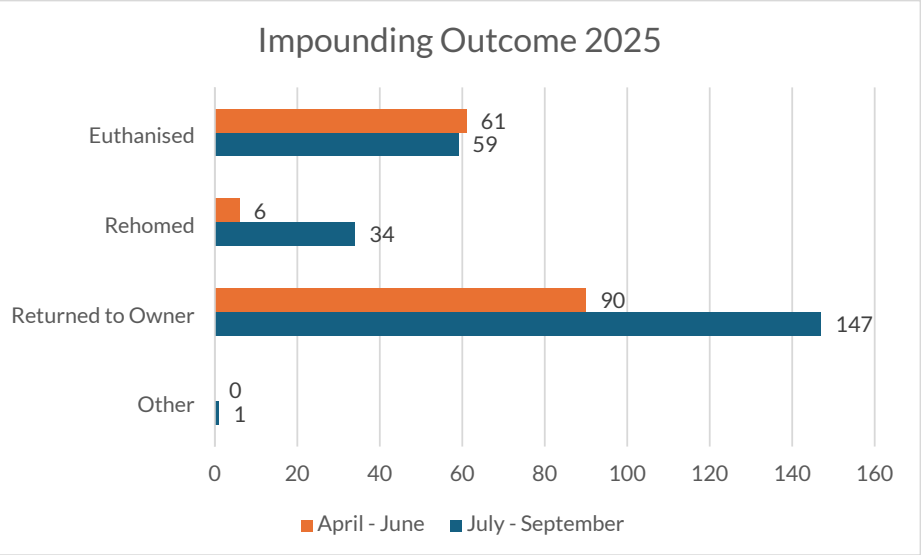
1. DOG AND CAT REGISTRATION

Graph 1.1

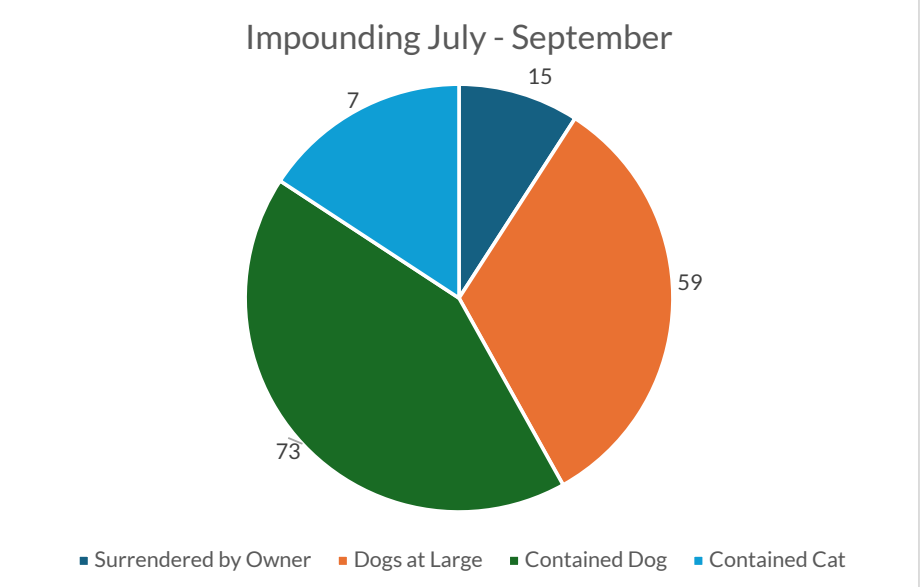


2. IMPOUNDING AND POUND MANAGEMENT

Graph 2.1

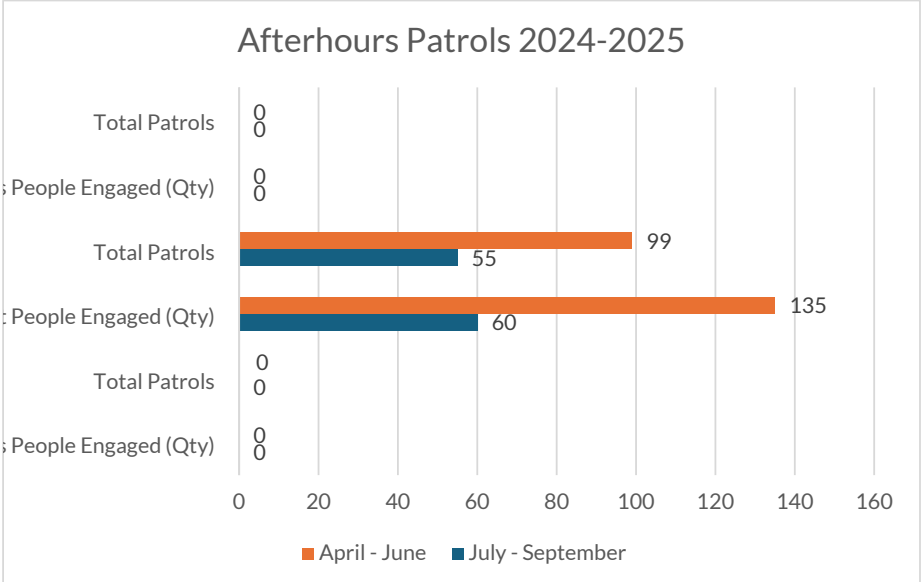


Graph 2.2

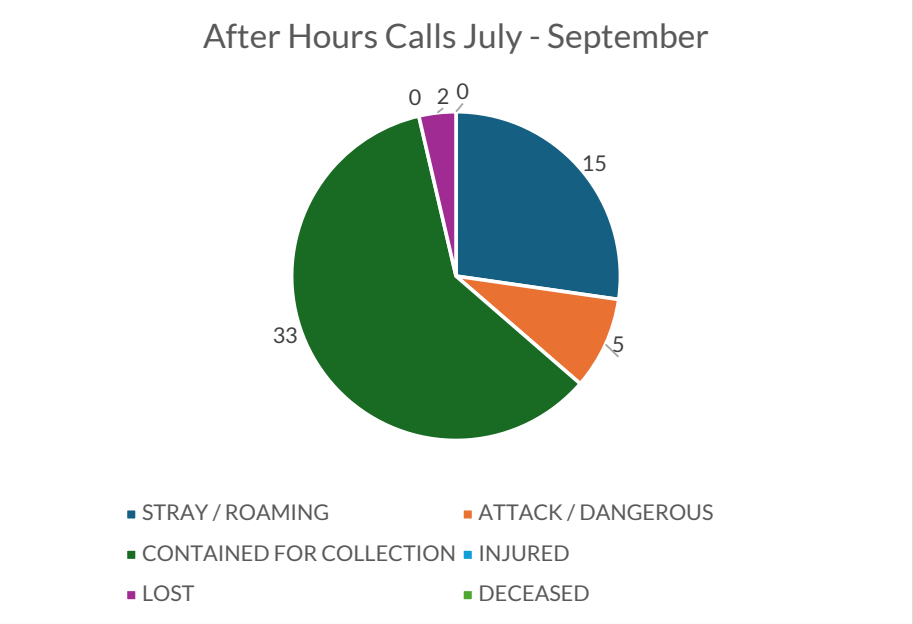


3. OUT OF HOURS RANGER ENGAGEMENT AND PATROLS

Graph 3.1

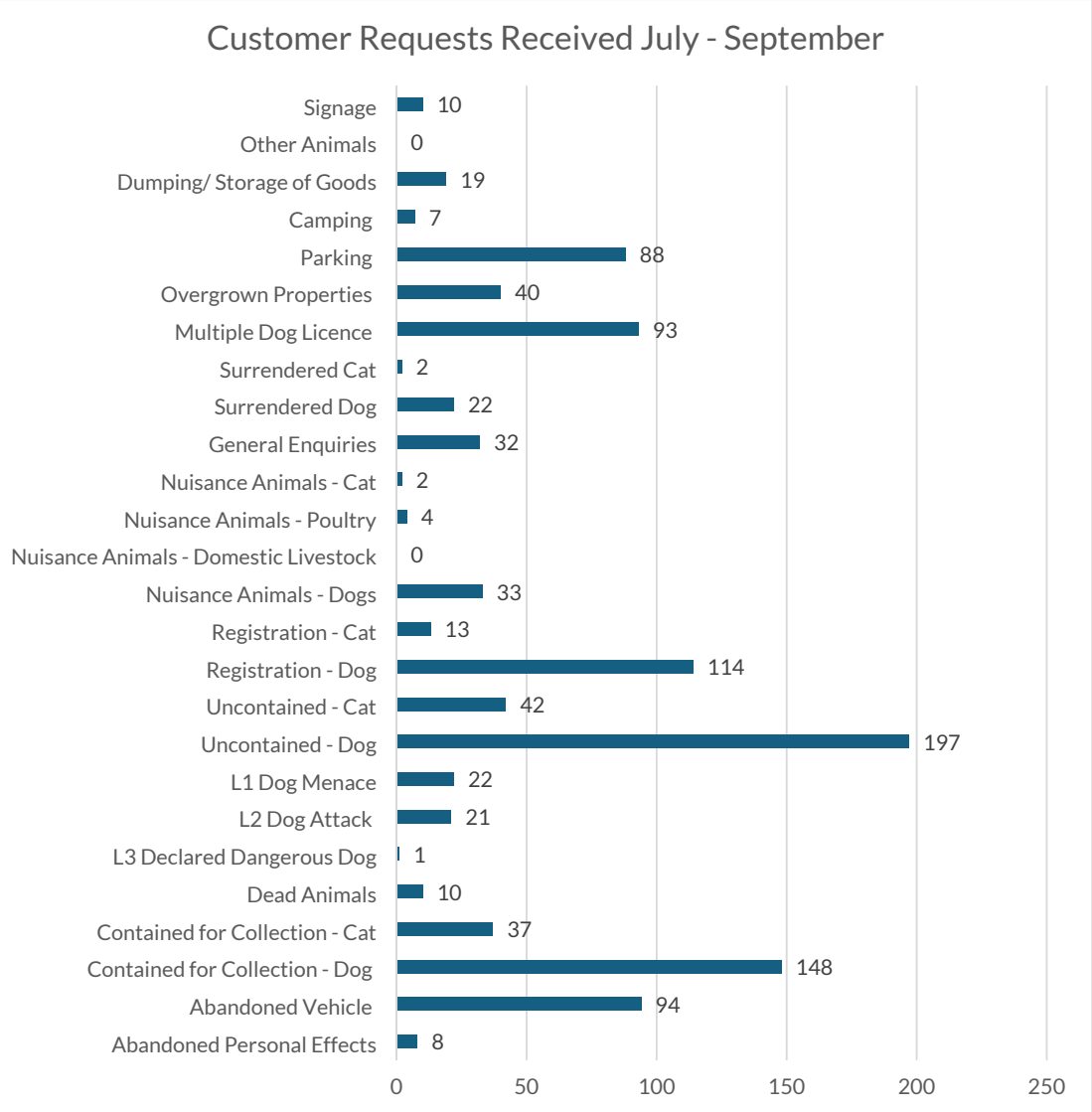


Graph 3.2



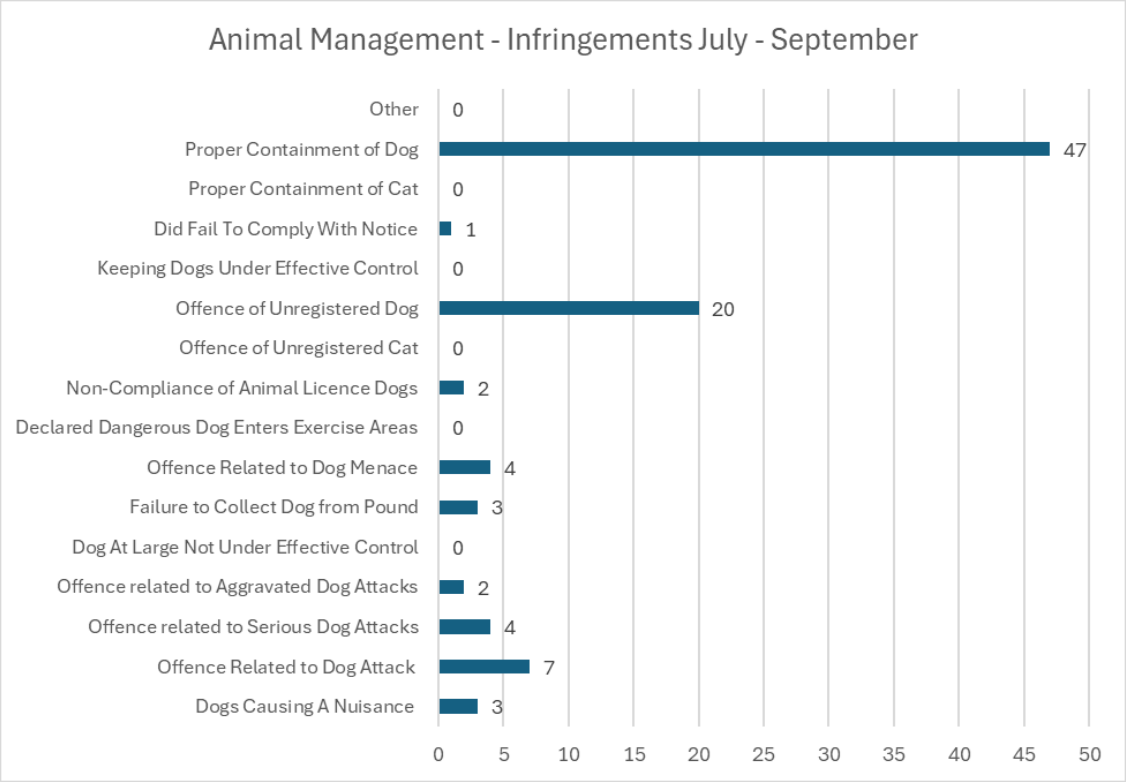
4.CUSTOMER ACTION REQUESTS

Graph 4.1



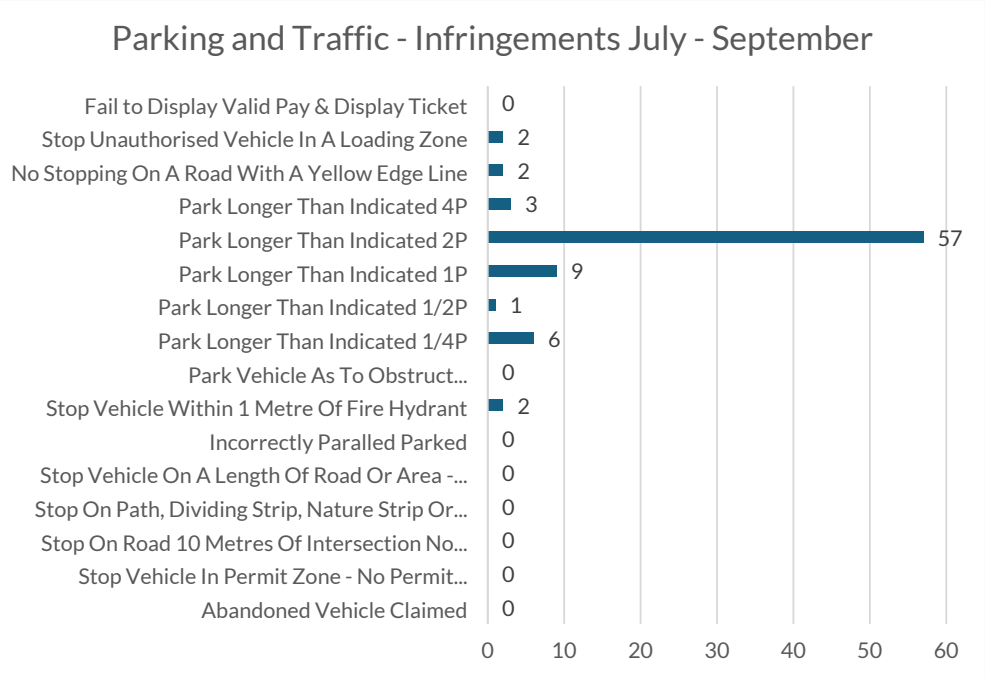
5. ANIMAL MANAGEMENT

Graph 5.1



6.PARKING AND TRAFFIC

Graph 6.1



LIBRARY STATISTICS

QUARTERLY REPORT JULY TO SEPTEMBER

PALMERSTON LIBRARY ACCESS STATISTICS

	JULY	AUGUST	SEPTEMBER	TOTAL
Library Visits	12,427	12,504	13,622	38,553
Library Members	10,124	10,014	10,059	10,059
Library Items Borrowed	5,775	5,740	5,430	16,945
Hours on Public PCs	1,425	1,369	1,484	4,278
Library Programs	45	42	42	129
Library Programs Attending	942	917	909	2,768

PALMERSTON LIBRARY PROGRAM STATISTICS

PROGRAM	SESSIONS	TOTAL ATTENDANCE
School Holidays	16	489
Storytime	19	826
Nursery Time	10	291
Incursions	10	253
Gadgets and Games	12	96
Digital Literacy	1	6
Geek Squad	13	144
Code Club	9	99
Lego Club	12	67
All in Activities	13	210

PROGRAM	SESSIONS	TOTAL ATTENDANCE
Afternoon Art Adventures	3	73
Special Events	11	214
Totals	129	2,768

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.3
Report Title:	Community Funding Program Quarterly Update July - September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Community Facilities Officer, Rachel Fosdick
Approver:	General Manager Community, Konrad Seidl

Community plan

Family and Community: Palmerston is a safe and family-friendly community where everyone belongs.

Purpose

This report provides Council with a summary of the Community Funding Program for the period July to September 2025.

Key messages

- City of Palmerston provides funding through the Community Funding Program to eligible community groups and organisations to deliver activities and projects that benefit the Palmerston community.
- This report provides an update for the reporting period 1 July to 30 September 2025.
- The Community Funding Program budget for 2025/26 is $250,000.
- 61 Individual Representation Support applications, four (4) Grant applications and 13 Annual School Awards were approved this quarter.
- Year three payments were made for funding agreements to Riding for the Disabled Association Top End Incorporated and the Palmerston Rugby Union Club Incorporated.
- City of Palmerston entered a team in the 2025 Palmerston and Golf and Country Club Inc, Professional Golfers Association Tournament, with the event marking the second $30,000 ex GST payment in a three-year sponsorship agreement.

Recommendation

THAT Report entitled Community Funding Program Quarterly Update July - September 2025 be received and noted.

Background

City of Palmerston provides funding through the Community Funding Program (CFP) to eligible community groups and organisations to deliver activities and projects that benefit the Palmerston community. The funding supports programs that enhance social well-being and cohesion by developing the capability of community groups, building community connection and a sense of belonging. The CFP supports City of Palmerston's vision to be 'A Place for People'.

The Community Funding Program has a budget of $250,000 for FY25. This includes $230,000 for representation support, grants, donations and sponsorship, and $20,000 for Environmental Initiatives.

Discussion

Representation Support

61 Individual Representation Support applications were approved in this reporting period for a diverse range of activities, including Irish Regional Dancing Oireachtas, Australian Youth Volleyball Championships, Australian Schools Rugby Union Championships, World Triathlon Age Group Championships, Emerging Matildas Football Academy, over 40 Women's Cricket National Championships, World Para Athletics Championships, and the National Touch Football Championships.



SSNT – u12 Girls Touch Football Development Camp



Roger Chin - Coach at the World Para Athletics Championships

Annual School Awards

13 Annual School Awards were approved this quarter. The schools that received funding are Bakewell Primary School, Durack Primary School, Driver Primary School, Good Shepherd Lutheran College, Gray Primary School, MacKillop Catholic College, Palmerston College 7-9 & 10-12 campus, Zuccoli Primary School, Mother Theresa Catholic Primary School, Woodroffe Primary School, Rosebery Primary School, and Palmerston Christian College.

Graffiti Removal

No Graffiti Removal applications were received during this period.

Grants

Four (4) Grant applications were approved this reporting period.

Gujarati Cultural Association of Darwin Inc.

The application from the Gujarati Cultural Association of Darwin provided an opportunity to support five (5) cultural events in Palmerston.

- Sports Day – August 2025.
- Karaoke Night – November 2025.
- Cultural and Educational Movie – 2025.
- Navratri Festival – 26–27 September 2025.
- Yoga Day – June 2026.

Soldier On Limited

Soldier On Limited was granted $2,727.27 ex GST to support a program consisting of weekly low-impact aqua aerobics classes for up to 30 local Defence veterans and their families, aimed at enhancing physical health, social engagement, and mental well-being. The organisation has declined the funding, citing that the amount awarded was insufficient to effectively implement the program. Council staff provided the organisation with information regarding a relevant Northern Territory Government grant opportunity for veteran initiatives.

Vibrant Diverse Culture Incorporated – Reality Creation TV

Local business, Reality Creation TV Pty Ltd, was awarded $2458.68 ex GST, auspiced by Vibrant Diverse Culture Incorporated. The application from Reality Creation TV provided an opportunity to release 10 high-quality video and audio episodes featuring personal journeys of local leaders, community members, and cultural representatives. Their mission is to give voice to underrepresented individuals, especially those from multicultural and First Nations backgrounds.

Walking of the War Within Inc.

Walking of the War Within Inc. was awarded the requested amount of $1000 ex GST for the event “Share the Burden Walk as One” which was held on Saturday, 16 August 2025, at East Point Reserve.

Environmental Initiatives

No Environmental Initiative applications were received this quarter.

Sponsorship

No Sponsorship applications were received this quarter.

Multiyear Sponsorship Agreements

No new multi-year sponsorship agreements were presented to the Council during the period from July to September.

The final instalments of two (2) three (3) year MOUs were paid this quarter from the 2025/2026 financial year, following receipts of invoices for $15,000 ex GST from Riding for the Disabled Association Top End Incorporated and $5,000 from the Palmerston Rugby Union Club Incorporated.



CoP acknowledgment



Brekkie In the Park & RDATE Committee Members with Mayor Athina Pascoe-Bell and Chief Minister



City of Palmerston logo on Palmerston Rugby Union Club apparel

Comments from the Palmerston Rugby Union Club's (PRUC) President:

"With CoP's help, PRUC has grown our player numbers not just in our juniors but also in our seniors. Our women's team increased from 8 players in the 22/23 season to 26 registered players in the 23/24 season.

Additionally, our men's team was able to field both A grade and B grade teams this season (in 22/23, we only had an A-grade team). This growth clearly shows the positive direction our club is heading in the future, and we're super excited about it".

Palmerston Golf and Country Club – 2025 PGA Tournament

City of Palmerston sponsored the 2025 PGA Tournament, held from 28–31 August at the Palmerston Golf and Country Club.

The event featured a pro-am, junior clinic, and live broadcasts on Kayo Sports and Foxtel, attracting a strong field of players and supporters to this premier sporting showcase in the NT.

As part of the Challenger PGA Tour of Australasia, the tournament highlighted the Territory's lifestyle and economy, with the course benefiting from recent irrigation upgrades.



Event promotion

Victorian golfer Andrew Martin claimed the championship title, with the 2025 Tour setting new records by offering more than $7 million in prizes across 10 events, delivering a major boost for tourism and sport in the Top End.



City of Palmerston Team CEO Andrew Walsh, Mayor Athina Pascoe-Bell, PGA Golfer Ben Carpenter and Deputy CEO Nadine Nilon





Mayor Athina Pascoe-Bell and Deputy CEO Nadine Nilon are in full swing

Consultation and marketing

There was no consultation or marketing required during the preparation of this Report.

Policy implications

- Community Funding Program Policy
- Sponsorship Policy
- Community Funding Program Guidelines

Budget and resource implications

The Community Funding Program budget for the 2025/26 financial year for grants and sponsorships is $230,000. The 2025/26 Environmental Initiatives budget is a further $20,000.

On 30 September, the following amounts have been expended or committed this financial year.

- Grants $25,505.55 (including annual school awards, representation support, and graffiti).
- Sponsorship $95,000

- Environmental Initiatives $0.00

Total expenditure $120,505.55

On 30 September, the following budget remains for this financial year.

- Grants $74,494.45 (including annual school awards, representation support, and graffiti).
- Sponsorship $35,000.
- Environmental Initiatives $20,000

Remaining Budget $129,494.45

Risk, legal and legislative implications

Council is responsible for the efficient and sustainable management of the Community Funding Program budget. Funding activities or items that are not seen to be benefitting the Palmerston Community may erode trust in Council and its processes. Council mitigates this risk by following the policy relating to eligibility criteria as outlined in its Policies *Community Funding Program and Sponsorship*.

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
   Failure of Council to effectively plan and deliver its role in community safety.

6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Disability Inclusion Access Plan 2022-2025
- Inclusive, Diverse and Accessible Policy Framework

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.4
Report Title:	Financial Report for the Month of September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Finance Manager, Jeffrey Guilas
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

The purpose of the Report is to present to Council the Financial Report for September 2025.

Key messages

- This report presents the September 2025 financial report and is representative of the year-to-date income and expenditure as at 30 September 2025.
- The financial health check ratios indicate that overall Council is in a positive financial position.
- The revised budget for 2025-26, is the original budget published in the 2025-26 Municipal Plan plus the budget rolled over from 2024-25.
- Total operating income is $39.64 million or 90% of the annual budget.
- Capital income is at 2% of the $5.76 million budget. Grants income is recognised when grant obligations are met, which is generally when capital expenditure is incurred.
- Capital expenditure is $1.11 million which is 10% of the $11.7 million approved revised Capital budget. There is a further $2.35 million in commitments where works have commenced or are awaiting payment, combined equates to 30% of the budget.
- Operating surplus (excluding depreciation) is at $31.14 million.
- The total cash and cash investments were $23.78 million, which includes $9.85 million in term deposits in various banking institutions with less than 12 months to maturity and $13.93 million in our general bank account.

- Rates debt receivables is $23.21 million, which includes:
  - Outstanding debt for 2025-26 $21.38 million which is 56.1% of the rates levied
- $1.03 million outstanding for 2024-25
- A further $767,528 of accumulated unpaid rates from prior years
- Total outstanding interest on outstanding rates of $31,638
- Total payments to creditors in September 2025 amounted to $3.39 million, of which $2.25 million (66.34%) was paid to local suppliers.
- Council is compliant with its statutory obligations such as Pay-as-You-Go Withholdings, Goods and Services Tax, and Superannuation Guarantee reporting.
- There were no contract variations during September 2025 that met the criteria under Regulation 42 of the *Local Government (General) Regulations 2021*.

Recommendation

THAT Report entitled Financial Report for the Month of September 2025 be received and noted.

Background

In accordance with *Local Government (General) Regulations 2021* - Part 2 (Division 7), the preceding month's Financial Report must be presented to Council. Regulation 17(1) of the General Regulation requires a monthly report from the Chief Executive Officer to provide the Council with the actual income and expenditure for the period; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

The information below is provided to assist with the terminology used throughout the report.

Annual Budget for 2025-26 consists of:

- the total budget per the municipal plan for the 2025-26 financial year
- the approved capital expenditure roll-over from 2024-25
- Year-to-date actuals (YTD Actuals) is the actual income and expenditure from 1 July 2025 to the current reporting date, 30 September 2025.

This report should be read in conjunction with the following:

- Dashboard report found at **Attachment 12.2.4.1** which is a traffic-light reporting system highlighting the current health status and areas of interest to Council. Further details are then reported in the body of the report.
- Financial reports are included at **Attachment 12.2.4.2** presenting the financial position of Council as at 30 September 2025, noting that the 2024-25 End of Financial Year adjustments are still underway, therefore, the Balance Sheet accounts are yet to be finalised, and subject to external audit.

Discussion

Financial Health

The financial health check ratios provide Council with a quick snapshot of the Council's financial position.

- The September 2025 ratios are benchmarked against the forecast ratios as per the Municipal Plan. If the ratio indicates that Council is not on target, a detailed explanation is provided. The ratios show Council's ability to monitor the cashflows (in and out) and ensure that Council has sufficient cash to cover its obligations.
- The operating surplus ratio (operating surplus divide by operating income) of 58% which is in line with the KPI.
- The debt service ratio (net operating income divided by debt repayments plus interest) for September 2025 is 15.07, indicating that the Council has sufficient capacity to meet its loan obligations and is in line with the KPI.
- Rates collection shows that 44% of total rates revenue has been collected, which is low as rates were only levied on 28 July and the first instalment was due on 30 September. This will increase as we receive the rates payments.
- The current ratio (Current Assets divide by Current Liability) is 2.24 for September 2025 which demonstrates that Council has enough resources to meet its short-term obligations and is in line with the KPI.

These ratios are calculated on a cash accounting basis to more accurately represent trends:

- Operating Surplus Ratio
- Debt Service Ratio
- Current Ratio

Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2025-26 as at 30 September 2025. Refer to **Attachment 12.2.4.1.**

Total Operating Income as at 30 September 2025 is $39.49 million, which is 89% of the Annual Budget of $44.20 million including the budget review adjustments throughout the year.

Total Operating Expenditure as at 30 September 2025 is $11.43 million, this mainly consists of the following:

- $3.16 million Employee Costs.
- $2.04 million Materials & Contractors.
- $3.08 million Depreciation (non-cash).
- $0.48 million Professional services such as external consultants and management fee for Odegaard.
- $0.67 million Other Expenses such as program running cost and training costs.
- $0.40 million Software, Hardware, Stationery, and Subscription.
- $0.81 million in Insurance expenses.

The $2.10 million underspend in operating expenditure is largely due invoices that are yet to be received and processed for services received in September quarter.

Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2025-2026 as per **Attachment 12.2.4.1.**

Capital Expenditures

The 2025-2026 Capital Expenditure budget is $11.70 million. This includes $5.10 million capital budget from last financial year that was rolled over to the current financial year.

The pie chart in the dashboard as per **Attachment 12.2.4.1** shows that out of the $11.70 million capital expenditure budget, the actual capital expenditure is $1.11 million which is 11% of the budget.

In addition to the $1.11 million actual expenditure, there is a further $2.32 million in commitments where works have commenced and/or are awaiting payments, or for capital budget roll-over. The current expenditure combined with the commitments presents 23% of expenditure against the original capital budget.

Capital Funding

Capital projects are funded by capital grants, Council contributions (operating surplus and financial reserves), and borrowings.

The table below provides a breakdown of the budgeted capital grants income for 2025-26 (A), funds that have been received (C) and funds still yet to be received (D).

- Grants that have been received are recognised as a grant liability until the assessment of income criteria has been met such as meeting the grant agreement obligations.

CAPITAL PROJECT 25-26	TOTAL GRANT INCOME FOR 2025-26	GRANT RECOGNISED AS INCOME	GRANT FUNDS RECEIVED TO DATE	GRANT FUNDS YET TO BE RECEIVED
PRJ10380 - Pump Parks/skate parks Zuccoli	$0.33M	$0.04M	$0.29M	
PRJ10553-SWELL Carpark Upgrade	$0.05M		$0.05M	
PRJ10580- SWELL Basketball Court Shade Structure	$0.08M		$0.08M	
PRJ10039- Reseal Program	$0.21M		$0.21M	
PRJ10246-Road Reconstruction (R2R)	$0.45M		$0.45M	
PRJ10537- Black Spot - Bonson Terrace	$0.04M	$0.03M		$0.01M
PRJ10538-Black Spot - Yarrawonga Road	$0.11M			$0.11M
PRJ10522 -Hobart Park Exeloo and Park Upgrade	$0.37M	$0.01M		$0.36M

PRJ10375-21/22 Custom Animal Holding Pens (LG IP Grant)	$0.02M		$0.02M	
PRJ10303- Water Aquifer Prevention Strategy	$0.10M		$0.10M	
PRJ10394- Archer Recycling Modernisation Project	$0.03M		$0.03M	
PRJ10257 - Lakebed Aerators	$0.03M	$0.02M	$0.01M	
PRJ10595- Woodroffe Park Upgrades	$0.60M		$0.60M	
Total	**$2.42M**	**$0.10M**	**$1.84M**	**$0.48M**

Cash and Investments

Trading Account: $13.93 million.
Investments: $9.85 million.
Year to Date interest revenue: $0.23 million.

DURATION	*NO.*	*VALUE ($)*	*% OF TOTAL PORTFOLIO*	*LIMIT*
Cash at bank	1	$13.93M	NA	NA
<12months	6	$9.85M	100%	100%
Total	7	$23.79M	100%	100%

The investment portfolio is compliant with the Council Investments Policy.

- As at 30 September 2025 the Council held $9.85 million in term deposits across three financial institutions.
- Cash held by Council in the National Australia Bank (NAB) Trading account as at 30 September 2025 was $13.93 million earning 3.61% interest per annum.
- Performance of our investments against our policy and details on our investments are provided in section 2.3 of the Investments Management Report at **Attachment 12.2.4.2.**

Receivables

Council has $26.71 million in Receivables, which is made up of the following.

- $24.27 million in Rates and charge, including rates levied during 2025-2026. Further explanation of the breakdown is detailed below is rates and charges.
- $2.44 million in other receivables including infringements, sundry debtors, grants receivables, GST receivables and accrued interest receivables for Term Deposits.

Rates and charges

- The dashboard at **Attachment 12.2.4.1** highlights the rates levied for the 2025-26 financial year are $38.1 million, of which $16.72 million (44%) has already been collected and $21.38 million (56%) is yet to be collected.
- Item 2.4 Debtors Control at **Attachment 12.2.4.2** provides for the summary of the breakdown of the $1.80 million rates overdue.

- The actual overdue amount for 2024-25 rates as at September 2025, is $1.02 million which is 2.86% of the total 2024-25 rates revenue.
- There is $767,528 of overdue rates from prior years.
- 830 properties have outstanding rates for 2024-25 and prior
- 4555 Ratepayers have paid their 2025-26 rates in full.
- Total of 554 properties have either direct debit or payment arrangement in place.
- *The Local Government Act 2019 (NT)* allows Council to place an overriding statutory charge on a property where rates have been outstanding for at least six (6) months, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge. Council currently holds overriding statutory charges on 94 properties for debts from 2018-19 and earlier.
- 18 Financial Hardship applications have been approved for the 2025-26 financial year. 16 are from the 2024-25 financial year and 2 are new applications.
- A balance of $443,602 of rates received in advance is accounted for in the balance sheet as a liability as it relates payment of rates for a future period for the 25/26 FY to date.

Infringements

- Total infringements outstanding is $213,934.56 as at 30 September 2025; this consists of
  - Animals $188,899.26
  - Public Place $6,395 and
  - Parking $18,640.30.
- The graph in the dashboard at **Attachment 12.2.4.1** shows the total infringements issued and collected for the year until 30 September.
- Total Animal infringements issued for 2025-26 as at 30 September is $129,160 and collected is $100,141.
- Parking infringements issued for 2025-26 as at 30 September 2025 is $19,615, out of which $18,485 has been collected.
- Total Public Places infringements issued and collected for 2025-26 as at 30 September 2025 is $1693.

Sundry Debtors

Sundry Debtors as at 30 September 2025 is $897,093 as presented in **Attachment 12.2.4.2.** This balance includes $675,000 that is expected to be received from Department of the Chief Minister and Cabinet. The total also includes the amounts to be received relating to long grass and property maintenance. More details are available in section 2.4 Debtor Control Account.

Trade Creditors Paid

- Total payments to creditors in September 2025 amounted to $3.39 million, of which $2.25 million (66.34%) were paid to local suppliers.

- During September 2025, the significant vendor payments consisted of $ 0.61 million to CMA Contracting Pty Ltd, $0.22 million to Australian Taxation Office – PAYG, $0.22 million to Cleanaway, $0.20 million to Belgravia Health & Leisure Group Pty Ltd, $0.19 million to City of Darwin, $0.18 million to Power Water Corporation.

Borrowings

Total external borrowings of $6.96 million is made up of the following:

- Archer Land Fill Rehabilitation loan: The total amount borrowed from NAB was $1.96 million with the balance as at 30 September 2025 being $0.47 million. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis. This loan was for 8 years and is due to conclude on 30 June 2027.
- SWELL loan: The $5 million approved loan for the SWELL project was drawn down during December 2023 with a current balance as at 30 September 2025 of $4.46 million. This is a 20-year loan with current variable interest rate of 4.7537% with the principal being repaid quarterly. This loan is renegotiated every 5 years.

Other Compliance matters

Council is compliant with payment and reporting of all tax liabilities as outlined below:

- Council has remitted $749,235 Year-to-Date (YTD) in Pay-As-You-Go (PAYG) tax to the Australian Taxation Office (ATO). The PAYG withholding tax is regularly reported to the Australian Taxation Office on a fortnightly basis by Council.
- The Business Activity Statement (BAS) balance for the month ended 31 August 2025 has been finalised and lodged in September 2025 as a Goods Services Tax refund of $224,744. ATO refund was received in NAB on 26th of September. The September 2025 BAS will be finalised and lodged in October 2025.
- Council has the required insurances to manage the current risk exposure.

Contract Variations

CONTRACT VARIATIONS	NO OF VARIATIONS
Varied contract, after a quotation under regulation 34 has been accepted and the total cost of supplies exceeds $100,000 but is less than $150,000.	Nil
Varied contract, after a quotation under regulation 34 has been accepted or a public quotation under regulation 35 has been accepted and the total cost of supplies exceeds $150,000.	Nil
Varied contract is entered into after a tender under regulation 36 has been accepted and the total cost of supplies exceeds the original tender cost by more than 10%.	Nil

Consultation and marketing

The following City of Palmerston staff were consulted in preparing this Report:

- Finance team
- Governance team
- Infrastructure team.

Policy implications

This report is in line with the reporting requirements under the *Local Government Act* and relevant Council Policies.

Budget and resource implications

This Report provides an overview of the budget and resource implications.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**
   Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Long Term Financial Plan

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

1. Dashboard - EOM September 2025 [**12.2.4.1** - 2 pages]
2. Financial Report September 2025 [**12.2.4.2** - 27 pages]

at 30 September 2025

DASHBOARD

Financial Health Ratio		mber 25	Status
Operating Surplus Ratio	> 0%		
Debt Service Ratio	> 2.0	15.07	
Rates Collection	>95%	44%	T yet due. To date 44% ($16.72M) of total 2025 26 rates have been collected to date. 4555 Ratepayers have paid their 2025-26 rates in full

$0.11 M
Capital Income
Annual Budget is $5.76 M

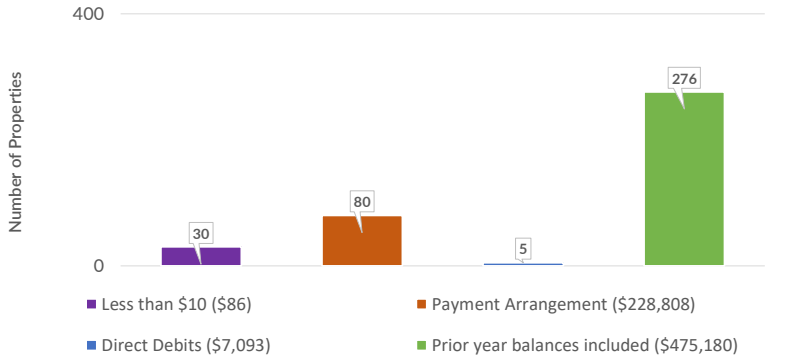
Ann

$23.79 M
Cash Held

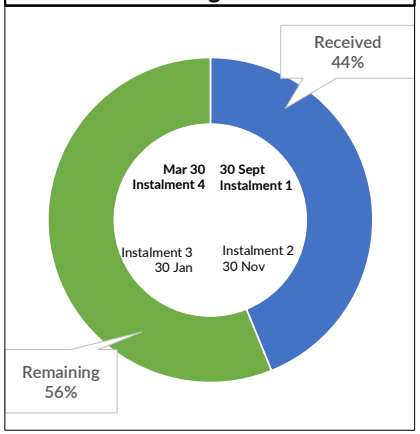
Legends

Explanation Required | Off Track

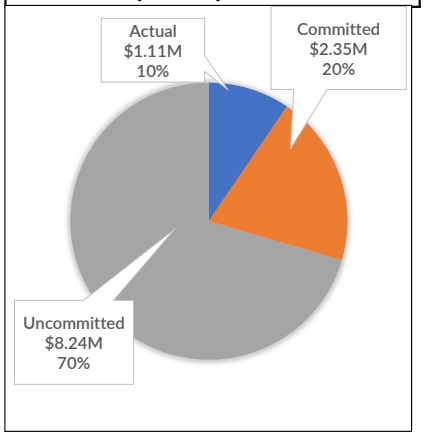
Properties with Rates Outstanding

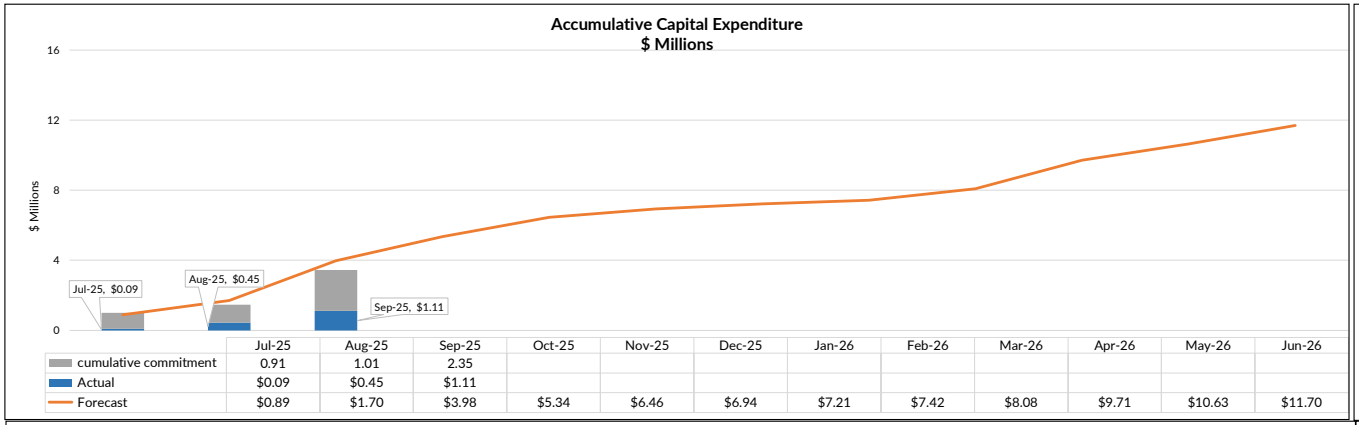


Rates & Charges Collected

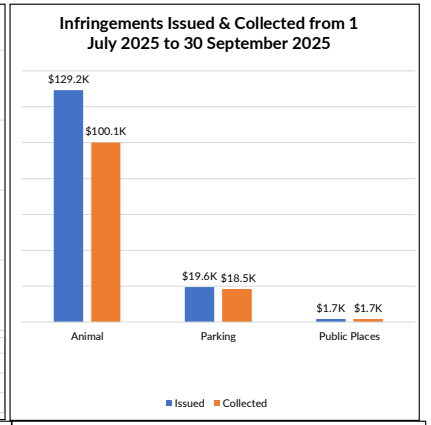


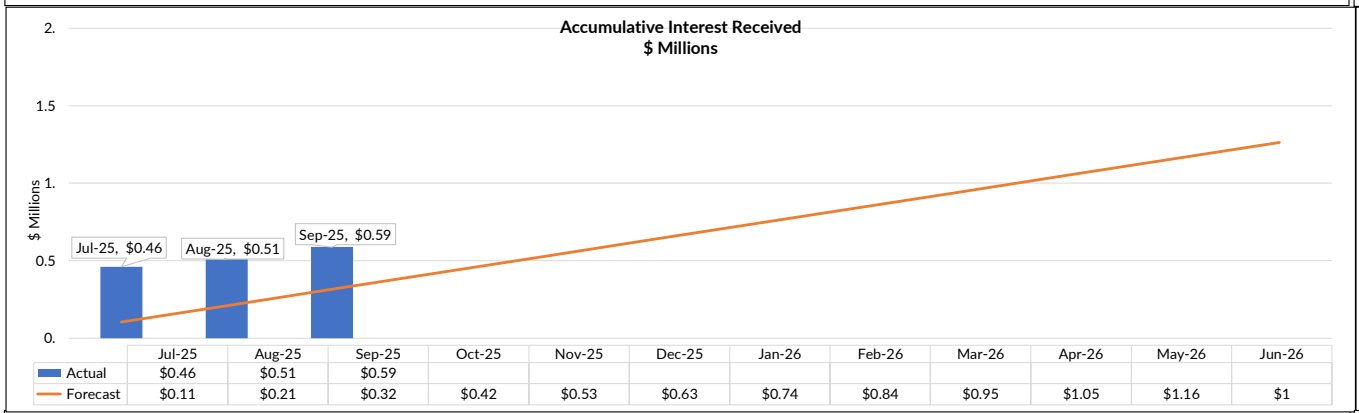
Capital Expenditure



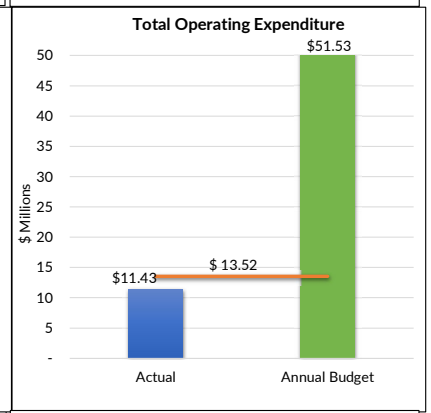


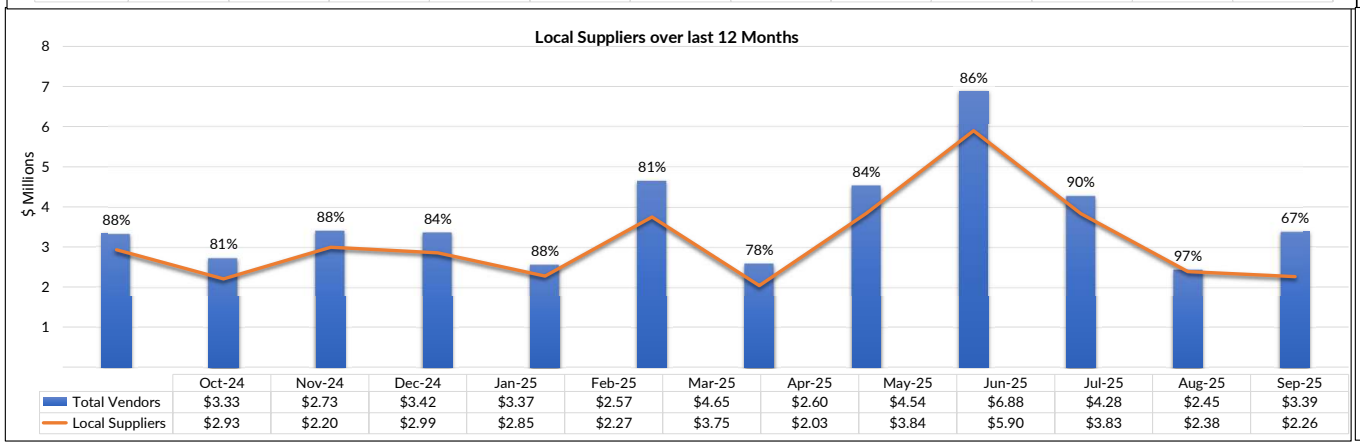
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
cumulative commitment	0.91	1.01	2.35									
Actual	$0.09	$0.45	$1.11									
Forecast	$0.89	$1.70	$3.98	$5.34	$6.46	$6.94	$7.21	$7.42	$8.08	$9.71	$10.63	$11.70



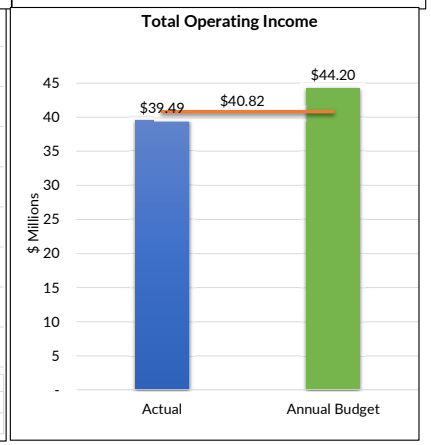


	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Actual	$0.46	$0.51	$0.59									
Forecast	$0.11	$0.21	$0.32	$0.42	$0.53	$0.63	$0.74	$0.84	$0.95	$1.05	$1.16	$1





	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Total Vendors	$3.33	$2.73	$3.42	$3.37	$2.57	$4.65	$2.60	$4.54	$6.88	$4.28	$2.45	$3.39
Local Suppliers	$2.93	$2.20	$2.99	$2.85	$2.27	$3.75	$2.03	$3.84	$5.90	$3.83	$2.38	$2.26



FINANCIAL MANAGEMENT REPORTS

city of PALMERSTON
'A Place for People'

September 2025

- 1. Executive Summary
- 2. Financial Results

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September 2025

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	1.4	Capital Expenditure & Funding
	1.5	Major Capital Works
	2.1	Balance Sheet
	2.2	Reserve Balance
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
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	2.7	Commercial Leases
	2.8	Council Loans
	2.9	Elected Member Expenses
	2.10	CEO Credit Card

Certification By Chief Executive Officer

I, Andrew Walsh, the Chief Executive Officer of the City of Palmerston, hereby certify that to the best of my knowledge, information and belief:

- The internal controls implemented by Council are appropriate; and
- The Council's Financial Report for September 2025 best reflects the financial affairs of the Council.



Chief Executive Officer
Andrew Walsh

Section 2
Financial Results
30 September 2025
25.00%

Executive Summary as at
% of year passed

1.2 - Executive Summary

Description	Annual Budget $	YTD Actual $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Income						
Rates	28,976,123	29,075,940	100%	28,934,123	100%	
Charge	8,932,422	9,026,719	101%	8,932,422	101%	
Fees & Charges	964,282	423,397	44%	316,940	134%	1
Grants, Subsidies & Contributions	3,560,023	347,526	10%	2,187,305	16%	2
Interest & Investment Revenue	1,729,151	542,426	31%	432,534	125%	3
Other Income	41,960	69,865	167%	12,030	581%	4
Operating Income	**44,203,961**	**39,485,874**	**89%**	**40,815,354**	**97%**	
Operating Expenditure						
Employee Costs	-13,640,851	-3,161,990	23%	-3,545,370	89%	5
Materials & Contractors	-14,594,804	-2,037,439	14%	-3,511,252	58%	6
Depreciation, Amortisation & Impairment	-12,306,000	-3,076,500	25%	-3,076,500	100%	
Elected Members Allowances	-523,612	-107,051	20%	-139,625	77%	7
Elected Members Expenses	-383,370	-6,938	2%	-8,377	83%	8
Professional Services	-2,261,415	-482,557	21%	-618,042	78%	9
Auditor's Remuneration	-55,886	0	0%	0	0%	
Utilities	-2,427,946	-344,167	14%	-607,514	57%	10
Legal Expenses	-315,700	-91,796	29%	-78,874	116%	11
Telephone & Other Communication Charges	-196,678	-93,820	48%	-104,510	90%	
Donations, Sponsorships & Grants	-255,000	-63,787	25%	-58,000	110%	12
Software, Hardware, Stationery, Subscriptions	-1,216,016	-397,244	33%	-403,192	99%	
Insurance	-769,519	-811,296	105%	-758,186	107%	
Borrowing Costs	-309,806	-78,454	25%	-77,452	101%	
Other Expenses	-2,274,641	-673,804	30%	-536,787	126%	13
Operating Expenditure	**-51,531,244**	**-11,426,842**	**22%**	**-13,523,681**	**84%**	
OPERATING SURPLUS/(DEFICIT)	**-7,327,283**	**28,059,032**		**27,291,673**		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	150,000	8,636	6%	0	0%	
Developer Contributions	200,000	43,313	22%	0	0%	14
Asset Income	3,000,000	0	0%	0	0%	
Grants received	2,407,208	60,592	3%	799,782	8%	15
Capital Income	**5,757,208**	**112,541**	**2%**	**799,782**	**14%**	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	**-1,570,075**	**28,171,572**		**28,091,455**		
Land Purchase	0	0	0%	0	0%	
Asset Purchase	-4,938,512	-453,300	9%	-1,747,302	26%	16
Asset Upgrade	-6,761,843	-659,053	10%	-2,229,394	30%	16
Capital Expenditure	**-11,700,355**	**-1,112,353**	**10%**	**-3,976,697**	**28%**	

Section 2
Financial Results
30 September 2025
25.00%

Executive Summary as at
% of year passed

1.2 - Executive Summary

Description	Annual Budget $	YTD Actual $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Less Non-Cash Expenditure	-12,306,000	-3,076,500	25%	-3,076,500	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	
NET CAPITAL SURPLUS/(DEFICIT)	**-3,964,430**	**30,135,720**	**0**	**27,191,258**		
Less Repayment of Borrowings	-512,201	-127,340	25%	-128,050	99%	
Reserve Movement	4,476,632	0	0%	1,119,158	0%	17
NET OPERATING SURPLUS/(DEFICIT)	**0**	**30,008,380**		**28,182,366**		

End of Financial Year adjustments for 2024-25 are still underway, therefore, the Balance Sheet accounts are yet to be finalised, and subject to external audit

Notes

1. Due to higher revenue from rate searches and infringements than expected
2. Due to the early receipt of 50% of the 2025–26 financial assistance grants in June rather than July and adjustment will be made at first budget review
3. Variance is due to higher interest income received than expected
4. Variance is due to receipt of insurance claims for Tom price park
5. Variance is due to timing of pays and vacant positions being backfilled by labour hire (paid as contractors) while recruitment of positions are being finalised
6. Variance is due to vegetation, waste management, mowing, maintenance, and utility invoices for September services that are yet to be received and processed
7. Variance is due to two vacant elected member positions. These positions have since been filled
8. The variance is primarily due to outstanding invoices
9. Due to invoices for counselling , training, consulting , report design and employee engagement survey yet to be received and processed
10. Variance is due to some utilities invoices that are yet to be received and processed, which are normally billed quarterly.
11. Variance is due to debt collection expenses being higher than planned, this is offset by the revenue charged to the property.
12. Payment of donations and sponsorships based on the timing of applications received.
13. Variance is due to invoices for City of Palmerston events being paid earlier than anticipated
14. Funds received for Funds in Lieu of Construction driveway
15. Variance is due to unspent grant funding not yet recognised as income
16. A number of projects are in initial phase and expenditure yet to be incurred . There is an additional $2.3M in committments Refer to 1.3 Capital expenditure for more details
17. Actual Reserves Movement will be recognised as part of end of year process



Approved by: Finance Manager

Section 2
Financial Results
Budget Summary Report By Directorate as at 30 September 2025
% of year passed 25.00%

1.3 - Operating Income

Description	Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the CEO	1,094,060	149,621	14%	958,283	16%	1
Office of the Chief Executive	**1,094,060**	**149,621**	**14%**	**958,283**	**16%**	
People and Place						
City Activation	300,000	45	0%	0	o%	
People and Place	**300,000**	**45**	**0%**	**0**	**o%**	
Finance & Governance						
Governance	0	52,341	o%	0	o%	2
GM Finance & Governance	70,000	20,081	29%	17,500	115%	3
Financial Services	1,095,618	368,179	34%	273,903	134%	4
Rates	29,193,496	29,175,627	100%	28,988,716	101%	
Finance & Governance	**30,359,114**	**29,616,228**	**98%**	**29,280,119**	**101%**	
Community						
Library Services	758,432	29,750	4%	15,097	197%	5
Senior Citizens	0	2,000	o%	0	o%	6
Animal Management	381,050	178,901	47%	175,358	102%	
Parking & Other Ranger Services	35,600	16,473	46%	10,440	158%	7
Community	**1,175,082**	**227,125**	**19%**	**200,895**	**113%**	
Infrastructure						
Aquatic Centre	0	108,684	o%	0	o%	8
Civic Centre	151,150	41,647	28%	37,785	110%	9
Gray Community Hall	15,000	253	2%	3,750	7%	10
Private Works	50,000	13,522	27%	12,500	108%	
Recreation Centre	18,000	3,696	21%	4,500	82%	10
Roads & Transport	1,384,813	181,779	13%	1,229,022	15%	1
Subdivisional Works	115,000	0	0%	28,750	0%	11
Waste Management	8,971,382	9,026,874	101%	8,942,162	101%	
Odegaard Drive Investment Property	466,160	115,700	25%	116,538	99%	
Durack Heights Community Centre	4,200	640	15%	1,050	61%	10
Goyder Square	100,000	0	0%	0	o%	
Infrastructure	**11,275,705**	**9,492,794**	**84%**	**10,376,057**	**91%**	
OPERATING INCOME	**44,203,961**	**39,485,874**	**89%**	**40,815,354**	**97%**	

Notes
1. Due to the early receipt of 50% of the 2025–26 financial assistance grants in June rather than July and adjustment will be made at first budget review
2. Income from Insurance claim refund for Tom price park
3. Income from rental and lease properties received in advance
4. Variance is due to higher interest income than expected
5. Income from School holiday program grant, aged care reforms and other events was not included in budget, this will be assessed in first budget review
6. Senior Citizen grant income was not included in budget and will be assessed as a part of first budget review
7. Variance is due to recovery of unpaid fines from Fine Recovery Unit and charges to long grass maintenance.
8. Income from SWELL operations, this will be considered as part of the first budget review
9. The rent received for the Civic Centre is more than what was budgeted for
10. Due to the reduction in bookings for Gray community hall.
11. Income to be received when subdivisional work commences

Approved by: Finance Manager

Section 2
Financial Results
30 September 2025
25.00%

Budget Summary Report By Directorate as at
% of year passed

1.3 - Operating Expenditure

Description	Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Councillors	-906,982	-113,989	13%	-148,002	77%	1
Office of the CEO	-872,177	-311,489	36%	-250,123	125%	2
Office of the Chief Executive	**-1,779,159**	**-425,478**	**24%**	**-398,125**	**107%**	
People & Place						
GM People & Place	-640,745	-103,485	16%	-159,530	65%	3
Customer Experience	-370,789	-95,886	26%	-90,762	106%	
People and Customer	-1,036,621	-197,350	19%	-269,392	73%	4
Public Relations and Communications	-898,857	-228,691	25%	-278,146	82%	5
Arts & Culture	-60,000	-3,707	6%	-15,000	25%	6
City Activation	-1,732,080	-624,564	36%	-418,854	149%	7
People & Place	**-4,739,091**	**-1,253,683**	**26%**	**-1,231,684**	**102%**	
Finance & Governance						
GM Finance & Governance	-598,471	-130,549	22%	-148,168	88%	8
Records Management	-330,843	-73,411	22%	-81,698	90%	
Financial Services	-13,930,369	-3,407,111	24%	-3,427,057	99%	
Rates	-105,700	-23,480	22%	-21,250	110%	9
Governance	-1,540,703	-1,100,107	71%	-1,198,118	92%	
Information Technology	-1,945,200	-590,912	30%	-586,400	101%	
Fleet	-259,925	-22,674	9%	-34,953	65%	10
Finance & Governance	**-18,711,212**	**-5,348,243**	**29%**	**-5,497,645**	**97%**	
Community						
Community Development	-1,134,428	-198,053	17%	-289,483	68%	11
Diversity and Inclusion Activities	-34,000	-1,258	4%	-8,500	15%	12
Families & Children	-23,500	-921	4%	-7,300	13%	13
Health and Wellbeing Services	-12,000	-200	2%	-2,000	10%	14
Library Services	-1,727,052	-351,003	20%	-441,544	79%	15
Senior Citizens	-10,000	-9,078	91%	0	o%	
Youth Services	-77,000	-916	1%	0	o%	
GM Community	-355,494	-79,425	22%	-89,473	89%	16
Safe Communities	-20,000	-8,180	41%	0	o%	
Animal Management	-80,617	-19,903	25%	-19,663	101%	
Parking & Other Ranger Services	-883,578	-277,849	31%	-213,764	130%	17
Community	**-4,357,668**	**-946,786**	**22%**	**-1,071,728**	**88%**	
Infrastructure						
Aquatic Centre	-1,477,736	-399,924	27%	-361,932	110%	18
Civic Centre	-276,356	-66,459	24%	-69,086	96%	
Depot	-82,093	-20,982	26%	-20,520	102%	
Driver Resource Centre	-36,894	-6,957	19%	-9,220	75%	19
Emergency Operations	-10,000	0	0%	-3,000	0%	
Gray Community Hall	-80,735	-26,790	33%	-20,179	133%	20
GM Infrastructure	-1,455,027	-241,837	17%	-365,929	66%	2
Open Space	-6,070,535	-777,803	13%	-1,488,858	52%	19

Section 2
Financial Results
30 September 2025
25.00%

Budget Summary Report By Directorate as at
% of year passed

1.3 - Operating Expenditure

Description	Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Private Works	-117,438	-27,294	23%	-28,484	96%	
Recreation Centre	-347,299	-60,600	17%	-86,828	70%	19
Roads & Transport	-1,496,614	-353,855	24%	-362,956	97%	
Street Lighting	-884,675	-105,640	12%	-221,169	48%	19
Subdivisional Works	-25,000	-420	2%	0	o%	
Waste Management	-8,981,150	-1,263,107	14%	-2,125,078	59%	19
Odegaard Drive Investment Property	-123,003	-23,197	19%	-37,344	62%	19
Durack Heights Community Centre	-65,177	-11,957	18%	-16,277	73%	19
Goyder Square	-240,204	-29,243	12%	-60,640	48%	19
Infrastructure	**-21,769,937**	**-3,416,065**	**16%**	**-5,277,499**	**65%**	
OPERATING EXPENDITURE	**-51,357,067**	**-11,390,254**	**22%**	**-13,476,681**	**85%**	

Notes

1. Variance is due to lower allowances paid than expected due to two vacant elected member positions. These positions have since been filled
2. Variance is due to wages from another directorate being incorrectly coded to this department this will be corrected.
3. Variance is due to timing of pays and vacant positions being backfilled by labour hire (paid as contractors) while recruitment of positions are being finalised
4. Staff training and recruitment expenses lower than expected for year to date and expecting to spend late October
5. Variance is due to advertising and subscription invoices yet to be processed, with additional invoices expected in the coming months
6. The variance is because expenses for community programs and events are expected later, around the end of Quarters 3 and 4.
7. Variance is due to invoices for City of Palmerston events being paid earlier than anticipated
8. Mainly due to underspends in consultant budget.
9. Variance is due to debt collection expenses being higher than planned, this is offset by the revenue charged to the property.
10. Lower than expected cost on motor vehicle fuel, services and parts
11. Variance is due to subscription and membership invoices expected to be paid in November, and grant payments dependent on the timing of applications from the community
12. Variance is due to cashflow timing of expenses related to Low Sensory Christmas Wonderland.
13. Invoices for program Running cost for Children's weeks yet to be received and processed
14. Expenditure related to program running cost for health and well being services are expected at end of October
15. Utilities and cleaning bills yet to be received for the month September
16. Variance is primarily due to the timing of consultant expenses, which are expected to be incurred in later months
17. Variance is due to higher-than-expected expenditure on office administration and fees for abandoned vehicles, which depends on the number of vehicles impounded
18. Variance is due to higher SWELL management contract fee than budgeted.
19. Variance is due to awaiting utilities, cleaning, security, external consultant and contractors invoices
20. Variance is due to higher-than-expected expenditure on security patrols and building maintenance



Approved by: Finance Manager

Section 2
Financial Results

Budget Summary Report By Directorate as at 30 September 2025
% of year passed 25.00%

1.3 - Capital Income

Description	Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the Chief Executive	**0**	**0**	**o%**	**0**	**o%**	
People & Place						
People & Place	**0**	**0**	**o%**	**0**	**o%**	
Finance & Governance						
Financial Services	3,000,000	0	0%	0	o%	
Fleet	150,000	8,636	6%	0	o%	1
Finance & Governance	**3,150,000**	**8,636**	**0%**	**0**	**o%**	
Community & Culture						
Animal Management	19,580	0	0%	9,790	0%	2
Parking & Other Ranger Services	0	0	o%	0	o%	
Community & Culture	**19,580**	**0**	**0%**	**9,790**	**0%**	
Infrastructure						
Aquatic Centre	2,892	2,892	100%	2,892	100%	
GM Infrastructure	100,000	0	0%	0	o%	
Open Space	1,449,395	31,451	2%	610,783	5%	2
Roads & Transport	808,864	26,249	3%	149,839	18%	2
Subdivisional Works	200,000	43,313	22%	0	o%	3
Waste Management	26,478	0	0%	26,478	0%	
Infrastructure	**2,587,628**	**103,904**	**4%**	**789,992**	**13%**	
CAPITAL INCOME	**5,757,208**	**112,541**	**2%**	**799,782**	**14%**	

Note: Capital Grants largely make up Capital Income. Grants are recognised when the grant obligations have been met, which is when expenditure on capital project has occurred.

Notes
1. Disposal of a vehicle earlier than expected
2. Variance is due to unspent grant funds not yet recognised as income
3. Income from Funds in lieu of construction received earlier than planned

Approved by: Finance Manager

Section 2
Financial Results
Budget Summary Report By Directorate as at 30 September 2025
% of year passed 25.00%

1.3 - Capital Expenditure

	Annual	YTD Actuals $	% YTD Actuals of Annual	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the Chief Executive	**0**	**0**	**o%**	**0**	**o%**	
lture	-100,000	-18,870	19%	-18,182	104%	
People & Place	**-100,000**	**-18,870**	**19%**	**-18,182**	**104%**	
					5%	1
	-417,377	-140,073	34%	-147,377	95%	
Finance & Governance	**-1,235,344**	**-147,142**	**12%**	**-286,477**	**51%**	
					0%	2
					0%	
er Ranger Services	0	0	o%	0	o%	
Community & Culture	**-372,874**	**0**	**0%**	**-59,790**	**0%**	
					16%	3
					o%	
					23%	4
					o%	
					0%	
					49%	5
					0%	
					8%	5
					70%	5
					42%	6
					0%	
eights Community Centre	-9,267	0	0%	0	o%	
Infrastructure	**-9,787,337**	**-946,341**	**10%**	**-3,585,248**	**26%**	
CAPITAL EXPENDITURE	**-11,495,555**	**-1,112,353**	**10%**	**-3,949,697**	**28%**	

Notes
1. Variance is due to Enterprise Resource Planning project being in transition phase
2. Library café tender is currently under review. No expenditure expected until October
3. The variance reflects the pending invoice for the vacuum purchased for the 50m pool. A program is yet to be developed for the remaining funds.
4. The variance is because the design procurement for the Dog Pound project is in progress
5. Variance is due to some projects being in the initial phase, with related expenditures expected to be incurred in the coming months
6. Variance is due to construction being in progress, with related expenditures expected in the coming months

Approved by: Finance Manager

Section 2
Financial Results
Capital Expenditure & Funding as at 30 September 2025
% of year passed 25.00%

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	4,844,837	586,072
Infrastructure (including roads, footpaths, park furniture)	5,028,163	320,362
Fleet	436,957	140,073
Other Assets (including furniture & office equip)	817,967	7,068
TOTAL CAPITAL EXPENDITURE	**11,700,355**	**1,112,353**
TOTAL CAPITAL EXPENDITURE FUNDED BY:	**Annual Budget**	**Actuals**
Operating Income	4,572,924	431,922
Capital Grants	2,407,208	60,592
Transfers from Cash Reserves	4,720,222	619,839
Borrowings	0	0
TOTAL CAPITAL EXPENDITURE FUNDING	**11,700,355**	**1,112,353**

Approved by: Finance Manager

Section 2
Financial Result
Major Capital Works as at 31 May 2025
% of year passed 75%

1.5 - Major Capital Works

Project Code	Class of Assets		Total Prior Year(s) Actuals	Revised Budget 2025-26	Total Planned Budget $)	YTD Actuals $ (D)	Total Actuals $ (E=A+D)	% Spent (F=E/C)	Total Yet to Spend $ (G=C-E)	Project Status	Expected Project Completion Date
PRJ10039	Infrastructure						$ 27,407.70	2%	$ 1,383,944.22	Tender assessment underway	Jun-26
PRJ10058	Land & Building						$ 193,123.77	54%	$ 162,384.39	on-going	Jun-26
PRJ10064	IT (Other Asse						$ 55,468.45	27%	$ 151,731.55	on-going	Jun-26
PRJ10068	Fleet						$ 462,216.69	63%	$ 277,303.86	on-going	Jun-26
PRJ10117	Infrastructu						$ 1,166,086.33	77%	$ 348,736.80	in progress	Jun-26
PRJ10133	Land & Bu						$ 81,270.00	15%	$ 450,000.00	in progress	May-26
PRJ10167	Infrastruc						$ 5,875.50	3%	$ 179,423.00	Not commenced	Jun-26
PRJ10179	Public L						$ 63,673.00	41%	$ 91,800.00	in progress	Jun-26
PRJ10218	Public						$ 7,950.00	3%	$ 225,000.00	in progress	Jun-26
PRJ10219	Land						$ 95,033.63	54%	$ 81,130.00	on-going	Jun-26
PRJ10246	Infra								$ 450,000.00	Tender assessment underway	Jun-26
PRJ10280	IT (										TBA
PRJ10303	La							0%	$ 200,000.00	Not commenced	TBA
PRJ10310	L						$ 977,720.15	70%	$ 413,310.06	in progress	Oct-25
PRJ10380							$ 874,458.90	47%	$ 1,002,045.77	in progress	Dec-25
PRJ10522							$ 91,757.51	20%	$ 358,242.49	in progress	Oct-25
PRJ10523							$ -	0%	$ 150,000.00	Not commenced	TBA
PRJ10537							$ 247,562.31	96%	$ 10,875.62	Complete	Aug-25
PRJ1053							$ 22,285.00	7%	$ 275,268.50	Design review underway	TBA
PRJ105							$ -	0%	$ 190,000.00	EOI and Tender assessment underway	Feb-26
PRJ10							$ -	0%	$ 200,000.00	tender released	May-26
PRJ1							$ -	0%	$ 350,000.00	tender released	May-26
PRJ							$ -	0%	$ 350,000.00	Design procurement underway	Apr-26
PR				600,000.00	$ 600,000.00	$ -	$ -	0%	$ 600,000.00	Concept plan for upgrade awarded, and in development.	TBA
		TOTAL	**$ 3,886,140.56**	**$ 8,179,022.89**	**$ 12,065,163.45**	**$ 1,002,604.05**	**$ 4,888,744.61**	**41%**	**$ 7,176,418.84**		

Notes
1. Revised budget for 2025-26 includes rollovers where relevant
2. Detail regarding projects to be completed in future financial years to be added in future reports

Approved by: Finance Manager

Section 2
Financial Results
30 September 2025
25.00%

Balance Sheet as at
% of year passed

2.1 - Balance Sheet

Balance Sheet	YTD	
Assets		
Current Assets:		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	13,930,605	Tied funds equals restricted reserve and unearned Grant income
Investments		
Tied Funds	-4,479,788	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	14,333,483	
Receivables		
Rates and Charges	24,267,842	
Other Receivables	2,439,772	
TOTAL CURRENT ASSETS	50,493,269	
Non-Current Assets:		
Infrastructure, property, plant & equipment	561,685,479	
Investment property	6,200,000	
Work in progress	4,081,242	
TOTAL NON-CURRENT ASSETS	571,966,721	
TOTAL ASSETS	**622,459,990**	
Liabilities		
Current Liabilities:		
Payables	2,382,031	
Unearned Grant Income (AASB1058)	1,425,351	Unearned grant income
Borrowings	619,205	
Provisions	1,100,129	
TOTAL CURRENT LIABILITIES	5,526,716	
Non-Current Liabilities:		
Borrowings	4,306,105	
Provisions	2,099,874	
TOTAL NON-CURRENT LIABILITIES	6,405,979	
TOTAL LIABILITIES	**11,932,694**	
NET ASSETS	**610,527,296**	
Equity		
Accumulated Surplus	237,611,486	
Profit & Loss - current Year	27,525,049	
Net Reserves	5,197,648	
Working Capital Reserve	5,358,895	
Net Transfers to & from Reserves	- 8,186,712	
Election Reserve	150,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	2,424,099	Internally restricted reserve
Developer Funded reserve	1,486,470	Internally restricted reserve
Waste Reserve	3,323,298	Internally restricted reserve
Revaluation reserves	340,193,113	
TOTAL EQUITY	**610,527,296**	



Section 2
Financial Results
Statement of Reserves as at 30 September 2025
% of year passed 25.00%

2.2 - Statement of Reserves - Budget Movements 2025/26

OTHER RESERVES	Opening Balance $ 01/07/2025	Surplus Analysis to Reserves $	Original Budget 2025/26 to Reserves $	Original Budget 2025/26 from Reserves $	1st Review 2025/26 to Reserves $	1st Review 2025/26 from Reserves $	2nd Review 2025/26 to Reserves $	2nd Review 2025/26 from Reserves $	Projected Balance at the YTD 2025/26 $
Externally Restricted Reserves									
Unexpended Grants Reserve	141,600								141,600
Externally Restricted Reserves	**141,600**		-	-					**141,600**
Internally Restricted Reserves									
Election Expenses Reserve	150,000			(200,000)					(50,000)
Disaster Recovery Reserve	500,000								500,000
Unexpended Capital Works Reserve	2,424,098								-
Developer Funds In Lieu Of Construction	1,486,470		627,871	(200,000)					1,914,341
Waste Management Reserve	3,323,298			(284,743)					3,038,554
Asset Renewal Reserve	-								-
Major Initiatives Reserve	-								-
Internally Restricted Reserves	**7,883,866**		**627,871**	**(684,743)**	-	-		-	**5,402,895**
Unrestricted Reserves									
Working Capital Reserve	5,358,895		80,462	(1,150,000)					4,289,357
Unrestricted Reserves	**5,358,895**		**80,462**	**(1,150,000)**					**4,289,357**
TOTAL RESERVES	**13,384,361**		**708,333**	**(1,834,743)**					**9,833,852**

Approved by: Finance Manager

Investments Management Report as at 30 September 2025
% of year passed 25.00%

2.3 - Investment Management Report

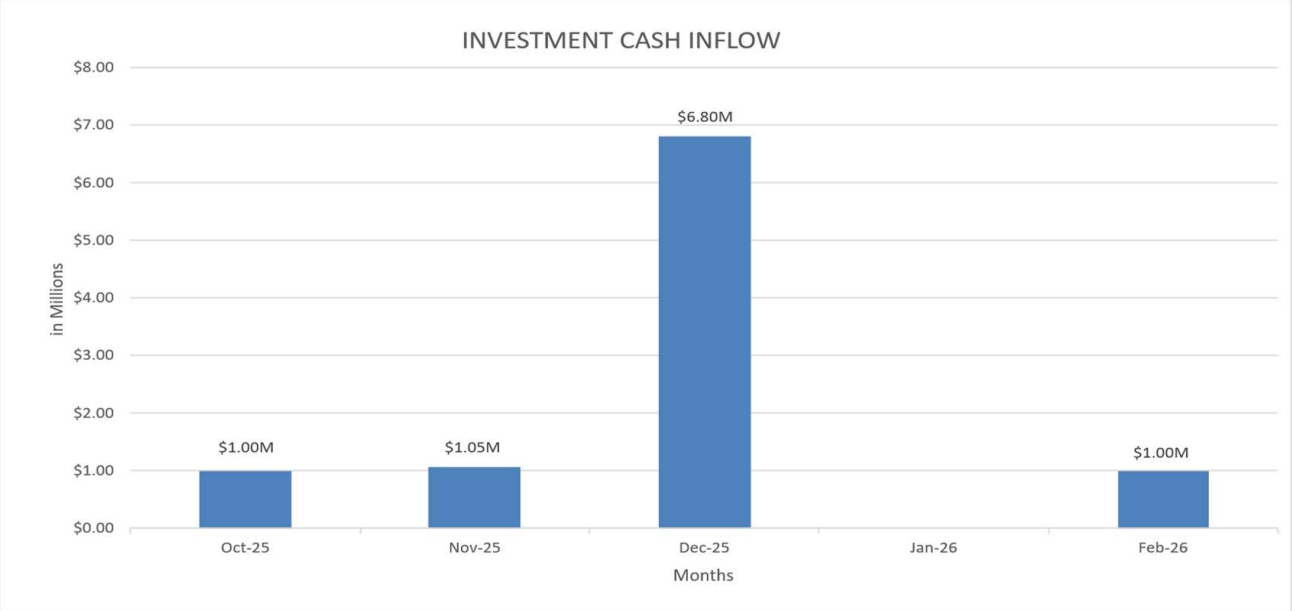
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	$ 2,000,000	5.00%	December 20, 2025	81	
AMP	S&P A2	$ 1,051,000	4.85%	November 12, 2025	43	$ 3,051,000.00
CBA	S&P A1+	$ 3,302,696	4.11%	December 1, 2025	62	$ 3,302,695.53
NAB	S&P A1+	$ 1,000,000	4.95%	October 9, 2025	9	
NAB	S&P A1+	$ 1,500,000	5.10%	December 5, 2025	66	
NAB	S&P A1+	$ 1,000,000	4.70%	February 24, 2026	147	$ 3,500,000.00
		$ 9,853,696			**68**	

Investment Distribution by Credit Rating		
Credit Rating	**% of Portfolio**	**Counterparty Limit**
A1 & A1+	69%	100%
A2	31%	60%
A3	0%	40%

Investment Distribution by Individual institution		
ADI	**% of Total**	**Max Individual limit**
National Australian Bank (NAB)	36%	60%
Commonwealth Bank (CBA)	34%	60%
AMP Bank Limited	31%	40%

Interest Income Year to Date	Amount
Total Year to Date Interest on Cash at Bank	$ 52,460
Total Year to Date Investment Earnings	$ 449,752
Total Year to Date Interest from intern	$ 9,654
Total Year to Date interest penalty income	$ 76,192
Total YTD Interest Income	**$ 588,058**

Trading Account	$ 13,930,605
Short Term Investment	$ 9,853,696
Petty Cash	$ 1,355
Total Funds	**$ 23,785,656**



PROPERTY A		ALUE	INCOM		T PROFIT D	COMPARITIVE YTD YIELD AT CASH RATE OF 3.60%
48 Odegaard Drive, Rosebery	Fair Value	$ 6,200,000	$ 115,700	$ 23,197	$ 92,503	$ 56,259

Section 2
Financial Results

Debtor Control Accounts as at 30 September 2025
% of year passed 25.00%

2.4 Debtor Control Accounts

RATES OUTSTANDING FOR THE CURRENT YEAR (Including interest)

Debtor Rates &	Current year Outstanding		Total outstanding interest for all years	Payments Received in Advance
	$21,384,241		$31,638	$443,602

RATES OVERDUE BY YEARS

	Total	2024-25	2023-24	2022-23	2021-22	2020-2021	2019-20	2018 & Prior
Rates and Charges Overdue Amount (Incl. Interest)	**$1,795,737**	$1,028,208	$404,563	$195,300	$89,184	$42,817	$18,147	$17,517
	100%	57.3%	22.5%	10.9%	5.0%	2.4%	1.0%	1.0%
Number Of Properties	830	830	276	124	59	37	15	16

INFRINGEMENTS

	Total	2026	2025	2024	2023	2022	2021	2020 & Prior
ingements	**188,899**	29,019	64,362	27,332	24,985	21,157	15,961	6,083
	6,395	-	3,139	139	1,632	1,485		
	18,640	1,130	4,572	4,367	2,075	2,614	1,725	2,157
	-	-	-	-	-	-	-	-
	213,935	30,149	72,073	31,838	28,692	25,256	17,686	8,240
	100%	14.1%	33.7%	14.9%	13.4%	11.8%	8.3%	3.9%
Infringments	**1,347**	81	293	303	238	208	148	76

SUNDRY DEBTORS:

Total	Under 30 days	31 - 60 Days	61 - 90 Days	Over 90Days
$897,093.18	**$121,194.87**	$305,259.40	$12,278.87	$458,360.04
100%	13.5%	34.0%	1.4%	51.1%

Approved by: Finance Manager

SECTION 2
Financial Results
Creditor Accounts Paid 30 September 2025
% of year passed 25.00%

2.5 - Creditor Accounts Paid

Vendor Number	*Creditor Name*	*Creditor Payment Type*	*Amount $*	*Notes*
V05507	CMA Contracting Pty Ltd	General Creditors	608,856.36	
2	Australian Taxation Office - PAYG	General Creditors	215,268.00	
639	Cleanaway Pty Ltd.	General Creditors	212,398.72	
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	196,562.60	
549	City of Darwin	General Creditors	188,018.70	
54	Powerwater	Utilities	184,809.00	
V00318	QuickSuper Clearing House	Superannuation	175,005.36	
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	160,695.14	
V05688	Allan King & Sons Construction Pty Ltd	General Creditors	135,078.31	
V03073	Programmed Property Services	General Creditors	100,992.42	
V01814	N and M Klidaras Nominees Pty Ltd T/A Vrahos Contr	General Creditors	87,595.92	
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	75,485.82	
3936	Arafura Tree Services and Consulting	General Creditors	69,190.00	
V05941	EV Dealer Group Pty Ltd	General Creditors	60,666.07	
V05987	Rayner South Real Estate	Refunds & Reimbursements	51,716.00	
5104	JLM Contracting Services Pty Ltd	General Creditors	43,444.53	
V00368	iWater NT Pty Ltd	General Creditors	42,854.79	
87	Industrial Power Sweeping Services Pty	General Creditors	36,624.67	
V04904	Tropical Tree Services Pty Ltd	General Creditors	35,006.40	
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	31,580.44	
V00295	Jacana Energy	Utilities	30,563.93	
V00582	Ezko Commecial Services Pty Ltd	General Creditors	29,941.37	
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	29,745.04	
2587	Top End RACE	General Creditors	24,673.76	
V04789	ACECOM NT PTY LTD T/A ACECOM FIRE & SECURITY	General Creditors	24,288.33	
V00228	Outback Tree Service	General Creditors	23,980.00	
5640	Think Water - Winnellie & Virginia	General Creditors	23,338.87	
V04997	Celotti Pty Ltd	General Creditors	22,251.94	
5	Australia Post	General Creditors	21,870.45	
V05234	[redacted]	General Creditors		
4190	National Australia Bank - Corporate Credit Cards	General Creditors		
5204	Voyager Trailers	General Creditors	19,115.00	
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	18,892.21	
V04317	Randstad Pty Ltd	General Creditors	16,987.47	
V05962	Rising Sun Building & Construction	General Creditors	16,446.32	
V04381	Telstra Limited	General Creditors	15,022.17	
2336	Flick Anticimex Pty Ltd	General Creditors	14,815.94	
V02814	Agon Environmental Pty Ltd	General Creditors	13,305.88	
V01192	Easy Glass Services	General Creditors	12,490.52	
V03971	Darwin Catering Company	General Creditors	11,728.05	
V01237	Regional Capitals Australia Inc	General Creditors	11,000.00	
V02164	Poolwerx	General Creditors	10,699.00	
V02309	Mousellis and Sons Pty Ltd	General Creditors	10,221.75	
251	Territory Party Hire	General Creditors	8,843.86	
V05972	[redacted]	Refunds & Reimbursements		
V04934	Fewmore Contracting	General Creditors		
V04187	[redacted]	General Creditors		
5615	EcOz Environmental Consulting	General Creditors		
V00407	All Fence & Gates (NT) Pty Ltd	General Creditors	7,445.00	
V02534	Water Dynamics Pty Limited	General Creditors	7,406.77	
V03973	AANT Salary Packaging	General Creditors	7,382.48	
V03776	Business Fuel Cards Pty Ltd	General Creditors	6,388.10	
V01486	Brainium Labs Pty Ltd	General Creditors	6,105.00	
V04498	HCS Constructions NT Pty Ltd	General Creditors	5,629.80	
V00124	Akolade Pty Ltd	General Creditors	5,057.80	
V02014	Campaign Edge Sprout Pty Ltd	General Creditors	4,950.00	
V00682	Leigh Dyson Plumbing	General Creditors	4,686.00	
4912	Remote Area Tree Services Pty Ltd	General Creditors	4,042.50	
2064	Larrakia Nation Aboriginal Corporation	General Creditors	3,575.00	
V00694	Subscribe-Software Pty Ltd	General Creditors	3,517.27	
V04798	Australian Radio Network Pty Limited	General Creditors	3,496.68	
3099	Iron Mountain Australia Pty Ltd	General Creditors	3,380.48	
V04812	RingCentral Australia Pty Ltd	General Creditors	3,164.59	
V04802	AHG Building Contractors Pty Ltd	General Creditors	2,698.05	
V01528	JKW Law Practice Pty Ltd	General Creditors	2,695.00	
3683	Area9 IT Solutions	General Creditors	2,625.96	

V05072	Stantec Australia Pty Ltd	General Creditors	2,552.00	
V01584	Salary Packaging Australia	General Creditors	2,501.42	
V02369	Maher Raumteen Solicitors	General Creditors	2,475.00	
V00730	Tip Top Circus Entertainment	General Creditors	2,365.00	
5114	S.E. Rentals Pty Ltd	General Creditors	2,330.90	
4398	Quality Indoor Plants Hire	General Creditors	2,304.30	
V05742	Val Morgan Retail Media Pty Ltd	General Creditors	2,270.7	
4007	The Ark Animal Hospital Pty Ltd	General Creditors	2,05	
V04428	Digital Imaging Express Pty Ltd T/A MWAVE	General Creditors	2,0	
V05993	[redacted]	Refunds & Reimbursements	2,001.16	1
V05992		Refunds & Reimbursements	2,000.00	1
V03853	Service Air	General Creditors	1,963.50	
V03274	Top End Critters	General Creditors		
V00542	Industry Health Solutions	General Creditors		
V03557	Global Headquarters Pty Ltd	General Creditors		
4735	Palmerston and Rural Party Hire	General Creditors		
V01244	O'Brien Glass Industries Ltd	General Creditors		
4678	Allabout Party Hire & Events - Darwin Party Hire	General Creditors		
V00074	Trafficwerx NT Pty Ltd	General Creditors		
V05602	[redacted]	Refunds & Reimbursements	1,498.00	1
V02854	Captovate Pty Ltd	General Creditors	1,452.00	
V05367	MEC NT Pty Ltd	General Creditors		
4561	Bendesigns	General Creditors		
1469	RTM - Police, Fire and Emergency	General Creditors		
V01420	CENTRELINK (PAYROLL)	General Creditors		
V01974	Photograpy by Hels - Helen Orr	General Creditors		
V05990	[redacted]	Elected Members	1,197.95	1
V02474	HMG - Heath Motor Group Pty Ltd (Isuzu)	General Creditors	1,111.34	
V05093	Darwin RexYu Photography	General Credito		
V00193	Amcom Pty Ltd Acc no CN5439	General Cred		
256	The Bookshop Darwin	General Cr		
V02618	Advanced Residential	Refunds		
V05614	LJ Hooker Darwin	Refund		
V02306	Well Done International Pty Ltd	Gen		
3879	Litchfield Council	Ge		
V04170	Keylog Pty Ltd			
V04531	Mulga Security Pty Ltd			
353	[redacted]	General Creditors	959.28	1
V04855	Aeroklas Asia Pacific Group Pty Ltd T/A TJM 4x4	General Creditors	945.00	
V03368	Larrikin House Pty Ltd			
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co			
V04126	Picture This NT			
V05430	Bees Creek Honey Pty Ltd			
3428	Bunnings Group Limited			
V01612	News Pty Limited (Advertising)			
215	Employee Assistance Services NT Inc (EASA)			
V04767	Alpha Trophies Pty Ltd T/A Badge-A-Minit			
V05734	AB Consulting (NT) Pty Ltd			
V02869	Tamsten Pty Ltd T/A Palmerston Veterinary Hospita			
V02275	[redacted]	General Creditors	750.00	1
V04295	Jungle Tactical Pty Ltd T/A Territory Trophies and Precision Engraving	General Creditors	750.00	
V00271	NTIT (Fuji Xerox Business Centre NT)			
4029	Totally Workwear Palmerston			
V03431	Monsterball Amusements			
V05501	Northern Tree Group Pty Ltd			
V03746	Kim Koole Music			
V03923	[redacted]	General Creditors	660.00	1
V05888	ECO Imports Pty Ltd trading as Yardgames	General Creditors	634.46	
3313	Zip Print			
V01890	[redacted]	General Creditors	600.00	1
V03976		General Creditors	600.00	1
V01517	Australia Wide Taxation yroll Training	General Creditors	595.00	
41	Harvey Distributors			
35	WINC Australia Pty			
399	St John Ambulan			
V02285	Territory Nativ			
4528	Miranda's Ar			
V02861	PETstock B			
V04642	Patel Di			
V01106	Darw			
V05991	[redacted]	Refunds & Reimbursements	490.00	1
V05976		Refunds & Reimbursements	488.00	1

V00939	Defend Fire Services Pty Ltd	General Creditors	464.04	
V05678	Batson Project Managers Pty Ltd	General Creditors	462.00	
V02542	Roadside Services and Solutions Pty Ltd	General Creditors	430.65	
V05400	FIRSTAIDPRO AUSTRALIA PTY. LTD	General Creditors	426.00	
V04876	Rachaels Designacake	General Creditors	422.40	
900	Palmerston Golf & Country Club Inc	General Creditors	400.00	
V04447	[redacted]	Refunds & Reimbursements		
V00022	Officeworks	General Creditors		
2199	SBA Office National	General Creditors	379.14	
2915	Territory Uniforms	General Creditors	373.50	
V02552	[redacted]	Refunds & Reimbursements		
V05720	T&E Group Pty Ltd T/As Tin Car Detailing	General Creditors		
5387	Odd Job Bob - Darren John Fillmore	General Creditors	313.50	
272	City Wreckers	General Creditors	308.00	
V01118	Wilson Security Pty Ltd	General Creditors	308.00	
V05726	Neptune NT Pty Ltd	General Creditors	308.00	
V03834	Tabellarius Pty LTd TA Pack & Send	General Creditors	300.00	
V03936	[redacted]	General Creditors		
V04783		Refunds & Reimbursements		
V05821		Refunds & Reimbursements		
V05827		Refunds & Reimbursements		
V05832		Refunds & Reimbursements		
V05836		Refunds & Reimbursements		
V05868		Refunds & Reimbursements		
V06001		Refunds & Reimbursements		
V05806		Refunds & Reimbursements		
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors		
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	264.00	
V04917	OverDrive Australia	General Creditors	258.92	
V01850	Sam Eyles Refrigeration and Air Conditioning P/L	General Creditors	257.49	
V01720	[redacted]	Grants, Sponsorships, Donations & Priz		
V03931		Grants, Sponsorships, Donations & Priz		
V03932		Grants, Sponsorships, Donations & Priz		
V03934		Grants, Sponsorships, Donations & Priz		
V04211		Grants, Sponsorships, Donations & Priz		
V04821		Grants, Sponsorships, Donations & Priz		
V05111		Grants, Sponsorships, Donations & Priz		
V05119		Grants, Sponsorships, Donations & Priz		
V05144		Grants, Sponsorships, Donations & Priz		
V05146		General Creditors		
V05289		Grants, Sponsorships, Donations & Priz		
V05312		Grants, Sponsorships, Donations & Priz		
V05725	Evies Entertainment	General Creditors		
V05813	[redacted]	General Creditors		
V05903		Grants, Sponsorships, Donations & Priz		
V05966		Grants, Sponsorships, Donations & Priz		
V05969		Grants, Sponsorships, Donations & Priz		
V05973		Refunds & Reimbursements		
V05978		Grants, Sponsorships, Donations & Priz		
V05979		Grants, Sponsorships, Donations & Priz		
V05982		Grants, Sponsorships, Donations & Priz		
V05986		Grants, Sponsorships, Donations & Priz		
V05988		Grants, Sponsorships, Donations & Priz		
V06000		Grants, Sponsorships, Donations & Priz		
V06002		Grants, Sponsorships, Donations & Priz		
2977	Optic Security Group NT	General Creditors		
3438	NT Shade & Canvas Pty Ltd	General Creditors	242.00	
V03000	Jess Cussen Graphic Design	General Creditors	242.00	
V04624	[redacted]	General Creditors	240.00	1
566	Stickers & Stuff	General Creditors		
5713	Clean Fun T/A Darwin Outdoor Cinema Hire/Darwin Laundries	General Creditors	220.00	
3570	Palmerston College 7-9/10/12 Campus	Grants, Sponsorships, Donations & Prizes	200.00	
V05971	[redacted]	Refunds & Reimbursements		
5651	Minter Ellison Lawyers	General Creditors		
59	City of Palmerston-PLEASE PAY CASH	General Creditors	169.93	
V04959	[redacted]	General Creditors		
V01801	Pumptech NT	General Creditors		
V05040	[redacted]	General Creditors	125.00	1
V05965		General Creditors		
V02167	Sanity Music Stores Pty Ltd	General Creditors		
1094	Gray Primary School	Grants, Sponsorships, Donations & Prizes	100.00	
5126	Rosebery Primary School Council Incorporated	Grants, Sponsorships, Donations & Prizes	100.00	

5471	Palmerston Christian College	Grants, Sponsorships, Donations & Prizes	100.00	
853	Woodroffe Primary School Council	Grants, Sponsorships, Donations & Prizes	100.00	
895	Bakewell Primary School	Grants, Sponsorships, Donations & Prizes	100.00	
V00303	MacKillop Catholic College	Grants, Sponsorships, Donations & Prizes	100.00	
V01810	Jacana Energy - Payroll Deductions	General Creditors	100.00	
V03329	Zuccoli Primary School Council	Grants, Sponsorships, Donations & Prizes	100.00	
V05032	[redacted]	General Creditors		
V05826		Refunds & Reimbursements		
1580	The Exhibitionist	General Creditors		
2009	The Big Mower (NT) Pty Ltd	General Creditors	62.20	
V05101	Ezyas Car Wash NT	General Creditors	60.00	
V05964	[redacted]	Refunds & Reimbursements		
5734		Refunds & Reimbursements		
V02390		Refunds & Reimbursements		
3788	HPA Incorporated	General Creditors		
V05983	[redacted]	Refunds & Reimbursements		1
V05984		Refunds & Reimbursements		1
V05998		Refunds & Reimbursements		1
V05999		Refunds & Reimbursements		1
V01938	Windcave Pty Limited	General Creditors	49.50	
V02545	Amazon Web Services Inc	General Creditors	41.37	
V05444	Booktopia Direct Pty Ltd	General Creditors	30.49	
V05994	[redacted]	Refunds & Reimbursements		1
V05393		Refunds & Reimbursements		1
V00475	Outback Batteries Pty Ltd	General Creditors		
V04166	[redacted]	Refunds & Reimbursements		1
			3,385,925.62	

Investments	-
Total Creditor Payments (excludes investments placed)	3,385,925.62
Total Payments made to Local suppliers this month	***2,246,337.59***
Percentage of this month's payments made to local suppliers	***66.34%***

Notes
1. Names redacted to de-identify personal details

Approved by: Finance Manager

SECTION 2
Financial Results
Creditor Accounts Outstanding as at 30 September 2025
% of year passed 25.00%

2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount $	Notes
4190	National Australia Bank - Corporate Credit Cards	45,143.65	3
V01844	Mother Teresa Catholic Primary School	(100.00)	1
215	Employee Assistance Services NT Inc (EASA)	(135.37)	1
V05856	[redacted]	(185.00)	1,2
V00542	Industry Health Solutions	(231.00)	1
V06005	[redacted]	(250.00)	1,2
V06006	[redacted]	(250.00)	1,2
V05627	Top End Workfit	(340.00)	1
2915	Territory Uniforms	(385.30)	1
V04455	Tangibilis Physiotherapy	(425.00)	1
V04839	[redacted]	(500.00)	1,2
V04731	[redacted]	(517.16)	1,2
V06004	Darwin Slaes and Rentals	(517.16)	1
2186	Optus Billing Services Pty Ltd	(540.00)	1
V04802	AHG Building Contractors Pty Ltd	(582.27)	1
V02030	JAC Traders Pty Ltd T/a Brandit NT	(792.00)	1
V05985	Casuarina Swimming Club Inc	(1,500.00)	1
V05234	[redacted]	(1,667.07)	1
V00295	Jacana Energy	(1,779.61)	1
V00407	All Fence & Gates (NT) Pty Ltd	(1,870.00)	1
V00605	Cross Cultural Consultants	(1,878.20)	1
V01936	Arjays Sales & Services Pty Ltd	(2,044.55)	1
V00682	Leigh Dyson Plumbing	(2,145.00)	1
V04068	Amazing XR	(2,205.00)	1
V05909	Darwin Psychology Services Pty Ltd	(2,475.00)	1
V01584	Salary Packaging Australia	(2,601.42)	1
4963	Centratech Systems Pty Ltd	(5,035.87)	1
V04167	All About Party Hire	(6,486.00)	1
V01134	Territory Technology Solutions Pty Ltd	(8,458.56)	1
V00545	Earl James & Associates	(8,780.00)	1

V01503	LG Solutions Pty Ltd	(10,175.00)	1
V02534	Water Dynamics Pty Limited	(11,984.85)	1
V05797	Bel Rose Group	(14,080.00)	1
1469	RTM - Police, Fire and Emergency	(16,614.00)	1
4660	Brightly Software Australia Pty Ltd	(17,639.52)	1
V01971	Signify Pty Ltd	(28,930.00)	1
2587	Top End RACE	(62,008.33)	1
V03556	Belgravia Health & Leisure Group Pty Ltd	(82,819.00)	1
V00318	QuickSuper Clearing House	(117,201.05)	1

Notes
1. Invoice to be processed and paid in October.
2. Names redacted to de-identify personal details
3. Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliation are completed

_____
Approved by: Finance Manager

Section 2
Financial Results
Commercial Leases as at 30 September 2025
% of year passed 25.00%

2.7 - Commercial Leases

Description	Revised Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Income						
Library Services	30,000	0	0%	0	o%	1
GM Finance & Governance	70,000	20,081	29%	17,500	115%	2
Civic Centre	151,150	41,647	28%	37,788	110%	3
Income	**251,150**	**61,727**	**25%**	**55,288**	**112%**	
Expenditure						
GM Finance & Governance	-12,000	-3,164	26%	-3,000	105%	
Expenditure	**-12,000**	**-3,164**	**26%**	**-3,000**	**105%**	
Profit/(Loss)	**239,150**	**58,563**		**52,288**		

Notes
1. An expression of interest and tender for the library cafe is currently under assessment for tenancy
2. Income from rental and lease properties received in advance
3. Rent for Civic Centre is slightly higher than budgeted due to CPI increase

Approved by: Finance Manager

Council Loans as at 30 September 2025
% of year passed 25.00%

2.8 - Council Loans

INTERNAL LOANS

Making the Switch Balances (FILOC)	
1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
Project Cost taken from FILOC	**3,337,849**
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Repayments 2022/23	(330,299)
Repayments 2023/24	(338,971)
Repayments 2024/25	(346,950)
Loan Balance at 1/07/2025	**1,833,114**
Expected Repayments 2025/26	(357,004)
Expected Loan Balance as at 30/06/2026	**1,476,111**

Making the Switch (FILOC)					
Principal as of 1/7/2025	**Principal Loan Repayments for 2025-26**	**Principal Loan Repayments YTD**	**Interest for 2025-26**	**Interest YTD**	**Loan balance as of 30/09/2025**
1,833,114	**-357,004**	**-88,385**	**-35,154**	**9,654**	**1,744,729**

The above table shows the total loan amount taken from the FILOC Reserve. The interest rate is fixed at 2.60% for the duration of the loan and is paid on a quarterly basis. The loan repayments will end in 2029. The final loan value for this project is $3,223,849 not including employee costs for the Public Lighting Officer. External Loan - Archer Landfill Rehabilitation Balances

SWELL Loan (FILOC)	
Project Cost taken from FILOC	**400,000**
Repayments 2023/24	(80,000)
Repayments 2024/25	(80,000)
Loan Balance at 1/07/2025	**240,000**
Expected Repayments 2025/26	(80,000)
Expected Loan Balance as at 30/06/2026	**160,000**

SWELL Loan (FILOC)			
Principal as of 1/7/2025	**Principal Loan Repayments for 2025-26**	**Principal Loan Repayments YTD**	**Loan balance as of 30/09/2025**
240,000	**-80,000**	**-6,667**	**233,333**

The above table shows the loan amount taken from the FILOC Reserve for SWELL construction. An amount of $80K is repaid on yearly basis and no interest is charged. The loan repayments will end in 2028.

Section 2
Financial Results

Council Loans as at 30 September 2025
% of year passed 25.00%

2.8 - Council Loans

EXTERNAL LOANS

Archer Landfill Rehabilitation Balances (NAB)	
Total Loan Amount	**1,960,000**
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,223)
Repayments 2021/22	(234,634)
Repayments 2023/24	(248,082)
Repayments 2024/25	(254,986)
Loan Balance at 1/07/2025	**772,661**
Expected Repayments 2025/26	(262,201)
Expected Loan Balance as at 30/06/2026	**510,460**

Archer Landfill Rehabilitation (NAB)					
Principal as of 1/7/2025	**Principal Loan Repayments for 2025-26**	**Principal Loan Repayments YTD**	**Interest for 2025-26**	**Interest YTD**	**Loan balance as of 30/09/2025**
772,661	**-262,201**	**-64,840**	**-12,172**	**3,753**	**707,821**
The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis.					

SWELL (NAB)	
Total Loan Amount	**5,000,000**
Repayments 2023/24	**-187,500**
Repayments 2024/25	**-250,000**
Loan Balance at 01/07/2025	**4,562,500**
Expected Repayments 2025/26	**-250,000**
Expected Loan Balance as at 30/06/2026	**4,312,500**

SWELL (NAB)					
Principal as of 1/7/2025	**Principal Loan Repayments for 2025-26**	**Principal Loan Repayments YTD**	**Interest for 2024-25**	**Interest YTD**	**Loan balance as of 30/09/2025**
4,562,500	**-250,000**	**-104,167**	**-263,362**	**65,047**	**4,458,333**
The External Loan - SWELL is for a term of 20 years commencing 29 December 2023 and concluding 28 September 2043. The interest rate is variable for the duration of the loan and is paid on a quarterly basis. The current interest for September quarter 2025 quarter is 4.7537%					

Approved by: Finance Manager

Section 2
Financial Results
Elected Member Expenses 30 September 2025
% of year passed 25.00%

2.9 - Elected Member Expenses

Description	Revised Annual Budget $	YTD Actuals $	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Expenditure						
Superannuation	-49,507	-11,899	24%	-12,377	96%	
Other Insurance	0	0	o%	0	o%	
Depreciation Stormwater Drainage	0	0	o%	0	o%	
Mayoral Allowance	-121,264	-30,897	25%	-30,316	102%	
Mayor Vehicle Allowance	-25,000	-6,370	25%	-6,250	102%	
Mayoral Professional Dev Allowance	-5,000	0	0%	0	o%	
Deputy Mayoral Allowance	-17,200	-4,194	24%	-4,300	98%	
Elected Members Councillor Allowances	-179,095	-32,592	18%	-44,774	73%	1
Elected Members Professional Dev Allowance	-30,000	0	0%	-3,000	0%	
Elected Members Meeting Allowance	-70,000	-17,600	25%	-33,531	52%	2
Information Technology Capital Entitlement	-16,000	-2,451	15%	0	o%	
Acting Mayor Allowance	-10,546	-1,049	10%	-5,078	21%	3
Contractors	-350,000	-1,458	0%	-5,747	25%	4
Printing & Photocopying Costs	-1,000	0	0%	-600	0%	
Other Sundry Expenses	-6,578	-2,260	34%	0	o%	
Food & Catering Costs	-9,000	-1,693	19%	-1,105	153%	5
Course Seminar & Conference Registration	-10,557	0	0%	0	o%	
Air Travel	-3,093	0	0%	0	o%	
Travel Accommodation	-2,111	-1,527	72%	0	o%	
Travel Related Costs Other	-1,031	0	0%	-925	0%	
Operating Expenditure	**-906,982**	**-113,989**	**13%**	**-148,002**	**77%**	

Notes

1.The variance is due to wages being paid for a lower number of councillors
2. Limited additional meetings
3. Due to cashflowing of the allowance.
4. The invoices for the election expenses are expected to be received and paid in December
5. Variance is due to catering expenses for workshop and chambers not expected year to date.

Approved by: Finance Manager

Section 2
Financial Results
CEO Credit Card Transactions as at 30 September 2025
% of year passed 25.00%

2.10 - CEO Credit Card Transactions

Cardholder Name: Andrew Walsh
Cardholder Position: CEO
Period 01/09/2025 to 30/09/2025

Transaction Date	Amount $	Supplier's Name	Reason for the Transaction
3/09/2025	$ 5.00	Darwin convention Centre	Conference Parking
Total	**$**		

Cardholder Name: Nadine Nilon
Cardholder Position: CEO
Period 04/09/2025 & 19/09/2025

Transaction Date	Amount $	Supplier's Name	Reason for the Transaction
No transactions			
Total	**$ -**		

Approved by: Finance Manager

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.5
Report Title:	Finance and Governance Quarterly Report - July to September 2025
Meeting Date:	Tuesday 21 October 2025
Author:	Executive Assistant to General Manager Finance and Governance, Alexandra Malady
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

Governance: Council is trusted by the community and invests in things that the public value.

Purpose

This Report summarises the key activities undertaken by the Finance and Governance Directorate during the July to September 2025 quarter.

Key messages

- During the quarter, a total of $12.07 million was paid to vendors, with $10.01 million (82.9%) paid to local suppliers.
- Of the $38.1 million rates and charges levied in July 2025, $16.8 million has been collected with $21.3 million outstanding. 4,535 ratepayers have paid in full and qualify for the Early Bird Draw.
- The total number of ratepayers now receiving rates notices digitally is 6031, which reflects 38% of rates notice and improves sustainability. This has increased by 204 since last quarter.
- Governance activities occurred during the quarter, including:
  - a Risk Management and Audit Committee meeting
  - adoption of the 11th Council Policy Review schedule
  - review of two policies
  - three grant reports finalised, which included a progress report, expenditure report, and an annual statistical survey and outcome and impact report.
  - four procurement activities over $100,000 were awarded, two are scheduled to be released in the next quarter and five are due to be awarded.
- Three Freedom of Information requests were received and completed.

- The annual Community Satisfaction Survey was undertaken in July with residents to understand community attitudes, perception and satisfaction with various facilities and services.
- City of Palmerston's quarterly Wi-Fi report highlights a user range of close to 6,500.
- The call statistics summarise the rates team's performance, detailing inbound call volumes, daily call averages, and total time spent on the phone.

Recommendation

THAT Report entitled Finance and Governance Quarterly Report - July to September 2025 be received and noted.

Background

Council is provided with a report on key activities undertaken by the Finance and Governance Directorate on a quarterly basis.

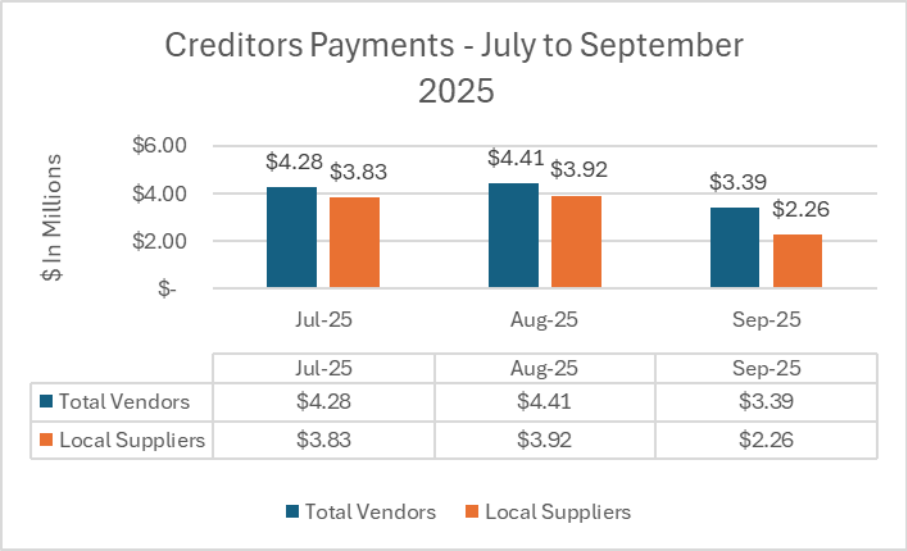
Discussion

The Finance and Governance quarterly update identifies the activities undertaken during the quarter that supports the delivery of the Community Plan outcome.

Objective 2.1: 'We promote 'employ local' and 'buy local' where possible

Support Local

Total paid creditors for the period between 1 July 2025 to 30 September 2025 was $12.07 million of this 82.92% or $10.01 million was paid to local suppliers.



	Jul-25	Aug-25	Sep-25
Total Vendors	$4.28	$4.41	$3.39
Local Suppliers	$3.83	$3.92	$2.26

Objective 5.1: 'Reduce our footprint on the environment'

Electronic Rate Notices

The July to Sept 2025 quarter recorded an increase of 204 ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 6031, which reflects 38 % of rates notices.

Objective 6.1 'Be effective – do what we are supposed to do and deliver our community plan' and 'Be accountable – open and transparent and also report back on our progress'

Rates and Charges

Of the $38.1 million rates and charges levied in August 2025, $16.8 million has been collected as at September 2025. Rates and Charges can be paid in 4 instalments over the financial year, with the final instalment falling due on the 30 March 2026.

Grants Management

The following grant reporting requirements were finalised for the quarter:

- Investing in Our Communities - Hobart Park New Public Amenities progress report 3.
- Roads to Recovery 2024-29 - April – June 2025 expenditure report.
- Public Library Funding - Annual Statistical Survey and Outcome and Impact Report.

Procurement – over $100,000

The following public procurement processes were undertaken for projects estimated to be over $100,000 in the July – September quarter. Division 12 Local Government (General) Regulations 2021 requires Council to give notice of successful quotation by publishing on the website the quotation price inclusive of GST as presented below.

PROCUREMENT	AWARDED TO	CONTRACT VALUE	LENGTH OF PERIOD CONTRACT	LOCAL SUPPLIER
Irrigation Maintenance and Refurbishment Panel Contract Irrigation Maintenance and Refurbishment Panel Contract	Water Dynamics Pty Ltd	Estimated individual annual contract value is $99,000 inc GST, with a combined value of $198,000 inc GST.	24 months	Yes
	iWater NT Pty Ltd		24 months	Yes
Palmerston Dolostone Aquifer Study	Agon Environmental Pty Ltd	$128,700.00 inc GST	N/A	Yes
Zuccoli Community Hub Stage 2A – Pump-Track Construction	Allan King & Sons Construction Pty Ltd	$1,021,485.80 inc GST	N/A	Yes
Pre-Cyclone Clean Up 2025	VTG Waste & Recycling	$482,790.00 inc GST	N/A	Yes

The following public procurement activities for projects over $100,000 are in the planning preparation stage and are scheduled to be released in the quarter:

- Zuccoli Stage 3 Design
- Animal Management Facility – Block C

The following public procurement activities for projects over $100,000 are in the assessment stage and are scheduled to be awarded in the next quarter:

- Bitumen Reseal and Asphalt Overlay Program.
- Joan Fejo Playground Renewals.
- Goyder Square and Surrounds Security Patrols.
- SWELL Operational Management.
- Palmerston Library Café Construction.

Freedom of Information

Three Freedom of Information request were received and completed in this quarter.

To meet Freedom of Information (FOI) obligations, targeted training has been delivered to enhance staff understanding of the FOI process and their responsibilities in providing information.

Review of Council Policies

The 11th Council Policy Review Schedule was endorsed by the Council at the 16 September 2025 Ordinary Council Meeting and work has begun to implement the policy schedule into annual planning.

No Council Policies were reviewed during the first two months of the quarter due to the Local Government Election and Caretaker Period. Following the commencement of the 11th Council, in September 2025 the following policies were reviewed and amendments adopted:

- Casting Vote
- Appointment of Deputy Mayor

Risk Management

The Risk Management and Audit Committee meeting was held on Tuesday 29 July 2025.

Community Satisfaction Survey

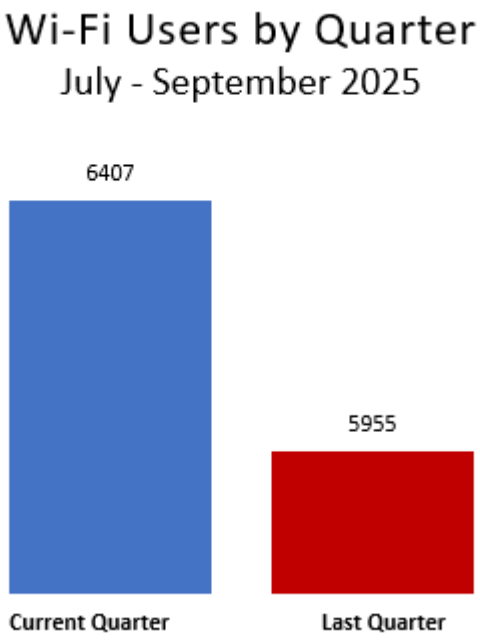
The annual Community Satisfaction Survey was undertaken in July with residents to understand community attitudes, perception and satisfaction with various facilities and services. The results were presented to Council on 7 October 2025 and are available on the City of Palmerston website.

IT and Assets

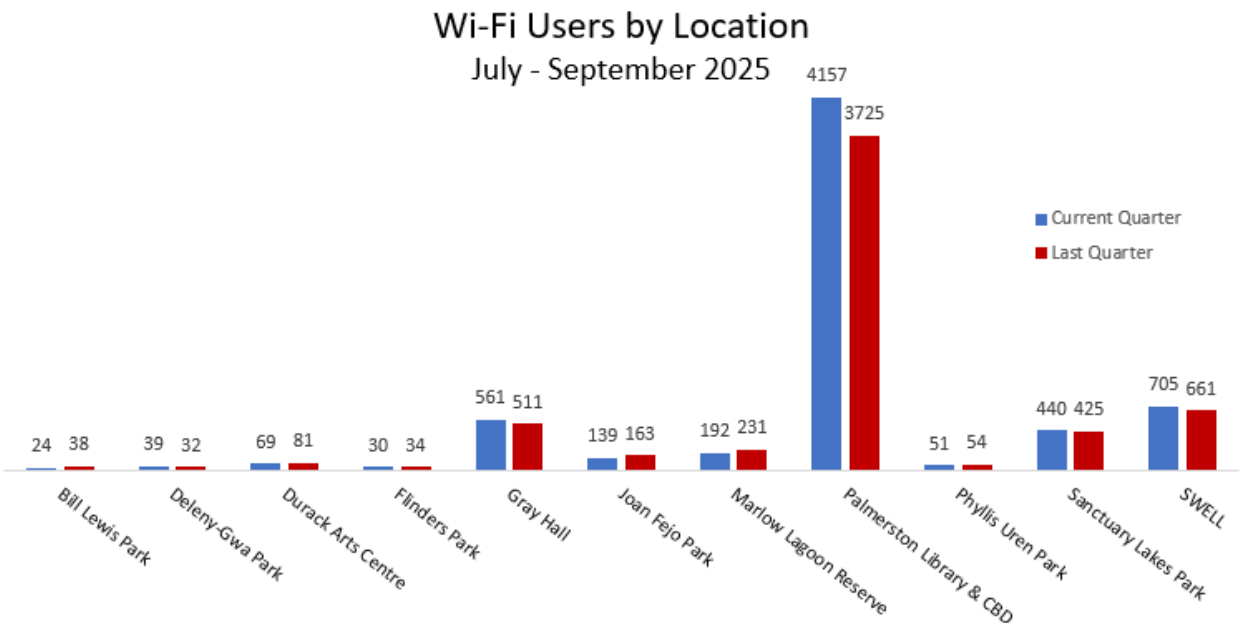
Public Wi-Fi

City of Palmerston's (CoP) quarterly Wi-Fi report highlights a user range of close to 6,500, an increase of 452 additional users over the previous quarter. This is to be expected with

the continuation of the dry season and the significant number of community events during this time, including the Palmerston Markets each Friday and the Palmerston Youth Festival.



Overall, the most significant increase was at the library and in the CBD, with the Palmerston markets and events contributing to this.



Phone statistics

The phone statistics for the rates team for the past quarter are as follows:

- 2,155 inbound calls.
- 33 calls per day average (64 working days between July 1 and Sept 30).
- 3.17 minutes - Average call handling time.

Consultation and marketing

All staff within the directorate contributed to the development of this report.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

There are no budget or resource implications relating to this Report.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**
   Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

6. **Governance**
   Failure to effectively govern.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Long Term Financial Plan

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.6
Report Title:	Major Capital Projects Update
Meeting Date:	Tuesday 21 October 2025
Author:	Senior Project Manager, Richard Azzopardi
Approver:	Deputy Chief Executive Officer, Nadine Nilon

Community plan

Future Focused: Palmerston is an innovative city that sustains itself through the challenges of the future.

Purpose

The purpose of this Report is to update Council on the status of current Major Capital Projects.

Key messages

- Council has several major capital projects underway that have a planned, or contracted value, greater than $1 million.
- The following projects have updates included as attachments of this report:
  - Archer Waste Management Facility Upgrade.
  - Zuccoli Community Hub – Stage 2.
  - Enterprise Resource Planning Project (ERP).
- Updates on other relevant projects additional to those listed are also included within this report with updates, these include:
  - Library Café Refurbishment.
  - Hobart Park Upgrade.
  - Playground renewals.
  - Road reseal and renewals.

Recommendation

THAT Report entitled Major Capital Projects Update be received and noted.

Background

Council has a $11.70M Capital Works Program in 2025/26. The Capital Works Program include a broad range of asset renewal programs along with major capital projects from planning and development stages to delivery.

Capital projects are any project where a Council asset is built or renewed. This can include new assets, such as a new shade over a playground, or replacement (also referred to as renewal of assets such as road resurfacing). Typically, Council's programs and projects are reported through specific project communications with updates provided in the quarterly and financial reports.

Discussion

Updates on the following major capital projects are included as attachments to this report:

- Archer Waste Management Facility Upgrade **Attachment 12.2.6.1.**
- Zuccoli Community Hub **Attachment 12.2.6.2.**
- Enterprise Resource Planning Project (ERP) **Attachment 12.2.6.3.**

Council is also progressing other relevant capital projects, as summarised below.

Library Café Refurbishment

Demolition and rectification work to bring building services up to standards was completed in July. Tenders the fit-out of the facility have closed and are under assessment, while the Expression of Interest (EOI) process for the cafe operation nears completion.

Award of the tender is on track to occur by the end of October with works anticipated to commence in November. The final scope of works awarded is dependent on the available budget, which is being reviewed and presented to Council for consideration.

Hobart Park Upgrades

A tender was awarded for the design and construction of a new public toilet in May. Off-site manufacturing is complete, with delivery and installation expected in late October 2025. Work is underway on the installation of shade and seating. Work is due to be completed late October.

Playground Renewals and Upgrades

The Joan Fejo Playground Refurbishment tender has been awarded, enabling the equipment to be ordered for installation in early 2026. The refurbishment will include the installation of a new climbing net structure, rubber Softfall for this equipment, and replacement of six (6) exercise equipment elements.

The President Park Playground Upgrade tender closed on the 8 October 2025 and is being assessed. The upgrade includes the installation of an accessible swing with rubber Softfall, shade and improved pathways access.

Ambon Park has reopened with improvements to stormwater infrastructure and reinstatement of sand soft fall.

The concept plans for the Woodroffe Park upgrade are being finalised and will be presented to Council in November.

Road Reseal and Renewals

A contract has been awarded for a 3-year contract for road resealing, including bitumen resealing and asphalt overlays. A program of work is being finalised with work at priority sites to be completed in late 2025.

Consultation and marketing

Consultation occurs as relevant to each project and its status required during the preparation of this Report.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

The projects are being delivered within the 2025/26 Capital Works Program. Individual budget updates are included with the current project summaries.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

5. **Infrastructure**
   Failure to plan, deliver and maintain fit for purpose infrastructure.

Strategies, framework and plans implications

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Community Infrastructure Plan 2016-2026

Council officer conflict of interest declaration

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

1. Archer Waste Management Facility Upgrade [**12.2.6.1** - 4 pages]
2. Zuccoli Community Hub [**12.2.6.2** - 3 pages]
3. Enterprise Resource Planning Project [**12.2.6.3** - 2 pages]

ARCHER WASTE MANAGEMENT FACILITY UPGRADE
OCTOBER 2025 UPDATE

PROJECT REVIEW

Summary:

Redevelopment of the Archer Waste Management Facility (AWMF) includes the construction of a new recycling area (inclusive of a cardboard compactor), relocation of the gatehouse to facilitate the recycling area upgrade, improvements to access and roads, and the construction of a general waste push-pit to improve safety and functionality.

Website link:

https://palmerston.nt.gov.au/operations/major-projects/archer-waste-management-facility-awmf-upgrade

Total budget:

$ 638,428 (2024/25)
$ 952,602 (2025/26)
$1,591,030

2025/26 funding sources:

- City of Palmerston - $926,124.
- Northern Territory Government – $26,477 (installation of the cardboard compactor).

Anticipated completion date(s):

- Cardboard Compactor – October 2025.
- Recycling area – October 2025.
- Commencement of operation – targeted for end of October 2025 (may be November).

STATUS UPDATE

Percentage complete:

Design: 100%
Construction: 91%

Value of Works Complete

$ 638,429 (2024/25)
$ 689,566 (2025/26)
$1,327,995

Cost to complete:

$129,268 (recycle centre)
$ 73,522 (carboard compactor)
$202,820 (total)

Works to date summary:

The contract for the design and construction of the recycling area, which will accommodate the cardboard compactor, was awarded on 17 October 2024 to CMA Contracting.

The contractor commenced construction in January 2025. Clearing, demolition, disconnection of existing services, and bulk earthworks were completed.

Unfavourable weather conditions in February caused project delays. Subgrade preparation was completed in early March, and drainage works commenced. However, significant additional rainfall appeared to have raised the water table, causing instability in the material beneath the subgrade. All works were ceased on 20 March 2025.

Following a geotechnical investigation, it was recommended to Council that the site be allowed to naturally dry prior to recommencing works. Standdown costs and some re-works were required which has increased the overall costs of the project.

Groundwater monitoring was established in May, which after regular monitoring, works resumed on site 23 June 2025.

Since recommencement, the following works have been completed:

- Drainage culverts and underground service installations.
- Rock outfalls.
- Subgrade preparation.
- Kerbing.
- All road pavement, priming and asphalt sealing.
- Cardboard compactor concrete slab.
- Demolition of redundant gatehouse island.
- Partial Landscaping.
- Replacement of Site Main Switchboard.
- Shade structure and light pole installation.

Refer to **Figures 1-3** below.



Figure1: 1 October 2025 – Completion of Asphalt



Figure 2: 8 October 2025 – Shelter installation & landscaping establishment

Upcoming works:

Works remaining include:

- Completion of electrical works and re-energisation.
- Line-marking & signage.
- Final Irrigation and landscaping.
- Carboard compactor installation and commissioning.

Project risks:

PWC are required to re-energise the site following the electrical works which is scheduled for mid-October. Re-energisation is necessary for commissioning of the cardboard compactor which is scheduled to commence on by the end of October.

ZUCCOLI COMMUNITY HUB

OCTOBER 2025 UPDATE

PROJECT OVERVIEW

Summary:

The Zuccoli Community Hub aims to provide an integrated multi-purpose precinct to meet open space, recreation and community needs for the rapidly growing Zuccoli and wider City of Palmerston communities. The Masterplan and Stage 1 are complete, with the Dog Park and Public Toilet open to the public. This report focusses on the current activities the Stage 2 Pump Track, and the design of Stage 3.

Website Link: https://palmerston.nt.gov.au/operations/major-projects/zuccoli-and-surrounds-community-hub-construction-0

Total budget funding

Stage	Prior Year Costs	Current FY Budget	Total Budget to Date	Current FY Actuals	Current FY Commitment	**Remaining Budget**
Masterplan	$113,062	$0	$113,062	$0	$0	$0
Stage 1 - Dog Park & Toilet	$1,467,166	$0	$1,467,166	$0	$0	$0
Stage 2 - Design	$147,598	$54,945	$202,543	$33,885	$21,060	$0
Stage 2 - Civil	$676,905	$123,018	$799,923	$125,118	$0	-$2,100
Stage 2 - Walkway, Seating, BBQ	$426,996	$12,658	$439,654	$43,046	$899	-$31,287
Stage 2 - Pump Track	$0	$1,008,978	$1,008,978	$375	$1,007,384	$1,219
Stage 3 - Design	$0	$450,000	$450,000	$0	$0	$450,000
TOTAL	**$2,831,727**	**$1,649,599**	**$4,481,326**	**$202,424**	**$1,029,343**	**$417,831**

The negative figures relate to end-of-year transactions and commitments being finalised and reflected in reporting. This has been identified, and additional funds are recommended as part of the end-of-year surplus allocation. Currently, the costs are able to be covered by savings in other programs.

External Funding Sources:

- $250,000 Northern Territory Government– Immediate Priority Grant (Pump Track).
- $411,889 LRCI Phase IV.

Anticipated completion date:

- Stage 2 pump track – opening December 2025.
- Stage 3 design – 2026.

STATUS UPDATE

Current Contracts

Activity	Status	Awarded contract value	Approved variations	Approved claims	Amount to claim
Stage 2 Pump Track Construction	Awarded	$928,623	$77,740	$0	$1,006,363
TOTAL		**$928,623**	**$77,740**	**$0**	**$1,006,363**

Works to date summary:

Stage 2

Stage 2 includes the recreational facilities of the Zuccoli Community Hub and is being constructed in smaller stages as funding is available. A component of the walking trails and pathways, a BBQ and shade structure, and civil works were completed by mid-2025 as previously reported. However, there are some elements that may not be fully operational or accessible until the pump track is complete.

Progress in the past month:

- Construction of the pump track has commenced forecast completion is late 2025 for a December opening.



Figure 1: Pump track drainage and placement of fill - 1 October 2025



Figure 2: Pump Track Drainage Works- 1 October 2025

Stage 3

Stage 3 incorporates all remaining elements of the site, with a focus on the community facilities, including the community hall, technology and community programs building, events space, covered entrance, gardens and carpark. This year, the design of these elements is being undertaken, with Council endorsing the scope of design activities in July 2025.

Progress in the past month:

- Tender for the Stage 3 Design has been advertised, closing 18 November 2025.

Upcoming works:

Work progressing in the next month includes:

- Final Issue of remaining Stage 2 Design documentation.
- Ongoing construction of pump track.
- Stage 3 design procurement.

The elevated walkway, skate park, basketball/multi-purpose court, and exercise equipment will be built as further funding becomes available.

Project risks:

Weather remains the most significant risk to the completion of the pump track in 2025. Delays in construction or an early wet season may impact the opening of the track.

ENTERPRISE RESOURCE PLANNING PROJECT – OCTOBER 2025 UPDATE

PROJECT OVERVIEW

Summary:

City of Palmerston (CoP) requires effective software systems capable of delivering efficient and quality services to the community while meeting the organisation's internal corporate needs. An Enterprise Resource Planning (ERP) Project has been identified to enable a strategic approach to updating Council's existing system.

Project budget:

$2 million over three (3) financial years

Funding source(s):

City of Palmerston

Completion date:

2026

Contractor:

Project/Procurement Management Support – Corporate Strategic Systems (CSS).

STATUS UPDATE

Percentage complete:

25%

Actual costs to date (consultancy):

- FY24 - $282,900.
- FY25 - $494,784.
- FY26 - $118,280.
- Total to date $895,964.

Works to date summary:

CoP currently uses several software systems to meet its core operational requirements, some of which have partial integration, and most operate independently. To mitigate these issues, CoP has made the decision to invest in an Enterprise Resource Planning (ERP) tool. CoP have entered into a new partnership with Corporate Strategic Systems (CSS) for the procurement stage of the project. An internal Project Control Group (PCG) has been established to provide direction and governance for the project.

A two-stage tender process was initiated with legal and probity support. The Expression of Interest (EOI) phase ran from 9 April to 21 May 2025. After evaluation, no submissions were progressed, and the CEO disbanded the tender panel.

In conjunction with CSS, a revised procurement process has been established including consideration of a best of breed selection process with focus on solutions for high-risk areas.

It is expected that a full tender process will commence in late October 2025, supported by legal and probity advice. Assessments will occur between December 2025 and February 2026 (extended due to holiday period), with an expectation that a contract is entered into with the preferred vendor by March 2026.

Upcoming works:

- Demonstrations of potential vendor solutions seven (7) with key CoP stakeholders have been scheduled for 8 to 15 October 2025.
- Update of Project Plan to meet revised scope and deliverables.
- Completion of Tender documents enabling Council to release the tender.

Project risks:

The project is currently tracking 19 risks.

The top four (4) high rated risks are:

- Limited CoP staff – as CoP has a limited number of resources, if business resources or SMEs are not available to support project activities, project deliverables, timelines and overall cost may be impacted.
- Impact of change and training activities - if change management and training activities are not timely and appropriately managed, there is a risk that staff may not use the system.
- Insufficient funding – while funds have been set aside for the implementation of the new ERP system, if the tender quote is higher and additional funding is not available, there is the risk that scope may need to be cut.
- No suitable vendors submitting tender responses – whilst ERP vendors/products for local governments have been identified, the EOI process has highlighted that there is a risk that they may not submit a tender response. This may be due to environmental issues such as current workload/commitments vs capacity, an unwillingness to enter a new market such as the Northern Territory, or an inability to align with Council's requirements.

13 INFORMATION AND CORRESPONDENCE

13.1 Information

13.2 Correspondence

13.2.1 Local Government Housing Forum

1. THAT correspondence dated 26 September 2025 13.2.1 entitled Local Government Housing Forum be received and noted.

2. THAT Council endorse Mayor Pascoe-Bell or her representative, attendance to the Local Government Housing Forum held in Canberra on Thursday 27 November 2025.

From: ALGA
Sent: Fri, 26 Sep 2025 04:07:44 +0000
To: ALGA
Cc: President
Subject: Local Government Housing Forum Thursday 27 November 2025
Categories: Consideration

Dear Mayor,

The Australian Local Government Association (ALGA) is pleased to invite your council to attend the **Local Government Housing Forum** on **Thursday, 27 November 2025** at the Australian Parliament House (APH) Theatrette, Canberra.

The Forum will run from **3:00 pm – 6:00 pm**, followed by a cocktail reception at the Queens Terrace APH.

Given your council's participation in the survey that informed the Australian Community Housing and ALGA *Guide for Local Government on the Delivery of Affordable Housing*, we would be delighted to welcome your attendance.

The program will include:

- A **Ministers Forum** featuring the Hon Clare O'Neil MP, Minister for Housing, and the Hon Kristy McBain MP, Minister for Local Government
- The **launch of the Australian Community Housing/ALGA Guide**, with featured council case studies
- A **networking cocktail reception**, with canapés and drinks, providing the opportunity for direct engagement with federal ministers, sector leaders, and fellow councils.

RSVP: by **Friday, 14 October 2025** https://pp.events/lghousingforum

We look forward to welcoming you to Parliament House for this important national conversation and to acknowledge your council's role in advancing housing reform.

Yours sincerely,

Mayor Matt Burnett
ALGA President

E. president@alga.asn.au

P. 02 6122 9400

A. 8 Geils Court Deakin ACT 2600
W. alga.com.au





14 REPORT OF DELEGATES

15 QUESTIONS BY MEMBERS

16 GENERAL BUSINESS

17 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 November 2025 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

18 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to *section 99(2) and 293(1)* of the *Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

MINUTES

1st ORDINARY COUNCIL MEETING

TUESDAY 7 OCTOBER 2025

The Ordinary Meeting of City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830.

Council business papers can be viewed on City of Palmerston's website palmerston.nt.gov.au

UNCONFIRMED

Minutes of Council Meeting held in Council Chambers Civic Plaza, 1 Chung Wah Terrace, Palmerston on Tuesday 7 October 2025 at 5:30pm.

PRESENT

ELECTED MEMBERS	Mayor Athina Pascoe-Bell (Chair) Deputy Mayor Damian Hale Councillor Lucy Morrison Councillor Mark Fraser Councillor Rob Waters Councillor Sarah Henderson Councillor Wayne Bayliss Councillor Yolanda Kanyai
STAFF	Chief Executive Officer, Andrew Walsh Deputy Chief Executive Officer, Nadine Nilon General Manager Finance and Governance, Wati Kerta General Manager Community, Konrad Seidl General Manager People and Place, Emma Blight Minute Secretary, Jodi Holden
GALLERY	Nil members of the public Five members of staff

UNCONFIRMED

Initials: _____

1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

3 APOLOGIES

Nil

4 DECLARATION OF INTEREST

4.1 Elected members

Moved: **Councillor Morrison**
Seconded: **Councillor Waters**

1. THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 26.2.1 be received and noted.

2. THAT the Declaration of Interest received from Deputy Mayor Hale for Item 26.2.1 be received and noted.

3. THAT the Declaration of Interest received from Councillor Fraser for Item 26.2.1 be received and noted.

4. THAT the Declaration of Interest received from Councillor Henderson for Item 26.2.1 be received and noted.

5. THAT the Declaration of Interest received from Councillor Waters for Item 26.2.1 be received and noted.

CARRIED (8/0) - 11/28 – 7/10/2025

4.2 Staff

Nil

UNCONFIRMED

Initials: _____

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

Moved: **Councillor Henderson**
Seconded: **Councillor Kanyai**

THAT the Minutes of the Council Meeting held on 16 September 2025 pages 11862 to 11875 be confirmed.

CARRIED (8/0) - 11/29 – 7/10/2025

5.2 Business arising from previous meeting

Nil

6 MAYORAL REPORT

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

9.1.1 Leave of Absence Requests

Moved: **Councillor Henderson**
Seconded: **Councillor Morrison**

1. THAT the leave of absence request received from Mayor Pascoe-Bell for 4 to 5 October 2025 inclusive, for the reason of holiday, be approved.

6. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/45 – 7/10/2025

Initials: _____

UNCONFIRMED

9.1.2 Local Government Association of the Northern Territory - Membership Renewal

Moved: **Councillor Morrison**
Seconded: **Councillor Waters**

1. THAT Report entitled Local Government Association of the Northern Territory - Membership Renewal be received and noted.

2. THAT Council rejoin the Local Government Association of the Northern Territory from 2025-26.

3. THAT Council nominate the Mayor to the position of President of the Local Government Association of the Northern Territory Board.

4. THAT Council nominate Councillor Fraser for the position of municipal member of the Local Government Association Northern Territory.

5. THAT this decision be moved into Open.

CARRIED (7/0) - 11/48 – 7/10/2025

9.2 Moving open items into confidential

Nil

UNCONFIRMED

Initials: _____

9.3 Confidential items

Moved: **Councillor Morrison**
Seconded: **Deputy Mayor Hale**

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
24.1	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iii) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.
26.1.1	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(iv) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.2.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(f) of the *Local Government (General) Regulations 2021*, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information in relation to a complaint of a contravention of the code of conduct.

CARRIED (8/0) - 11/30 – 7/10/2025

Initials: _____

UNCONFIRMED

10 PETITIONS

Nil

11 NOTICES OF MOTION

Nil

12 OFFICER REPORTS

12.1 Action reports

12.1.1 Elected Members Allowances Policy

Moved: **Deputy Mayor Hale**
Seconded: **Councillor Henderson**

1. THAT Report entitled Elected Members Allowances Policy be received and noted.

2. THAT Council endorse the amended Elected Member Allowances and Expenses Policy at **Attachment 12.1.1.3** to Report entitled Elected Members Allowances Policy.

CARRIED (8/0) - 11/31 – 7/10/2025

12.1.2 Elected Member Casual Vacancies Policy

Moved: **Councillor Waters**
Seconded: **Councillor Fraser**

1. THAT Report entitled Elected Member Casual Vacancies Policy be received and noted.

2. THAT Council endorse the amended Elected Member Casual Vacancies Policy at **Attachment 12.1.2.3** to Report entitled Elected Member Casual Vacancies Policy.

CARRIED (8/0) - 11/32 – 7/10/2025

UNCONFIRMED

Initials: _____

12.1.3 Durack Heights - Proposed Planning Scheme Amendment

Moved: Councillor Henderson
Seconded: Councillor Morrison

1. THAT Report entitled Durack Heights - Proposed Planning Scheme Amendment be received and noted.

2. THAT Council endorse the letter provided at **Attachment 12.1.3.3** to this report entitled Durack Heights - Proposed Planning Scheme Amendment for submission to the NT Planning Commission.

CARRIED (8/0) - 11/33 – 7/10/2025

12.1.4 Nominations to Palmerston Division of the Development Consent Authority

Moved: Councillor Kanyai
Seconded: Councillor Morrison

1. THAT Report entitled Nominations to Palmerston Division of the Development Consent Authority be received and noted.

2. THAT Council nominate Councillor Bayliss, Councillor Waters, Councillor Henderson and Councillor Fraser to the Minister for Lands, Planning and Environment for consideration for appointment to the Palmerston Division of the Development Consent Authority.

CARRIED (8/0) - 11/34 – 7/10/2025

12.1.5 Australia Day Judging - Nomination Judging Panel

Moved: Councillor Waters
Seconded: Deputy Mayor Hale

1. THAT Report entitled Australia Day Judging - Nomination Judging Panel be received and noted.

2. THAT Council makes the following appointments for two (2) Elected Members be a part of the Australia Day awards Judging Panel:
   a. THAT Councillor Morrison be appointed as a Judge in the Australia Day awards Judging Panel.
   b. THAT Councillor Fraser be appointed as an alternative Judge in the Australia Day awards Judging Panel.

CARRIED (8/0) - 11/35 – 7/10/2025

Initials: _____

UNCONFIRMED

12.1.6 St John Ambulance Australia (NT) Inc. Community Funding Program Application

Moved: **Councillor Fraser**
Seconded: **Councillor Kanyai**

1. THAT Report entitled St John Ambulance Australia (NT) Inc. Community Funding Program Application be received and noted.

2. THAT Council endorse Option two (2) for full funding of $4,000 ex. GST to St John Ambulance Australia (NT) Inc for computer equipment through the Community Funding Program 2025/2026 financial year.

CARRIED (8/0) - 11/36 – 7/10/2025

12.2 Receive and note reports

12.2.1 Community Satisfaction Survey 2025 - Results

Moved: **Councillor Henderson**
Seconded: **Councillor Bayliss**

THAT Report entitled Community Satisfaction Survey 2025 - Results be received and noted.

CARRIED (8/0) - 11/37 – 7/10/2025

12.2.2 Infrastructure Quarterly Report - July to September 2025

Moved: **Councillor Bayliss**
Seconded: **Councillor Morrison**

THAT Report entitled Infrastructure Quarterly Report - July to September 2025 be received and noted.

CARRIED (8/0) - 11/38 – 7/10/2025

UNCONFIRMED

Initials: _____

12.2.3 Local Government Act Amendments - Tranche 1

Moved: **Councillor Bayliss**
Seconded: **Councillor Waters**

THAT Report entitled Local Government Act Amendments - Tranche 1 be received and noted.

CARRIED (8/0) - 11/39 – 7/10/2025

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil

13.2 Correspondence

Nil

14 REPORT OF DELEGATES

Nil

15 QUESTIONS BY MEMBERS

Moved: **Councillor Fraser**
Seconded: **Councillor Bayliss**

1. THAT the question asked by Councillor Morrison regarding City of Palmerston plastic merchandise and the introduction of sustainable merchandise in future, and the response provided by the Chief Executive Officer be received and noted.

2. THAT the question asked by Deputy Mayor Hale regarding rough sleepers near Rydges, can we escalate to NTG to do a push for return to country before the wet sets in and the response provided by the Chief Executive Officer be received and noted.

3. THAT the question asked by Councillor Fraser on antisocial behaviour on Gunn Escarpment and the response provided by the Chief Executive Officer be received and noted.

4. THAT the question asked by Councillor Fraser regarding an Elected Member Facilities Tour to include a walk through the Gunn Escarpment and the response provided by the Chief Executive Officer be received and noted.

CARRIED (8/0) - 11/40 – 7/10/2025

Initials: _____

UNCONFIRMED

16 GENERAL BUSINESS

Nil

17 NEXT ORDINARY COUNCIL MEETING

Moved: **Councillor Henderson**
Seconded: **Councillor Kanyai**

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 October 2025 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (8/0) - 11/41 – 7/10/2025

18 CLOSURE OF MEETING TO PUBLIC

Moved: **Councillor Fraser**
Seconded: **Councillor Bayliss**

THAT pursuant to *section 99(2) and 293(1)* of the *Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

CARRIED (8/0) - 11/42 – 7/10/2025

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: **Deputy Mayor Hale**
Seconded: **Councillor Morrison**

THAT the meeting be adjourned for five minutes.

CARRIED (8/0) - 11/43 – 7/10/2025

The meeting adjourned at 6.27pm.

The open section of the meeting closed at 6.33pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.34pm.

Initials: _____

UNCONFIRMED

The Chair declared the meeting closed at 8.04pm.

Chair

Print Name

Date

UNCONFIRMED

Initials: