AGENDA

2nd ORDINARY COUNCIL MEETING

TUESDAY 18 NOVEMBER 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 4 November 2025 pages 11920 to 11933 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 - October 2025
Meeting Date:	Tuesday 18 November 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 October 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 October 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 - October 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 October 2025 is as follows:

- Meeting with Member for Solomon, Mr Luke Gosling OAM MP
- Meeting with Mayor Rachael Wright, Litchfield Council
- Meeting with Minster Bill Yan
- Meeting with Member for Blain, Mr Matthew Kerle
- Meeting with the Museum and Art Gallery NT
- Palmerston Development Consent Authority Meeting
- Local Government Association of the NT Special General Meeting
- Early Bird Rates Draw 2025
- UN Youth Australia NT Conference
- Breakfast with Palmerston Men's Shed for ShedFEST NT 2025
- Meeting with the St Vincent de Paul Society
- Radio interview with ABC Darwin
- Discover you Podcast with Creation TV Podcast
- Darwin Symphony Orchestra in Palmerston events
- Children's Week events
- Radio interview with Mix 104.9
- Palmerston Business Futures Forum 2025
- YouthWorX NT IEA Service Launch
- Territory Women in Business
- BW Offshore Darwin Office opening event
- CDU Alumni Awards 2025
- Disability Art Workshop Exhibition
- NBN Co Leaders Roundtable
- Regional Capitals Australia Delegation in Canberra
- Meeting with Palmerston and Rural Division, NT Police Force

Meeting with Mayor Rachael Wright – Litchfield Council

Earlier this month, I met with Mayor Wright from Litchfield Council for an informal catch-up. It was a great opportunity to discuss our shared priorities and explore ways we can continue working together to support our neighbouring communities. It was a positive conversation that reinforced the value of collaboration between our neighbouring councils.



Mayor Pascoe Bell and Mayor Wright at Palmerston Council Offices

Discover You Podcast

I recently had the pleasure of joining The Discover You Podcast at the Gulwa Recording Studio, Palmerston City Library. It was a wonderful opportunity to share my journey to becoming Mayor, reflecting on my early life, mindset, leadership experiences, and the challenges that have shaped me. I truly enjoyed the conversation and the chance to discuss my vision for Palmerston, and I'm grateful for the opportunity to connect with the community in this way.



Founder | Reality Creation TV, Joel Benesha, and Mayor Pascoe-Bell during podcast recording.

Regional Capitals Australia Delegation

I also attended the Regional Capitals Australia Delegation in Canberra, which provided a valuable opportunity to meet with Federal Ministers and key stakeholders to advocate for the needs and priorities of Palmerston and other regional cities. The delegation focused on strengthening the voice of regional centres in national policy discussions and exploring opportunities for future investment and collaboration.



Mayor Pascoe-Bell with Mayor Kevin Mack (left) and Mayor Michael Gobel (right) at Parliament House Canberra.

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
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)(ii) 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 maintenance or administration of the law.
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)(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.
26.2.1	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	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)(a) 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 about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual. This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(ii) 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 maintenance or administration of the law. This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(d) 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 subject to an obligation of confidentiality at law, or in equity.
26.2.3	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.

10 PETITIONS

11 NOTICES OF MOTION

12 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.1
Report Title:	Mitchell Creek Concept Plan
Meeting Date:	Tuesday 18 November 2025
Author:	Executive Manager Environment, Katie O'Neill
Approver:	Deputy Chief Executive Officer, Nadine Nilon

Community plan

Environmental Sustainability: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

Purpose

This Report seeks Council's endorsement of the Mitchell Creek Concept Plans as a tool to assist in future discussions around tenure and management of the site.

Key messages

- The Mitchell Creek Catchment Area is an important natural feature in Palmerston, stretching across approximately 20 km of creek lines and covering 1,500 hectares of bushland.
- The area is predominately owned by the Northern Territory Government, as Crown Land.
- As part of the 2019 Northern Territory Government Capital Funding Agreement, Council received a grant to explore ways to activate the area for tourism through improved community infrastructure.
- The Mitchell Creek Concept Plan was created following extensive stakeholder and community consultation, which showed strong support for low-maintenance, nature-based facilities that enhance access and guide future upkeep.
- The plan includes connected walking, cycling and hiking trails, interpretive and directional signage, and low-impact amenity infrastructure such as viewing platforms and bird hides.

Recommendation

1. THAT Report entitled Mitchell Creek Concept Plan be received and noted.

2. THAT Council endorse the Mitchell Creek Concept Plan to inform future discussions around tenure and management of the area.

Background

The Mitchell Creek Catchment Area is a significant natural area within the Palmerston municipality that stretches 20km in length and covers 1,573 hectares. The environmental values of the site include 221ha of remnant vegetation, five (5) threatened flora and fauna species with a high likelihood of occurrence, and three (3) significant vegetation types including riparian vegetation, mangrove communities, and hollow bearing trees. The area also provides opportunities for nature-based recreation, with the site currently used for hiking and dog walking.

The Mitchell Creek Catchment Area is predominantly situated on Vacant Crown Land, managed by the Crown Lands Estate. It is bordered on both sides by residential development, which has placed considerable pressure on the area's environmental values and resulted in increased management challenges, including issues such as illegal dumping and unauthorised off-road vehicle access.

The area is zoned Future Development under the Northern Territory Planning Scheme. Future Development zones are areas identified for future rezoning and development in accordance with the Strategic Framework, which for this area is the Palmerston Eastern Suburbs Area Plan. According to the Area Plan, the site is set aside for two (2) purposes: *Natural Open Space for the protection of Mitchell Creek and inclusive of passive recreation*, and *Open Space incorporating drainage function and natural habitat, and supporting passive recreation.*

Recognising the area as a valuable community asset, Council received funding from the Northern Territory Government (under the 2019 Capital Funding Agreement) to develop a study aimed at exploring opportunities for tourism and improved community infrastructure. The study has been conducted in two (2) stages. The first stage involved the development of an Environmental Management Plan, which assessed the site's environmental values and provided recommendations for its ongoing protection and management. This document informed the development of the Mitchell Creek Concept Plan.

This report provides an overview of the concept plan, including the community consultation that was undertaken to develop the plan, and what the potential next steps are.

Discussion

The geographical extent of the Mitchell Creek Concept Plan is depicted in **Figure 1**. The Concept Plan covers portions of the catchment area that follow the creek and existing tracks, which are identified as key locations for proposed community infrastructure.

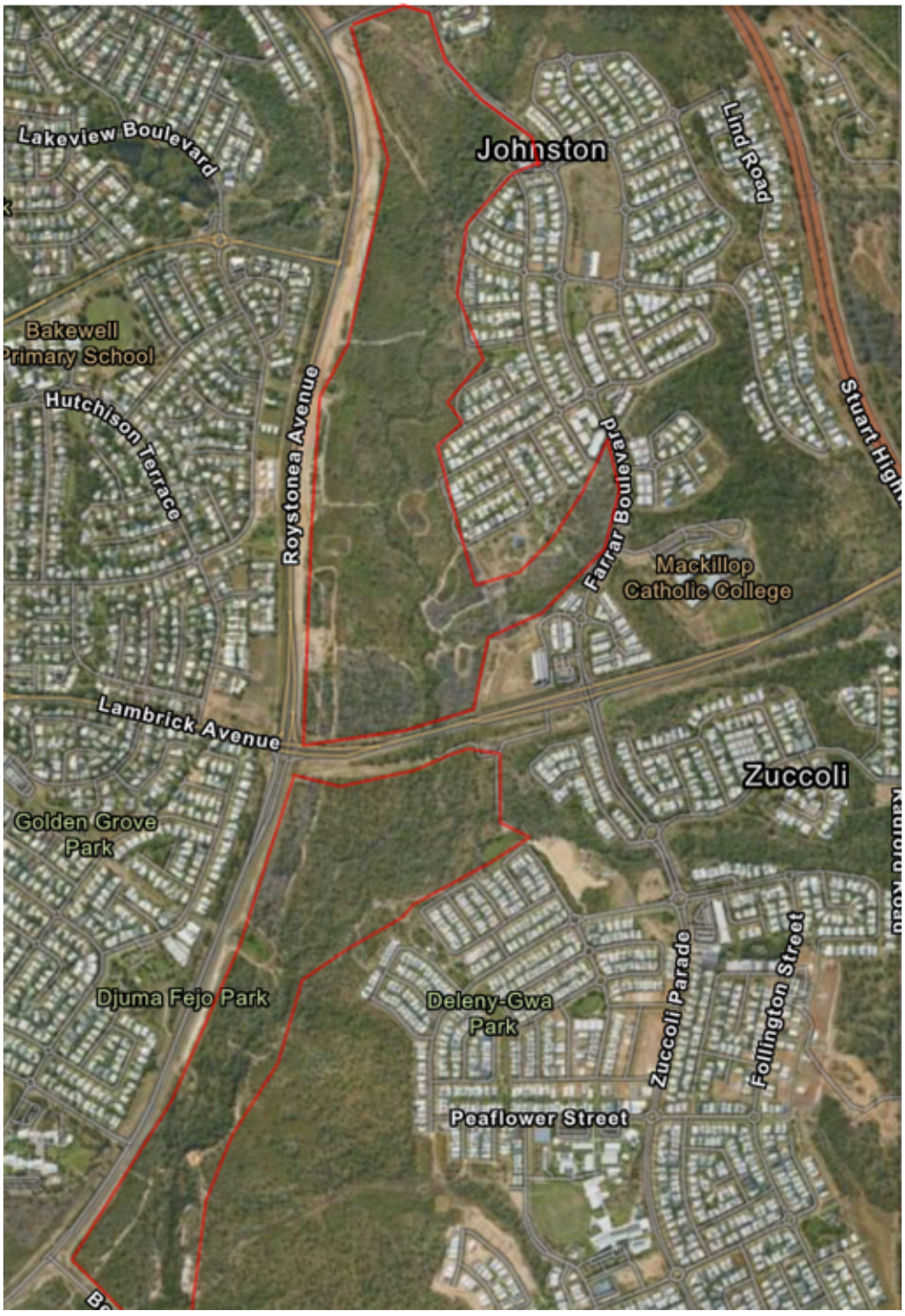


Figure 1: Mitchell Creek Concept Plan Extent

Community Consultation

To determine development opportunities, an extensive public consultation program was undertaken from the 9-18 April 2025, with community groups, developers, NTG representatives, City of Palmerston staff, Palmerston residents, and the broader community.

The full outcome of the consultation is in the engagement report contained within **Appendix C of Attachment 12.1.1.1.**

In summary, the consultation revealed the following:

- The creek corridor is a beloved bushland recreational area that is appreciated for its tranquil, natural and unprogrammed settings.
- Key current management issues include unauthorised vehicle access, illegal dumping, flood and erosion control, fire management, weed control, and bushland regeneration.
- Top priority for future development was improved connectedness across the reserve with a good network of shared paths.
- Wayfinding was also identified as important, with signage and trailheads potentially playing an important role in drawing people into the bushland and creek corridor. Currently access into the area is unclear, with many Darwin and Palmerston residents unaware of the creek. Primarily the current users of the area are those that live nearby.
- There was overall support from the community for low-key, easy to maintain, nature focused infrastructure, that improves useability while guiding the long-term maintenance of the area.

From the engagement process, clear project objectives were determined, including:

- Providing a connected trail through enhanced path networks, creek crossings and signage.
- Ensuring that entry to the site is clear through welcoming entry points and improving visibility of the site to residents beyond adjacent neighbourhoods.
- Ensuring ongoing maintenance of the conservation values of the site through revegetation, weed control and fire mitigation.
- Providing a connection between community and nature through low impact infrastructure and interpretative and cultural signage.

Concepts

Concepts have been developed to meet the objectives which is provided at **Attachment 12.1.1.1,** with the delineation of key walking loops and trails across the site. Path network locations were based on existing cleared areas, and with consideration to the low and high points of the terrain.

Multiple trails are suggested within the concept plan to capture the changing landscapes and provide different options for differing user group. The trails proposed are as follows:

- Playful Trail: shorter loop, designed for families and children. Located close to residential areas and schools, with connections to recreational parks.

- Water Trail: focusing on the seasonal creek system and wetland habitats.
- Sculpture Trail: will include features that integrate public art celebrating local culture and the environment. This area is highly accessible to the community and supports broader visitation.
- Nature Trail: immerses visitors in native bushland, providing a quiet, reflective experience.
- Mitchell Creek Loop: a 7.5km scenic journey along the creek line.

For each trail the concept plan depicts preferred construction materials, which have been chosen to represent the landscape character and withstand the harsh environmental conditions. The main path networks are proposed to be compacted gravel, with in-situ concrete for key walking loops. Metal boardwalks have been proposed at creek crossings.

Within each trail, low-impact, easy to maintain infrastructure has been also proposed in select amenity nodes across the site. Infrastructure includes picnic areas, lookout's, rest points, a fishing platform and a bird hide. Renders of each of the proposed amenity node have been provided in the report and are depicted in the images below.



Figure 2: Major Entry Point



Figure 3: Minor Entry Point



Figure 4: Fishing Platform



Figure 5: Look Out



Figure 6: Picnic Area



Figure 7: Bird Hide

All internal and external stakeholders involved in the initial consultation have been provided with the final concept plans. Feedback received included suggestions to incorporate flood mapping during the design stage and to deliver the works in stages due to the scale of the site.

As a result, stages were included in the final concept plan (as presented with this report) with a four-stage approach progressing from north to south. Residential development in the northern sections of the reserve is largely complete, meaning connections into the reserve from these areas are mostly fixed. In contrast, the southern boundary adjoins undeveloped residential land, offering an opportunity to better align the concept plans with future stages of development. Flood mapping will be obtained prior to detailed design, should the project be initiated.

Tourism Opportunities

Implementation of the concept plans would enable the establishment of a major tourism attraction for Palmerston. Between 2014 and 2023, demand for nature-based activities among Australians increased by 47% (Tourism Research Australia). Further research by Tourism Australia shows that 40% of visitors engage in outdoor adventure activities such as surfing, hiking, and diving, with Australia's hiking trails alone attracting over 250,000 trekkers each year.

Next Steps

As the site is currently predominantly Vacant Crown Land, Council does not have the authority to implement the recommendations outlined in the concept plans. There have been preliminary discussions in relation to the transfer of management of the Zuccoli portion of the land as it relates to the Community Purpose land that Zuccoli Community Hub development. In addition, adjacent developments will consider the plans as relevant where there are integration opportunities.

Consultation with the Land Development team at the Department of Lands, Planning and Environment indicated support for low-impact amenities that activate the area. Similarly, Crown Lands expressed support for the concepts, provided that strong environmental management practices are maintained.

Whilst there are no formal agreements in place in relation to the land tenure and acceptance of the Mitchell Creek Concept Plan, it's recommended that it is endorsed by Council to inform future development, infrastructure and tourism opportunities, and land tenure discussions.

Consultation and marketing

In preparing the concept, the following internal parties were consulted:

- Open Space Lead.
- Senior Project Manager.
- Manager Sustainability.
- Environment Officer.
- City Activation Manager.
- Economic Development Lead.
- Planning and Development Manager.
- Development Engineer.
- Project Support Officer.

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

- Developers from Costaland and Urbex.
- NTG government departments (Crown Land, Land Development, Heritage NT).

Policy implications

There are no policy implications for this Report.

Budget and resource implications

The concept plans (and the associated management plan) have been funded from the 2019 Capital Funding Agreement with the NTG ($100,000 from the grant and $50,000 from the City of Palmerston).

High-level cost estimates for the proposed works have been provided, which will be used as relevant for future grant opportunities and potential transfer of land.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

7. **Environmental Sustainability**

   Failure of Council to clearly articulate, plan for and deliver prudent and responsible environmental ambitions.

Strategies, framework and plans implications

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

- Sustainability Strategy 2022-2026

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. MITCCP Concept Report Rev E [**12.1.1.1** - 75 pages]



UDLA + Hames Sharley

city of PALMERSTON
'A Place for People'

TABLE 1 EDITION DETAILS

MITCHELL CREEK CONCEPT REPORT	
Title	Concept Report
Production Date	23rd September 2025
Prepared By	UDLA
Author	Tessa Bradbury/Shea Hatch
Status	Final
UDLA Project Code	MITCCP

TABLE 2 DOCUMENT REGISTER

DOCUMENT REGISTER			
Version	**Date**	**Amendments**	**Prepared By**
DRAFT	18/07/25	Issued to City of Palmerston for feedback.	TB/SH
DRAFT	18/07/25	Issued to City of Palmerston for feedback.	TB/SH
FINAL	08/08/25	Rev A	TB/SH
FINAL	10/09/25	Rev B	TB/SH
FINAL	23/09/25	Rev C	TB/SH
FINAL	23/10/25	Rev D	TB/SH
FINAL	30/10/25	Rev E	TB/SH

Prepared for: Katie O'Neill

Contact: Katie O'Neill
Email: Katie.ONeill@palmerston.nt.gov.au

city of PALMERSTON
'A Place for People'

Prepared by: UDLA in collaboration with Hames Sharley

Hames Sharley + UDLA

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WWW.UDLA.COM.AU



We acknowledge the Larrakia people as the Traditional Owners of the land on which the Mitchell Creek project site stands today. We pay respect to the Larrakia people, and Elders both past and present whose knowledge and wisdom has and will ensure the continuation of cultural and traditional practices.



1.0 INTRODUCTION

PROJECT INTRODUCTION

UDLA has been engaged to lead the concept for the transformation of the Mitchell Creek project site into a vibrant and accessible bushland reserve for the City of Palmerston. This document presents a concept that supports sustainable development, environmental stewardship, and meaningful community use of the Mitchell Creek project site.

The concept establishes a long-term vision for the catchment, proposing a phased development approach that balances recreational infrastructure with ecological and conservation priorities. It considers the broader urban and environmental context, including surrounding developments, proposed infrastructure upgrades, and the anticipated transfer of land management responsibilities from Crown Lands to the City of Palmerston.

Central to the approach are the environmental values of the area. The plan's primary strategy is to improve access and amenity to the project site, which is supported by environmental management through vegetation preservation and weed control.

Extensive stakeholder engagement has underpinned the concept planning process. Input from community members, government agencies, and environmental stakeholders has helped shape the vision, ensuring alignment with the City of Palmerston's Community Plan and long-term aspirations for the area.



SITE APPRECIATION

SITE:

The project site encompasses land within the suburbs of Johnston (Lots 4250) and Zuccoli (Lots 4251 and 4250). Adjacent areas include essential services infrastructure, planned housing developments, public open spaces, as well as a planned duplication of Roystonea Avenue on the reserves western border.

The wider Mitchell Creek catchment area extends to 1,573 hectares and 20 km in length including tributaries. It forms a natural drainage system flowing from the Palmerston Escarpment east of the City Centre, north of the Stuart Highway, and into the Elizabeth River.

The following environmental values has been identified via onsite investigations, community and stakeholder engagement and based on existing reporting including the Friends of Mitchell Creek Catchment Natural Resource Management Plan (2012) & Mitchell Creek Catchment Management Plan City of Palmerston (2022)

ENVIRONMENTAL VALUES:

Biodiversity and Habitat Connectivity

- Mitchell Creek project site provides habitat diversity due to its structure spanning drier uplands to wetter lowlands, forming an important ecological corridor.
- While no current records confirm the presence of threatened species, past observations identified potential vulnerable flora, including *Typhonium praetermissum*.

Remnant Vegetation

- Significant patches of remnant native vegetation including Eucalyptus and Pandanus Communities remain.
- These patches provide important ecosystem functions and wildlife habitat.

Amenity and Recreational Value

- The creek corridor currently supports limited informal passive recreation (walking, cycling, birdwatching).

Cultural and Community Significance

- The area holds value for Traditional Owners (Larrakia) and is supported by a community-based stewardship network through organisations.

Water Quality and Hydrological Function

- The catchment contributes freshwater flow into the Elizabeth River and Darwin Harbour.
- It plays a role in local flood mitigation and supports riparian health, though urban development has significantly degraded these functions.



BIODIVERSITY HABITAT



NATIVE BIRD LIFE

OPPORTUNITIES AND CONSTRAINTS

SITE OPPORTUNITIES AND CONSTRAINTS

The opportunities and constraints have been identified through a combination of onsite field studies, existing reports, site appreciation study and community/ stakeholder engagement.

These findings provide critical insight into the site's environmental value and ecological characteristics, existing infrastructure, and community use/ future use. Together, they form the foundation for the emerging concept and future project stages by highlighting areas of potential improvement and key challenges that must be addressed to ensure a balanced, sustainable, and accessible outcome.

OPPORTUNITIES

Ecological Restoration and Protection

- Restore degraded riparian and upland zones impacted by weeds, erosion, and fire.
- Protect and retain remnant vegetation.
- Enhance habitat complexity and structural diversity in degraded areas.
- Manage and rehabilitate important habitat zones for fauna (e.g. nesting trees, wetlands).

Biodiversity Enhancement

- Revegetate degraded areas and close unwanted access tracks.

Cultural and Community Engagement

- Potential to engage with Traditional Owners regarding cultural heritage, educational way finding and art.
- Build on existing community stewardship groups.

Enhanced Access

- Rationalise and enhance existing tracks for defined community access.
- Improve signage and entry points.
- Provide pedestrian connections to existing amenities such as surrounding public open space, schools, and shops.
- Provide safe road crossing points for improved pedestrian connectivity.

Water Management and Stormwater Improvement

- Improve storm water management. Consider interventions to enhance natural flood mitigation and water quality (e.g. biofiltration, swales, erosion control).

Recreation and Amenity

- Develop low-impact recreational infrastructure (walking tracks, bird hides, cycle paths) aligned with ecological goals.
- Expand passive recreation to increase community use.

Creekline

- Potential to make the creek edge physically or visually accessible for recreational activities and improved connection to nature (e.g. via fishing platforms or lookouts).

CONSTRAINTS

Environmental Degradation

- Invasive weed management.
- Feral animals management.

Hydrological and Flooding Issues

- Areas below 11m elevation maybe considered prone to inundation during wet season and require careful design considerations.
- Presence of aging, unused or outdated stormwater infrastructure needs reviewing and rationalising with WSUD methods of water management.

Urban Development Pressures

- Continued land clearing and infrastructure expansion (e.g. Roystonea Avenue duplication) fragment habitats.
- Encroachment reduces the ecological buffer and increases edge effects on remnant patches.

Access

- Restrict unwanted vehicle access to prevent erosion, dumping, and habitat degradation.
- Busy four-lane roads (Roystonea and Lambrick Avenue) limit pedestrian connectivity, improve pedestrian crossing safety to the site.
- Existing topography is steep at the southern end of the site, proposed access should aim to ease grade transitions and prevent wash-out risks.

Limited Community Capacity and Engagement

- Low public awareness of the project site.
- Unmanaged access legal and physical access barriers may complicate restoration or recreational planning.

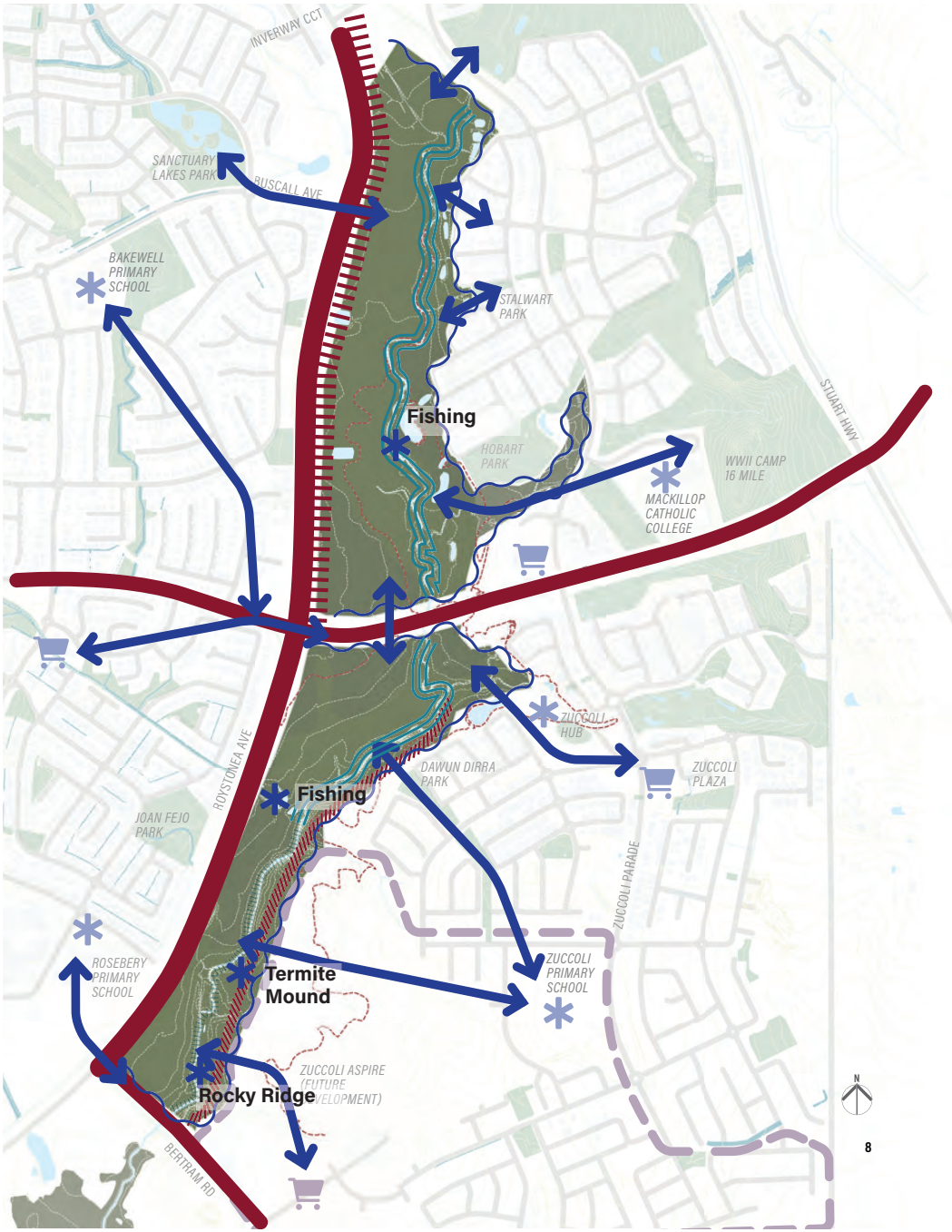
OPPORTUNITIES AND CONSTRAINTS

KEY

- Contours
- Busy road & restricted pedestrian crossings
- Roystonea Ave Widening
- Steep level changes
- 11m Contour
- Welcome edges
- Accessible Creekline
- Creekline less accessible
- Points of interest
- Future Development
- Future Connections

0 50 100 200m

UDLA – MITCHELL CREEK CONCEPT REPORT





2.0 ENGAGEMENT SUMMARY

WHAT WE HEARD

As part of the development of the Mitchell Creek concept report, a two-stage engagement process was undertaken by UDLA and Hames Sharley to ensure the future vision for the project site is informed by local knowledge, community values, and stakeholder priorities. This process involved targeted consultation with residents, developers, Council, community groups, and government agencies.

Engagement Approach
The engagement process, outlined in the Engagement Report (refer Appendix C), was structured into two rounds:
Round 1 (April 2025) focused on information gathering and vision-setting through workshops and interviews.
Round 2 (June 2025) tested and refined the concept through open discussions and a public pop-up session.

Key Insights
Through both rounds, participants expressed a strong connection to the project site and a shared preference for a nature-focused, low-intervention approach. Priorities included:

- Improved access: enhanced path networks, creek crossings, and signage.
- Conservation and management: weed and fire control, erosion mitigation, and long-term maintenance responsibilities.
- Community connection: cultural interpretation, recreational use (e.g., walking, cycling, fishing), and engagement with land care.

Community Priorities
- Maintain and protect the natural bushland character.
- Provide accessible, safe, and shaded paths.
- Introduce low-key infrastructure such as seating, picnic nodes, bird hides, and interpretive signage.
- Ensure clear wayfinding and improve the visibility of the project site to residents beyond adjacent neighbourhoods.

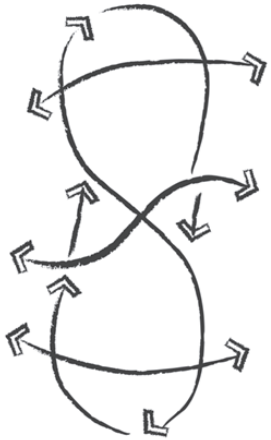
The Engagement Report (refer Appendix C) provides detailed outcomes from each consultation event and serves as a critical input into the concept development. It ensures the concept is not only technically sound but also locally relevant and supported by those who use and care for the project site.

3.0 OBJECTIVES

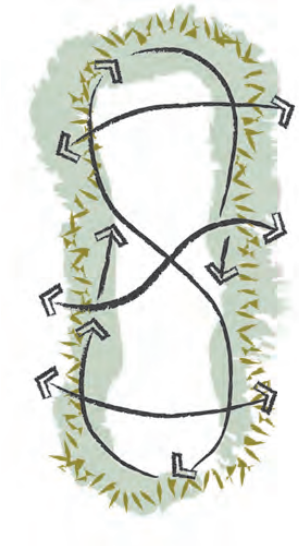


PROJECT OBJECTIVES

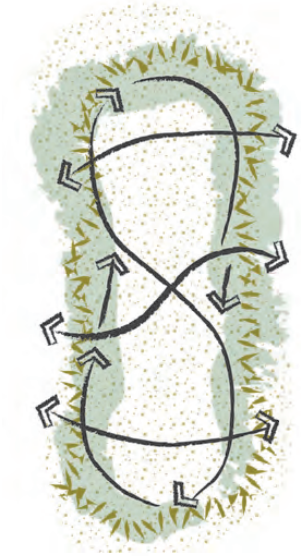
The project Objectives were developed from the first round of engagement workshops with key stakeholders and the community. **The overarching vision is enhancing the accessibility and amenity for all users while celebrating and restoring the rich ecological value of the site.** The following project drivers stem from this.



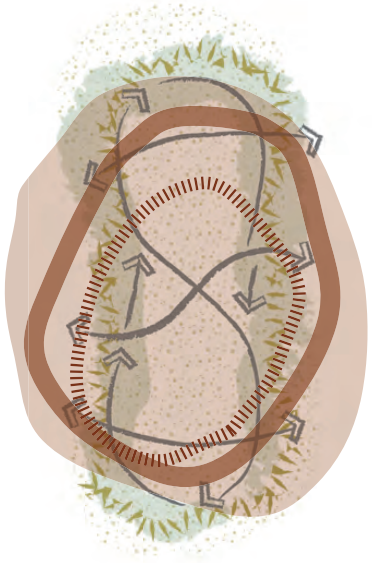
CONNECTED TRAIL NETWORK



WELCOMING ENTRY POINTS



ACTIVE MAINTENANCE



CONTINUE THE CONNECTION BETWEEN THE ENVIRONMENT & LOCAL COMMUNITY

MATERIALS PALETTE

The materials palette has been carefully selected to respond to the local climate, landscape character, and functional requirements. Emphasising durability and low maintenance, the palette features robust materials with a long lifespan, capable of withstanding the region's harsh weather conditions.

The main path network consists of compacted gravel, providing a natural and cost-effective surface, while key walking loops and amenity nodes are treated with in-situ concrete to improve accessibility and comfort.

Metal boardwalks are introduced at creek crossings and low-lying areas prone to inundation, offering a resilient solution that ensures year-round connectivity.

Locally sourced stone boulders are strategically placed to support water runoff management, provide informal seating opportunities, and act as a barrier to deter unauthorised vehicle access, all while reflecting the local geological character.

The materials palette is intended to be refined as the design develops in future stages.



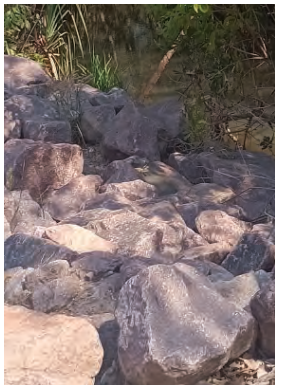
AMENITY NODES - EXPOSED CONCRETE



STANDARD PATHS - COMPACTED GRAVEL



CREEK CROSSING OR AREAS OF INUNDATION - STEEL GRATE DECKING



BOULDERS - RUN OFF MANAGEMENT



METAL DECK STRUCTURE IN AREAS OF INUNDATION



NATURAL & SEAMLESS INTEGRATION OF MATERIALS

APPROACH TO AMENITY

The approach to amenity adopts a 'tread lightly' philosophy, providing additional amenity to the community while minimising impact on the landscape so as not to detract from the incredible natural environment.

The amenity and furniture palette for this project prioritises durability, low maintenance, and contextual sensitivity to Palmerston's harsh climatic conditions. Elements have been selected for their robust performance and alignment with local materials and the character of the site.

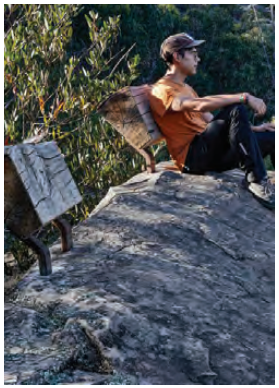
Steel shelters provide essential shade and rain protection, with finishes that withstand high UV exposure and heavy rainfall.

Informal boulder seating offers a playful and naturalistic option, while concrete wall seating with integrated backs and armrests enhances comfort and accessibility in key locations.

Amenity nodes are thoughtfully considered to include picnic tables, water tap points, metal deck picnic platforms, and accessible lookout points. Additional features such as bird hides and fishing platforms encourage a range of recreational uses while reinforcing the connection to the surrounding landscape.



SHELTERS - STEEL



SEATING - BOULDER SEATING



SEATING - RAMMED EARTH



WATER POINT



REST POINTS - PICNIC PLATFORMS



AMENITY NODES - LOOK OUT POINTS, CREEK FISHING PLATFORMS, PICNIC SPOTS

APPROACH TO WAYFINDING, SIGNAGE & ART

The approach to wayfinding, signage, and art for this project is grounded in creating a cohesive, intuitive, and engaging experience that respects and enhances the natural beauty of the site.

A clear hierarchy of major and minor directional signage will guide visitors through the site, while remaining subtle and sympathetic to the landscape. Educational signage focused on the local flora and fauna will be strategically located to encourage learning and appreciation of the natural environment.

Wayfinding and artistic elements will be thoughtfully integrated into amenities—such as paving treatments, shelters, seating, and sculptural features within the bushland—ensuring they feel embedded rather than imposed. These elements will be designed to blend seamlessly with the surrounding landscape, avoiding visual clutter and reinforcing a sense of place.

Future stages of the project should prioritise collaboration with Larrakia Traditional Owners and local artists to develop culturally meaningful signage, art, and interpretive elements that reflect and celebrate the site's cultural and ecological significance.



SHELTER ART OPPORTUNITIES



MAJOR DIRECTIONAL SIGNS

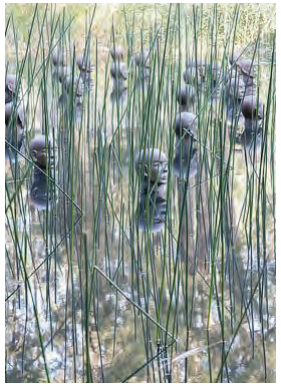


MINOR DIRECTIONAL SIGNS





ART IN THE GROUND PLANE



SCULPTURE INTEGRATED WITH THE LANDSCAPE



ART & WAYFINDING INTEGRATION



ART & EDUCATIONAL WAYFINDING

4.0 CONCEPT PLAN

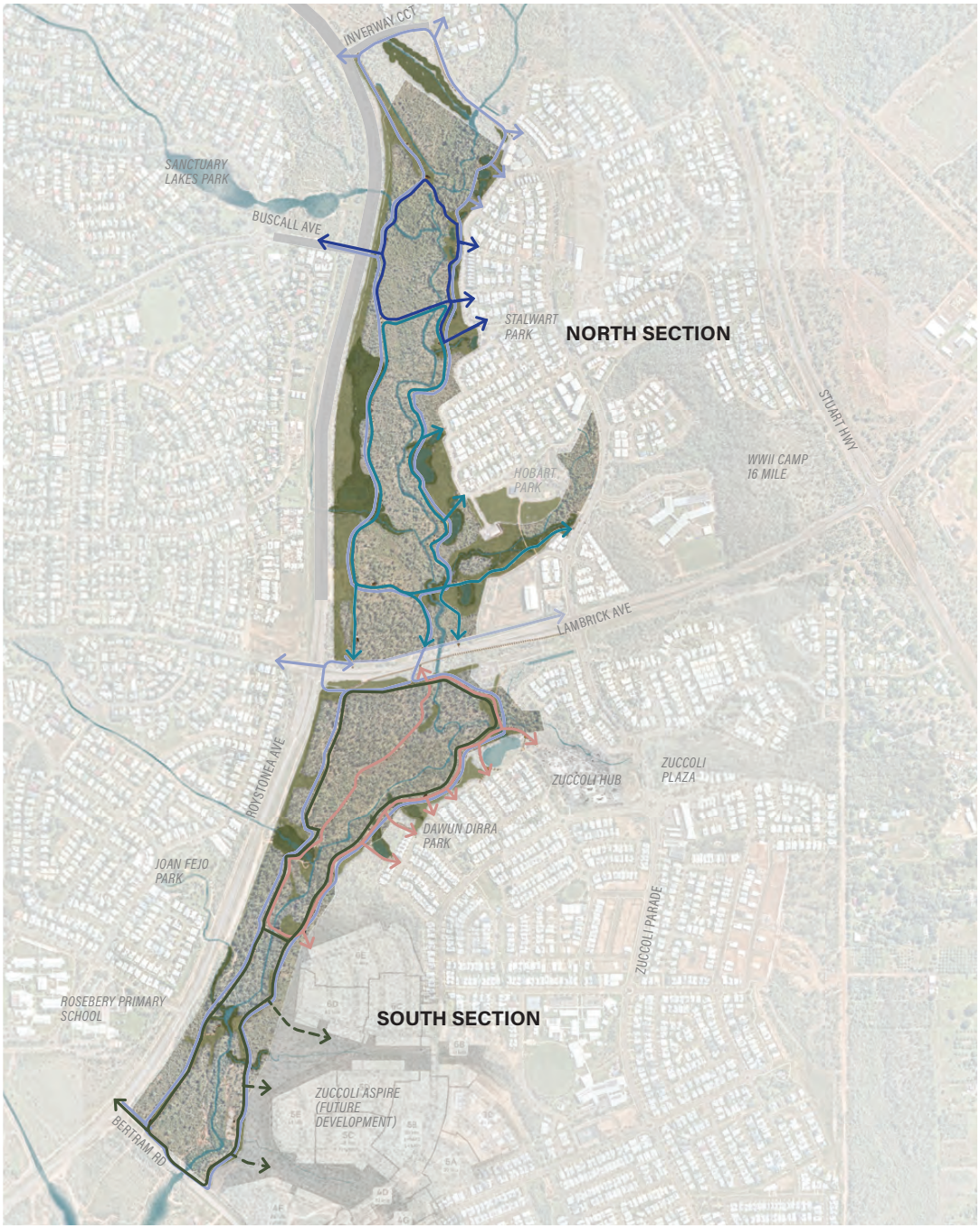


CONCEPT RESPONSE

The following outlines how site appreciation, opportunities and constraints, and community engagement have informed the concept development:

- The placement of paths and amenities avoids sensitive areas, retains significant native plant communities, and minimises additional vegetation removal to support habitat corridors.
- The trail concept primarily refines and enhances existing tracks to prevent further vegetation and habitat loss.
- Particular attention has been given to the site's topography, with all land below the 11m contour identified as inundation prone during the wet season. As a result, infrastructure has been carefully located to avoid low-lying areas susceptible to washout where possible. Where this isn't possible, raised boardwalk infrastructure should be considered.
- Seasonally inundated areas are left undeveloped or enhanced as passive open space, seasonal wet areas, or biodiversity-focused WSUD nodes. This approach minimises impact and ensures the long-term durability of recreational assets.
- A strong understanding of the surrounding urban context has also informed the concept. The northern section of the site adjoins more established suburbs, where older infrastructure and limited amenity present an opportunity for upgrades and improved connectivity. In contrast, the southern end is undergoing continued development, including new infrastructure and emerging residential areas, particularly around Zuccoli. The approach responds by creating a connected open space network that links key community destinations such as schools, parks, the WWII Camp Walk, suburban centres, and the new Zuccoli hub.
- Pathways are aligned to integrate with existing cycle networks, capitalise on current road crossing points, and connect with nearby destinations like Sanctuary Lakes—ensuring the site functions as a central and accessible green corridor for the broader Palmerston community.
- Emphasis in the concept is placed on management (fire, weeds, and feral animals) and vegetation restoration to rehabilitate degraded remnant vegetation affected by weeds, unauthorised vehicle access, erosion, and fire.
- Clear wayfinding is proposed to denote future entry points and provide navigation within the future reserve, with opportunities to communicate environmental knowledge of the catchment.
- Low-impact recreational uses and infrastructure (walking tracks, bird hides, cycle paths) are proposed for the future reserve, aligned with the ecological values of the site. Which align with the community's aspirational uses.
- Safe and targeted creek edge access points (both physical and visual) will be created for passive recreation, helping to prevent unauthorised access and erosion.
- A natural buffer will be re-established between the busy four-lane roads (Roystonea and Lambrick Avenues) to facilitate pedestrian connectivity and provide safe crossing points.
- As the southern end of the site features steep topography, proposed access should aim to ease grade transitions and mitigate washout risks.

CONCEPT PLAN



KEY

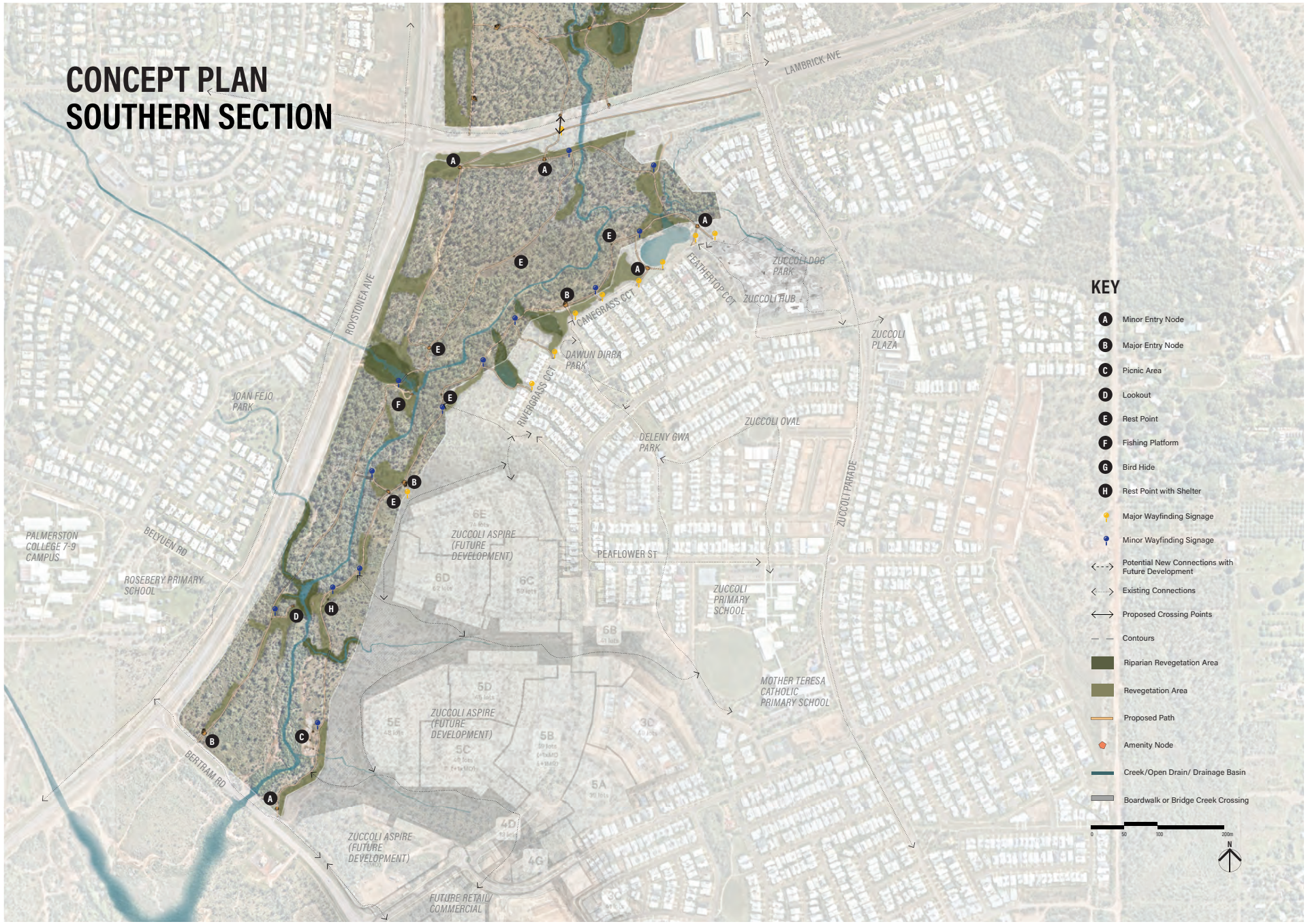
- Contours
- Roystonea Avenue Duplication
- Riparian Revegetation Area
- Revegetation Area
- Proposed Path
- Amenity Node
- Creek/Open Drain/ Drainage Basin
- Boardwalk or Bridge Creek Crossing
- Mitchell Creek Loop
- Sculpture Trail
- Natural Trail
- Water Trail
- Playful Trail

0 50 100 200m

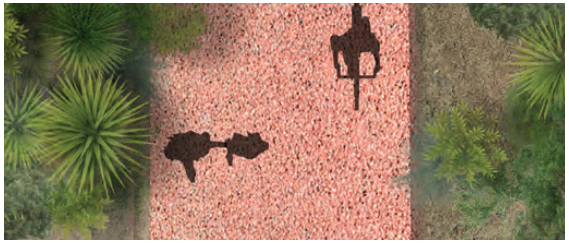
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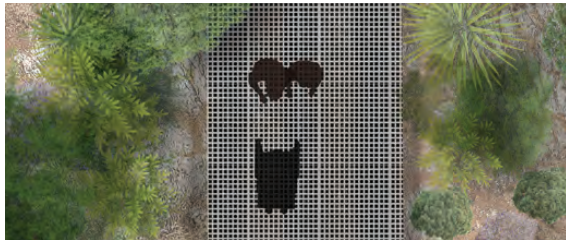

CONCEPT PLAN
NORTHERN SECTION
KEY
Minor Entry Node
Major Entry Node
Picnic Area
Lookout
Rest Point
Fishing Platform
Bird Hide
Rest Point with Shelter
Major Wayfinding Signage
Minor Wayfinding Signage
Roystonea Avenue duplication
Potential New Connections with Future Development
Existing Connections
Proposed Crossing Points
Contours
Riparian Revegetation Area
Revegetation Area
Proposed Path
Amenity Node
Creek/Open Drain/ Drainage Basin
Boardwalk or Bridge Creek Crossing
0
50
100
200m
N
INVERWAY CCT
FARRAR BLVD
SANCTUARY LAKES PARK
BUSCALL AVE
ROYSTONEA AVE
BRISBANE CRES
GEORGE PARK
STALWART PARK
FARRAR BLVD
FLINDERS ST
HOBART CRES
HOBART PARK
WWII CAMP 16 MILE
MACKILLOP CATHOLIC COLLEGE
MAURICE TERRACE DOG PARK
LAMBRICK AVE


CONCEPT PLAN
SOUTHERN SECTION
LAMBRICK AVE
ROYSTONEA AVE
JOAN FEJO PARK
CANEGRASS CCT
DAWUN DIRRA PARK
RIVERGRASS CCT
FEATHERTOP CCT
ZUCCOLI DOG PARK
ZUCCOLI HUB
ZUCCOLI PLAZA
ZUCCOLI OVAL
DELENY GWA PARK
ZUCCOLI PARADE
PEAFLOWER ST
ZUCCOLI ASPIRE (FUTURE DEVELOPMENT)
ZUCCOLI PRIMARY SCHOOL
MOTHER TERESA CATHOLIC PRIMARY SCHOOL
PALMERSTON COLLEGE 7-9 CAMPUS
BELYUEN RD
ROSEBERY PRIMARY SCHOOL
BERTRAM RD
FUTURE RETAIL/ COMMERCIAL
KEY
Minor Entry Node
Major Entry Node
Picnic Area
Lookout
Rest Point
Fishing Platform
Bird Hide
Rest Point with Shelter
Major Wayfinding Signage
Minor Wayfinding Signage
Potential New Connections with Future Development
Existing Connections
Proposed Crossing Points
Contours
Riparian Revegetation Area
Revegetation Area
Proposed Path
Amenity Node
Creek/Open Drain/ Drainage Basin
Boardwalk or Bridge Creek Crossing
0
50
100
200m
N

PATHS













PRIMARY PATH

Material: Compacted gravel
Width: 2.5m
Use/Purpose: Walking, cycling, running, maintenance access

SECONDARY PATH

Material: Concrete
Width: 1.8m
Use/Purpose: Walking, cycling, running, universal access.

SECONDARY PATH BOARDWALK

Material: Metal grate boardwalk
Width: 2.5 or 1.8m
Use/Purpose: Walking, cycling, running.

ENTRY POINTS

PRIMARY ENTRY NODE

Location: Major entry points to the Mitchell Creek project site, located at key links to existing or future public open space, crossing points and town centre locations.

Refer to the concept plan for proposed locations.

Function:

- Major access point to the site
- Meeting point
- Wayfinding point
- Rest point

Amenity: Primary entry nodes to include:

- Shelter structure
- Rubbish bin
- Water point
- Seating
- Major wayfinding signage
- Art opportunity



PRIMARY ENTRY NODE

ENTRY POINTS

SECONDARY ENTRY NODE

Location: Secondary entry points to the Mitchell Creek project site, located at to existing crossing points and streets interfaces.

Refer to the concept plan for proposed locations.

Function:

- Minor access point to the site
- Wayfinding point
- Rest point

Amenity: Secondary entry nodes to include:

- Seating
- Major wayfinding signage
- Art opportunity



SECONDARY ENTRY NODE

SIGNAGE & WAYFINDING



MAJOR WAYFINDING SIGNAGE

Location: Major & minor entry nodes, all entry points and rest points.

Refer to the concept plan for proposed locations.

Content:

- Trail map
- Locating points of interest and amenity
- Wider surrounding connections
- Kms/times to key destinations



MINOR WAYFINDING SIGNAGE

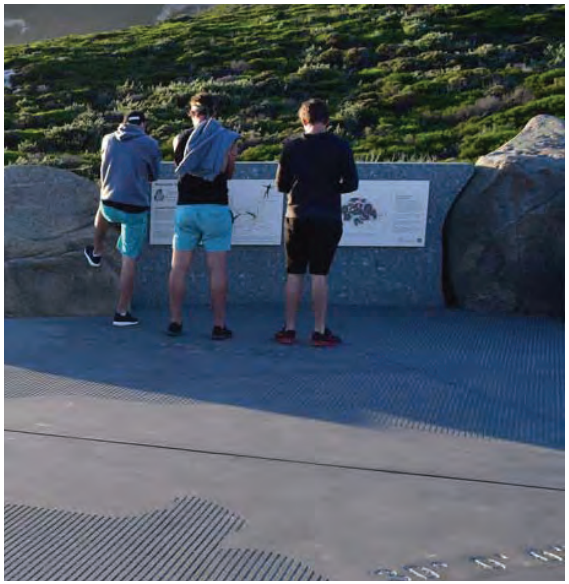
Location: Located at path crossroads and creek crossings.

Refer to the concept plan for proposed locations.

Content:

- Directional signage
- Kms to next destination
- Walking loop identification

SIGNAGE & WAYFINDING



EDUCATIONAL SIGNAGE

Location: Located at points of interest along the trail or amenity nodes.

Content: Signage could include information about local flora and fauna, including pests, within signage strategy to raise awareness of visitors, educate on cultural uses of flora and fauna and support positive behavioural changes. Potential to develop further with Traditional Owners, artists or local contractors.

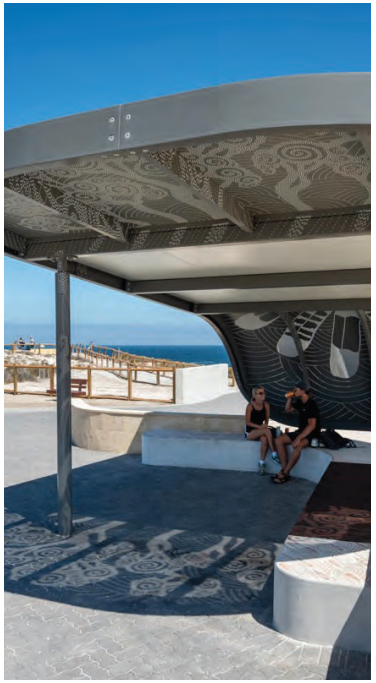






ART & WAYFINDING SIGNAGE

Location/Content: Potential to develop further with Traditional Owners, artists or local contractors.





AMENITY

FISHING PLATFORM

Location: Located at existing fishing spots identified through community engagement.

Refer to the concept plan for proposed locations.

Function:

- Safe access to water's edge
- Formal point to visually connect with the creek
- Rest point

Amenity:

- Informal seating
- Educational way finding
- Art opportunity



FISHING PLATFORM

AMENITY

PICNIC AREA

Location: Located at points of interest (creek water whole, termite mound, natural viewpoint etc.).

Refer to the concept plan for proposed locations.

Function:

- Picnic area
- Rest point

Amenity:

- Seating
- Picnic table
- Educational way finding



PICNIC AREA

AMENITY

BIRD HIDE/SHELTER

Location: Located within area of mature tall trees and near water bodies to capture a variety of bird life.

Refer to the concept plan for proposed locations.

Function:
- Bird watching
- Shelter
- Rest point

Amenity:
- Seating
- Bird watching hide
- Educational signage
- Art opportunity



BIRD HIDE/SHELTER

AMENITY

LOOK OUT

Location: Located at natural highpoint.
Refer to the concept plan for proposed locations.

Function:

- Lookout
- Rest point

Amenity:

- Seating
- Educational signage
- Art opportunity



LOOK OUT

TRAIL LOOPS
NORTHERN SECTION

The five walking loops each offer a distinct experience, drawing on the site's natural and built features to express their themes. Consistent amenities, supported by interpretive signage, art and small installations, enhance each trail's character. Clearly defined routes invite exploration, guiding visitors through varied, purposeful experiences that encourage greater use of the Creek area.

Water Trail

Focuses on the seasonal creek system and wetland habitats, promoting ecological awareness. Located where the waterline widens out and is more visually accessible.
Interpretive opportunities:
- Water birds and animals
- Seasonal changes
- Connection to broader water systems across Palmerston

Key Amenity: Bird Hides and Fishing Platforms

Playful Trail

A shorter link that weaves through interactive spaces for families and children, blending recreation with discovery. Located close to residential areas, schools and with connection to recreational parks.
Interpretive Opportunities:
- Animal Movements
- Bush Crafts
- Building Bush Shelters

Key Amenity: Picnic Spots and Rest Points



TRAIL LOOPS
SOUTHERN SECTION

Sculpture Trail

Features integrated public art that celebrates local culture and environment in an area highly accessible to the local community and connected to amenity to support broader visitation.
Interpretive opportunities:
- Fishing / Historical Recollections of Fishing on Site
- Fauna and Flora of the Site
- Seasonal Changes

Key Amenity: Fishing Platform and Rest Points

Natural Trail

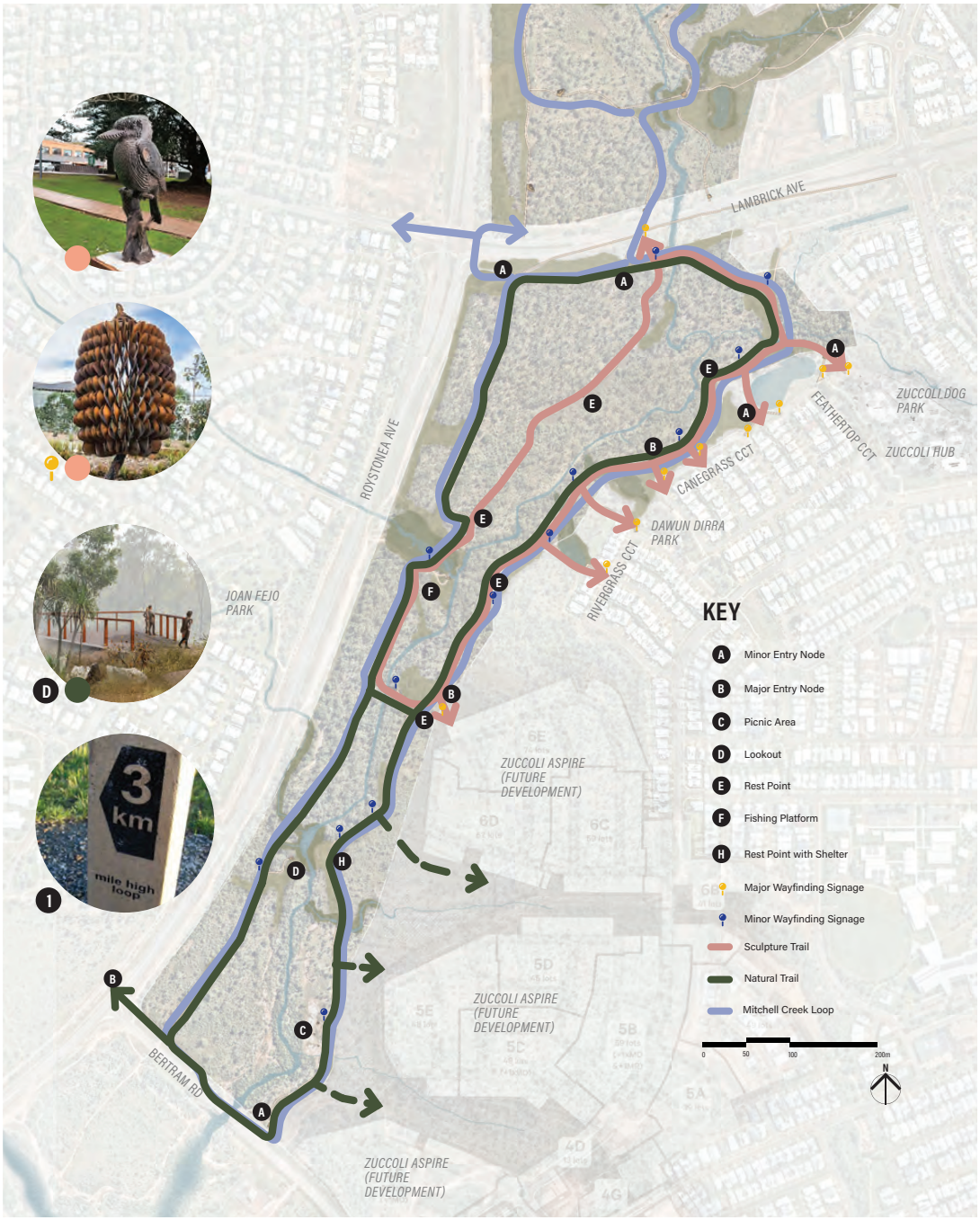
Immerses visitors in native bushland, offering a quieter, more reflective experience relflective of the landscape which changes quiet significantly in this location to rock outcrops and lower vegetation.
Interpretive opportunities:
- Landscape Changes Across the Site
- Connection to the River

Key Amenity: Lookout and Rest Points

Mitchell Creek Loop

Provides a 7.5km scenic journey along the creek line, highlighting its rich biodiversity, perfect for trail running and biking. Connects most amenity on site for a full site experience.

1. Simple Trail Markers can highlight routes as required.



5.0 NEXT STEPS

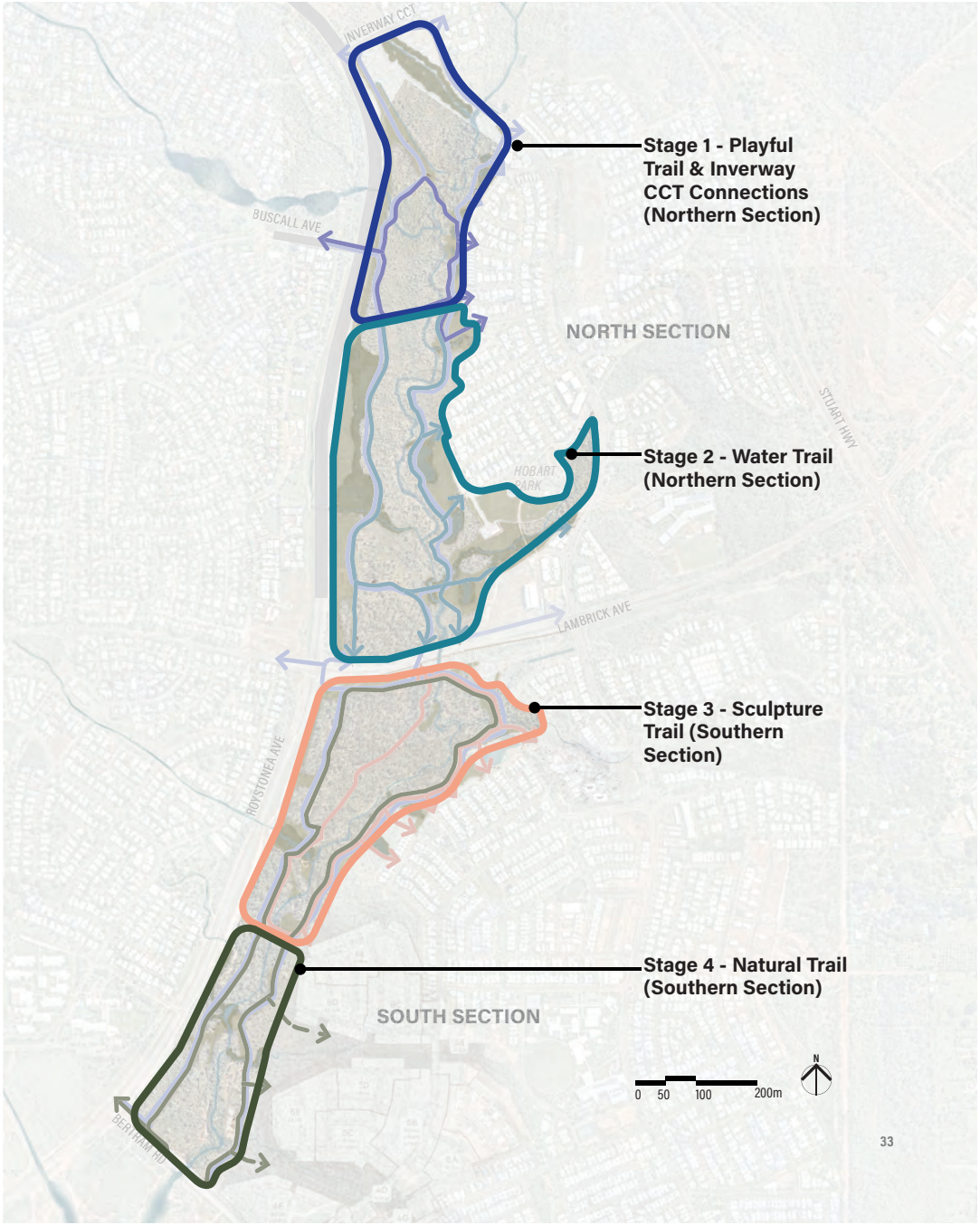


APPROACH TO STAGING

The project can be delivered in four staged phases to effectively manage budgets and ensure alignment with future development in the southern areas. Given the vast scale, the rollout can occur over several years, coordinated with council grants, funding opportunities, and budget allocations. The proposed stages align with trail loops, thereby creating succinct projects for each stage.

Each stage needs to consider the following:

- Legislative approvals
- Design Development
- Ongoing maintenance and management



REVEGETATION STRATEGY

The revegetation strategy should prioritise weed control, closure and restoration of unwanted tracks, rehabilitation of degraded wetlands/waterways, and suburban bush interfaces where weed species have spread.

This should be developed further in future design phases.



KEY

- Riparian Revegetation Area
- Revegetation Area
- Proposed Path
- Amenity Node
- Creek/Open Drain/ Drainage Basin
- Boardwalk or Bridge Creek Crossing

N

0 50 100 200m

UDLA – MITCHELL CREEK CONCEPT REPORT

MAINTENANCE AND MANAGEMENT

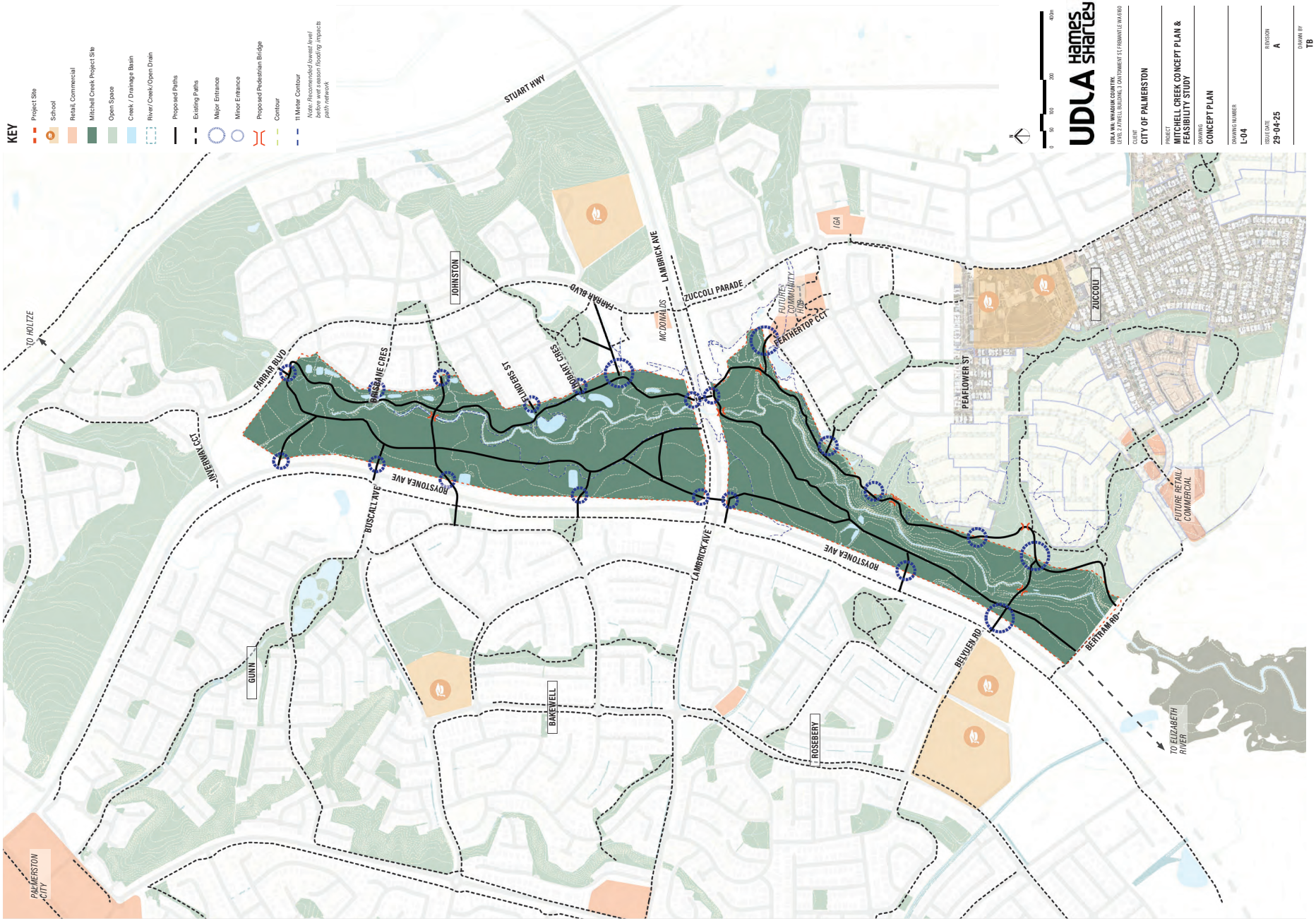
While most elements of the concept will be developed further through future design development stages. The items below highlight management and operational items which could support the design development process.

ITEM	POTENTIAL FUTURE ACTIONS
Vehicle Movement Vehicle access onsite is a key consideration for management. Current uncontrolled access poses significant safety risks to users, along with ongoing degradation of vegetation.	▪ Vehicle access should be restricted to maintenance access only.
Fire Management Use the best available knowledge (including Indigenous burning methods) to plan and implement strategic and adaptive fire management programs	▪ Engage with NTFRS, NTG, Traditional Owners and City of Palmerston to establish ▪ Implement a sustainable fire management plan for the area.
Naming & Use of Language Whilst Mitchell is an established name for the site, consideration should be given to renaming/dual naming of the area.	▪ Develop dual naming with City of Palmerston and Traditional Owners in Wayfinding & Signage Design
Litter and Waste Refuse Illegal dumping and litter impacts visitor experience and negatively impacts native flora, fauna and water quality	▪ Prepare a Waste Management Plan that considers sustainable management of waste and prevents illegal dumping.
Vegetation and Weed Management Management of vegetation and weeds should be based on the Mitchell Creek Catchment Management Plan City of Palmerston (2022). It should strategically enhance sightlines, support passive surveillance, ecology, and improve the overall amenity and safety of trail entrances and surrounding paths.	▪ Create and implement a landscape & revegetation management plan.
Risk Assessment & Safety in Design As the use and function of the site is proposed to change, this will introduce more public use and potential risks associated with this.	▪ Undertake Risk Assessment based on future site uses.
Water Monitoring, Drainage & Stormwater Pollution/contamination of Mitchell Creek project site should be monitored. Existing drainage and stormwater infrastructure needs to be assessed to ensure it is fit for purpose and meets City of Palmerston standards.	▪ Undertake an assessment of the existing drainage and stormwater infrastructure. ▪ Undertake baseline water quality testing.

7.0 APPENDICES



APPENDIX A.


KEY
Project Site
School
Retail, Commercial
Mitchell Creek Project Site
Open Space
Creek / Drainage Basin
River / Creek / Open Drain
Proposed Paths
Existing Paths
Major Entrance
Minor Entrance
Proposed Pedestrian Bridge
Contour
11 Meter Contour
Note: Recomended lowest level before wet season flooding impacts path network
UDLA Hames Sharley
UDLA WA: WHADJUK COUNTRY,
LEVEL 2 ATWELL BUILDING 3 CANTONMENT ST FREMANTLE WA 6160
CLIENT
CITY OF PALMERSTON
PROJECT
MITCHELL CREEK CONCEPT PLAN & FEASIBILITY STUDY
DRAWING
CONCEPT PLAN
DRAWING NUMBER
L-04
ISSUE DATE
29-04-25
REVISION
A
DRAWN BY
TB
STUART HWY
TO HOLTZE
FARRAR BLVD
GOLDFINCH CRES
LINDNERS ST
JOHNSTON
MCDONALDS
LAMBRICK AVE
ZUCCOLI PARADE
FUTURE COMMUNITY USE
FEATHERTOP CCT
IGA
ZUCCOLI
PEAFLOWER ST
FUTURE RETAIL/ COMMERCIAL
ROYSTONEA AVE
BUSCALL AVE
INVERRAY CCT
GUNN
BAKEWELL
ROSEBERY
BELVUEN RD
BERTRAM RD
TO ELIZABETH RIVER
PALMERSTON CITY


KEY
Project Site
School
Retail, Commercial
Open Space
Creek / Drainage Basin
River/Creek/Open Drain
Contour
Areas of High Maintenance
Eucalyptus Woodland Maintenance Area
Riparian Planting Maintenance Area
Proposed Paths
Maintenance Entry
Proposed Pedestrian Bridge
11 Meter Contour
Note: Recomended lowest level before wet season flooding impacts path network
UDLA Hames Sharley
UDLA WA: WHADJUK COUNTRY,
LEVEL 2 ATWELL BUILDING 3 CANTONMENT ST FREMANTLE WA 6160
CLIENT
CITY OF PALMERSTON
PROJECT
MITCHELL CREEK CONCEPT PLAN & FEASIBILITY STUDY
DRAWING
MAINTENANCE PLAN
DRAWING NUMBER
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ISSUE DATE
29-04-25
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STUART HWY
JOHNSTON
FARRAR BLVD
LAMBRICK AVE
ZUCCOLI PARADE
MCDONALDS
IGA
FUTURE COMMUNITY DB
ZUCCOLI
FEATHERTOP CCT
PEAFLOWER ST
TO HOLTZE
FARRAR BLVD
BRISBANE CRES
FLINDERS ST
JOBART CRES
INVERNNY CCT
ROYSTONEA AVE
BUSCALL AVE
LAMBRICK AVE
ROYSTONEA AVE
FUTURE RETAIL/ COMMERCIAL
BERTRAM RD
BELVUEN RD
GUNN
BAKEWELL
ROSEBERY
TO ELIZABETH RIVER
PALMERSTON CITY

APPENDIX B.

MAINTENANCE AND MANAGEMENT

FLORA AND FAUNA MANAGEMENT

On-going management of the flora and fauna is critical to the success of the approach to the Mitchell Creek concept. Management should be conducted in line with the Mitchell Creek Catchment Management Plan City of Palmerston (2022)

Feral Animal Control – Rabbits, Foxes, and Cats
Introduced or feral animals can adversely impact native flora and fauna, negatively affecting the broader ecosystem.

Management at the Mitchell Creek project site should focus on pest species (referred to under the Biosecurity and Agriculture Management Act 2007) which are subject to legislative requirements for control, and which are identified as impacting native flora and fauna onsite. This should most likely include pigs, foxes, feral cats, and rabbits.

Protection of Native Fauna
The intent of management at the Mitchell Creek project site is to ensure native fauna, including migratory birds, are not adversely impacted by the increase of human activity in the future reserve.

Protection of Native Flora
All native flora onsite is to be protected and free from disturbance with the exception of:

- For the creation of paths, amenity nodes, maintenance access, or signage opportunities. In these situations, clearing of vegetation shall be considered in areas of flora degradation and kept minimal.
- For emergency vehicle access or fire management and control.

A landscape and revegetation management plan should be developed as the design develops to ensure ongoing protection and conservation of native flora across the site.

Fishing & Crocodiles
Crocodiles should be managed in accordance with the Territory Parks and Wildlife Conservation Act and in line with the Crocodile Management Program.

Fishing should be managed in accordance with DEPWS regulations.

Dogs
Mitchell Creek project site should be a dog friendly area. Dogs must be kept on a leash at all times.

VEGETATION & WEED MANAGEMENT

Management of vegetation and weeds should be based on the Mitchell Creek Catchment Management Plan City of Palmerston (2022). It should strategically enhance sightlines, support passive surveillance, ecology, and improve the overall amenity and safety of trail entrances and surrounding paths.

Weed Management
Weed infestation is high across large areas of the site. These sites should be prioritised to ensure control and protection of native flora. Weed management should focus on areas of high weed concentration, invasive species, the creekline and wetland areas, and along trail edges.

Landscape and Revegetation Management plan
The development of landscape management plan for weed removal, revegetation efforts, and regular upkeep of the trail network is critical to supporting the site and ensuring its functionality, safety, environmental health, and longevity

The management plan should consider collaboration with community groups, volunteers, and local networks to support maintenance efforts and build a sense of shared responsibility.

ACCESS CONTROL

Vehicle Movement
Vehicle access onsite is a key consideration for management. Current uncontrolled access poses significant safety risks to users, along with ongoing degradation of vegetation.

Vehicle access should be restricted to maintenance access only. Bollards and boulders should be used to limit undesired vehicle access.

Fencing
Existing fencing is to be rationalised.

Signage
Existing 'No Entry' signage is to be removed.

MAINTENANCE AND MANAGEMENT

RISK ASSESSMENT

City of Palmerston will be taking full responsibility for the Mitchell Creek project site land parcel at handover. As a site that is open to the public and includes several 'risky' activities, City of Palmerston and local contractors need to understand the risks they are taking on and how these may be mitigated to protect themselves, their community, and their assets. It is recommended that the following reports are arranged for the site as soon as possible:

- Risk Assessment
- Fire Management Plan

WATER MONITORING, DRAINAGE & STORMWATER

Pollution/contamination of the Mitchell Creek project site should be monitored. Existing drainage and stormwater infrastructure need to be assessed to ensure it is fit for purpose and meets City of Palmerston standards.

LITTER AND REFUSE MANAGEMENT

Littering impacts visitor experience and can cause damage to native flora and fauna.

Consideration will be given to the location of several bins at main entrance points to the site. Servicing these bins must be coordinated with the City of Palmerston and local contractors

Litter left behind by visitors, dumped by trespassers, or washed up will be collected and disposed of by the local contractor team.

All rubbish is to be removed from all areas, with priority given to creekline and path areas.

NAMING AND USE OF LANGUAGE

Whilst Mitchell is an established name for the site, consideration should be given to renaming/dual naming of the area. City of Palmerston & LN should develop a Site Branding Style Guide, that would include

- Site Naming
- Site Logo
- Site Typography
- Colour palette
- Graphic elements.

FIRE MANAGEMENT

Use the best available knowledge (including Indigenous burning methods) to plan and implement strategic and adaptive fire management programs to:

- Create a fine-scale patchy mosaic of burnt and unburnt areas, reducing the likelihood of frequent, extensive, and intense fires later in the dry season.
- Maintain a diversity of post-fire vegetation stages, including retention of old growth areas.
- Provide protective reduced-fuel buffers around fire-vulnerable habitats and other assets as necessary.
- Avoid the spread of weeds through inappropriate fire regimes (e.g. buffel grass, grader grass).
- Maintain species and the extent and composition of communities that may be more fire-sensitive or have very specific fire regime requirements.

Analyse fire history and carry out research as necessary to help inform fire management for flora conservation, including identification of fire-sensitive species and communities, and identification of improved fire management–related KPIs specific to the parks (if required).

SAFETY & CPTED

The Mitchell Creek project site lacks passive surveillance due to the topography, scale and adjacencies of the site. It is acknowledged that surveillance can't be provided across the whole site but the following should be considered to improve safety across the site:

- CCTV at key access points to deter illegal dumping and reduce environmental pollution.
- Weed management and slashing at entry points, along paths, and fire breaks between the site and residential developments
- Regular & ongoing maintenance program
- Review the need for lighting in areas of high use, selecting areas carefully while mitigating the risk of wildlife disturbance.

APPENDIX C.

ARCHITECTURE
INTERIORS
URBAN DESIGN
PLANNING
LANDSCAPE

MITCHELL CREEK

70718



Hames Sharley
ENABLING COMMUNITIES TO FLOURISH

ENGAGEMENT REPORT

Prepared for UDLA

Hames Sharley acknowledges the Kaurna, Jagera, Turrbal, Larrakia, Wurundjeri, Whadjuk Noongar and Gadigal people, as the traditional custodians of the land upon which our studios stand.

Alex Quin

Senior Associate

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DATE	REASON FOR ISSUE
2025.05.06.	Draft Engagement Report for Review
2025.07.04.	Draft Engagement Report for Review
2025.07.18.	Final Engagement Report
2025.09.19	Final Engagement Report REV A





contents.

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2.0	ROUND 1 CONSULTATIONS	19
3.0	ROUND 2 CONSULTATIONS	27

UDLA

UDLA WA

MITCHELL CREEK
ENGAGEMENT REPORT
September 2025

project overview.

Overview

The City of Palmerston engaged UDLA (as main consultant) and Hames Sharley (as engagement lead) to develop a comprehensive concept plan and feasibility study (the Project) for Mitchell Creek in Zuccoli, a unique natural corridor with significant potential for nature-based tourism, recreation, and enhanced environmental management.

Project area as identified in the RFQ..



Vision

The project aims to transform the creek corridor into a usable community space featuring walking paths, picnic areas, fishing platforms, car parking, and potentially mountain biking trails, while supporting environmental stewardship and connectivity to surrounding neighbourhoods.

This concept plan and feasibility study not only provides the foundation for the sustainable and phased development of Mitchell Creek but also aligns with the City's vision of delivering enhanced recreation, tourism, and environmental outcomes as a 'Place for People'.

Scope of works

The concept will identify distinct "operational nodes" within the creek area to facilitate staged development, ensuring a balance between recreational opportunities, conservation efforts, and future infrastructure needs. This initiative aligns with the City of Palmerston's Community Plan and will serve as a critical step in transferring land management responsibilities from Crown Lands to City of Palmerston, maximising the area's benefits for the community.

The Project scope encompasses land within the suburbs of Johnston (Lots 4250) and Zuccoli (Lots 4251 and 4250). Adjacent areas include essential services infrastructure, planned housing developments, public open spaces, and a pump track, as well as a planned duplication of Roystonea Avenue on the creek corridor's western border.

Cultural and environmental context

A cultural heritage assessment identified three archaeological sites, including two low-density stone artefact scatters with shellfish remnants and one believed to be a WWII heritage site built on another stone artefact scatter. Additionally, five threatened species are either known or likely to inhabit the project area:

+ Cycas armstrongii
+ Typhonium praetermissum
+ Northern Brushtail Possum (Trichosurus vulpecula arnhemensis)
+ Black-footed Tree Rat (Mesembriomys gouldii gouldii), and
+ Mertens' Water Monitor (Varanus mertensii).

The area also contains three significant vegetation types:

+ Riparian vegetation within Lot 4250 (Johnston) and Lot 4251 (Zuccoli);
+ A mangrove community in Lot 4251 (Zuccoli);
+ Large hollow-bearing trees along the creek.

Relevant recent works and initiatives include:

+ catchment management plan commissioned in 2022
+ Off-leash Dog Park opened in 2023
+ Pump Track, Skate Park, Basketball Court, Walking Trail & BBQ Facilities (in the pipeline)
+ Zuccoli and Surrounds Community Hub (in the pipeline)

Scope of engagement

Hames Sharley's services on this project include the following components:

+ Design and implementation of an engagement strategy to gather input from key stakeholders on the draft plan, including community members, traditional owners, local businesses, and relevant government agencies.
+ **Round 1 (information gathering) stakeholder and community consultation** in April 2025: *'Tell us what you think?'*
+ **Round 2 (confirmation of draft concept report) stakeholder and community consultation** in July 2025: *'Did we get it right?'*
+ Development of an engagement report summarising outcomes of the consultations.

engagement - executive summary.

Overview

Being a major public open space within Palmerston, Mitchell Creek falls in the sphere of interest of many. As part of the design process, UDLA and Hames Sharley has been delivering a two-phase engagement process including a wide range of stakeholders: community members, developers, Council and Government representatives.

This report summarises the outcomes of the two-round consultation process.

The engagement plan is outlined in Chapter 1.

The Round 1, information-gathering engagement, was carried out between the 8-9th of April 2025 and engaged the following stakeholders: City of Palmerston, NT Government, developer groups, the Community Reference Group and the Larrakia Nation Aboriginal Corporation.

Meeting minutes from Round 1 is found in Chapter 2.

The Round 2, engagement, was carried out on the 13th of June 2025 and engaged City of Palmerston representatives and the general public. Other stakeholders were approach through email correspondence.

Meeting minutes from Round 2 is found in Chapter 3.

Round 1 outcomes

The first round of consultations demonstrated a strong consensus about what the top priorities are for the improvement and the long-term management of the creek area.

The discussions revealed that the creek corridor is already a beloved bushland recreational area that is appreciated for its tranquil, natural and unprogrammed setting.

Workshop and interview participants emphasised that the long-term success of Mitchell Creek lies in its management. Key considerations for management include:

+ flood management and erosion control,
+ fire management,
+ weed management and the regeneration of native vegetation.

The governance model and the allocation of roles and responsibilities must be the subject of further discussions, involving all relevant stakeholders.

In terms of future developments, improved connectedness and a good network of shared paths came out as top priority. Overprogramming and over-development shall be avoided, however, opportunities for complimentary developments might be recognised by the Concept Report.

Finally, stakeholders recognised the importance of wayfinding and character, most importantly around the edges of the creek area. It was mentioned that interfaces between the creek and the surrounding roads and residential areas must be clear, inviting and easy-to-navigate. Signage and trailheads can potentially play and important role in drawing people into the bushland and the creek corridor.

Interim engagement

Parallel to the development of the Draft Cencept Report runs an online community feedback survey.

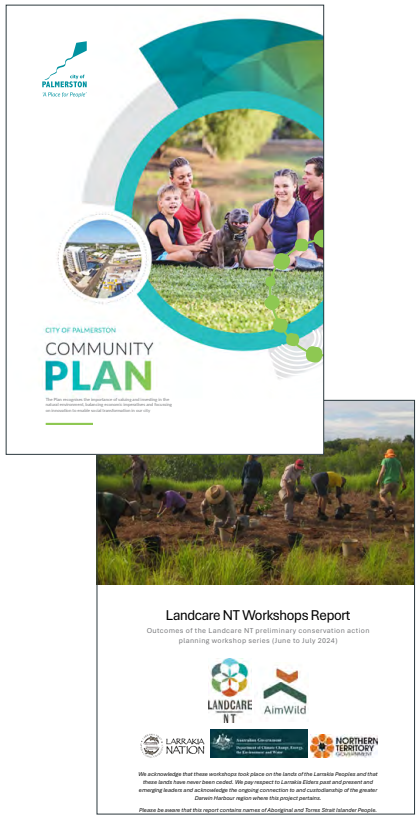
Round 2 outcomes

The second round of consultations reaffirmed the community's strong connection to Mitchell Creek and their support for a low-key, nature-focused and feasible concept that can guide the long-term improvement and maintenance of the area.

Themed and well-connected multi-use paths, nature conservation, easy-to-maintain infrastructure, good signage and improved safety were mentioned - amongst other things - by the participants.

The consultation also revealed that many residents of Palmerston and Darwin were unaware of the creek or the planning process. Regular users are primarily those living in close proximity to the creek, within walking or cycling distance.

Various stakeholders, strategic plans and documents inform the Mitchell Creek Project.







ENGAGEMENT PLAN

1.1 ENGAGEMENT PLAN
1.2 ROUND 1 - WORKSHOP PLANS
1.3 ROUND 2 - ENGAGEMENT PLANS

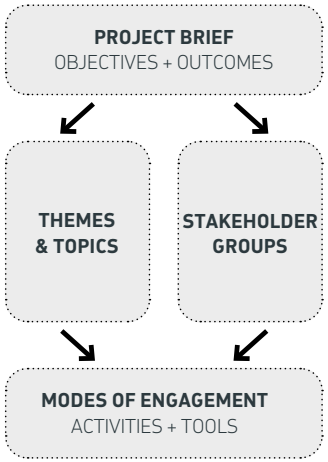
1.1 engagement plan.

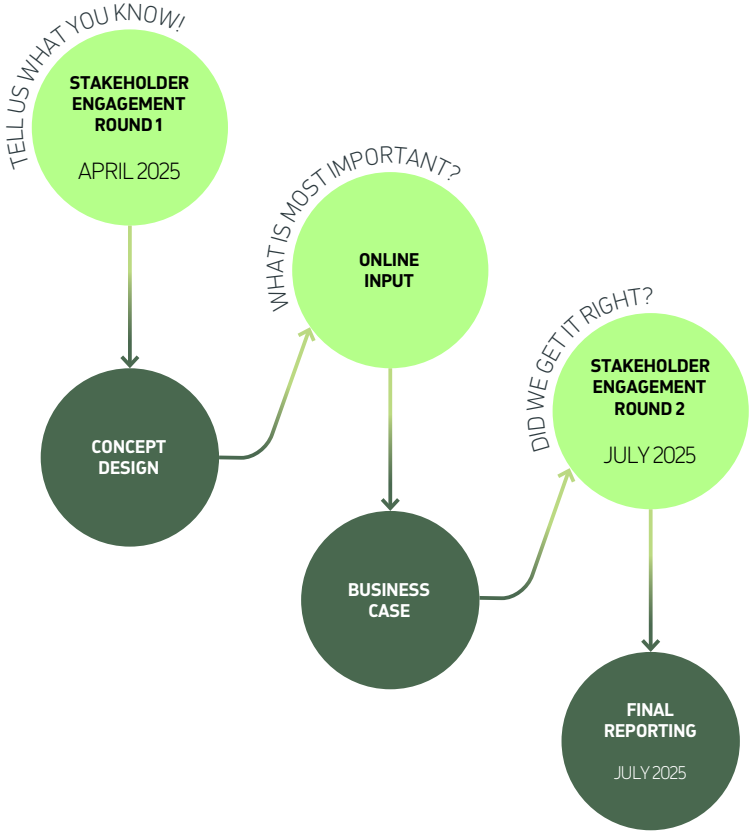
1.1.1 Definition of the Engagement Plan

The Engagement Plan is directly informed by the project brief, which, together with initial client discussions, captures the key aspirations, objectives and expected outcomes for the Mitchell Creek project.

Understanding in depth the stakeholder groups and the client's project aspirations helps define the type of information we expect to get out of the engagement sessions to best inform the design process.

The right modes of engagement are then selected to match the stakeholder group and the themes and topics to be explored with each group.





1.1.2 Project Brief

Based on the project brief and the project initiation meeting the City of Palmerston, key objectives and outcomes for this project are:

+ Functionality: active and passive recreation (walking, jogging, cycling, fishing, dog walking, cultural and natural trails, etc.)
+ Infrastructure:
  - recreational facilities and infrastructure / network
  - services infrastructure: power, lighting, water, waste management, etc.
+ Access: vehicular and non-vehicular
+ Theming and branding:
  - nature-based tourism
  - distinct operational nodes
  - wayfinding and character
+ Environment: conservation and regeneration
+ Safety: safety and security
+ Maintenance:
  - Council maintenance
  - community stewardship
+ Implementation: staged development

1.1.3 Themes

The following key themes were proposed to be explored during the stakeholder and community reference group consultations:

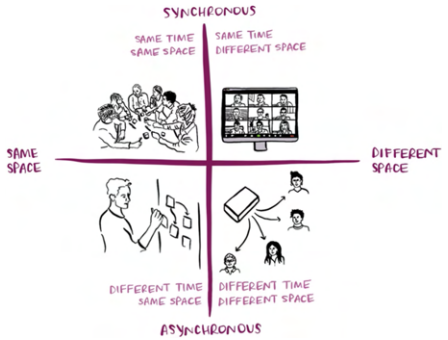
+ **Mitchell Creek now**
  This theme aims to gain a shared understanding of how Mitchell Creek is currently used, including aspects that work well and aspects that require improvement.
+ **Vision for Mitchell Creek**
  The goal of the second theme is to develop a shared vision for the creek area and understand what are the aspirations that are shared by multiple stakeholder groups.
+ **Roadmap & priorities**
  The last theme focuses on the roadmap required to achieve the shared vision for the area, exploring 'quick win' and long-term, as well as 'must have' and nice to have' development goals.

1.1.4 Modes of Engagement

Modes of stakeholder and community engagement can be wide and varied: in-person vs online or synchronous (same-time) vs asynchronous (different time). For best outcomes, modes of engagement should be selected based on their appropriateness for the stakeholder group/s and topics to be explored with the participants.

For the Mitchell Creek stakeholder and community consultations key objectives for the selection of activity types and tools were the following:

+ To gain information about the strategic and/ or sensitive aspects of the project (e.g.: political, economic and social context) in-person modes of engagement were used that create safe and comfortable environment for participants to talk.
+ To understand and record existing conditions we combine activities seeking quantitative, narrative (qualitative) and spatialised information. Mapping activities are best carried out as part of smaller group workshops with suitable facilitators (design team).
+ To explore new ideas and foster future-thinking we utilise activities that maximise interaction between participants and ask questions that support thinking outside the box, like small-group brown-paper brainstorming, mapping exercise and discussions. These activities also allow to address some challenging topics, where clashing of opinions is beneficial and sparking new ideas is required.



Bottom: Modes of engagement in regard to space and time. Source: Davis, A, Wallace, N, Langley, J and Gwilt, I 2021, 'Low-contact Co-Design': Considering more flexible spatiotemporal models for the co-design workshop' SDRJ, vol. 14, no. 1, pp. 124-137.

1.1.5 Stakeholder Mapping

Mitchell Creek is situated both in the context of a sensitive riparian and estuarine environment and a dynamically evolving suburban area of Palmerston. Hence, a range of stakeholders and community groups may have interest in the shaping of the future of the creek.

Different stakeholder groups have different perspectives, knowledge and power to influence decisions, which is crucial to understand to effectively engage each group.

In the following stakeholder groups are categorised based on the above aspects, including the client group as well as the wider community. An important subgroup within this latter one are grassroots community groups, who, despite having limited formalised power may have high level of interest in the design process and substantial knowledge about the area.

Client

Council

The client group is best positioned to provide insights on the strategic aspects and political context of the project. The early and continuous engagement of this group is crucial for the success of the project.

Level of Interest:
• • • • •
Level of Influence:
• • • • •

Stakeholders



NAIDOC Flame Tree Ceremony Palmerston, 2024

Traditional Owners

The engagement of First Nations organisations and custodians is essential to ensure that the proposed Concept Report is culturally appropriate, creates meaningful connection to Country and represents the Traditional Owners of the land.

Level of Interest:
• • • •
Level of Influence:
• • • •

Government

Similar to the local Council, Government organisations can provide strategic-level input on multiple aspects of the Project.

Level of Interest:
• • •
Level of Influence:
• • • •

Stakeholder list:
1. Heritage Branch
2. Dept. of Lands, Planning, Environment
3. Dept. of Land and Infrstructure
4. Crown Land Estate

Community Reference Group



Aerial view of the Zuccoli Village by Urbex

Developers

Local developers may have strong interest and high level of influence in shaping the creek area. Engaging this stakeholder group early ensures that new residential developments have better connection with public outdoor spaces for the benefit of the wider community.

Level of Interest:
• • • •
Level of Influence:
• • • •

Stakeholder list:
1. Collie
2. Urbex
3. Territory Life
4. Costa Property Group



Zuccoli Primary School pupils

Local institutions and organisations

Local institutions and organisations may include local businesses, schools and other organisations. They may represent a special group of users, e.g. children / youth.

Level of Interest:
• • • • •
Level of Influence:
• • •



Community planting day organised by Friends of Mitchell Creek Catchment Landcare Group Inc in 2013

Grassroots community groups

Grassroots community groups are most embedded in the local community, in most cases being run by members of the community. They may also represent a special group of users, e.g. children / youth.

Level of Interest:
• • • •
Level of Influence:
• • •



Darwin Festival in Palmerston 2024, by City of Palmerston

General community

Local residents are the direct users of the subject area, and they benefit the most from quality outdoor recreational opportunity near their home. Listening to this groups is crucial to get their buy-in.

Level of Interest:
• • • • •
Level of Influence:
• • •



Master plans of partly of fully developed new residential developments in Zuccoli.

Condition of existing paths along the creek.



1.2 round 1 - workshop plans.

1.2.1 Workshop Agenda with City of Palmerston

Mode of engagement: small focus group-session

Expected contribution:

- understanding current and future residential developments, residential precinct master plans and the residential development business case;
- challenging the the business-as-usual;
- exploring: quality access and connections, Mitchell Creek as a unique value proposition, and what it means living at the doorstep of nature as a lifestyle opportunity.

Agenda:

- Introduction 5-10 mins
- Presentations 20 mins
- Discussion 1 : Mitchell Creek and Zuccoli now 20 mins
- Discussion 2: Vision for Mitchell Creek and Zuccoli 20 mins
- Discussion 3: Roadmap & Implementation 20 mins

Discussion 1 Questions:

- What makes Zuccoli attractive to local residents?
- What is the lifestyle choice that residential developments offer?
- Does Mitchell Creek contribute to what makes living in Zuccoli attractive? How?
- How do residential developments connect to Mitchell Creek?
- How do residents use the creek now?
- What are the positives of the creek area? / What works well?
- What are the negatives of the creek area? / What doesn't work well?
- What structure do the project follow?
- What is non-negotiable?
- Where is room for co-design?

Discussion 2 Questions:

- What future developments are in the pipeline for the future?
- How could the improved creek corridor influence the lifestyle offer of future residential developments?
- What are the key opportunities for the creek and new developments to create a better connection?
- What are the key constraints?
- What could be a shared vision for the different stakeholders: City of Palmerston, developers, general public?
- What is the measure of success?

Discussion 3 Questions:

- What are the 'must have' improvements?
- What are the 'nice to have' improvements?
- What improvements would be quick-wins?
- Which are the long-term investments?
- What is good investment on money?

1.2.2 Workshop Agenda with Developers

Mode of engagement: small focus group-session

Expected contribution:

- understanding the big-picture context, Council's vision for the City of Palmerston, complementing vs competing future uses, residential growth plans, strategic planning frameworks, environmental frameworks and management plans, and financial frameworks;
- challenging the the business-as-usual;
- exploring project opportunities and constraints, opportunities for eco-tourism , opportunities for co-management of environment, and compatible / complementing offerings in the creek area.

Agenda:

- Introduction 5-10 mins
- Presentations 20 mins
- Discussion 1 : Big picture and local context: opportunities and constraints 20 mins
- Discussion 2: Vision for Mitchell Creek 20 mins
- Discussion 3: Roadmap & Implementation 20 mins

Discussion 1 Questions:

- What is the big picture context of the project?
- What are the key strategic frameworks that impact on the project?
- What are the key opportunities offered by these frameworks?
- What are the key constraints posed by these frameworks?
- What is the local context of the project?
- What are the recent major developments the creek area is situated within?
- What are the planned future major developments the project must consider?
- What are the existing / planned complementing uses?
- What are the existing / planned competing uses?
- What is the current character and identity of Mitchell Creek?

Discussion 2 Questions:

- What is the Council's blue-sky thinking?
- What future character do you associate with / envision for Mitchell Creek?
- Who are the different target users of the future area?
- How can the creek area stay activated and inviting all-year long?
- What improvements would deliver the most benefit for local residents and other users?
- What forms of eco-tourism could take place in the creek corridor?
- What is the measure of a successful future Precinct?
- What maintenance and co-management models could work? Why?
- What are the main risks?

Discussion 3 Questions:

+ What are the 'must have' improvements?
+ What are the 'nice to have' improvements?
+ What improvements would be quick-wins?
+ Which are the long-term investments?
+ What is good investment on money?

Source: blinkux.com



1.2.3 Workshop Agenda with Community Reference Group

Mode of engagement: small focus group-session

Expected contribution:

+ understanding Palmerston lifestyle and identity, the diverse community of Palmerston, what Mitchell Creek means for the locals, current usage patterns, and the creek now: what works / what does not work;
+ challenge what works well elsewhere, and what the desired atmosphere, look and feel of place might be;
+ explore aspirations for the future, what could make the creek more attractive, what needs to be preserved, and opportunities for nature-based education, nature-based recreation and environmental stewardship.

Agenda:

+ Introduction 5-10 mins
+ Presentations 20 mins
+ Discussion 1 : Mitchell Creek now 20 mins
+ Discussion 2: Vision for Mitchell Creek 20 mins
+ Discussion 3: Roadmap & Implementation 20 mins

Discussion 1 Questions:

+ Who are the people who use the creek area?
+ How do they use the creek now?
+ What makes Mitchell Creek attractive to local residents?
+ What works well?
+ What doesn't work well?
+ What character and identity does the creek have that can inform future theming?
+ 'User heat map' using sticky dots:
  - Perception of safety (green: feels safe, red: unsafe)
  - Perception of cleanliness and health of nature (green: clean, red: rubbish, bad smell, dirty waterway, dying plants, etc.)
  - Favourite spots (nice view, point of interest, etc.)
  - Access routes (mark regular point of access and routes frequently taken)

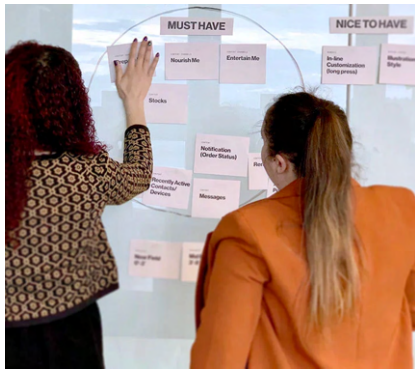
Discussion 2 Questions:

+ How do you imagine Mitchell Creek in the future?
+ What future identity & theming could this park have, that is currently not part of its identity or is just emerging?
+ How can the creek corridor stay activated and inviting all-year long?
+ What would make you visit more often?
+ What improvements would deliver the most benefit for local residents and other users?
+ How could the community contribute to the management of the creek area and the catchment?
+ Precedent images: Adding sticky dots to precedent images with attractive look/feel/ atmosphere.

Discussion 3 Questions:

+ What are the 'must have' improvements?
+ What are the 'nice to have' improvements?
+ What is good investment on money for the community?

Source: blinkux.com



1.3 round 2 - engagement plans.

The Round 2 consultations sought feedback on and endorsement of the Draft Mitchell Creek Concept Report, most importantly from the wider public. An open discussion session with key City of Palmerston personell was also proposed.

The Round 1 consultations gave consistent feedback on the stakeholders' and community's expectations for the Creek area, mainly that a low-level of programming, simple improvements and good maintenance routines are expected. Hence the second round of enagagment was planned with less structured agendas, allowing participants to enter into open discussions about the proposals of the Draft Concept Report.

Some stakeholder groups were sent the Draft Concept Report electronically for written feedback.

1.3.1 Workshop Agenda with City of Palmerston

Mode of engagement: open discussion in form of small focus group-session

Agenda: Draft Concept Report and plans

Expected outcome:

+ Expert feedback from Council representatives looking after specific areas of Council's operation and asset maintenance.

1.3.2 Community engagement

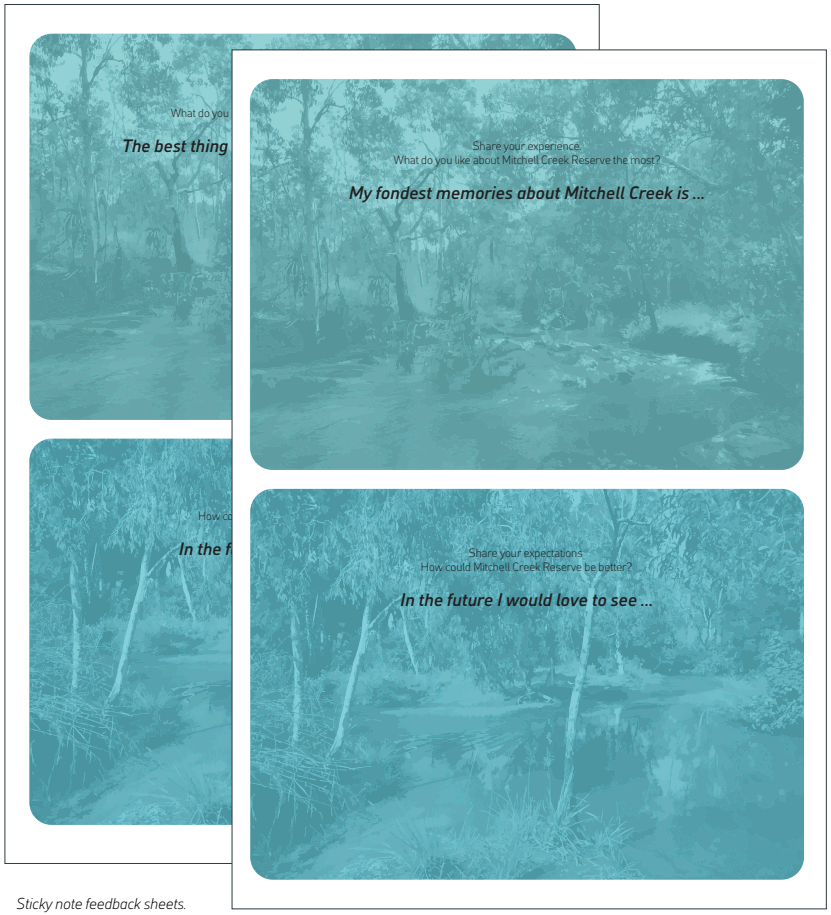
Mode of engagement: pop up community consultation

Equipment and materials: A1 - A4 prints of proposed plans, precedent images and feedback boards to aid discussions.

Agenda: Draft Concept Report and plans

Expected outcome:

+ Raising community awareness of the project.
+ User feedback on the proposed improvements.
+ Identifying any gaps the Draft Concept Report does not address but the community expects to include.

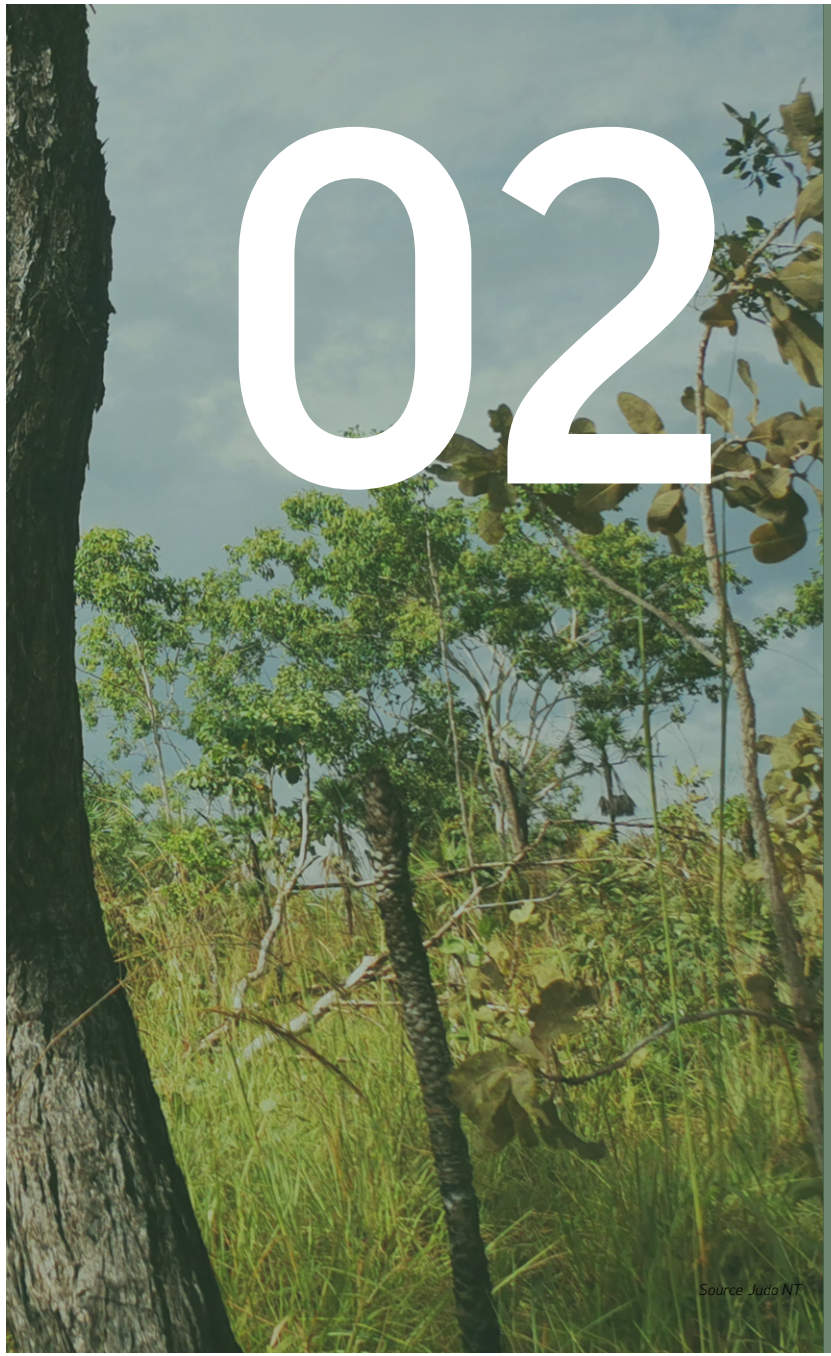


Sticky note feedback sheets.

Mitchell Creek at the end of the wet season. March 2025







ROUND 1 CONSULTATIONS

2.1 WORKSHOP MINUTES
2.2 INTERVIEWS

2.1 workshop minutes.

2.1.1 Workshop with Developers

Date and time: 09/04/2025, 9:00 - 10:30 am
Location: Councillors' Room, City of Palmerston



Participants on the Developers Workshop, 09th of April 2025.

Participants

+ Katie O'Niell	City of Palmerston
+ Christopher Tickner	City of Palmerston
+ Shea Hatch	UDLA
+ Tessa Bradbury	UDLA (online)
+ Alex Quin	Hames Sharley
+ Gingi Engloner	Hames Sharley
+ Kassi Picken	Urbex
+ Tom Gaetan	Jacobs / Territory Life
+ Samuel Hare	Clouston Associates / Territory Life
+ Tony Cox	" (online)
+ Clement Williams	Bellamack

Consulted separately by City of Palmerston

+ *Hermanus Louw*	*Costa Property Group*

Minutes

Project:
+ The Project is funded by the DLI Cooling and Greening Grant.
+ Future grants are required for activation.

Governance:
+ The creek corridor is currently owned and managed by Crown Land. Participants noted that there are issues with the current management regime.
+ It is planned that the creek area will be handed over to the City of Palmerston on a long-term lease, with ownership remaining with Crown Land. Any infrastructure on the site is to be owned by the City.

Management and infrastructure:
+ Mitchell Creek is a temporary waterway with several permanent pools along the creek that retain water throughout the year.
+ The drainage system was noted to be dangerous due to flash floods. However, the network of retention basis have reduced flood peaks in the creek.
+ There is no risk of flash flooding within the residential areas.
+ There are existing management issues with the retention basins, for example, some turned into weedy/grass basins. The management of lakes requires extensive resources from the City.
+ Mosquito problem also increases when WSUD measures are not maintained properly. Currently, the City of Palmerston does not carry out mosquito management.
+ Developers noted that the lack of awareness and understanding of WSUD measures contributes to the negative public perception of lakes. Council members added that while the community looks for these features, their natural form is unappealing to many. In was proposed that interpretive signage and storytelling could help raise awareness and change public perception.
+ Gamba grass is present on site.
+ Developer groups take custody of the creekline and perform regular weed management.
+ Monthly fire break maintenance are undertaken within the 4 meters buffer zones adjacent to properties as part of the fire management regime.
+ Ad-hoc community additions pose fire hazards and management issues.
+ Further coordination is required to establish a fire management regime that delivers maximum benefit for the community.

Plans:
+ Initial plan for the Zuccoli area is captured in the 1993/4 Master Plan by Ecosystem.

Use of the creek and its surrounding:
+ The creek corridor is already in use by the community.
+ Promoting passive recreation is a priority for the future.
+ Off-road motorbike rides are popular in the bushland around Zuccoli.
+ Some participants noted that creating a cross-connection across the creek might attract 'regional traffic', especially once the Zuccoli Community Hub is realised, and is undesired.
+ Participants mentioned that there is a shifting understanding of value of nature.
+ Trail heads at the threshold of residential areas and the creek are crucial to establish connection and help wayfinding.

Lifestyle:
+ Land sales are advertised with the proximity of nature and generous public open spaces, including Mitchell Creek.
+ Developers noted that they intend to create a community legacy development in Zuccoli.

2.1.2 Workshop with City of Palmerston and NTG

Date and time: 09/04/2025, 2:00 - 3:30 pm
Location: Councillors' Room, City of Palmerston

Participants

+ Katie O'Niell	City of Palmerston
+ Richard Azzopardi	City of Palmerston
+ Matthew McNamara	City of Palmerston
+ Nadine Nilon	City of Palmerston
+ Ben Giesecke	City of Palmerston
+ Meghan Davey	City of Palmerston
+ Lee-Ann Joy	City of Palmerston
+ Patrick Lovell-Davis	City of Palmerston
+ Russell Smith	City of Palmerston
+ Saru Darji	City of Palmerston
+ Shea Hatch	UDLA
+ Tessa Bradbury	UDLA (online)
+ Alex Quin	Hames Sharley
+ Gingi Engloner	Hames Sharley
+ Rohan Langworthy	NTG DLPE
+ Simon Flavel	NTG
+ John Paul	NTG
+ Sarah Walkington	
+ Sarrah Hubbard	NTG Heritage Branch
+ Ryan Crough-Heaton	NTG Heritage Branch
+ Caroline Villaflor	NTG TBAR

Minutes:

Management and infrastructure:

+ Crown Land-managed detention basins are overgrown and filling up with silt. In addition, there are erosion issues along existing tranches.
+ The updated Crown Lands Management Plan, developed by Parks and Wildlife, identified high-risk urban management areas.
+ Underground services and low-flow pipe exist within the area.
+ The City of Palmerston has flood management modelling available.
+ The creek has very different characters and flow regimes throughout the year depending on the actual season. It is a 'chain of ponds' during dry seasons, whereas it can quickly break banks in the wet. This diversity can be an opportunity for the Project to tap into, but also a risk to be managed.
+ This risk exists predominantly from a visitors point of view. Existing infrastructures unlikely to be damaged by flooding as their location has been informed by the flood modelling.
+ Issue related to fire management arose on this workshop too. Prescribed burns (but not in the form of back burning) currently happen annually to protect the urban setup. However, public perception of these burns needs to be managed better.
+ New proposed infrastructure and burning practices need to mutually consider each other.
+ Low maintenance needs, stormwater management and sustainability must be key considerations for the Project.
+ Another major maintenance issue is the illegal dumping.

Plans:

+ An overarching concept is much needed.
+ Residential developments 'turned back' to the creek, however, there is opportunity to change this.
+ Connection to Greater Holtze green link (under Stuart Highway) is an opportunity. This is a habitat corridor that needs to be retained and enhanced. Questions emerged around what activities could be integrated on the other side of the highway to create a link.
+ 'Booking' and defining both ends of the creek is a potential key move for the Project.

Heritage:

+ There are know heritage archaeological sites within the area.
+ NTG Heritage Branch representatives recommended undertaking a desktop heritage assessment. There is need to better understand where the archaeological sites are to be able to delineate them for future protection.
+ It was noted that in the long term a Cultural Heritage Management Plan needs to be developed and be part of the ongoing management of the creek area.

Use of the creek and its surrounding:

+ Public art trails have been realised in other areas of Palmerston and there is opportunity to expand this network with new art trails within the Mitchell Creek area. The Melbourne Zoo art trail was mentioned as a relevant precedent: small stopping points within a large activated area.
+ The Darwin Off-Road Cyclists group uses steep hills near the hospital site. There might be areas in and around the creek area that can be utilised the same way for active recreation purposes.
+ The creek is more likely to attract 'local tourists' than interstate or international visitors. Future programming should be defined accordingly.
+ Business travellers and interstate family visitors might be some of the non-local visitors that Palmerston expects to cater for in the future. 1-2-night stays are the most typical bookings in accommodations in Palmerston.



Mapping of the creek on the Community Reference Group Workshop, 09th of April 2025.

+ It was also added that the concept must keep in mind the demographics of the area, i.e.: path must be pram-friendly and accessible where possible, stabilised gravel or similar surfaces must be used that are not prone to erosion, with concrete sections around know water flows and erosion points.

2.1.3 Workshop with Community Reference Group

Date: 09/04/2025
Time: 6:00 - 7:30 pm
Location: Community Room, Palmerston Recreation Centre

Participants:

+ Katie O'Niell	City of Palmerston
+ Shea Hatch	UDLA
+ Alex Quin	Hames Sharley
+ Gingi Engloner	Hames Sharley
+ Rob Hanterlmann	Darwin Off-Road Cyclists
+ Jason Tong	"
+ Andrew Swart	"
+ Katie Grimshaw	Palmerston Conservation Group
+ Ian J. Hutton	"
+ Darryn Wilson	"
+ Richard Boyne	"
+ Mike Clark	"
+ Jim McInnerney	community member

Minutes:

In a nutshell, people see the following three items and top priorities for the Mitchell Creek Project:

1. Accessible paths
2. Weed control
3. Erosion control
4. Fire management

Vision:

+ Participants highlighted that the creek is already beloved by the local community and no major transformation is required.
+ It is better kept simple, natural and accessible.
+ They would like to see the creek area to be better used, which is best facilitated through improved connections through arterial roads and the creek and more internal pathways.

Management and infrastructure:

+ Mosquitoes and midges are present along the creek, especially in the southernmost, estuarine area. Development must be considerate of minimum buffer zones for amenity.
+ Crocodile can also be expected along the creek corridor, however, they rarely venture north to Bertram Road, due to the existing crocodile barrier. Most participants did not see crocodiles being a major public safety issue. The Council, on the other hand, does not support the formalisation of the identified swimming holes on the basis of the official NT Government advice about crocodile safety: "Any body of water in the Top End may contain large and potentially dangerous crocodiles."

Recreational activities:

+ Bike riding (dirt bikes) and dog walking are popular recreational activities in the creek corridor.
+ The bird life also attracts visitors, and there is opportunity to tapping into birdwatching.
+ Fishing is another recreational activity that would attract existing and new visitors.
+ There are a few known swimming holes used by some community members in the northern section of the creek near the Ninja Warrior Park.
+ The Project must be considerate of the elderly and young users, e.g.: paths must be accessible and easily navigable. For older kids and the

youth, however, more challenging terrains and surfaces might be created.
+ Some people also ride the horses on off-road tracks.
+ In general, the section of Mitchell Creek considered for the Project is seen as a more accessible and inclusive section, while the undeveloped, southern estuarine areas will remain destinations for more 'adventurous' activities, such as off-road biking, motor bike riding and horse riding.
+ The reference group noted that it is important that the track form various loops for users to choose from.

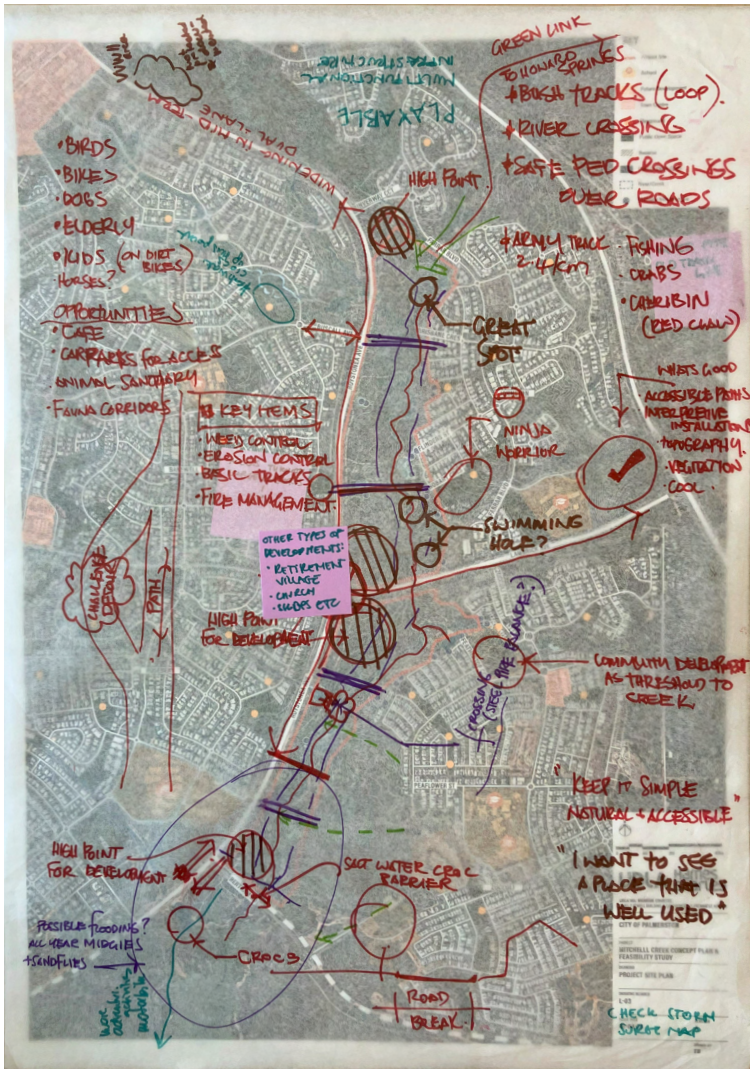
Additional offerings:
+ Some participants mentioned that a cafe could complement the recreational offerings of the area.
+ Other, longer-term developments may include: retirement village, church or shops. A good location for these uses was suggested to be the relatively higher-lying land at the intersection of Lambrick Avenue and Roystonea Avenue.
+ Another higher-lying and potentially developable area is situated at the intersection of Roystonea Avenue and Bertram Road.
+ More and formalised carparks for easier access is needed, especially along Roystonea Avenue.
+ Some mentioned that army personnel but also other joggers might use a 2.4 km track in the future.

Context:
+ The new Zuccoli Community Hub can function as a threshold or entry point to the bushland and creek area.
+ The WW Camp 16 Mile was mentioned to be a great precedent for how a simple, nature-based recreational area could look like in Zuccoli. Accessibility, the microclimate and the interpretive signage and artworks were praised.
+ Participants shared that Roystonea Avenue is subject of widening to become a 2 x dual lane road.

Nature:
+ Mitchell Creek is well positioned to be enhanced as a wildlife and habitat corridor, contributing to a continuous link between Mitchell and Shoal Bay.
+ Fishes, crabs and cheribin (red claw) are present in the waters.

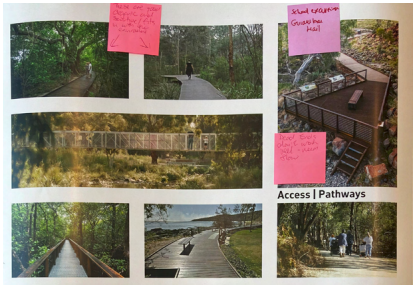
Participants on the Community Reference Group Workshop, 09th of April 2025.





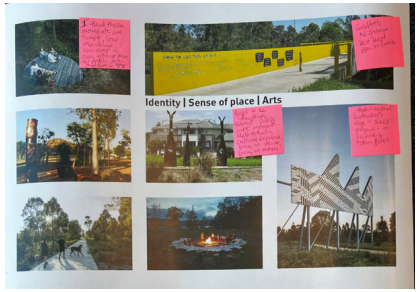
Workshop notes about the Mitchell Creek Project (left) and the precedent images (below) from the Community Reference Group Workshop, 09th of April 2025.













2.2 interviews.

2.2.1 Interview with Larrakia Nation Aboriginal Corporation

Date: 08/04/2025
Time: 3:30 - 4:00 pm
Location: LNAC Office, Coconut Grove

Participants

- Shea Hatch — UDLA
- Gingi Engloner — Hames Sharley
- Larrakia Nation Aboriginal Corporation rangers

Summary

The Mitchell Creek catchment is situated on Larrakia Country and has been a gathering and hunting place for millennia, as it is proved by stone artefact scatters and shellfish remnants. Today, Larrakia ranger look after Country and co-manage the creek corridor with Land Care.

UDLA and Hames Sharley engaged the Larrakia Nation Aboriginal Corporation (LNAC) to understand the Traditional Owner's current involvement in the management and their vision about the future of the creek corridor.

LNAC representatives shared that as per the the current management model, the Land Care group engages the LNAC Rangers. However, in the future there is interest from Larrakia Nation and the rangers to be more involved and take leadership in the management of the creek.

The rangers noted that gamba grass is present and that they contribute to the fire management within and beyond the site.

There is need for more resources, and the Corporation has a ranger training program that aims to address this need.

In regard to the delineation and protection of sacred sites or sites of significance, it was recommended that a comprehensive AAPA clearance is to be undertaken.

The discussion touched on future programming of the creek and potential partnerships between LNAC and local organisations.

Boardwalks were seen as potential additions to the creek. The Gurambai Trail along Rapid Creek was acknowledged as a successful precedent for Mitchell Creek delivered in collaboration with the Airport Development Group. Cultural Tours are carried out on this trail. Another precedent is the evolving partnership between local Palmerston schools and the Corporation, who provide on-site day tours and learning opportunities for pupils.

The Larrakia Youth Council was mentioned as a potential stakeholder group for subsequent consultations, given that the future Mitchell Creek will deliver the highest benefits for the younger generations.

For traditional knowledge and cultural protocols, the engagement of relevant Elders was recommended.



Larrakia Rangers (L-R) Jessica Puntoriero, Kyle Lew-Fatt, Nelson Williams-Browne and Jimmy Que-Noy in front of a shell midden (not within Mitchell Creek). The middens show that Larrakia people have been custodians of Darwin Harbour for millennia. Photo: Amanda Lilleyman. Source: nespthreatenedspecies.edu.au





ROUND 2 CONSULTATIONS

3.1 CONSULTATION MINUTES

3.1 consultation minutes.



City of Palmerston representatives discussing the Draft Concept Report and plans on the 13th of June 2025.

3.1.1 Discussion with City of Palmerston representatives

Date: 13/06/2025
Time: 3:30 - 4:30 pm
Location: Councillors' Room, City of Palmerston

Participants:

+ Katie O'Niell	City of Palmerston
+ Jelise Camilleri	City of Palmerston
+ Saru Darji	City of Palmerston
+ Shea Hatch	UDLA
+ Tessa Bradbury	UDLA
+ Alex Quin	Hames Sharley
+ Gingi Engloner	Hames Sharley
+ Ivan Ng	City of Palmerston
+ Diane Knobs	City of Palmerston
+ Lee-Ann Joy	City of Palmerston
+ Meghan Davey	City of Palmerston

Minutes:

General observations:
+ The southern sections of the creek, around and within the Costa Property Groups proposed development are too wet to accommodate housing. It is planned that some of those areas will remain undeveloped. Clouston Associates can provide further input.
+ It is acknowledged that the developers group and the City of Palmerston need to continue coordination about developments and the Mitchell Creek project plans.
+ The Hobart Park and its surroundings are currently excluded from the Project. Connections are to be considered. Further discussion is required around which areas will be handed over.

Connections and accessibility:
+ The Project should guide connection points between the two sides of the creek.
+ There are existing, unofficial crossing points along the creek that provide access when water levels are lower. It has been discussed whether newly built crossing points should reinforce these unofficial routes.
+ Topography and the types of vegetation also effect where crossing points can be established. E.g.: in the southern stretches there are thick mangrove vegetation and the terrain features some steeper slopes.
+ Safe pedestrian and cyclist crossing at arterial roads is another accessibility question the participants discussed. It was acknowledged that active crossings (controlled by traffic lights) might be pushed back from a traffic management point of view, while passive crossings might not be a safe option due to the high speed limits on the roads in subject (80 km/h). A potential flyover or overpass is a costly option, while underpasses are often avoided by the community due to poor wayfinding and visibility, and low perception of safety.

Wayfinding, signage and art:
+ It was also added that overpasses and other structures can provide surface for emerging local artists and help strengthen a sense of place. This may include graffiti walls.
+ Wayfinding signage is a critical component of the Project. This would enable regular, local users to chose from a range of routes based on their fitness level, interest or daily training goals This would include distance markers and other signage.
+ Interpretive signage are more relevant form a tourism perspective. Signage may provide information about the naming and history of surrounding neighbourhoods.
+ There is opportunity to connect the creek to a larger art trail network to attract more tourists.
+ Participants shared that the loose theming of the Project provides room for subsequent refinement and definition of themes.
+ An annual allocation for infrastructure upgrades could include allowance for artworks.

Maintenance:
+ Cyclone-proof construction is required throughout the creek corridor.
+ Vandal-proof and easy-to-maintain equipments and structured preferred throughout.
+ Water taps are preferred over bubblers for easier maintenance.
+ PVC is to be avoided on play equipments.
+ Paths and crossing points should be trafficable (design maintenance vehicle TBC), slip free and pressure-washable.
+ Trafficable sections are required to be sealed for longevity and easy maintenance.
+ Any gates need to be aligned with crossings.

+ The paths and access points shall be designed with maintenance and universal access in mind, however, uncontrolled access is to be avoided. Removable steel bollards might be required to manage access.
+ Participants shared that the sediment retention basins in the northern section of the area do not fill their intended purpose anymore, instead create mosquito-problems. These basins could be filled up and allow stormwater to enter the creek directly via sheet flows through the landscape. When concentrated flows are expected, speed dissipaters can be installed, e.g.: in form of vegetation.

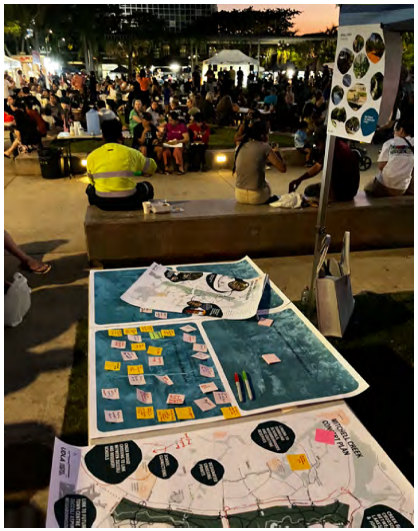
Programming:
+ Bird watching and the installation of bird hides were seen to be more suitable for the northern section loops.

3.1.2 Community Engagement

Date: 13/06/2025
Time: 5:00-8:00 pm
Location: Palmerston Market, (Goyder Square, Frances Mall, Palmerston)

Conducted by:

+ Shea Hatch	UDLA
+ Tessa Bradbury	UDLA
+ Gingi Engloner	Hames Sharley



Pop-up consultation stall advertising the Draft Concept design on the 13th of June 2025.

The pop up community consultation session enabled the design team to engage directly with a diverse cross-section of Palmerston residents. The feedback received closely aligned with the insights gathered during the first round of consultation.

Participants supported the idea of a themed and upgraded network of paths designed to accommodate a variety of uses, including walking, jogging, cycling, and outdoor learning. Clear wayfinding, visitor safety, and the preservation of the creek's natural environment were identified as top priorities.

However, a significant portion of respondents were not previously aware of the project and learned about it for the first time during this community engagement.

In addition, some participants were unfamiliar with Mitchell Creek itself or lacked knowledge about how to access it and the recreational activities it currently offers. Residents living in neighbourhoods further from the creek reported that they rarely or never visit the creek. In contrast, those living nearby were generally well aware of this green open space and reported using it regularly.

In the future, people would like to see:

+ conservation areas
+ conservation of existing endemic vegetation
+ bird hides
+ support for aquatic and terrestrial fauna to return to the creek and thrive in their natural environment (fresh water clam, longbum snail)
+ fishing opportunities

+ solar power being used for electricity generation
+ lighting for improved public safety, especially for evening joggers
+ wildlife-friendly lighting

+ more crossing point along the creek
+ car parking for better access

+ passive surveillance

+ variety of paths and loops to chose from
+ connection of loops to existing neighbourhoods
+ sufficiently wide paths
+ running loops
+ boardwalks
+ better / more cycling routes
+ more formalised paths



+ asphalt roads
+ distance markers for joggers
+ shaded paths

+ drinking fountains
+ seating nodes
+ picnic shelters
+ improvements supporting dog-walking: drinking taps, dog waste bag dispenser etc.

+ more signage
+ interpretive signage about bird life and other endemic animals
+ interpretive signage about the history of Mitchell Creek and surroundings

Other suggestions:

+ One participant noted that Council could collaborate with CDU in carrying out environmental studies on the creek.
+ Another participant advised undertaking a flora & fauna survey. Note: City of Palmerston has a Catchment Management Plan for the site, and wildlife surveys were conducted as part of that plan.

In the future people do not want to see:

+ quad bikes damaging paths


In the future I would love to see...
Didn't know I could do my
Bird watching
Solar Power?
Types of plants + animals
Drinking fountain
Animals + Bird life signage
Flowering Gums
Work with CDU on research
CDU collaboration + study
Bins
Dog walking
Bike Repair Station
Bike Parking
Rubbish
Seating
Bird hide
Bird watching
Fish
Fishing
Fishing weight bars
Bird hide with CDU on research
Bird watching
Fish with gum?
Lampfish?
Fishing weight bars
Bins
Rubbish
Bike Repair Station
Bike Parking
Seating
Drinking fountain
Animals + Bird life signage
Flowering Gums
Work with CDU on research
CDU collaboration + study
Bird hide with CDU on research
Fish with gum?
Lampfish?
Fishing weight bars
Bird watching
Solar Power?
Types of plants + animals
Bird watching
Didn't know I could do my
Good Bikes? Damaging landscape
Conservation area
Bird watching
Solar Power?
Types of plants + animals
Drinking fountain
Seating
Bins
Rubbish
Bike Repair Station
Bike Parking
Flowering Gums
Work with CDU on research
CDU collaboration + study
Bird hide with CDU on research
Fish with gum?
Lampfish?
Fishing weight bars
Animals + Bird life signage
Dog walking

Termite mound within the Mitchell Creek area.





Hames Sharley

ARCHITECTURE
INTERIORS
URBAN DESIGN
PLANNING
LANDSCAPE

www.hamessharley.com.au

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.2
Report Title:	Draft Palmerston City Centre Parking Policy
Meeting Date:	Tuesday 18 November 2025
Author:	Planning & Development Manager, Christopher Tickner
Approver:	Deputy Chief Executive Officer, Nadine Nilon

Community plan

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

Purpose

This report seeks Council endorsement of the draft Palmerston City Centre Parking Policy for public consultation.

Key messages

- In May 2025, Council endorsed the replacement of the 2019 Palmerston City Centre Parking Strategy and Implementation Plan with a new City Centre car parking policy.
- This follows several key objectives of the car parking strategy and implementation plan having been achieved.
- A draft City Centre car parking policy is attached to this report for endorsement for the purposes of consultation in early 2026.
- The draft policy provides broad objectives for the use and development of Council owned car parking areas, and strategic direction for how these areas will be enhanced through the development and implementation of future initiatives and strategies.
- Following public consultation an updated City Centre car parking policy will be presented to Council for adoption.

Recommendation

1. THAT Report entitled Draft Palmerston City Centre Parking Policy be received and noted.

2. THAT a 21-day public notice period be undertaken, commencing in February 2026, seeking feedback from the community and city centre businesses, on the draft City Centre Parking Policy **Attachment 12.1.2.1.**

3. THAT the City Centre Parking Policy be presented to Council at the second Ordinary Council meeting in April 2026 for adoption, incorporating relevant feedback from the consultation period.

Background

The Palmerston City Centre Parking Strategy and Implementation Plan took effect in 2019 providing short, medium and long-term objectives for car parking in the CBD.

Several key objectives of the strategy have since been completed, including development of a hierarchy for off-street and on-street parking areas, refinement of parking zones and the completion of surveys informing parking demand and behaviour.

The strategy and implementation plan was never intended to be static and was to be reviewed periodically and comprehensively after four (4) years, or when major changes in land use occurred in the CBD.

In July 2024, Council determined to review the current strategy and continue free parking and the use of timed zones as the review was underway. In November 2024, Council approved the consideration of a policy to be developed as a potential replacement of the existing strategy, to be explored at a Council workshop in February 2025.

Following the Council workshop, Council endorsed the preparation of a city centre parking policy in May 2025, with the following priorities to be incorporated into the draft:

- Continuation of free parking.
- Active management of existing parking zones (i.e. enforcement and compliance).
- Activation and adaption of underutilised car-parking areas during off-peak periods.
- Pedestrian connectivity between car parking areas and key destinations in the City Centre.
- Shading and greening of car parking areas.
- Identification of existing and future car parking capacity.

Discussion

A draft City Centre Parking Policy has been developed (refer to **Attachment 12.1.2.1)** for public consultation**.**

The policy is intended to provide guidance to achieve Council's specific goals about parking in the City Centre and ensure consistent decision-making. The draft policy has four (4) key themes:

- Meeting parking demand.
- Encouraging movement and accessibility.
- Optimising infrastructure.
- Greening, shading and overall appearance.

Each theme is accompanied by supporting policy statements outlining how each of Council's four (4) priority areas will be achieved and includes a framework for the development of future strategies and initiatives where more detailed data and analysis can be included. The themes and policy statements are presented separately; however, they are not mutually exclusive, and delivering on one will potentially deliver on another.

The policy, once finalised following consultation, will sit within a wider governance framework and is intended to strengthen Council's ability to inform and influence land use and development decisions within a broader statutory context. It is not a rigid decision-making tool to replace or duplicate the role of other legislation or standards, but to ensure Council's key priorities are considered when decisions affecting public parking areas, and the City Centre more broadly, are made.

Should Council endorse the draft parking policy for public consultation, a 21-day public engagement period will be undertaken to seek community feedback. Consultation will include business owners within the Palmerston city centre. The consultation would commence in February 2026, with the outcomes and final recommended policy for adoption presented to Council in April 2026.

Consultation and marketing

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

- Senior and Executive Leadership Team.

Policy implications

There are no immediate policy implications; however, if Council endorses public consultation and ultimately endorsement of a new car parking policy, it will replace the 2019 Palmerston City Centre Parking Strategy and Implementation Plan.

Budget and resource implications

There are no budget or resource implications relating to this Report. Preparation, consultation and implementation of the car parking policy will be managed within existing resources.

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:

- Palmerston City Centre Parking Study Implementation Plan
- Palmerston City Centre Parking Study Parking Strategy

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. Draft City Centre Parking Policy [**12.1.2.1** - 4 pages]

CITY CENTRE PARKING POLICY

COUNCIL POLICY

PURPOSE

The purpose of this policy is to:

- Demonstrate Council's commitment to the Community Plan and making Palmerston a vibrant, future focused, environmentally sustainable city.
- Ensure the orderly provision and management of car parking areas in the Palmerston City Centre.
- Provide the framework for the future strategic direction and initiatives for Council-owned car parking areas in the Palmerston City Centre.

PRINCIPLES

Council is committed to promoting the Palmerston City Centre as 'A place for people' by developing and managing Council-owned car parking areas to:

- Support business and commercial activity.
- Promote pedestrian movement.
- Optimise the use and accessibility of infrastructure.
- Apply innovative and climate responsive design principles, such as artificial shade and greening, and other quality design elements.

DEFINITIONS

For the purposes of this Policy, the following definitions apply:

TERM	DEFINITION
Council-owned car parking areas	Car parking infrastructure under the control of Council, as shown in Appendix A.
Off-peak periods	Periods during which car parking areas are not ordinarily required to support business activity in the Palmerston City Centre
Palmerston City Centre	The general area of the Palmerston city centre and business district, which is defined by University Avenue to the north, Chung-Wah Terrace to the west, Palmerston Circuit to the east and the Palmerston Shopping Centre to the south.

DRAFT

POLICY STATEMENT

1. Meeting demand

1.1. To meet current and future parking demand in the Palmerston City Centre:

1.1.1. Council-owned car parking areas will be free for all users with appropriate time limits applied.

1.1.2. Council-owned car parking areas will be actively managed through engagement and enforcement to ensure compliance.

1.1.3. Initiatives that support the provision of alternative transport modes and the delivery of climate responsive publicly accessible parking infrastructure will be encouraged.

1.1.4. Council will advocate for new development in the Palmerston City Centre to demonstrate any parking shortfall, as prescribed in the NT Planning Scheme, can be met in nearby, publicly accessible car parking areas with convenient and direct pedestrian links to the development site.

1.1.5. Council will advocate for new development in Palmerston City Centre to meet minimum end-of-trip facilities requirements as prescribed in the NT Planning Scheme, and where this isn't possible, to demonstrate appropriate access to facilities at a nearby, publicly accessible location.

2. Encouraging movement and accessibility

2.1. To activate and maximise pedestrian movement throughout the Palmerston City Centre, Council will advocate that car parking areas:

2.1.1. Foster 'trip-linking', such as encouraging users to park and visit multiple destinations, by facilitating easy and convenient pedestrian movement between car parking areas and key destinations in the Palmerston City Centre.

2.1.2. Are accessible and cater to all visitors.

2.1.3. Include climate responsive design elements.

3. Optimising infrastructure

3.1. Council will ensure the use of car parking areas is optimised through:

3.1.1. Supporting the adaptive alternative use of parking areas during off-peak periods.

3.1.2. Identifying parking spaces with potential to be converted for other public uses that activate the Palmerston City Centre.

3.1.3. Supporting new public parking initiatives and infrastructure, including consideration of a developer contribution plan.

4. Greening, shading and overall appearance

4.1. Council will advocate for car parking areas to be climate responsive, mitigate against the effects of 'heat sinks', and improve the overall appearance of the City Centre by supporting:

4.1.1. Alternative permeable surface materials wherever possible.

4.1.2. The use of trees, grassed medians, artificial shade structures and other climate responsive design elements.

4.1.3. Quality landscaping and design.

DRAFT

ASSOCIATED DOCUMENTS

- City of Palmerston Community Plan.

REFERENCES AND RELATED LEGISLATION

- NT Planning Act 1999 (NT).
- NT Planning Scheme.
- Palmerston (Public Places) By-laws 2001.

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Infrastructure
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	[Records Number]	COUNCIL DECISION	[Council Decision]

DRAFT

APPENDIX A – COUNCIL OWNED CAR PARKING AREAS IN THE CITY CENTRE



COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.3
Report Title:	Proposed Palmerston Birthday Celebrations
Meeting Date:	Tuesday 18 November 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 to defer any milestone birthday celebrations until 2035.

Key messages

- The municipality of Palmerston was formally gazetted on 24 April 1985 under the *Local Government Act 2019*, with the first Council commencing 1 July 1985.
- Whilst there is some ambiguity around the establishment of Palmerston, it is being recommended that 1 July 1985 is officially recognised as the commencement of the first Palmerston Council, and as the official reference date for the city's age.
- Palmerston has grown to a population of more than 40,000 people and is recognised as one of the youngest and fastest growing cities in the Northern Territory.
- Council regularly delivers a wide range of community events and programs that celebrate Palmerston's culture, diversity and identity.
- Milestone anniversaries such as the 50th anniversary of Palmerston in 2035 offer a meaningful and strategic opportunity to celebrate Palmerston's history and identity.

Recommendation

1. THAT Report entitled Proposed Palmerston Birthday Celebrations be received and noted.

2. THAT Council resolve to observe 1 July 1985 as the official date of commencement of the municipal area of the City of Palmerston.

3. THAT Council resolve to defer the matter of a 50th anniversary celebration to the future 13th Council.

Background

At the 1st Ordinary Council Meeting of 3 June 2025 Council made the following decision:

> ***16 Questions By Members***
>
> ***Moved:*** ***Councillor Morrison***
> ***Seconded:*** ***Deputy Mayor Hale***
>
> *1. THAT the question asked by Councillor Morrison regarding investigating the 45th Birthday of Palmerston in 2026, and the response provided by the General Manager People and Place be received and noted.*
>
> ***CARRIED (6/0) - 10/1920 -3/06/2025***

The municipality of Palmerston was formally gazetted on 24 April 1985 under the *Local Government Act 2019*, with the first Council commencing 1 July 1985. Prior to this, the area was already subject to residential development, with many homes constructed and occupied before formal gazettal.

This dual history creates debate about what should be considered the true beginning of Palmerston, whether it is the early residential development, the formal gazettal of the municipality or the commencement of the first elected Council.

Discussion

The actual date of the establishment of Palmerston is difficult to determine. While the municipality was formally gazetted in April 1985 and the first Council commenced on 1 July 1985, residential development in the area appears to have pre-dated this. This creates ambiguity around which date should be recognised as Palmerston's beginning.

While the suggestion of a birthday celebration is noted as a positive potential community event, it is being recommended that Council waits until a milestone anniversary. Milestones such as a 50th birthday celebration will provide strong resonance, a clearer sense of occasion and sufficient lead time to design a program that reflects Palmerston's history, growth and community identity.

The date of Palmerston's establishment remains unclear. To resolve this, it is recommended that the commencement of the first Palmerston Council on 1 July 1985 be adopted as the official reference point for the municipality's age. This provides a clear, civic-based milestone around which future commemorations can be planned.

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

There are no immediate budget or resource implications relating to this Report. However, sufficient budget shall be allocated in future years to fund any potential birthday celebrations.

Risk, legal and legislative implications

The true beginning of Palmerston is somewhat uncertain, with residential development occurring prior to the formal gazettal in 1985. A celebration risks creating minor division if some residents feel their history or contribution may have been overlooked. Without a clear and widely recognised milestone, a civic birthday may also fail to generate strong community interest, leading to low attendance and limited impact.

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

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.4
Report Title:	2025-26 First Budget Review
Meeting Date:	Tuesday 18 November 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

This Report seeks Council approval for the First Budget Review of the current financial year 2025-26 to ensure that the budget is aligned with operational realities and any changes in financial circumstances.

Key messages

- Council's 2025-26 First Budget Review is a consolidation of the council decisions, adjustment and movements in the budgets to better allocate resources across departments.
- The First Budget Review is compliant with Section 202 of the *Local Government Act 2019*, which prohibits budgeting for a deficit except in accordance with the regulations specified in Section 10 of the *Local Government (General) Regulations 2021*.
- The capital rollovers from 2024-25 to 2025-26 Financial year amounted to $4.5 million and was based on the anticipated end of year position.
- This budget review includes the adjustments for the outcome of the reconciliation of the roll-over.
- The items presented in the budget review has a material impact on the Long-Term Financial Plan and has been amended.
- Once the First Budget Review movements are adopted by the Council, the amended budget and the long-term financial plan will be published on the Council's website.

Recommendation

1. THAT Report entitled 2025-26 First Budget Review be received and noted.

2. THAT Council adopts the 2025-26 First Budget Review, including movements between capital and operational expenditure, and the associated transfers to and from reserves as presented in **Attachment 12.1.4.1** of report entitled 2025-26 First Budget Review.

3. THAT Council adopts the revised Long Term Financial Plan as presented in **Attachment 12.1.4.3** of report entitled 2025-26 First Budget Review, pursuant to Division 4 (9) of the *Local Government (General) Regulations 2021*.

Background

Council adopted the 2025-2026 Municipal Plan and Budget at the 2nd Ordinary Council Meeting of 17 June 2025. Council made the following decision:

13.1.1 Adoption of 2025-26 Municipal Plan and Budget

1. *THAT Report entitled Adoption of 2025-26 Municipal Plan and Budget be received and noted.*
2. *THAT the Chief Executive Officer's Certificate of Assessment in accordance with Section 29(1) of the Local Government (General) Regulations 2021 to report entitled Adoption of 2025-26 Municipal Plan and Budget be received and noted.*
3. *THAT Council adopts Certification of Assessment Records to report entitled Adoption of 2025-26 Municipal Plan and Budget as its Declaration of Rates and Charges 2025/26.*
4. *THAT in accordance with Section 35(1) of the Local Government Act 2019 (NT) Council adopts the 2025-26 Municipal Plan and Budget to report entitled Adoption of 2025-26 Municipal Plan and Budget.*
5. *THAT Council provides the adopted City of Palmerston 2025-26 Municipal Plan and Budget to the Department of Housing, Local Government and Community Development in accordance with Section 35 (2) of the Local Government Act 2019 (NT) before 30 June 2025.*
6. *THAT Council provides a copy of the adopted City of Palmerston 2025-26 Municipal Plan and Budget to the Minister for Local Government.*
7. *THAT Council notes the Declaration of Rates and Charges 2025/26 will be placed on the website and in the newspaper advising residents of the Rates and Charges for 2025/26.*

CARRIED 10/1932 – 17/06/2025

Further Council Decisions that are referred to in this report are found at Table 1 - Prior Council Decisions.

Budget reviews occur to enable the Council to consider current requirements against the Original Budget to ensure the Council is delivering on the services outlined in the Municipal Plan and Budget 2025-26 and grant commitments made to funding bodies.

Section 9 *Local Government (General) Regulations*, require Council to review the budget twice a financial year, however City of Palmerston currently undertakes three budget reviews per financial year. The purpose of this report is to present the First Budget Review 2025-26 movements and seek the Council's endorsement to adopt the amended budget and the revised long-term financial plan.

Discussion

Council's 2025–26 First Budget Review is based on the inclusion of year-to-date council decision summarised in Table 1 and Table 2 below. The movements discussed in this report do not affect the overall level of service delivery.

Table 1: Capital Projects Rollover from 2024-25 to 2025-26

Council Decision	10/1984 - 15/07/2025
2025-26 Budget Impact	• Transfer $2,424,098.28 from Unexpended Capital Works Reserve. • Transfer $926,124.19 from Waste Reserve. • Increase Capital Grant Income of $1,148,183.40. • Increase Capital Expenditure of $4,498,405.87.

Table 2: 2024-25 Surplus Analysis

Council Decision	11/071 - 21/10/2025
2025-26 Budget Impact	**Transfers to Reserve:** • $116,098 to Waste Reserves. • $347,871 to FILOC Reserve – Making the Switch Loan. • $50,000 transfer to Election Reserve. • $80,000 to FILOC Reserve - SWELL Loan. • $223,601 for Developer Contributions FILOC. • $1,288,738 to Unexpended Grant Reserves for FAA Grant • $141,600 to Unexpended Grant Reserves for CPTED • $219,567, net surplus to the Working Capital Reserve. **Allocation of funds in the 2025-26 budget from the Working Capital Reserve to fund the following strategic projects:** a. Zuccoli Community Hub - $200,000. b. Library Cafe Refurbishment -$ 150,000.

A review of income and expenditure budget was undertaken, and the recommended movements are found in table 2 to 5 below. Individual details of these movements are provided in **Attachment 12.1.4.1.** Movements between cost centres, income and cash

reserves, and between capital and operational expenditure, have been recommended to provide a more accurate reflection of current budget projections and to support improved program management. These adjustments have no net impact on the overall budget position.

Table 3: Summary of income and expenditure movements

Income category	Increase income to fund increases in expense
Community Grant income	Receipt of $2,000 Seniors' Day grant budget to deliver an aged care reforms information hub in the library for 12 to 16 weeks.
Leases Revenue	The increase budget for rent of $12,760 (Odegaard) and $15,437 (Civic) is offset by Reduce rent budget for library café lease by $18,000 and Reduce rent income by $5,000 for the Gray Community Hall – this is a net increase in $5,197.
Library services grant income	The increase income budget for aged care reforms grant of $14,000 will have a corresponding increase in operating expenses.
Animal management income	Increase income budget by $45,700 with an increase in operating expense of $15,000.
Net increase in income	The remaining net increase in income will be used to fund the Public Places By-Laws review of $15,000 and Goyder Security Patrol of $15,000.

Table 4: Department movements

Department/ Program	Movements between departments
Various Building / facilities expenses	Durack Community Hall and Gray Hall, have higher cleaning and maintenance due to higher usage and cleaning. Funds are being transferred from Goyder, Civic Centre and Library to fund the increases. The maintenance costs will continue to be closely monitored for the remainder of the year.
Youth Services and City Activation	City Activation (People and Place) will be responsible for the grant funded Palmerston Youth Festival and will be responsible for Councils contribution of $50,000 which is spent on media, marketing and communication. This is to recognise the transfer of fund from Youth Services (Community) to City Activation (People and Place)

Table 5: Movements between income and cash reserves, and between capital and operational expenditure

Category	Movement between categories
Federal Assistance Grants	$1,288,737 of the 2025-26 FAA grant was received in 2024-25FY. The 2025-26 grants budget will be reduced with corresponding transfer from Unexpended Grant Reserve. This is related to 11/071 - 21/10/2025
CPTED Grant	$141,600 Project funded from 2023-24 CPTED Grant sitting in unexpended grant reserves, while seeking approval to utilise for the CCTV Upgrade

Capital Exp to Operational Expense	Various Building / facilities expenses - $9,267.20 will be transferred from Durack Community Art Centre Building renewals to fund increase in Durack Community Hall cleaning costs.
Employee Expenses to fund consultancy	Employee expenses are slightly under budget due to a few vacant positions, these positions are now filled and the underspend to date is $144,300. This will be used to fund various consultancies and increase in contracts for the 2025-26 financial year only. The following items were not part of the original budget, and when presented to Council, the intention was to fund them through identified savings. These contracts include the following with the Council Decisions: • $36,000 Community Health Check (11/073), • $20,000 ANZAC Day Partnership (10/1774), and • $50,198 LGANT Membership (11/048) An additional amount $46,000 is required for the SWELL operations, a review of the contracts identifies that there may be cost pressures that will require a cost increase.

Table 6: Movements between capital projects

Projects	Movement between Capital projects
Pump Parks/Skate parks- Zuccoli	A number of building renewals have been reduced to correct the grant funding portion of the 2024-25 rollovers for the Zuccoli Pump Skate. A total of $139,438 was reduced across Recreation Centre, Civic centre, Library, Driveway replacements, Park Renewals, Public Art, Incubator and Odegaard.
Reseal program	Movement from Reseal program to Black spot program $14,587.70
Lakebed Aerators	Movement from Irrigation refurbishment to lakebed aerators $5,138.72
Archer waste	The 21/22 Archer Waste Management Facility Renewals and Archer Recycling Modernisation Projects have been finalised and remaining funds will be reallocated to fund works on Archer renewals - stormwater and fencing in Archer

Long-Term Financial Plan

The increases to capital and operational income, capital and operational expenditure and reserve movements, including roll-overs, have a material impact on Council's adopted Long-Term Financial Plan, therefore the long-term financial plan for 2026-2035 has been amended and presented as **Attachment 12.1.4.2** to Report entitled 2025-26 First Budget Review for Council adoption.

The following financial statements have been amended in the long-term financial plan and presented as **Attachment 12.1.4.2:**

- Income Statement
- Statement of Financial Position

- Statement of Cash Flow

Consultation and marketing

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

- Executive Leadership Team.
- Senior Leadership Team.
- Budget Officers.

Policy implications

All reserve movements are compliant with the Financial Reserve Policy.

Budget and resource implications

The budget and resource implications are detailed in the body of this Report and the attachments.

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. Net Movement [**12.1.4.1** - 3 pages]
2. SCI [**12.1.4.2** - 1 page]
3. LTFP 2026-35 [**12.1.4.3** - 4 pages]
4. Statement of reserve 25-26 [**12.1.4.4** - 1 page]

NET BUDGET MOVEMENTS

OPERATIONAL INCOME

Department	Explanation	Movement	Reference
Community development	Received Seniors day grant	$ 2,000.00	Table 3
Library services	Rent income for library café lease not expected to commence until March 2026	-$ 18,000.00	Table 3
Library services	Grants received for Aged care reforms, events and school holiday	$ 14,000.00	Table 3
Animal Management	Increase income for dog control infringement	$ 20,000.00	Table 3
Animal Management	Increase income for dog impounding fees	$ 17,700.00	Table 3
Animal Management	Increase income for cat rego renewal	$ 8,000.00	Table 3
Gray Community Hall	Reduce income for Gray hall hire	-$ 5,000.00	Table 3
Odegaard Drive Investment Property	Increase rent income for 48 Odegaard Drive	$ 12,760.00	Table 3
Civic	Increase income for Civic centre lease	$ 15,437.16	Table 3
Office of the CEO	Reduce grant income - 2025/26 FAA General purpose grant received in advance in June 2025	-$ 561,452.00	Table 5
Infrastructure	Reduce grant income - 2025/26 FAA Roads grant received in advance in June 2025 (2024-25 FY)	-$ 727,286.00	Table 5
	Total Operational Income Adjustment	**-$ 1,221,840.84**	

OPERATIONAL EXPENSE

Department	Explanation	Movement	
Animal Management	Increase in pound management costs	$ 15,000.00	Table 3
Library services	Increase operational expenses due to delivery of Aged care reforms, events and school holiday as per grant agrement	$ 14,000.00	Table 3
Library services	Civil ops- (Library) Building Maintenance to Gray Building	-$ 10,881.00	Table 4
Library services	Civil ops- (Library) Building Maintenance to gray Vandalism	-$ 5,000.00	Table 4
Library services	Civil ops- (Library) Building Maintenance to (Durack) Security Patrols	-$ 2,200.00	Table 4
Library services	Civil ops- (Library) Building Maintenance to (Durack) Building maintenance	-$ 3,000.00	Table 4
Gray Community Hall	Civil ops- (Library) Building Maintenance to Gray Building	$ 10,881.00	Table 4
Gray Community Hall	Civil ops- (Library) Building Maintenance to gray Vandalism	$ 5,000.00	Table 4
Durack Community hall	Civil ops- (Library) Building Maintenance to (Durack) Security Patrols	$ 2,200.00	Table 4
Durack Community hall	Civil ops- (Library) Building Maintenance to (Durack) Building maintenance	$ 3,000.00	Table 4
Durack Community hall	From Durack Heights Community Art Centre (capital renewal) to Durack cleaning cc	$ 9,267.20	Table 5
Civic Centre	Civil Ops- from (Civic) Fire System Control Service to (Gray) Fire System control service	-$ 2,200.00	Table 4
Gray Community Hall	Civil Ops- from (Civic) Fire System Control Service to (Gray) Fire System control service	$ 2,200.00	Table 4
Civic Centre	Civil Ops- from (Civic) Security Patrols to (Gray) Security Patrols	-$ 2,900.00	Table 4
Gray Community Hall	Civil Ops- from (Civic) Security Patrols to (Gray) Security Patrols	$ 2,900.00	Table 4
Youth Services	From youth service to PYF community program	-$ 50,000.00	Table 4
City Activation	From youth service to PYF community program	$ 50,000.00	Table 4
Goyder	To Fund Increase in Goyder Security Patrol	$ 15,000.00	Table 3
GM Community	Consultancy for Review of By-Laws	$ 15,000.00	Table 3
Office of the CEO	LGANT Annual Membership	$ 50,198.00	Table 5
Office of the CEO	Consultancy - Community Plan Health Check	$ 36,000.00	Table 5
City activation	Anzac day partnership	$ 20,000.00	Table 5
Aquatice Centre - SWELL	Increase in SWELL operations	$ 46,000.00	Table 5
Various	Reduction in Employee Expenses to fund increases in consultancies, contracts and memberships	-$ 144,300.84	Table 5
	Total Operational Expense Adjustment	**$ 76,164.36**	

CAPITAL INCOME

	Explanation	*Movement*	
	e from FY 2024-2025	$ 1,148,183.40	Table 1
	e budget by $139,4387 due to	-$ 139,438.92	Table 6
	nt	**$ 1,008,744.48**	

	Explanation	*Movement*	
		$ 141,600.00	Table 5
	Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 15,000.00	Table 6
Civic Centre Building Alterations	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 15,000.00	Table 6
Library Building Capital Works	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 10,000.00	Table 6
Driveway replacements	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 10,000.00	Table 6
Ambon Park Stromwater Infrastructure Renewals	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 20,000.00	Table 6
Public Art	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 10,000.00	Table 6
Odegaard Drive Unit Complex	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 54,438.92	Table 6
Incubator Renewals	Reduce project to fund the Zuccoli Pump Skate budget by $139,4387 due to discrepancy in grant rollover	-$ 5,000.00	Table 6
Reseal program	Reseal program to Black spot program	-$ 14,587.65	Table 6
Black Spots Program - Buscall Avenue	Reseal program to Black spot program	$ 14,587.65	Table 6
Lakebed Aerators	From Irrigation refurbishment to lakebed areators	$ 5,138.72	Table 6
Irrigation refurbishment	From Irrigation refurbishment to lakebed areators	-$ 5,138.72	Table 6
Durack Heights Community Art Centre	From Durack Heights Community Art Centre to Durack cleaning cost	-$ 9,267.20	Table 5
Zuccoli Community Hub	From working capital reserve to Zuccoli Community Hub	$ 200,000.00	Table 2
Library Cafe Refurbishment	From working capital reserve to Library Cafe Refurbishment	$ 150,000.00	Table 2
Zuccoli Community Hub (Stage 2)	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 468,730.00	Table 1
Zuccoli Community Hub - Pump Track	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 467,769.25	Table 1
Dark Spots - Fiveash Lane Carpark	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 80,000.00	Table 1
Dark Spots - Kilgour Lane	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 80,990.00	Table 1
Sustainability Program	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 33,527.00	Table 1
IT - ERP Review	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 314,366.80	Table 1
Hobart Park Toilet and Park Upgrade	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 373,193.69	Table 1
Lakebed Aerators	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 26,834.38	Table 1
New Pathways*	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 94,780.50	Table 1

ublic Art*	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 156,200.46	Table 1
rpark Upgrade	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 49,893.26	Table 1
ourt Shade	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 75,871.04	Table 1
rategy	Transfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 200,000.00	Table 1
	ansfer from the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 37,124.12	Table 1
	m the capital Rollover 2024-2025. Refer to council decision 10/1984	$ 275,268.50	Table 1
	ital Rollover 2024-2025. Refer to council decision 10/1984	$ 27,500.00	Table 1
	er 2024-2025. Refer to council decision 10/1984	$ 826,124.19	Table 1
	5. Refer to council decision 10/1984	$ 126,477.50	Table 1
	ouncil decision 10/1984	$ 337,368.38	Table 1
	cision 10/1984	$ 19,580.00	Table 1
	1984	$ 57,309.80	Table 1
		17,377.27	Table 1
		190,000.00	Table 1
		82	Table 1
			Table 1

Projects	*Explanation*	*Movement*	
various projects	Transfer from unexpended capital reserve,Refer to council decision 10/1984	2,424,098.28	Table 1
various projects	Transfer from waste reserve.Refer to council decision 10/1984	926,124.19	Table 1
Zuccoli Community Hub	Transfer from working capital reserve to Zuccoli Community Hub. Refer to council decision 11/071	200,000.00	Table 2
rbishment	Transfer from working capital reserve to Library Cafe Refurbishment.Refer to	150,000.00	Table 2
		141,600.00	Table 5
	FAA- General purpose grant income in advance June 2025 for FY25/26	561,452.00	Table 5
	Transfer from Unexpended Reserves - FAA-Roads- grant income received in advanced in June 2025 for FY25/26	727,286.00	Table 5
		$ 5,130,560.47	

STATEMENT OF COMPREHENSIVE INCOME

Description	Original Budget $	1st Review Increase/ (Decrease) $	Revised Annual Budget $
Operating Income			
Rates	28,976,123	-	28,976,123
Charge	8,932,422	-	8,932,422
Fees & Charges	964,282	38,137	1,002,419
Grants, Subsidies & Contributions	3,560,023	- 1,272,738	2,287,285
Interest & Investment Revenue	1,729,151	12,760	1,741,911
Other Income	41,960	-	41,960
Operating Income	***44,203,961***	***- 1,221,841***	***42,982,120***
Operating Expenditure			
Employee Costs	- 13,690,358	144,301	- 13,546,057
Materials & Contractors	- 14,594,804	- 43,067	- 14,637,871
Depreciation, Amortisation & Impairment	- 12,306,000	-	- 12,306,000
Elected Members Allowances	- 474,105	-	- 474,105
Elected Members Expenses	- 383,370	-	- 383,370
Professional Services	- 2,015,627	- 61,000	- 2,076,627
Auditor's Remuneration	- 55,886	-	- 55,886
Bad and Doubtful Debts	-	-	-
Utilities	- 2,427,946	-	- 2,427,946
Legal Expenses	- 315,700	-	- 315,700
Telephone & Other Communication Charges	- 196,678	-	- 196,678
Donations, Sponsorships & Grants	- 255,000	-	- 255,000
Software, Hardware, Stationery, Subscriptions	- 1,461,804	- 50,198	- 1,512,002
Insurance	- 769,519	-	- 769,519
Borrowing Costs	- 309,806	-	- 309,806
Other Expenses	- 2,274,641	- 66,200	- 2,340,841
Operating Expenditure	***- 51,531,244***	***- 76,164***	***- 51,607,409***
OPERATING SURPLUS/(DEFICIT)	***- 7,327,283***	***- 1,298,005***	***- 8,625,289***
Capital Income			
Net gain (loss) on disposal or revaluation of assets	150,000	-	150,000
Developer Contributions	200,000	-	200,000
Asset Income	3,000,000	-	3,000,000
Grants received	659,025	1,608,744	2,267,769
Capital Income	***4,009,025***	***1,608,744***	***5,617,769***
Net SURPLUS / (DEFICIT) transferred to Equity Statement	***- 3,318,258***	***310,739***	***- 3,007,519***
Capital Expenditure			
Land Purchase	-	-	-
Asset Purchase	- 2,080,000	- 3,198,512	- 5,278,512
Asset Upgrade	- 4,521,949	- 2,242,788	- 6,764,737
Capital Expenditure	***- 6,601,949***	***- 5,441,300***	***- 12,043,248***
Less Non-Cash Expenditure	- 12,306,000	-	- 12,306,000
Plus Gifted Assets	3,000,000	-	3,000,000
NET CAPITAL SURPLUS/(DEFICIT)	***- 614,207***	***- 5,130,560***	***- 5,744,768***
Borrowings	-	-	-
Less Repayment of Borrowings	- 512,203	-	- 512,203
Reserve Movement	1,126,410	5,130,560	6,256,970
NET OPERATING SURPLUS/(DEFICIT)	-	-	-

Long Term Financial Plan

INCOME STATEMENT

$'000's	2024-2025 Actual	2025-2026 Revised Budget	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast	2031-2032 Forecast	2032-2033 Forecast	2033-2034 Forecast	2034-2035 Forecast
Operating Income											
Rates & annual charges	**35,747**	**37,909**	**40,251**	**42,695**	**45,190**	**47,486**	**49,900**	**52,439**	**55,109**	**57,916**	**60,876**
Rates	*27,572*	*28,976*	*30,831*	*32,804*	*34,903*	*36,788*	*38,775*	*40,868*	*43,075*	*45,401*	*47,853*
Waste	*8,175*	*8,932*	*9,420*	*9,891*	*10,287*	*10,698*	*11,126*	*11,571*	*12,034*	*12,515*	*13,023*
Statutory Charges	109	*109*	112	115	118	122	125	129	132	136	140
User charges & fees	855	*893*	918	944	970	997	1,025	1,054	1,083	1,114	1,145
Interest & investment revenue	1,947	*1,742*	1,027	967	926	917	955	977	972	1,106	1,267
Other revenues	382	*42*	43	44	46	47	48	50	51	52	54
Grants & contributions for operating purposes	4,881	*2,287*	2,351	2,417	2,485	2,554	2,626	2,699	2,775	2,852	2,932
TOTAL INCOME	**43,921**	**42,982**	**44,702**	**47,182**	**49,735**	**52,123**	**54,679**	**57,347**	**60,123**	**63,177**	**66,414**
Operating Expenditure											
Employee benefits & costs	11,872	13,546	13,929	14,346	14,776	15,218	15,674	16,144	16,628	17,126	17,639
Borrowing costs	*283*	*310*	*399*	*368*	*340*	*311*	*282*	*252*	*220*	*188*	*155*
Elected Member Allowances	*397*	*474*	*487*	*501*	*515*	*529*	*544*	*560*	*575*	*591*	*608*
Elected Member Expenses	-	*383*	*394*	*405*	*416*	*428*	*440*	*452*	*465*	*478*	*492*
Materials, contracts and other expenses	25,638	24,588	25,334	26,297	27,096	28,247	28,732	29,683	30,463	31,717	32,308
Depreciation, amortisation & Impairment	13,312	12,306	12,734	13,049	13,374	13,690	14,065	14,494	14,867	15,257	15,649
TOTAL EXPENDITURE	***51,502***	***51,607***	***53,276***	***54,967***	***56,517***	***58,424***	***59,738***	***61,585***	***63,218***	***65,357***	***66,850***
BUDGETED OPERATING SURPLUS/(DEFICIT)	***(7,581)***	***(8,625)***	***(8,574)***	***(7,785)***	***(6,782)***	***(6,302)***	***(5,059)***	***(4,238)***	***(3,095)***	***(2,179)***	***(436)***
Add: Amounts received specifically for new or upgraded assets	*3,014*	*2,618*	*1,133*	*1,174*	*1,075*	*1,075*	*1,075*	*1,075*	*1,075*	*1,075*	*1,075*
Add: Physical resources received free of charge (non-cash)	*5,061*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*
Less: Asset disposal and fair value adjustment	(112)										
BUDGET SURPLUS / (DEFICIT)	***382***	***(3,007)***	***(4,442)***	***(3,611)***	***(2,707)***	***(2,227)***	***(984)***	***(163)***	***980***	***1,895***	***3,639***
TOTAL COMPREHENSIVE INCOME / (LOSS)	***382***	***(3,007)***	***(4,442)***	***(3,611)***	***(2,707)***	***(2,227)***	***(984)***	***(163)***	***980***	***1,895***	***3,639***
Add: Depreciation	*13,312*	*12,306*	*12,734*	*13,049*	*13,374*	*13,690*	*14,065*	*14,494*	*14,867*	*15,257*	*15,649*
Add: Other non-cash											
Less: Resources free of charge	*5,061*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*	*3,000*
Less: Capital Expenditure	*8,375*	*12,043*	*9,839*	*7,663*	*7,949*	*7,438*	*9,482*	*11,530*	*9,082*	*9,639*	*9,700*
Add: Borrowings (Loans advances)	-		*3,000*		-	-	-	-	-	-	-
Less: Loan Repayments	*505*	*512*	*751*	*495*	*508*	*523*	*538*	*555*	*572*	*590*	*609*
Add: Net Reserve Transfers	*3,814*	*6,257*	*2,298*	*1,719*	*790*	*(502)*	*(61)*	*753*	*(3,193)*	*(3,924)*	*(5,979)*
Add: loss on Disposal	-										
NET CASH BUDGET SURPLUS/(DEFICIT)	***3,523***	-	-	-	-	-	-	-	-	-	-

Long Term Financial Plan

STATEMENT OF FINANCIAL POSITION

	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035
	Actual	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Assets											
Current Assets:											
Cash & cash equivalents	3,594	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Investments	16,854	10,845	8,792	7,290	6,725	7,472	7,780	7,280	10,733	14,917	21,162
Receivables	5,157	2,148	2,234	2,358	2,486	2,605	2,733	2,866	3,005	3,158	3,320
TOTAL CURRENT ASSETS	***25,605***	***16,993***	***15,026***	***13,648***	***13,211***	***14,077***	***14,513***	***14,146***	***17,739***	***22,075***	***28,482***
Non-Current Assets:											
Infrastructure, property, plant & equipment	564,763	557,864	557,969	555,583	553,158	549,906	548,323	548,359	545,575	542,955	540,004
Investment property	6,200	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Work in progress	4,081	-	-	-	-	-	-	-	-	-	1
TOTAL NON-CURRENT ASSETS	***575,044***	***563,364***	***563,469***	***561,083***	***558,658***	***555,406***	***553,823***	***553,859***	***551,075***	***548,455***	***545,505***
TOTAL ASSETS	***600,649***	***580,357***	***578,495***	***574,731***	***571,869***	***569,483***	***568,336***	***568,005***	***568,813***	***570,530***	***573,987***
Liabilities											
Current Liabilities:											
Payables	8,898	6,761	6,950	7,145	7,345	7,551	7,762	7,980	8,203	8,433	8,669
Borrowings	512	520	495	508	523	538	555	572	590	609	629
Provisions	1,068	1,315	1,355	1,395	1,437	1,480	1,525	1,570	1,617	1,666	1,716
TOTAL CURRENT LIABILITIES	***10,478***	***8,596***	***8,800***	***9,049***	***9,305***	***9,569***	***9,841***	***10,122***	***10,410***	***10,708***	***11,014***
Non-Current Liabilities:											
Payables	-	2	-	1	2	2	1	1	2	1	3
Borrowings	4,681	4,132	6,406	5,898	5,375	4,837	4,282	3,710	3,121	2,511	1,882
Provisions	2,106	2,544	2,646	2,752	2,862	2,976	3,095	3,219	3,348	3,482	3,621
TOTAL NON-CURRENT LIABILITIES	***6,787***	***6,678***	***9,052***	***8,651***	***8,239***	***7,815***	***7,378***	***6,930***	***6,470***	***5,994***	***5,506***
TOTAL LIABILITIES	***17,265***	***15,274***	***17,852***	***17,699***	***17,544***	***17,384***	***17,220***	***17,052***	***16,881***	***16,702***	***16,520***
NET ASSETS	**583,384**	**565,083**	**560,643**	**557,032**	**554,325**	**552,098**	**551,116**	**550,953**	**551,933**	**553,828**	**557,467**
Equity											
Retained earnings/(accumulated deficit)	228,067	230,950	228,807	226,915	224,998	222,269	221,226	221,816	219,604	217,575	215,236
Other Reserves	15,127	9,231	6,933	5,214	4,424	4,926	4,987	4,233	7,426	11,350	17,329
Revaluation reserves	*340,190*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*	*325,032*
TOTAL EQUITY	***583,384***	***565,213***	***560,772***	***557,160***	***554,454***	***552,227***	***551,244***	***551,082***	***552,062***	***553,957***	***557,596***

Long Term Financial Plan
STATEMENT OF CASH FLOWS

$ '000	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035
	Actual	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Cash Flows from Operating Activities											
Receipts:											
Rates & waste charges	*36,033*	*39,284*	*40,165*	*42,571*	*45,062*	*47,367*	*49,773*	*52,306*	*54,970*	*57,764*	*60,714*
User charges & fees	964	964	1,030	1,059	1,089	1,119	1,150	1,183	1,216	1,250	1,285
Investment & interest revenue received	1,947	1,562	1,027	967	926	917	955	977	972	1,106	1,267
Grants & contributions	4,881	3,560	2,351	2,417	2,485	2,554	2,626	2,699	2,775	2,852	2,932
Other	382	3	43	44	46	47	48	50	51	52	54
Payments:											
Employee benefits & costs	(11,910)	(13,326)	(13,787)	(14,199)	(14,624)	(15,061)	(15,511)	(15,974)	(16,452)	(16,943)	(17,450)
Materials, contracts & other expenses	(28,548)	(28,933)	(26,026)	(27,009)	(27,827)	(28,999)	(29,505)	(30,478)	(31,280)	(32,556)	(33,171)
Finance Payments	(283)	(310)	(399)	(368)	(340)	(311)	(282)	(252)	(220)	(188)	(155)
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES	**3,466**	**2,804**	**4,404**	**5,481**	**6,817**	**7,633**	**9,254**	**10,510**	**12,032**	**13,338**	**15,478**
Cash Flows from Investing Activities											
Receipts:											
Sale of investment securities	-	3,301	2,053	1,502	566	-	-	500	-	-	-
Amounts specifically for new or upgraded assets	3,014	859	983	1,024	925	925	925	925	925	925	925
Payments:											
Purchase of investment securities	943	-	-	-	-	(747)	(308)	-	(3,453)	(4,184)	(6,244)
Purchase of infrastructure, property, plant & equipment	(8,376)	(6,602)	(9,839)	(7,663)	(7,949)	(7,438)	(9,482)	(11,530)	(9,082)	(9,639)	(9,700)
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES	***(4,229)***	***(2,292)***	***(6,653)***	***(4,987)***	***(6,308)***	***(7,110)***	***(8,715)***	***(9,956)***	***(11,460)***	***(12,748)***	***(14,869)***
Cash Flows from Financing Activities											
Receipts:											
Proceeds from borrowings & advances	-	-	3,000	-	-	-	-	-	-	-	-
Payments:											
Repayment of borrowings & advances	(565)	(512)	(751)	(495)	(508)	(523)	(538)	(555)	(572)	(590)	(609)
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES	***(565)***	***(512)***	***2,249***	***(495)***	***(508)***	***(523)***	***(538)***	***(555)***	***(572)***	***(590)***	***(609)***
plus: CASH & CASH EQUIVALENTS - beginning of year	4,922	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS	(1,328)	-	-	-	-	-	-	-	-	-	-
Total Cash at Bank	**3,594**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**	**4,000**
plus: INVESTMENTS ON HAND - beginning of year	17,797	14,147	10,846	8,793	7,291	6,725	7,472	7,780	7,281	10,733	14,917
NET INCREASE/(DECREASE) IN INVESTMENTS ON HAND	(943)	(3,301)	(2,053)	(1,502)	(566)	747	308	(500)	3,453	4,184	6,244
Total Investments on Hand	***16,854***	***10,846***									***21,162***
TOTAL CASH & CASH EQUIVALENTS & INVESTMENTS - end of year	***20,448***	***14,846***	***12,793***	***11,291***	***10,725***	***11,4***					***2***
NET INCREASE/(DECREASE) IN CASH, CASH EQUIVALENTS & INVESTME	***(2,271)***	***(3,301)***	***(2,053)***	***(1,502)***	***(566)***	***747***	***308***	***(500)***	***3,453***	***4,184***	***6,244***

Long Term Financial Plan

Financial Ratios

NCIAL RATIOS											
	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-34	2033-35
	Actual	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Ratio											
res Council's ability to contain operating expenditure within e	13.69%	9.29%	10.20%	11.94%	13.94%	14.77%	16.99%	18.32%	19.95%	21.00%	23.14%
er than 0%	*(operating revenue excl. capital grants and contributions - operating expenses) / operating revenue excluding capital grants and contributions*										
ver Ratio											
umber of months Council can continue paying for its out additional cash inflow	6.47	4.57	3.82	3.26	3.01	3.10	3.11	2.89	3.67	4.55	5.92
.0 months	*(current year's cash and cash equivalents / (total expenses - depreciation - interest costs) * 12*										
ty to meet debt payments as they fall due. It rnally restricted assets will not be available as nificantly impact Council's ability to meet its	2.44	1.98	1.71	1.51	1.42	1.47	1.47	1.40	1.70	2.06	2.59
	current assets / current liabilities										
exibility. It is the degree of reliance ants and contributions. Council's its own source revenue	89%	95%	95%	95%	95%	95%	95%	95%	95%	95%	96%
	Total income less Grants/total income										
cluding interest,	7.56	4.81	5.10	6.43	8.04	9.07	11.11	12.76	14.80	16.64	19.59
	operating result before interest and depreciation (EBITDA) / principal repayments +borrowing interest costs										
bearing debt ent interest	21.25	12.88	11.43	15.31	20.42	24.76	32.97	41.71	54.41	70.44	99.00
	operating result before interest and depreciation (EBITDA) / interest expense										
e	63%	54%	77%	59%	59%	54%	67%	80%	61%	63%	62%
Benchmark -between 90%-110%	*Capital Expenditure / Depreciation*										

Statement of Reserves - Budget Movements 2025/26

OTHER RESERVES	*Balance as at 30 June 2025 $*	*Original Budget 2025/26 to Reserves $*	*Original Budget 2025/26 from Reserves $*	*1st Review 2025/26 to Reserves $*	*1st Review 2025/26 from Reserves $*	*Balance at the YTD 2025/26 $*
Externally Restricted Reserves						
Unexpended Grants Reserve	1,430,338	-	-		(1,430,338)	-
Externally Restricted Reserves	***1,430,338***	***-***	***-***		***(1,430,338)***	***-***
Internally Restricted Reserves						
Election Expenses Reserve	200,000	-	-	-	-	200,000
Disaster Recovery Reserve	500,000	-	(200,000)	-	-	300,000
Unexpended Capital Works Reserve	2,424,098	-		-	(2,424,098)	-
Developer Funds In Lieu Of Construction	2,137,942	627,871	(200,000)	-	-	2,565,813
Waste Management Reserve	3,439,396	-	(284,743)	-	(926,124)	2,228,529
Asset Renewal Reserve	-	-	-	-	-	-
Major Initiatives Reserve	-	-				-
Internally Restricted Reserves	***8,701,436***	***627,871***	***(684,743)***	***-***	***(3,350,222)***	***5,294,342***
Unrestricted Reserves						
Working Capital Reserve	4,995,227	80,462	(1,150,000)		(350,000)	3,575,689
Unrestricted Reserves	***4,995,227***	***80,462***	***(1,150,000)***	***-***	***(350,000)***	***3,575,689***
Total Reserves	***15,127,001***	***708,333***	***(1,834,743)***	***-***	***(5,130,560)***	***8,870,031***

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.5
Report Title:	Community Funding Program Grant Application - Grant - Neighbourhood Watch Northern Territory Incorporated
Meeting Date:	Tuesday 18 November 2025
Author:	Community Services Manager, Laura Hardman
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 endorsement for the community initiative proposed by Neighbourhood Watch Northern Territory Incorporated to facilitate a Safety Campaign in Palmerston through the Community Funding Program.

Key messages

- Council supports initiatives that benefit the community through the Community Funding Program.
- Neighbourhood Watch Northern Territory Incorporated. has applied for $12,680 through the Community Funding Program to host community engagement and safety education events in Palmerston.
- The events are aimed at enabling residents to implement strategies to build safety skills.
- $122,294 remains in the Community Funding Program grant budget for the 2025/26 financial year, including Environmental Initiatives
- $95,000 is committed to multiyear agreements for the 2025/26 financial year.

Recommendation

1. THAT Report entitled Community Funding Program Grant Application - Grant - Neighbourhood Watch Northern Territory Incorporated be received and noted.

2. THAT Council endorse Option Three (3) for partial funding at a cost of $6,000 to Neighbourhood Watch Northern Territory Incorporated for Palmerston based safety initiatives through the Community Funding Program 2025/2026 financial year.

Background

The Community Funding Program (CFP) is City of Palmerston's grant funding initiative that aims to support individuals, groups and organisations to facilitate events, programs and projects that deliver something positive for the wider community and contribute to City of Palmerston's vision as a Place for People.

The following opportunities are available for eligible applicants:

- Individual and Team Representation Support
- Community Grants, Environmental Initiatives and Sponsorship
- Annual School Awards
- Graffiti Removal Grants

In June 2024, Neighbourhood Watch Northern Territory Incorporated (NHWNT) received $12,680 in grant funding for the purpose of Community Safety and Connection Events held in Palmerston through CFP. The 2024/25 acquittal has been received. Seven events were held in Palmerston. Limited attendance data has been provided.

Discussion

Neighbourhood Watch Northern Territory Incorporated (NHWNT) has applied for $12,680 through CFP to Community Safety and Connection Events held in Palmerston in the 2025/2026 financial year.

All required supporting documentation has been submitted and reviewed as part of the assessment process. Financial quotes have not been received to support the application.

NHWNT's purpose is to create and deliver preventative safety information that helps Territorians to feel and be safer, resilient, and community ownership of initiatives that align with broader social and developmental goals.

Events proposed include:

- December 2025- Family Movie Day
- February 2026 - Women's Personal Safety Workshop
- March 2026 - Senior's Personal Safety
- April 2026 - Family Mini-Golf Day
- May 2026 - Community Personal Safety Workshop
- June 2026 - Palmerston Markets

Further information is provided at **Attachment 12.1.5.1.**

Option 1 (Not Recommended)

No Funding

City of Palmerston offers no funding. The option is not recommended due to the benefit NHWNT events and programs bring to the Palmerston community.

Option 2 (Not Recommended)

Full Funding

City of Palmerston offers a grant for the full amount at a cost of $12,680. This option is not recommended. The Community Funding Program intends to provide initial financial support to help organisations launch or strengthen projects that have the potential to become self-sustaining over time. Offering ongoing funding for the same initiative with increased value fails to empower groups to build capacity, develop sustainable practices, and establish funding or operational models that enable long-term success.

Option 3 (Recommended)

Partial Funding

City of Palmerston offers a partial grant at a cost of $6000. This option is recommended due to the benefit NHWNT can offer through public engagement and awareness in Palmerston. The workshop facilitation is not recommended for funding due to the high cost per head and the uncertainty of fulfilling the workshop capacity.
$1,200 is allocated for workshop catering; the three (3) workshops cost a total of $6,900 at a cost of $108 per attendee based on the maximum capacity of 25 per class.
Council staff will continue to work with NHWNT on the program diversity, sustainable practices and return on funding investment for community outcomes and long-term success.

Consultation and marketing

The applicant was consulted during the preparation of this Report.

Policy implications

- Community Funding Program Policy.
- Community Funding Guidelines.

Budget and resource implications

The Community Funding Program has the remaining funds for the 25/26 financial year, all Ex. GST.

- $67,294 for Grants, Individual Representation, Graffiti and School Awards.
- $35,000 for Sponsorship, with $95,000 committed to multiyear agreements.
- $20,000 for Environmental Initiatives.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

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

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

- Disability Inclusion Access Plan 2022-2025

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. CFP - Project Proposal - NHWNT [**12.1.5.1** - 21 pages]

Community Funding Program - Grants, environmental initiatives & Sponsorship : Submission #4

Funding type sought:	Community grant
Organisation's name	Neighbourhood Watch Northern Territory Incorporated
Organisation type	Not for Profit
ABN: (if applicable):	58984560335
Details	[redacted]
Provide details of your organisation	The organisation started in the Territory in 1988. Since then, we've grown and adapted to the changing safety needs for suburbs around the NT. We currently have three staff members and hiring two more as I type this. NHWNT has nine active board members and a healthy volunteer team in the northern region. NHWNT's purpose is to create and deliver preventative safety information that helps Territorians to feel and be safer. We have a long-standing relationship with the City of Palmerston, its local MLAs and a current understanding of what events, tools and opportunities work well for Palmerston families and residents. We delivered seven (held an additional event at no charge) last year through the COP's grant and have changed around dates that support the best

	formula for delivering safety information and connection events to all members of the Palmerston community. We have created a specific grant document for your ease and included in this application.
Provide details of the proposed activity	This proposal aligns strongly with the Safe Communities Program's indicators by: Supporting high-risk groups and environments. Delivering inclusive programs, events, and resources that benefit vulnerable groups across all ages. Promoting safer, better connected, and more inclusive neighbourhoods. With the City of Palmerston's support, NHWNT will deliver a calendar of community connection and safety education events that provide consistent, reliable opportunities for engagement across the year. While we have prepared a draft schedule, the program is designed to be flexible and adaptable to community needs - the following schedule is based on last year's calendar of events and we've changed the months to better suit Palmerston residents. December 2025- Family Movie Day NHWNT will host a family-friendly cinema event during the school holiday period, in partnership with NT Police. The event will combine entertainment with community safety education in a welcoming, festive environment. Police officers will attend to interact with children and families, fostering positive rapport and building trust. Activities will include a colouring-in competition with small gift card prizes, as well as interactive safety question sessions where children and parents can be rewarded for their participation. The event provides an affordable and safe opportunity for families to connect, learn, and

	engage in discussions about everyday safety. Parents and guardians will be introduced to practical family safety strategies, while children will be encouraged to view safety in a fun, approachable way. The cinema venue can accommodate up to 160 attendees, and past events have consistently achieved strong participation and engagement from both children and their guardians. This initiative not only strengthens family connections but also reinforces community partnerships with police, helping to promote safer, more informed neighbourhoods. February 2026 - Women's Personal Safety Workshop This program is designed exclusively for women, with up to 25 participants per session. It provides a comfortable and supportive environment where women can learn safety strategies tailored to their everyday needs. Each session includes three key components: Directional segment – facilitated discussion and presentation. Demonstrative segment – instructor-led demonstrations. Hands-on segment – active participation, including kick shield practice. The facilitator, a 6th degree black belt and Director of Personal Protection Strategies, leads the workshop. NT Police also attend to support demonstrations and answer questions. Delivered in partnership with Victims of Crime NT, this program has been successfully offered across the Territory for more than seven years, giving women practical tools to feel safer and more empowered. March 2026 - Senior's Personal Safety

	Workshop This program is tailored specifically for older Territorians, ideally aged 55 years and above, with up to 25 participants per session. It addresses the unique safety needs and concerns of seniors, focusing on strategies that are both practical and easily applied to daily life. The workshop follows the same structured format as the women's program, with NT Police present to assist with practical demonstrations and provide direct responses to participant questions. Seniors consistently report increased confidence and reassurance through these sessions, which have been delivered in partnership with Personal Protection Strategies and Victims of Crime NT for more than seven years. April 2026 - Family Mini-Golf Day This affordable and family-friendly event accommodates up to 80 participants and is designed to encourage Palmerston families to engage with one another in a fun, inclusive setting. Attendees are grouped together (often with families they don't already know) to play through a round of mini-golf. At each hole, safety information is shared, and NT Police engage participants with interactive safety questions. Prizes are awarded to enhance engagement and reinforce learning. The event not only educates families about best-practice safety strategies, but also creates opportunities for children to interact positively with police officers in a safe and approachable environment. This helps foster long-term community trust while providing a fun and memorable school holiday activity. May 2026 - Community Personal Safety Workshop

	Open to participants of all ages and genders, this inclusive program accommodates up to 25 attendees per session. It is designed to equip residents with simple, effective safety strategies that promote personal security and community wellbeing. The format mirrors that of the women's and seniors' workshops, providing a balance of presentation, demonstration, and practical engagement. By involving NT Police as active partners, the sessions also strengthen relationships between residents and local authorities, encouraging trust, cooperation, and shared responsibility for community safety. June 2026 - Palmerston Markets NHWNT will host a dedicated stall at the Palmerston Markets in partnership with NT Police. Our team will provide decorated NHWNT biscuits to encourage friendly engagement with market visitors of all ages. The focus of this activity is to meet and greet as many Palmerston residents as possible in a relaxed, accessible environment. The markets attract a diverse cross-section of the community, making them an ideal venue to share practical safety information, raise awareness of local crime prevention initiatives, and promote opportunities for residents to volunteer and and help in making a direct impact in their community. This setting also allows for meaningful one-on-one conversations. Whether individuals or small groups stop by, our team will take the time to listen to residents' concerns and provide tailored information and resources to best support their needs. By fostering these direct connections, NHWNT can build trust, encourage involvement, and equip residents with knowledge that contributes to safer, stronger neighbourhoods.
Provide details of previous activities held by the	Last year, we held the same events we're

organisation	proposing now, but on a different timeline after keying in on feedback. Personal Safety Sessions for women, community and senior's. Family Movie Day during school holidays Putt Putt for Safety during school holidays Palmerston Market and of course attending other Palmerston events from the community and MLAs to ensure complete outreach to residents.
What are the intended objectives of this activity, and how will you evaluate its success?	To deliver this project effectively, NHWNT will coordinate closely with venues, vendors, and local stakeholders to ensure events are accessible, engaging, and well-organised. For selected activities, such as Personal Protection Workshops, golf days, and family movie events, NHWNT will utilise Eventbrite registrations, set reminders, and collect sign-ups on the day to track attendance and participation. This tracking will allow us to evaluate the success of individual events as well as the project as a whole. Additionally, we will get quotes from attendees and will log the feedback as well as have photos to show the engagement via visuals to have a evaluation based on qualitative and quantitative information.
Date	TBD with Dates within the monthly events outlined in the propopal
Venue	We hope to use the Palmerston Rec Centre as per our usual
Time	Times are based on what groups we're serving to maximize their ability to join us
Expected number of attendees	This varies based on each activity but we help 25 people per Personal Safety Session, up to 180 people at the Golf event, Up to 200 at the Movie event, and engage with at least 200 people at the markets. This does not include the many other resident's .

Target audience	We will target kids, families, women, seniors and the community at large through our varied events.
Total activity cost	$12,680 for all events for the year. The same cost as last year as quote prices haven't increased.
Amount requested through the Community funding program	12,680 for all six events for the year
Is the amount requested including GST?	No, it's excluding GST
Value of other funding sources	We have additional in kind help from our partners including Integrated Training, Personal Protection Stratagies and Victims of Crime. I cannot account for these before the event as we wouldn't know the amount of hours they prep for, volunteer hours, NHWNT
Evidence of registration as a community group, not-for-profit, or incorporated body	
Evidence of appropriate Certificate of currency for applicable insurances	
Minutes of the Committee meeting that document the decision to apply for CFP funding	
A detailed budget, including all income and expenditure including in-kind contributions	
Copies of quotations for all products and services listed in the budget	
A copy of the organisation’s most recent audited financial statement (for applications over $10,000)	
City of Palmerston’s support will be publicly acknowledged in the following ways:	Social media post, Newsletter, Promotional material, We will also use your banners at events and thank you publicly on occassions we're discussing Palmerston events with the media. We're also open to discussing the website and seeing if you'd like us to link followers to you.
Signed	
Date signed	2025-10-07

NEIGHBOURHOOD WATCH NT

PROJECT PROPOSAL

Joint Safety Campaign

Prepared for:

city of PALMERSTON

'A Place for People'

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ABOUT NEIGHBOURHOOD WATCH NT

Neighbourhood Watch NT (NHWNT) Incorporated is a not-for-profit organisation committed to strengthening community safety and wellbeing across the Northern Territory.

With a vision of creating safer, better connected, and more inclusive communities, we work alongside residents, volunteers, businesses, and government agencies to foster trust, encourage active participation, and promote a sense of shared responsibility.

Our focus is on reducing crime, increasing awareness, and building neighbourhoods where people look out for one another, feel confident in reporting concerns, and take pride in creating environments that are welcoming, resilient, and united.

We aim to do this with a focus on two key elements:
Education and Connection

Our strategic goals

Education

NHWNT is committed to providing clear, relevant, and inclusive community safety information to all Territorians.

Through resources, workshops, school programs and online tools, we empower individuals and families with practical knowledge they can use in their everyday lives. By consulting with NT Police and listening to the experiences of local residents, we ensure that our education materials reflect the real challenges communities face, while promoting awareness, preparedness, and confidence in taking positive safety actions.

Connection

At the heart of NHWNT is a strong belief in the power of community connection.

We create opportunities for Territorians to come together - whether through events, volunteer initiatives, or local projects - to share information, strengthen relationships, and support one another. By fostering this sense of connection, we help build safer, more resilient neighbourhoods where people feel supported, valued, and informed, and where everyone plays a role in protecting the wellbeing of their community.



OUR TEAM

Our vision is to help create safer, better connected and more inclusive Territory communities

Operation team



Veronica Larson
Chief Executive Officer



Ally Slack
Marketing & Office Manager



Lindsey Morgan
NT Police Support Officer

Board of Management



Ruth Palmer
President



Lincoln Van Der Zwaag
Treasurer



Fletcher Austin
Vice-President



Jade Uzkuraitis
Public Officer



Jenny Duggan
Katherine Coordinator



Shellie Lay
Board Member



Kylie Anderson
NT Police Representative



Ceah Evans
Board Member



Dan Shane
LGANT Representative



Toby George
Board Member



Bayden Corney
Secretary

PROPOSAL

Neighbourhood Watch NT (NHWNT) is committed to providing preventative safety information that reduces the likelihood of Palmerston residents becoming victims of opportunistic crime.

Through community education, engagement, and practical resources, we empower Territorians to take simple, effective steps to protect themselves, their families, and their neighbourhoods. NHWNT seeks to partner with the *Safe Communities Program* and the City of Palmerston to deliver a series of community engagement and safety education events throughout the year. These initiatives will provide residents with both the knowledge to increase their personal safety and opportunities to strengthen social connection.

Research shows that one in four Territorians report feeling lonely. NHWNT recognises that building safe and inclusive community spaces is central to addressing this challenge. Our proposed events will create welcoming opportunities for Palmerston residents of all ages to come together, foster connection, and access practical safety information. Each activity will contribute to building a "safety tool belt" of easily implementable strategies, enabling residents to feel more confident and supported in their daily lives.

This proposal aligns strongly with the *Safe Communities Program*'s indicators by:

- Supporting high-risk groups and environments.
- Delivering inclusive programs, events, and resources that benefit vulnerable groups across all ages.
- Promoting safer, better connected, and more inclusive neighbourhoods.

With the City of Palmerston's support, NHWNT will deliver a calendar of community connection and safety education events that provide consistent, reliable opportunities for engagement across the year. While we have prepared a draft schedule, the program is designed to be flexible and adaptable to community needs.

We are proud to already be recognised on the City of Palmerston's Community Safety page and welcome the opportunity to deepen our partnership through this initiative.

Recognition of support

NHWNT will ensure that the City of Palmerston's contribution is acknowledged and celebrated at every stage of the program.

Recognition will include:

- Prominent display of the City of Palmerston's logo on all event posters and collateral.
- Public acknowledgements through thank-you posts on NHWNT social media channels and features in our quarterly newsletters (with optional links to the City of Palmerston's website).
- Display of a City of Palmerston stand-up sign (supplied by the City) at all events.
- Verbal acknowledgement and thanks at events, including mention in any radio or print media opportunities.
- Formal invitations to attend and be represented at each event.

PROPOSED TIMELINE

December 2025 - June 2026

The following is a draft schedule of what NHWNT would like to offer Palmerston in 2025/26:

December 2025

Family Movie Day

NHWNT will host a family-friendly cinema event during the school holiday period, in partnership with NT Police. The event will combine entertainment with community safety education in a welcoming, festive environment.

Police officers will attend to interact with children and families, fostering positive rapport and building trust. Activities will include a colouring-in competition with small gift card prizes, as well as interactive safety question sessions where children and parents can be rewarded for their participation.

The event provides an affordable and safe opportunity for families to connect, learn, and engage in discussions about everyday safety. Parents and guardians will be introduced to practical family safety strategies, while children will be encouraged to view safety in a fun, approachable way.

The cinema venue can accommodate up to 160 attendees, and past events have consistently achieved strong participation and engagement from both children and their guardians. This initiative not only strengthens family connections but also reinforces community partnerships with police, helping to promote safer, more informed neighbourhoods.

February 2026

Women's Personal Safety Workshop

This program is designed exclusively for women, with up to 25 participants per session. It provides a comfortable and supportive environment where women can learn safety strategies tailored to their everyday needs.

Each session includes three key components:

- Directional segment – facilitated discussion and presentation.
- Demonstrative segment – instructor-led demonstrations.
- Hands-on segment – active participation, including kick shield practice.

The facilitator, a 6th degree black belt and Director of Personal Protection Strategies, leads the workshop. NT Police also attend to support demonstrations and answer questions. Delivered in partnership with Victims of Crime NT, this program has been successfully offered across the Territory for over than seven years, giving women practical tools to feel safer and more empowered.

March 2026

Senior's Personal Safety Workshop

This program is tailored specifically for older Territorians, ideally aged 55 years and above, with up to 25 participants per session. It addresses the unique safety needs and concerns of seniors, focusing on strategies that are both practical and easily applied to daily life.

The workshop follows the same structured format as the women's program, with NT Police present to assist with practical demonstrations and provide direct responses to participant questions. Seniors consistently report increased confidence and reassurance through these sessions.

April 2026

Family Mini-Golf Day

This affordable and family-friendly event accommodates up to 80 participants and is designed to encourage Palmerston families to engage with one another in a fun, inclusive setting.

Attendees are grouped together (often with families they don't already know) to play through a round of mini-golf. At each hole, safety information is shared, and NT Police engage participants with interactive safety questions. Prizes are awarded to enhance engagement and reinforce learning.

The event not only educates families about best-practice safety strategies, but also creates opportunities for children to interact positively with police officers in a safe and approachable environment. This helps foster long-term community trust while providing a fun and memorable school holiday activity.

May 2026

Community Personal Safety Workshop

Open to participants of all ages and genders, this inclusive program accommodates up to 25 attendees per session. It is designed to equip residents with simple, effective safety strategies that promote personal security and community wellbeing.

The format mirrors that of the women's and seniors' workshops, providing a balance of presentation, demonstration, and practical engagement. By involving NT Police as active partners, the sessions also strengthen relationships between residents and local authorities, encouraging trust, cooperation, and shared responsibility for community safety.

June 2026

Palmerston Markets

NHWNT will host a dedicated stall at the Palmerston Markets in partnership with NT Police. Our team will provide decorated NHWNT biscuits to encourage friendly engagement with market visitors of all ages.

The focus of this activity is to meet and greet as many Palmerston residents as possible in a relaxed, accessible environment. The markets attract a diverse cross-section of the community, making them an ideal venue to share practical safety information, raise awareness of local crime prevention initiatives, and promote opportunities for residents to volunteer and and help in making a direct impact in their community.

This setting also allows for meaningful one-on-one conversations. Whether individuals or small groups stop by, our team will take the time to listen to residents' concerns and provide tailored information and resources to best support their needs. By fostering these direct connections, NHWNT can build trust, encourage involvement, and equip residents with knowledge that contributes to safer, stronger neighbourhoods.

PLANNING

Research behind project

NHWNT has a proven record of delivering successful, well-attended events that not only meet key performance indicators but also demonstrate measurable improvements in community connection and the adoption of practical safety strategies. This experience provides a strong foundation for extending these initiatives within Palmerston.

Alignment with brand and community priorities

Both the City of Palmerston and NHWNT are well-recognised and trusted community-focused brands. Safety is identified as a top priority for the City of Palmerston, making this partnership highly aligned with both brands' values and objectives.

By working together, the City of Palmerston and NHWNT can amplify their impact, delivering initiatives that resonate strongly with residents and reinforce a shared commitment to safer, more connected communities.

Implementation approach

To deliver this project effectively, NHWNT will coordinate closely with venues, vendors, and local stakeholders to ensure events are accessible, engaging, and well-organised. For selected activities, such as Personal Protection Workshops, golf days, and family movie events, NHWNT will utilise Eventbrite registrations, set reminders, and collect sign-ups on the day to track attendance and participation.

With the support of grant funding, NHWNT can cover essential costs and provide Palmerston residents with memorable, safe, and practical events that foster both connection and long-term community safety outcomes.

SUMMARY

Following discussions with the City of Palmerston, NHWNT developed this plan in direct response to community feedback, which identified safety as the number one concern in recent City of Palmerston surveys. Preventative safety education is at the core of NHWNT's mission, making this initiative a natural fit.

Rationale and involvement

The primary driver for this project is the community's call for greater focus on safety. NHWNT's Darwin-based team will deliver the program, managing all logistics including venue coordination, signage and materials collection, and the design and distribution of event posters. Their active involvement ensures consistent, professional delivery across all activities.

Budget

A detailed budget breakdown is attached to this proposal, outlining the total cost of the project and funding required.

Project delivery

Our goal will be achieved by providing meaningful, well-organised experiences that allow Palmerston residents to engage directly with safety education and community connection opportunities.

Implementation steps

NHWNT will prepare thoroughly for each event, working in advance according to an established 2025/26 events schedule. This preparation includes coordination with partners, securing venues, and ensuring promotional materials and logistics are in place.

Partnerships

The program will be delivered in collaboration with a range of trusted partners, including Personal Protection Strategies, Palmerston Golf Club, Palmerston Markets, Victims of Crime NT, NT Police, Events Centre Palmerston, and the City of Palmerston. Each partner brings valuable expertise and community reach, enhancing the impact of the program.

Estimated Completion

The program of events will run through to June 2026, at which point the final event will be hosted and the project brought to completion.

PROMOTION

NHWNT will actively promote all events through targeted social media campaigns and direct engagement with our membership base. Our social platforms provide strong reach across Palmerston and the wider Territory, allowing us to connect with residents of all ages. By sharing engaging, accessible posts, we can highlight event details, encourage attendance, and reinforce key safety messages in advance.

To ensure maximum reach and participation, NHWNT will:

- Create and share promotional posts on Facebook, Instagram, and other active channels.
- Use eye-catching visuals, clear messaging, and calls to action to boost engagement.
- Share reminders and updates in the lead-up to each event.
- Distribute information through our existing membership database to reach dedicated community supporters.

Examples of NHWNT social marketing materials are provided below to illustrate our style and reach:

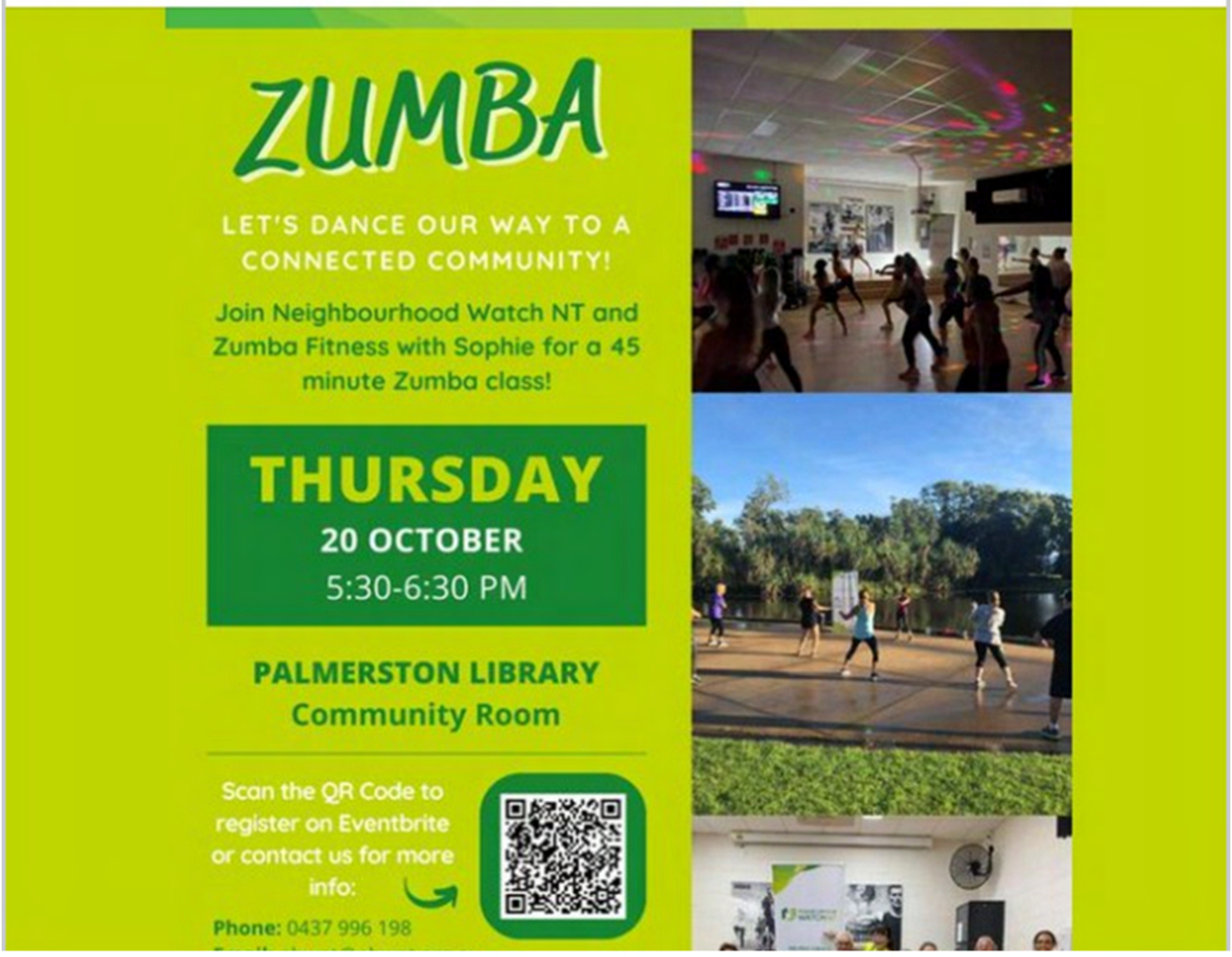


Neighbourhood Watch NT
Published by Hootsuite · October 17, 2022 ·

Join us at 5:30pm on Thursday, 20th October at the Palmerston Library Community Room for a FREE Zumba class - let's dance our way to a connected community.

This event is open to anyone, regardless of age or fitness level. Please wear comfortable clothing and bring a refillable water bottle.

Register on Eventbrite: https://bit.ly/3rHPKzQ



Neighbourhood Watch NT
ABN 58984560335

PO Box 36
Parap, NT 0820
Phone: 08 8999 0847

QUOTE

3 OCTOBER 2025

TO:
City ofPalmerston

PO Box 1, Palmerston, NT 0831
Phone: 61 8 8935 9919

PAYMENT TO:
Neighbourhood Watch NT
BSB: 035-302
Account # 446358

**Fees for service to deliver a boosted home security campaign plan to Territorians via advertisements TV, Cinema & Social Media.

VENDOR	EVENT DESCRIPTION	PROPOSED DATES	PRICE	GST	TOTAL
Events Cinemas Palmerston	School Holiday Connection Event 160 attendees – Holiday Themed	December 2025	$3,680.00	**$368.00**	**$3,680.00**
Topped Off	Palmerston Market, Meet and Greet (payment for bikky's to hand out) 200 bikkys	June 2026	$800.00	**$80.00**	**$800**
Personal Protection Strategies	Personal Protection Workshop Facilitation (Women's) 25 attendees	February 2025	$2,000.00	**$200.00**	**$2,000.00**
Darwin Catering	Personal Protection Workshop (Catering)		$400.00	**$40.00**	**$400.00**
Personal Protection Strategies	Personal Protection Workshop Facilitation (Community) 25 attendees	May 2026	$2,000.00	**$200.00**	**$2,000.00**
Darwin Catering	Personal Protection Workshop (Catering)		$400.00	**$40.00**	**$400.00**
Personal Protection Stratagies	Personal Protection Workshop Facilitation (Seniors) 25 attendees	March 2026	$2,000	**$200.00**	**$2,000.00**
Darwin Catering	Persona Protection Workshop (Catering)		$400.00	**$40.00**	**$400.00**
Palmerston Golf & Country	School holiday connection event – mini golf for families – leaning safety together	April 2026	$1,000.00	**$100.00**	**$1,000.00**
Subtotal			$12,680.00	$1,268.00	
				TOTAL DUE	$12,680.00

Neighbourhood Watch NT
Email: ceo@nhwnt.org.au

THANK YOU FOR YOUR COMMITMENT TO COMMUNITY SAFETY!

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Subtotal			$12,680.00	$1,268.00	
				TOTAL DUE	$12,680.00

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.6
Report Title:	Zuccoli Community Hub - Update and Funding Arrangement
Meeting Date:	Tuesday 18 November 2025
Author:	Deputy Chief Executive Officer, Nadine Nilon
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

This Report seeks Council approval to commence the borrowing process for $3 million for the Zuccoli Community Hub.

Key messages

- Zuccoli Community Hub is Council's largest strategic project in planning and delivery stages. The project is broadly split into three (3) stages, with a total anticipated cost of $30m.
- Stage 1 ($1.5 million) - Dog park and public toilet – complete.
- Stage 2 ($6.5million) – Pump track, skate park, landscaping, multi-purpose court, seating, exercise equipment, pathways – commenced with sub-stages underway.
- Stage 3 ($22 million) – Playground, community centre, library, entrance, events spaces, formal gardens, carparking.
- Updates on the project are provided in the monthly Major Capital Update report to Council.
- Council endorsed the scope of the Stage 3 design in July 2025, with the tender for the design currently advertised and closing 18 November 2025.
- The Federal Government has committed $10 million to the project, with a grant application being prepared for submission by 1 December 2025.
- Council is contributing $3 million to this part of the project, which has been included in Council's Long Term Financial Plan to be borrowed in 2026/27.
- This report recommends commencement of the borrowing process.

Recommendation

1. THAT Report entitled Zuccoli Community Hub - Update and Funding Arrangement be received and noted.

2. THAT Council commence the borrowing process for a bank loan of up to $3 million, as identified in the City of Palmerston 2026-35 Long Term Financial Plan for the Zuccoli Community Hub.

3. THAT a further report be presented to Council by March 2026 with an update on the borrowing process and grant application.

Background

The Master Plan for the Zuccoli Community 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 project has been developed as three (3) stages, some of which will have 'sub-stages' to enable the progressive delivery of the project. The staging and delivery are dependent on funding availability.

The total cost of the entire project is estimated to be approximately $30 million. If funding were available for all stages, it is anticipated that the project could be delivered within five (5) years.

The current staging and estimated budget, is:

- Stage 1 – Dog Park and public toilet – complete, total cost $1.5m, partially funded by NTG grant for $250k towards public toilet.
- Stage 2 – Recreation elements, total cost estimated to be $6.5m.
- Pump track – in progress, completion scheduled late 2025.
- Walking trail – partially complete.
- Seating and BBQ areas – partially complete.
- Skate Park – design and earthworks complete.
- Exercise area, including outdoor gym and multi-sport court – design and earthworks complete.
- Stage 3 – Community facilities, total cost estimated to be $22m.
- Playground - $3m.
- Community hall & library - $13m.
- Multi-purpose covered entrance, events spaces, formal gardens - $4.5m.
- Carpark - $1.5m.

The works are being progressed in accordance with the Masterplan endorsed by the Minister of Infrastructure, Planning and Logistics in 2022 as part of the agreement for Council to develop the land. The approved Masterplan is provided as **Attachment 12.1.6.1.** The Masterplan development included community consultation, which occurred in 2021.

Council allocated $450,000 in the 2025/2026 Municipal Plan and Budget towards a community facility project. This is being utilised for the Stage 3 design, which is currently being tendered and will be awarded this year. The design scope has been confirmed by Council at its meeting on 15 July 2025:

13.1.2 Zuccoli Community Hub Community Centre and Library Design Scope

Moved: ***Councillor Henderson***
Seconded: ***Councillor Giesecke***

1. *THAT Report entitled Zuccoli Community Hub Community Centre and Library Design Scope be received and noted.*

2. *THAT Council endorses the scope of the design of Stage 3 of Zuccoli Community Hub to include.*
   - *(a) General alignment to the 2022 approved Masterplan and integration with the Stage 2 design;*
   - *(b) Community hall building with a focus on event and creative performance activities, including connectivity to the outdoor events area and consideration of event seating options and audio-visual requirements;*
   - *(c) Technology and community programs building with a versatile building that can support the delivery of library services, vocational training and bookable spaces for small business and other users;*
   - *(d) Covered entrance area priorities accessibility and connectivity to key elements, including provision for small pop-up markets and bookable spaces;*
   - *(e) Incorporate public toilets and change facilities;*
   - *(f) Incorporate artwork within the design of landscaping and building architecture;*
   - *(g) Low-maintenance, unfenced community garden with orchard-style planting and future flexibility;*
   - *(h) Shaded, bespoke playground space that caters for a variety of age groups, including nature play;*
   - *(i) Relocates the garden of reflection to the Stage 2 area;*
   - *(j) Prioritises accessibility for all users; and*
   - *(k) Considers contemporary sustainability outcomes.*

3. *THAT a workshop is held with Council following the engagement of a consultant for the design of Stage 3 of the Zuccoli Community Hub.*

CARRIED (6/0) - 10/1983 – 15/07/2025

Regular updates with additional detail on progress of works are provided to Council monthly as part of the major capital project report.

As part of the 2025 Federal Election, both major parties committed to providing $10 million towards the project, with a focus on the buildings within Stage 3, being the community hall and library. This also included Council contributing a further $3 million.

Discussion

Council included $3 million of funding through borrowings in 2026/27 as part of the 2026-35 Long Term Financial Plan (LTFP). The $10 million grant funding is not currently included in the LTFP and will be included following finalisation of the agreement.

An invitation letter for the $10 million grant funding has been received, with an application to progress the agreement due by 1 December 2025. The application is on track to be submitted by the due date.

$13 million Project Scope

The scope of the $13 million is intended for the delivery of the two (2) buildings: the community hall and 'library'. As discussed in the July 2025 report, the scope of the library has been adjusted to align with the recently adopted Library Masterplan and consideration of broader community needs. The details of the scope of both buildings are summarised below. In addition to the buildings, appropriate parking and pathways will also be required to be constructed as part of the project, which will be determined as the design is developed and cost estimates further inform details of staging.

Library/Tech Hub

Since the development of the masterplan in 2022, there has been further review of what would be incorporated scope of the 'library' building. This includes consideration of the Litchfield library moving to Coolalinga, and Council's recently adopted Library Masterplan.

As a result, in relation to the library itself, the space will be developed to be flexible for a range of community programs, including library programs and services. This venue will be designed to have a technical focus that supports activities such as e-sports, community workshops, business support programs, small business use and/or vocational training. The building will be set up to cater for the type of training and programs not able to be readily delivered in existing facilities.

The design will also incorporate the ability a small library space located within the building through something like the Anytime Library or combined with a staffed reception area that supports the Community Hub and provides customer service (likely at reduced hours). Additional staff offices will also be considered as a future-use of a portion of this space.

The spaces provided would range from small, individual spaces to medium group training areas (ie 20-30 people). The exact make-up of the spaces would be determined through the concept design stage and with further stakeholder consultation.

The name of the building will require further consideration by Council as the design commences.

Community Hall

The Community Hall scope has considered the current options available to users, and existing gaps. One of the gaps identified is the lack of space for larger events and performance-style activities. Gray Community Hall provides this for small to medium size groups, however, is unable to cater for larger events. Council currently uses the Recreation Centre for larger events (such as Australia Day), however at times the space is too large or not suited for the activity.

The Community Hall at Zuccoli Community Hub provides the opportunity for a single, open space, that is designed for performance-style use and events. For example, the inclusion of a temporary, or moveable, stage area would be incorporated into the design along with appropriate audio-visual.

The adjacent events space is also an important part of the Community Hall as they will be able to use as a combined larger event space or used separately. This may result in the orientation and final locations of the two (2) buildings adjusting, or even merging, to maximise the use of the site. This area is also at the 'top' of the overall Zuccoli Community Hub site and will overlook the dog park and other elements, so the buildings and event space will also consider how the elements are 'sited' to maximise the outlook and minimise impact on neighbouring properties. The events space wouldn't be constructed as part of the scope of the $13 million project; however, the design will ensure integration.

Borrowing

The borrowing process will be in accordance with Council's Borrowing Policy and Local Government Guideline 3: Borrowing as per **Attachment 12.1.6.2.**

Council's LTFP includes the $3 million borrowing occurring in 2026/27 with the initial repayment also occurring in the same year. This assumes 5.5% interest and a term of 10 years. Council's Borrowing Policy provides a term of no more than 10 years for borrowings of $3 million or less.

Potential options for borrowing will be considered and provided to Council for consideration in early 2026, including consideration of variable or fixed interest rate options and confirmation of the term of the loan. This would then enable the finalisation of a business case which, along with other required information, to be provided to the Minister of Local Government, for approval to proceed.

Timeframes

The key milestones for the project, as they relate to Stage 3 and the grant funding and borrowing are:

- December 2025:
  - Grant application submitted for $10 million commitment.
  - Design consultant engaged.
- February 2026:
  - Concept designs prepared for Council workshop.
  - Engagement with banks relating to loan options.
- March 2026:

- Concept design community consultation.
- Council report with borrowing recommendation.

- April-June 2026:
  - Design development.
  - Grant agreement finalisation (indicative).
  - Ministerial approval for borrowing.
- July-December 2026:
  - Design completion.
  - Construction tender (relating to $13 million project).
  - Borrowing finalised.

Consultation and marketing

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

- General Manager Finance and Governance.
- Executive Manager Projects and Civil Operations.

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

Policy implications

- Borrowing Policy.

Budget and resource implications

The City of Palmerston Long Term Financial Plan 2026-35 includes $3 million borrowing, with a repayment of $390,694.60 of principal and interest in 2026/27. The repayments are based on 5.5% interest and a term of 10 years.

As the borrowing process will be underway at the same time as the 2026/27 budget development, opportunities for alternative funding will also be considered.
To date, Council has spent and/or allocated over $4.38 million to the Zuccoli Community Hub for works completed or underway.

Further funding for the Zuccoli Community Hub in the LTFP has been identified as per the below, noting that this would not enable complete delivery of the Stage 2 and 3 scope of works.

- 2027/28 - $1.1 million.
- 2028/29 - $500,000.
- 2029/30 - $500,000.
- 2030/31 - $500,000.

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.

Borrowing is required to be in accordance with the Local Government Act and Local Government Guideline 3: Borrowing.

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

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

Attachments

1. 2022 R A 20-121 - Updated Masterplan [**12.1.6.1** - 1 page]
2. Guideline 3 - Borrowing [**12.1.6.2** - 5 pages]



MASTER PLAN UPDATED

1:5 0 0 @ A1, 1:1 0 0 0 @ A3

SCALE 1 : 500

0 10 20 30

LEGEND

BENCH SEATING	1
BENCH SEATING UNDER SHADE STRUCTURE	2
GYM STATION	3
LARGE SHADE STRUCTURE	4
SHADE SAILS	5
BASKETBALL HALF COURT	6
BIKE RACKS	7
SUB STATION	8
GARDEN BEDS	9
ROOF CUT OUT FOR A TREE	10
WATER PLAY	11
DOG PARK CONTROLLED ENTRY	12
SAND / DIGGING PLAY	13
TOILET BLOCK	14
DENOTES FENCING	----------
BOUNDARY LINE	— · — · — · —
EASEMENT LINE	----------
MAIN ROOF LINE OVER	.....
SHADE STRUCTURE (ROOF LINE OVER)	----------
EXCLUSION BUFFER ZONE	

ISSUED FOR INFORMATION

Guideline 3: Borrowing

Contents

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Guideline 3: Borrowing

LOCAL GOVERNMENT GUIDELINE NO. 3

Local Government Act 2019

Making of Guideline

I, Chanston James Paech, Minister for Local Government, under section 342 of the *Local Government Act 2019*, hereby make this Guideline for the purposes of the Act.

.....

Minister for Local Government

23 / 6 / 2021

Guideline 3: Borrowing

1 Title

1.1 This Guideline is titled *Guideline 3: Borrowing*.

2 Commencement

2.1 This Guideline commences on the day on which section 342 of the *Local Government Act 2019* commences.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

ADI is short for authorised deposit-taking institution (see section 5 of the *Banking Act 1959* (Cth)).

borrowing means the council obtains any form of financial accommodation (see section 196 of the Act).

financial accommodation does not include leases of land.

minor transaction, see clause 8.

4 Relevance to Act

4.1 Section 197(2)(b) of the Act states that the Minister's approval is not required for a transaction classified as a minor transaction under guidelines issued by the Minister.

5 Application to local government subsidiary

5.1 With the exception of clauses 7.3, 7.5, 7.6, 8.1 and 9.4, this Guideline applies to a local government subsidiary as if a reference to a council were a reference to a local government subsidiary.

6 Objectives

6.1 This Guideline establishes a decision framework to help councils ensure that:

(a) funds are available as required to support approved outlays; and

(b) interest expense and other risks (such as liquidity risks and investment credit risks) are acknowledged and responsibly managed.

7 General principles

7.1 A council must exercise reasonable care and diligence that a prudent person would exercise when borrowing funds.

7.2 A council must consider:

(a) the type of borrowing it wishes to take out, namely:

(i) short term – less than 18 months; or

(ii) medium term – between 18 months and 5 years; or

(iii) long term – more than 5 years; and

(b) the type of interest rate it wishes to consider for the borrowing (fixed, variable or a combination of both); and

(c) if it will approve an overdraft facility for day-to-day transactions, and if so, the amount of such a facility.

Guideline 3: Borrowing

7.3 For a council, it is the duty of each council member to understand the impact of the terms and conditions of the borrowing arrangements and the risks before the council enters into the borrowing contract.

7.4 For a local government subsidiary, it is the duty of each constituent council to understand the impact of the terms and conditions of the borrowing arrangements and the risks before the local government subsidiary enters into the borrowing contract.

7.5 Any projected borrowings must be outlined in the council's annual municipal, regional or shire plan, including the purpose of the projected borrowings and the type of borrowing under clause 7.2(a).

7.6 As soon as a borrowing is approved and obtained, the borrowing must be reflected in the next budget review under regulation 9 of the *Local Government (General) Regulations 2021*.

Notes for clause 7

1 For a council, the decision to seek approval from the Minister to borrow money is one that requires a council resolution (see 197(3)(a) of the Act).

2 For a local government subsidiary, the decision to seek approval from the Minister to borrow money is one that requires written authorisation from each of its constituent councils (see section 197(3)(b) of the Act).

8 Minor transaction

8.1 For a council, a ***minor transaction*** means a borrowing transaction within a cumulative borrowing amount that is:

(a) $500 000 or less for a council for a municipality; or

(b) $300 000 or less for a council for a region; or

(c) $50 000 or less for a council for a shire.

8.2 For a local government subsidiary, a ***minor transaction*** means a borrowing transaction within a cumulative borrowing amount that is $200 000 or less.

8.3 The cumulative borrowing amount is calculated by adding together all amounts borrowed for each current borrowing, excluding borrowings that have been approved by the Minister.

Notes for clause 8

1 In relation to a credit card, the credit card limit is taken to be the amount borrowed.

2 The Minister's approval to borrow money is not required if the transaction is classified as a minor transaction or an advance on overdraft that meets the requirements of section 197(2)(a) of the Act.

9 Procedure to seek the Minister's approval

9.1 To seek approval to borrow money, a council must request approval to borrow in writing to the Minister.

9.2 A request under clause 9.1 must include:

(a) a formal cover letter setting out the request; and

(b) a business case; and

(c) if applicable – a request for approval to give security for a borrowing in the nature of a mortgage or charge over property; and

(d) the status of all other borrowings, including the following details for each borrowing:

Guideline 3: Borrowing

(i) amount borrowed;

(ii) drawn and undrawn amount;

(iii) intention with regards to any undrawn amount;

(iv) plan to repay the borrowing; and

(e) any other documents that are required or later requested by the Minister.

Note for clause 9.2(c)

Section 198(1) of the Act provides that security for a borrowing in the nature of a mortgage or charge over property of the council or local government subsidiary can only be given with the Minister's approval.

9.3 The business case must include the following information and details:

(a) a statement that explains why the council needs to borrow the money;

(b) the financial options available to the council, the council's preferred option and the reasons why that option is preferred;

(c) the maximum amount intended to be borrowed and the transaction costs associated with the intended borrowing;

(d) the council's financial capacity to service the debt;

(e) the repayment schedule showing principal and interest repayments;

(f) quotes or financial proposals from ADIs in support of borrowing parameters used in the repayment schedule;

(g) any security that the council intends to give in order to secure the borrowing;

(h) forward cash estimates that include the repayments for the borrowing;

(i) details on how the council will manage risks;

(j) evidence that future ongoing operations costs of the borrowing have been considered and accounted for in the council's future plans;

(k) details on the types of reports the council will use to monitor and review the borrowing.

Note for clause 9.3(b)

Options may be partially funded from grant funding or from reserves.

Note for clause 9.3(g)

Refer to section 198(3) of the Act in relation to security for borrowing.

Note for clause 9.3(j)

If the borrowing has a variable interest rate, details should be provided to clarify at what point the repayment or payout the debt from reserves will be fixed.

9.4 For a council, a request under clause 9.1 must also attach a copy of the council meeting minutes showing council's resolution to seek approval of the Minister to borrow the money.

9.5 For a local government subsidiary, a request under clause 9.1 must also attach a copy of the written authorisations from each constituent council for the local government subsidiary to seek approval of the Minister to borrow the money.

Note for clauses 9.4 and 9.5

Section 197(5) of the Act provides that a council resolution or the written authorisations from each constituent council of a local government subsidiary to seek approval of the Minister to borrow money must specify the: amount to be borrowed; proposed lender or

Guideline 3: Borrowing

provider of financial accommodation; purpose of the loan or financial accommodation; and the terms of the loan or financial accommodation.

9.6 If the Minister grants approval to borrow money, a fresh approval from the Minister must be sought before any decision to:

(a) increase the borrowed amount; or

(b) change the approved purpose.

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.1.7
Report Item:	2026 Developing North Australia Conference
Meeting Date:	Tuesday 18 November 2025
Author:	Executive Assistant to CEO, Kate Roberts
Approver:	Chief Executive Officer, Andrew Walsh

Community plan

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

Purpose

This Report seeks Council's endorsement for City of Palmerston representation at the 2026 Developing Northern Australia Conference on 17 to 19 August 2026 and seeks endorsement of the Mayor or her representative's Attendance.

Key messages

- The Developing Northern Australia Conference (DNAC) is a major national forum that brings together government, industry, academia and community stakeholders to focus on the development opportunities, challenges and strategic priorities in northern Australia.
- DNAC provides an important platform for networking, knowledge-sharing and positioning a region's interests within the broader northern Australian agenda.
- The 2026 Developing Northern Australia Conference will be held in Alice Springs from Monday 17 to Wednesday 19 August 2026.
- Attendance at DNAC 2026 offers several benefits aligned with our strategic interests in northern development.
- It is recommended that Council endorse for City of Palmerston representation at the 2026 Developing Northern Australia Conference on 17 to 19 August 2026.

Recommendation

1. THAT Report entitled 2026 Developing North Australia Conference be received and noted.

2. THAT Council endorses Mayor Pascoe-Bell and Councillor _____ or her representative's Councillor _____ attendance at the 2026 Developing Northern Australia Conference in Alice Springs from 17 – 19 August 2026 accompanied by the Chief Executive Officer.

Background

The Developing Northern Australia Conference is a major national forum that brings together government, industry, academia and community stakeholders to focus on the development opportunities, challenges and strategic priorities in northern Australia. For example, the 2025 event in Cairns attracted over 500 delegates and covered themes such as Indigenous-led development, infrastructure investment, workforce strategies, and nature-positive economies.

DNAC provides an important platform for networking, knowledge-sharing and positioning a region's interests within the broader northern Australian agenda.

Further information on the Conference can be found at the Developing Northern Australia website:
https://northaust.org.au/?utm_campaign=22846062-DNAC26%20-%20EDMs&utm_medium=email&_hsenc=p2ANqtz-8qKguMpw7RYUWQAgB-ISMwIevLVdny4nXhyN2q_xR2Q4wzcujZzY2IwJ6FzgZBHBNGxQmOEZqkw_fMPZ65SsmaUazzNyXgcbWCPkuD8aan3-6f6PA&_hsmi=385904742&utm_content=385904742&utm_source=hs_email

Discussion

The 2026 Developing Northern Australia Conference will be held in Alice Springs from Monday 17 to Wednesday 19 August 2026.

Attendance at DNAC 2026 offers several benefits aligned with our strategic interests in northern development. The conference provides:

- A forum to engage with emerging policy directions, investment programs and partnership opportunities relevant to northern Australia;
- The chance to connect with peers and stakeholders from government, industry and research sectors focused on northern growth, which may lead to collaborative projects or funding opportunities;
- A venue to showcase the City of Palmerston's perspective, priorities and opportunities, and raise our profile among national and regional decision-makers;
- Access to insights on issues such as workforce development, infrastructure, Indigenous economic participation, and sustainable regional growth — all of which are of relevance to our region.

The conference will also support the City's broader role in regional collaboration by positioning Palmerston as a proactive contributor to northern Australia's development agenda. The themes of the conference—sustainable growth, workforce and skills, infrastructure, and inclusive partnerships—are highly relevant to Palmerston's local priorities and its future planning for population growth and liveability.

Given the conference's national significance, the timing, and the relevance of its themes to northern Australia, participation offers strong value. It also positions City of Palmerston to maintain and strengthen its engagement with the north-Australia agenda, which may support future economic, social and infrastructure outcomes for our region.

Cost

Full delegate registration is valued at $1,583.00 per person.

At the time of writing this report return flights and accommodation are estimated to the value of $2,888.00 per person.

Estimated total cost of attendance is $4,471.00 per person.

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

A budget provision of $5,000.00 per person should be made to cover registration, travel, accommodation and incidental expenses.

The representative(s) should provide a post-conference briefing to Council summarising key learnings, opportunities identified, potential partnerships or funding leads, and recommendations for follow-up actions.

If attendance is not budgeted, there may be minor financial implications relating to travel and registration costs.

Risk, legal and legislative implications

Elected Member attendance at the conference should be approved in accordance with the *Local Government Act 2019* and Council's Elected Member Allowances and Expenses Policy, which outlines provisions for travel, training, and professional development. Ensuring formal Council endorsement or CEO authorisation (where delegated) mitigates governance risk and ensures compliance with legislative and policy frameworks.

Participation in local and national local government events can strengthen City of Palmerston's profile and relationships, but attendance should be perceived as relevant and beneficial to the community.

This Report addresses the following City of Palmerston Strategic Risks:

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

Strategies, framework and plans implications

Attendance at DNAC 2026 will directly support the City of Palmerston's strategic direction and implementation of key frameworks and plans.

Participation will provide valuable insights and networking opportunities that align with Council's ongoing commitment to sustainable growth, community wellbeing, and economic resilience.

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

- Community Infrastructure Plan 2016-2026
- Palmerston Local Economic 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:	12.1.8
Report Title:	Community Funding Program Grant Application - Legacy Club Of The Northern Territory Incorporated
Meeting Date:	Tuesday 18 November 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 seeks Council endorsement for the community initiative proposed by Legacy Club of the Northern Territory Incorporated to host three (3) luncheons in Palmerston with support from the Community Funding Program.

Key messages

- Council supports initiatives that benefit the community through the Community Funding Program.
- Legacy Club of the Northern Territory Incorporated has applied for $6,250 through the Community Funding Program to host three (3) luncheons in Palmerston in 2026 for families of deceased or incapacitated veterans.
- Luncheons bring together 20-30 people, with the Mother's Day function bringing 80 beneficiaries and volunteers together to socialise in a casual setting.
- $124,544 remains in the Community Funding Program budget for the 2025/26 financial year, including Environmental Initiatives
- $95,000 is committed to multiyear agreements for the 2025/26 financial year.

Recommendation

1. THAT Report entitled Community Funding Program Grant Application - Legacy Club Of The Northern Territory Incorporated be received and noted.

2. THAT Council endorse Option two (2) for partial funding at a cost of $4,500 to Legacy Club of Northern Territory Incorporated to host luncheons in Palmerston in 2026 for families of deceased or incapacitated veterans through the Community Funding Program in the 2025/2026 financial year.

Background

The Community Funding Program (CFP) is City of Palmerston's grant funding initiative that aims to support individuals, groups and organisations to facilitate events, programs and projects that deliver something positive for the wider community and contribute to City of Palmerston's vision as a Place for People.

The following opportunities are available for eligible applicants:

- Individual and Team Representation Support
- Community Grants, Environmental Initiatives and Sponsorship
- Annual School Awards
- Graffiti Removal Grants

In June 2024, Legacy Club of the Northern Territory (Legacy NT) received $8640 ($960 per event) in grant funding for the purpose of providing nine (9) lunches with refreshments at three Palmerston venues. Legacy NT held 10 lunches and events, spread between Cazalys Palmerston Club Inc, Palmerston Golf & Country Club Inc, and Palmerston Tavern.

Discussion

Legacy NT has applied for $6,250 to host luncheons in Palmerston in 2026 for families of deceased or incapacitated veterans via the Community Funding Program.

All required supporting documentation has been submitted and reviewed as part of the assessment process. Limited quotes have been provided to support the application. Menus for the luncheon venues were submitted, with the applicant indicating an operating cost of approximately $35 per person for the 2026 Mother's Day Lunch. The total cost for the Palmerston-based lunches is estimated at approximately $700 per event, equating to around $4,200 for the three (3) luncheons.

Option 1 (Not Recommended)

Full Funding

Full Funding is not recommended due to the cost per event. Estimated cost of $35 per attendee to the Mother's Day lunch totals $2800. With a cost of $3450 for the remaining two (2) lunches. This funding allocation would not be inline with support given for recent comparable size community events.

Option 2 (Recommended)

City of Palmerston offers a grant at a cost of $4500. This would provide $2,800 for the Mother's Day lunch ($35 per head), $700 each for the remaining two lunches and $300 to cover the cost of a Welcome to Country Ceremony. The Luncheons provide a valuable

opportunity for those who have experienced the impact of serving in the Defence Force to come together, build social connections and receive vital emotional and psychological support. 82% of Legacy Beneficiaries are over 76 years of age, a demographic group that is more likely to experience financial distress resulting in social isolation.

Option 3 (Not Recommended)

No Funding

City of Palmerston offers no funding. The option is not recommended due to the significant benefit Legacy Club Of The Northern Territory Incorporated, and their programs bring to the Palmerston community.

Consultation and marketing

The applicant was consulted during the preparation of this Report.

Policy implications

- Community Funding Program Policy.
- Community Funding Guidelines.

Budget and resource implications

The Community Funding Program has the remaining funds for the 25/26 financial year.

- $69,544 for Grants, Individual Representation, Graffiti and School Awards.
- $35,000 for Sponsorship.
- $20,000 for Environmental Initiatives.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

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

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

- Disability Inclusion Access Plan 2022-2025

This application addresses several areas in City of Palmerston's Community Plan, particularly:
1: Family and Community
3: Cultural Diversity and Inclusion
4: Future Focused

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. Communit Legacy Application CFP [**12.1.8.1** - 3 pages]

Community Funding Program - Grants, environmental initiatives & Sponsorship : Submission #2

Funding type sought:	Sponsorship
Organisation's name	Legacy Northern Territory
Organisation type	Non for Profit - Ex Service Organisation
ABN: (if applicable):	38449530211
Details	Monique Forrest Administration Manager 0457 267 200 Ludmilla. 0820 pm@legacynt.org
Provide details of your organisation	Legacy Northern Territory looks after the families of deceased or incapacitated veterans, which includes widows, widowers and children up to the age of 25. Our organisation began in 1923 with a promise to look after "the missus and the kids". Now 102 years later, we're nationwide with 44 Legacy clubs and 1 in London. We are across the Territory, in Darwin, Gove, Katherine and Alice Springs with 85 war widows and 11 children. We are made up of 2 part time staff and 28 volunteers. We provide social events, maintenance on their houses and gardens and emotional and mental support. We've attended many lunches within the last 12 months in the Palmerston region, with many of our guests stating how pleased they were with the quality of food, service and accessibility.
Provide details of the proposed activity	Legacy Northern Territory is based around our 96 beneficiaries who are all different ages. We encourage our beneficiaries to attend lunches to support their mental health and wellbeing, and at our major Mother’s Day lunch, which is annually held in Palmerston, we encourage them to invite

	other family members to experience Palmerston's exciting and vibrant community. The lunches help our beneficiaries to connect with other like-minded individuals who have experienced the same life struggles, and it also helps bring together our multicultural family to share stories and experiences that other cultures may be new too.
Provide details of previous activities held by the organisation	We were very lucky to receive sponsorship for the same events in 2024/2025, and these were a huge hit with our beneficiaries. We'd love to be given the same opportunities to continue our amazing relationship with the city of Palmerston. As well as lunches, we also host events at Legacy House in Ludmilla, such as morning tea, craft days, and events for Melbourne Cup and alike. We try to encourage our aging widows to attend functions if they can and with a carer if needed.
What are the intended objectives of this activity, and how will you evaluate its success?	The intended objectives are mainly for our aging war widows who find it harder to go out and socialise and enjoy coming to lunches with other war widows who have experienced the same life changing events that they have. We want to provide a safe and comfortable environment for our older ladies, and Palmerston has so many accessible venues that they enjoy attending. We will evaluate the success based on monthly surveys, from general chat between the lunches, and also regular head counts of each lunch. As our ladies get older, they do find it harder to attend functions, so coming to a venue where they've been before fills them with more confidence to attend.
Date	2025/2026
Venue	Any accessible restaurants in Palmerston
Time	1200-1430
Expected number of attendees	20-30 normal lunches, 80 on Mother's Day

Target audience	Seniors, Veterans, Youth, Families
Total activity cost	$6250
Amount requested through the Community funding program	$6250
Is the amount requested including GST?	No, it's excluding GST
Value of other funding sources	$0
A copy of the sponsorship package outlining the levels and categories of sponsorship	Legacy NT x City of Palmerston - 2025.docx (1.2 MB)
Evidence of registration as a community group, not-for-profit, or incorporated body	Certificate of Incorporation Oct 1995.pdf (1.04 MB)
Evidence of appropriate Certificate of currency for applicable insurances	Certificate of Currency - Liability - 13.03.2025 - 28.02.2026.pdf (100.66 KB)
A copy of the organisation's most recent audited financial statement (for applications over $10,000)	
City of Palmerston's support will be publicly acknowledged in the following ways:	Social media post, Website, Newsletter, Promotional material
Signed	
Date signed	2025-09-10

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.1
Report Title:	Financial Report for the Month of October 2025
Meeting Date:	Tuesday 18 November 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 October 2025.

Key messages

- This report presents the October 2025 financial report and is representative of the year-to-date income and expenditure as at 31 October 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 $39.81 million or 90% of the $44.2 million annual budget.
- Capital income is $301,703 or 5% of the $5.76 million annual budget. Grants income is recognised when grant obligations are met, which is generally when capital expenditure is incurred.
- Capital expenditure is $1.77 million which is 15% of the $11.7 million approved revised Capital budget. There is a further $2.46 million in commitments where works have commenced or are awaiting payment, combined equates to 36% of the budget.
- Operating surplus (excluding depreciation) is $28.49 million.
- The total cash and cash investments were $23.85 million

- Rates debt receivables is $20.02 million, which includes:
  - Outstanding debt for 2025-26 $18.3 million which is 48.2% of the rates levied,
  - $927,235.15 outstanding for 2024-25
  - A further $731,965 of accumulated unpaid rates from prior years
  - Total outstanding interest on outstanding rates of $46,213
- Total payments to creditors in October 2025 amounted to $4.87 million, of which $2.99 million (61.31%) 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 was one (1) contract variation during October 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 October 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, 31 October 2025.

This report should be read in conjunction with the following:

- Dashboard report found at **Attachment 12.2.1.1** 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 12.2.1.2** presenting the financial position of Council as of 31 October 2025.

Discussion

Financial Health

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

- The October 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 51% which is in line with the KPI.
- The debt service ratio (net operating income divided by debt repayments plus interest) for October 2025 is 12.64 indicating that the Council has sufficient capacity to meet its loan obligations and is in line with the KPI.
- Rates collection shows that 52% of total rates revenue has already been collected since the rates were levied in July. The first instalment was due on 30 September, and the second instalment is due on 30 November.
- The current ratio (Current Assets divide by Current Liability) is 5.19 for October 2025 which demonstrates that Council has enough resources to meet its short-term obligations and is in line with the KPI.

Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2025-26 as at 31 October 2025. Refer to **Attachment 12.2.1.1.**

Total Operating Income as at 31 October 2025 is $39.81 million, which is 90% of the Annual Budget of $44.20 million.

Total Operating Expenditure as at 31 October 2025 is $15.42 million, this mainly consists of the following:

- $4.12 million Employee Costs.
- $3.13 million Materials & Contractors.
- $4.10 million Depreciation (non-cash).
- $0.59 million Professional services such as external consultants and management fee for Odegaard.
- $0.83 million Other Expenses such as program running cost and training costs.
- $0.55 million Software, Hardware, Stationery, and Subscription.
- $0.82 million in Insurance expenses.

The $2.64 million underspend in operating expenditure is largely due to invoices for materials and contractors that are yet to be received and processed and underspend in employee expenses.

Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2025-2026 as per **Attachment 12.2.1.1.**

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 12.2.1.1** shows that out of the $11.70 million capital expenditure budget, the actual capital expenditure is $1.77 million which is 15% of the budget.

In addition to the $1.77 million actual expenditure, there is a further $2.46 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 36% 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.
- All amounts in the table below are expressed in thousands ('000)

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	$330	$50	$280	
PRJ10553-SWELL Carpark Upgrade	$50		$50	
PRJ10580- SWELL Basketball Court Shade Structure	$80		$80	
PRJ10039- Reseal Program	$210	$15	$195	
PRJ10246-Road Reconstruction (R2R)	$450		$450	
PRJ10537- Black Spot - Bonson Terrace	$40	$40		
PRJ10538-Black Spot - Yarrawonga Road	$110			$110
PRJ10522 -Hobart Park Exeloo and Park Upgrade	$370	$10		$360

PRJ10375-21/22 Custom Animal Holding Pens (LG IP Grant)	$20	$10	$10	
PRJ10303- Water Aquifer Prevention Strategy	$100	$20	$80	
PRJ10394- Archer Recycling Modernisation Project	$30		$30	
PRJ10257 - Lakebed Aerators	$30	$30		
PRJ10595- Woodroffe Park Upgrades	$600		$600	
Total	**$2,420**	**$175**	**$1,775**	**$470**

Cash and Investments

Trading Account: $13.99million.
Investments: $9.85 million.
Year to Date interest revenue: $0.57 million.

CASH AT BANK AND INVESTMENTS				
DURATION	***NO.***	***VALUE ($)***	***% OF TOTAL PORTFOLIO***	***LIMIT***
Cash at bank	1	$13.99M	NA	NA
<12months	6	$9.85M	100%	100%
Total	7	$23.84M	100%	100%

The investment portfolio is compliant with the Council Investments Policy.

- As at 31 October 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 31 October 2025 was $13.99 million earning 3.61% interest per annum. The higher balance reflects the large volume of rates payments received at the end of September, when the first instalment was due. The cash balance will be assessed to determine future cash flow requirements, and any excess funds will be invested accordingly.
- 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 12.2.1.2.**

Receivables

Council has $22.98 million in Receivables, which is made up of the following.

- $20.38 million in Rates and charges, including rates levied during 2025-2026. Further explanation of the breakdown is detailed below is rates and charges.
- $2.60 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 12.2.1.1** highlights the rates levied for the 2025-26 financial year are $38.1 million, of which $19.75 million (52%) has already been collected and $18.36 million (48%) is yet to be collected.
- Item 2.4 Debtors Control at **Attachment 12.2.1.2** provides for the summary of the breakdown of the $1.66 million rates overdue.
- The actual overdue amount for 2024-25 rates as at October 2025, is $927,235 which is 2.59% of the total 2024-25 rates revenue.
  - There is $731,765 of overdue rates from prior years.
- 674 properties have outstanding rates for 2024-25 and prior.
  - 5007 Ratepayers have paid their 2025-26 rates in full.
  - Total of 642 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 93 properties for debts from 2022-23 and earlier with a further 185 being reviewed for the 2023/24 financial year.
- 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 $527,042 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 2025-26 FY to date.

Infringements

- Total infringements outstanding is $217,687 as at 31 October 2025; this consists of:
  - Animals $193,276,
  - Public Place $6,495, and
  - Parking $17,916
- The graph in the dashboard at **Attachment 12.2.1.1** shows the total infringements issued and collected for the year until 31 October 2025.
- Total Animal infringements issued for 2025-26 as at 31 October is $155,485 and collected is $118,780.
- Parking infringements issued for 2025-26 as at 31 October 2025 is $21,501 out of which $20,135 has been collected.
- Total Public Places infringements issued for 2025-26 as at 31 October 2025 is $1,793 and collected $1,693.

Sundry Debtors

- Sundry Debtors as at 31 October 2025 is $1.17million as presented in **Attachment 12.2.1.2.** This balance includes $675,000 that is expected to be received from Department of the Chief Minister and Cabinet. The total also includes the outstanding invoice from Belgravia health of $119K, Costojic pty ltd of $255K, 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 October 2025 amounted to $ 4.87 million, of which $2.99 million (61.31%) were paid to local suppliers.
- During October 2025, the significant vendor payments consisted of $0.55 million to VTG Waste and Recycling for the pre cyclone clean up, 0.45 million to CMA Contracting for the Archer Waste Facility Stage 2, Claim #6 & #7, $0.25 million to Jacana Energy, $0.23 million to Quick Super Clearing House, $0.22 million to Australian Taxation Office – PAYG, $0.21 million Cleanaway Pty Ltd., and $0.17 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 31 October 2025 being $0.45 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 in December 2023 with a current balance as at 31 October 2025 of $4.48 million. This is a 20-year loan with current variable interest rate of 4.7264% 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 $971,557 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 30 September 2025 has been finalised and lodged in October 2025 as a Goods Services Tax refund of $237,734. Second Quarter FBT instalment of $21,812 was automatically deducted by ATO in our September BAS. ATO refund was received in NAB on 27th of October. The October 2025 BAS will be finalised and lodged in November 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	Nil

been accepted and the total cost of supplies exceeds $150,000.	
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%.	Supplier: Allan King & Sons Construction Pty Ltd Contract: Zuccoli Community Hub Pump Track Construction Supplies Provided: Supply and installation of the lighting connected to the pump-track. Original contract cost: $928,623.45 ex GST Total contract cost of supplies is $1,078,593.45 ex GST Percentage increase from original contract cost to total contract cost: 16.15% Applicable provision: Section 42 (5)(a)

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 [**12.2.1.1** - 2 pages]
2. EOM October 2025 [**12.2.1.2** - 24 pages]

at 31 October 2025

DASHBOARD

Financial Health Ratios		*tober 25*	*Status*
Operating Surplus Ratio	*> 0%*		
Debt Service Ratio	*> 2.0*	*12.64*	
Rates Collection	*>95%*	*52%*	There is still three rates in yet due. To date 52% ($19.75M) of total 2025-26 rates have been collected to date.

$0.3 M
Capital Income
Annual Budget is at $5.76 M

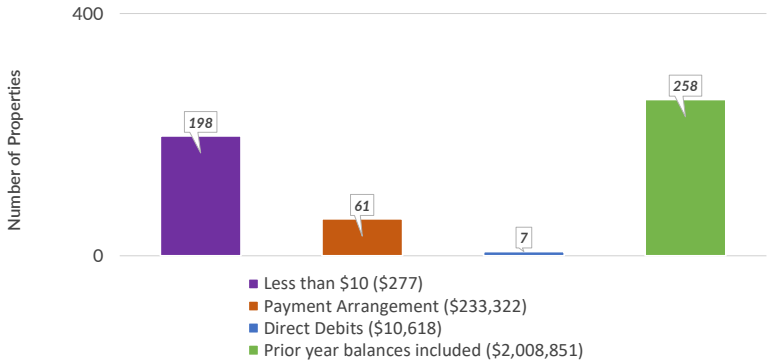
Annu

$23.85 M
Cash Held

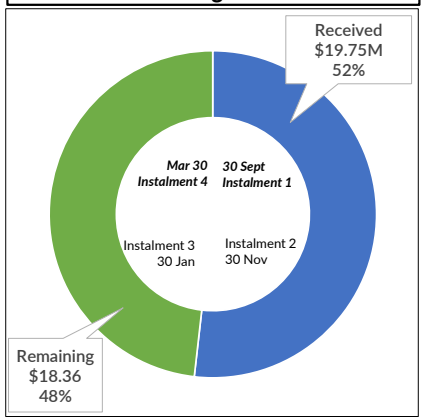
Legends

Explanation Required
Off Track

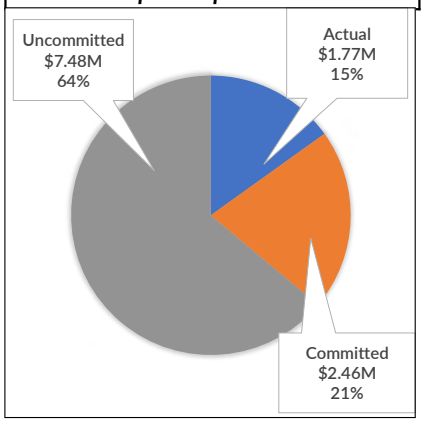
Properties with Rates Outstanding

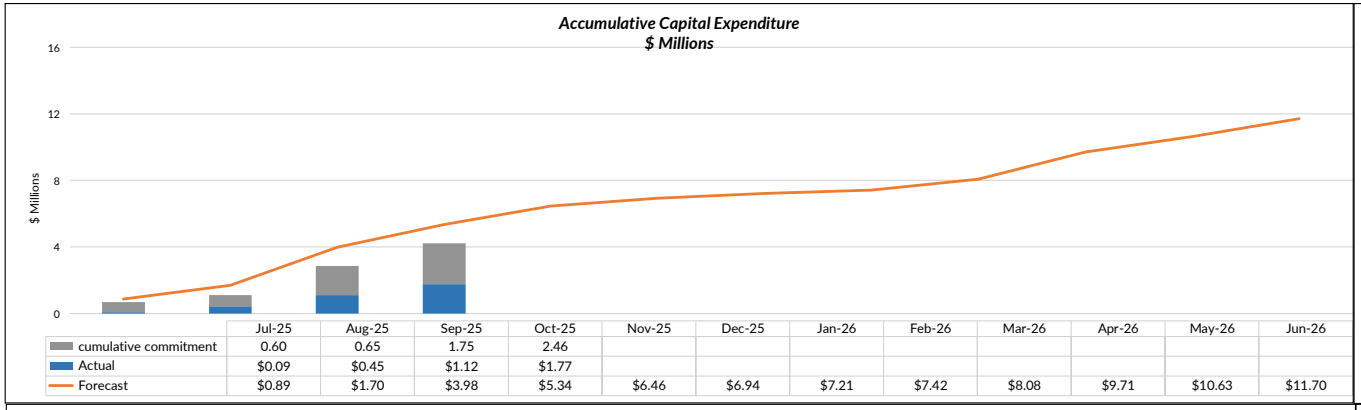


Rates & Charges Collected

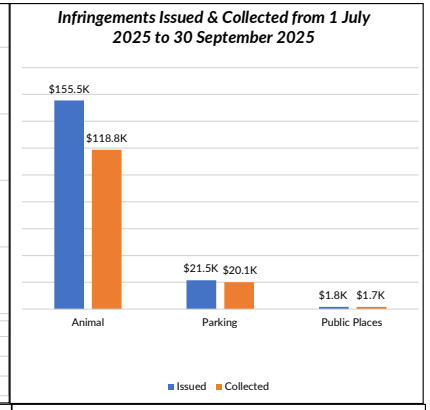


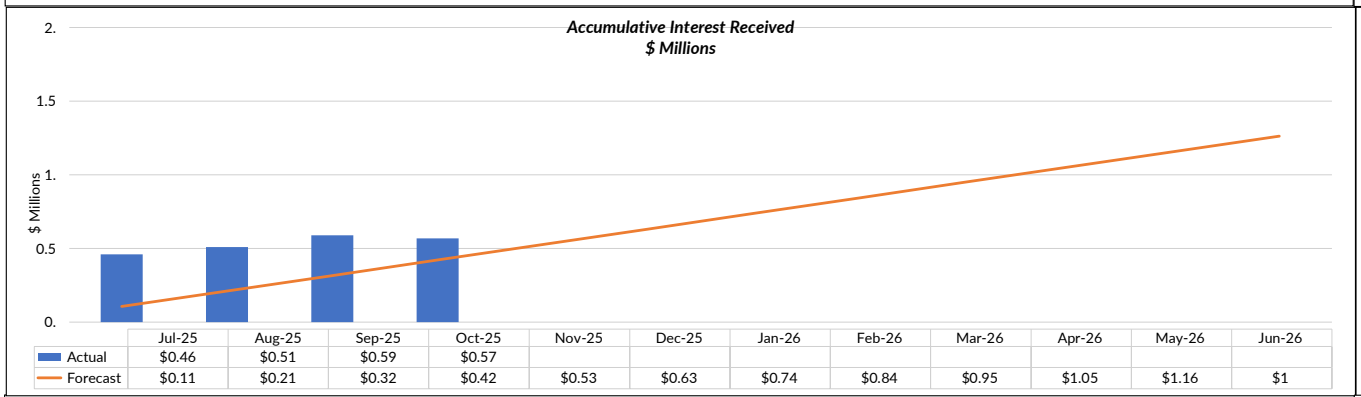
Capital Expenditure



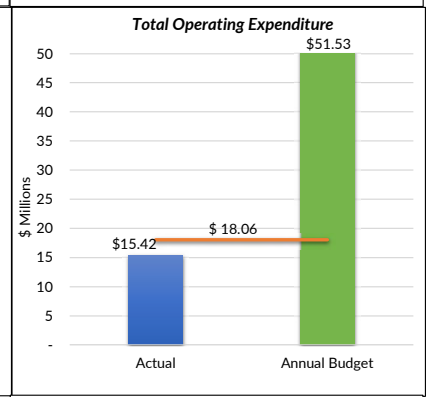


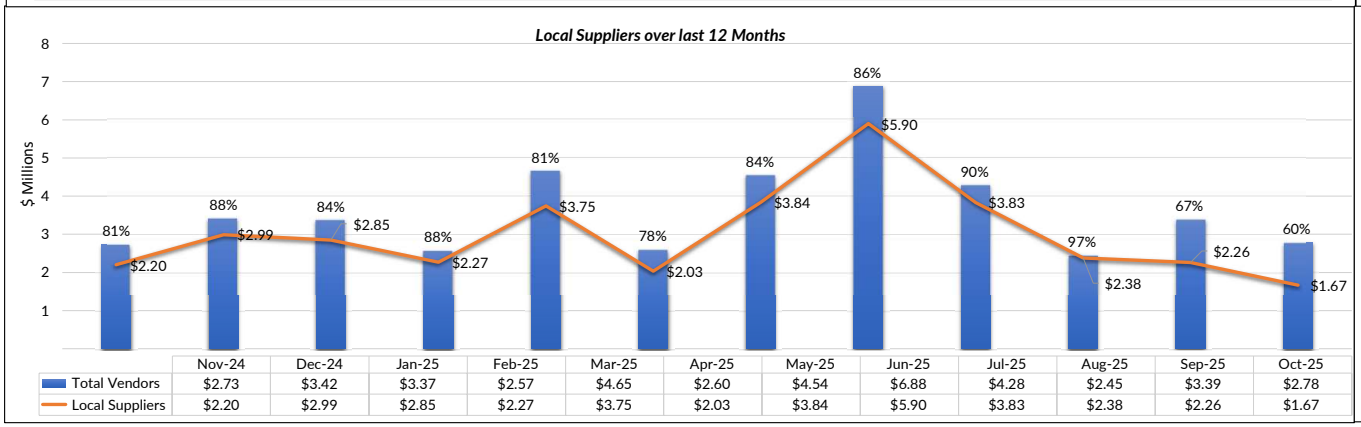
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
cumulative commitment	0.60	0.65	1.75	2.46								
Actual	$0.09	$0.45	$1.12	$1.77								
Forecast	$0.89	$1.70	$3.98	$5.34	$6.46	$6.94	$7.21	$7.42	$8.08	$9.71	$10.63	$11.70



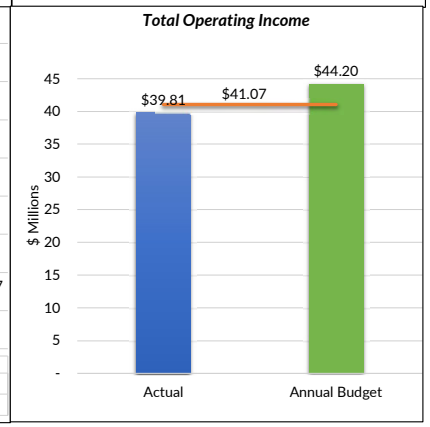


	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Actual	$0.46	$0.51	$0.59	$0.57								
Forecast	$0.11	$0.21	$0.32	$0.42	$0.53	$0.63	$0.74	$0.84	$0.95	$1.05	$1.16	$1





	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
Total Vendors	$2.73	$3.42	$3.37	$2.57	$4.65	$2.60	$4.54	$6.88	$4.28	$2.45	$3.39	$2.78
Local Suppliers	$2.20	$2.99	$2.85	$2.27	$3.75	$2.03	$3.84	$5.90	$3.83	$2.38	$2.26	$1.67



FINANCIAL MANAGEMENT REPORTS

October 2025

- 1. Executive Summary
- 2. Financial Results

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October 2025

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	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 October 2025 best reflects the financial affairs of the Council.



Andrew Walsh
Chief Executive Officer

Section 2
Financial Results
31 October 2025
33.33%

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	29,091,780	100%	28,936,123	101%	
Charge	8,932,422	9,027,128	101%	8,932,422	101%	
Fees & Charges	964,282	550,023	57%	421,209	131%	1
Grants, Subsidies & Contributions	3,560,023	347,535	10%	2,187,305	16%	2
Interest & Investment Revenue	1,729,151	722,629	42%	576,712	125%	3
Other Income	41,960	69,865	167%	15,387	454%	4
Operating Income	***44,203,961***	***39,808,960***	***90%***	***41,069,158***	***97%***	
Operating Expenditure						
Employee Costs	-13,640,851	-4,116,036	30%	-4,630,663	89%	5
Materials & Contractors	-14,594,804	-3,125,149	21%	-4,915,225	64%	6
Depreciation, Amortisation & Impairment	-12,306,000	-4,102,000	33%	-4,102,000	100%	
Elected Members Allowances	-523,612	-166,400	32%	-186,848	89%	7
Elected Members Expenses	-383,370	-12,358	3%	-346,849	4%	8
Professional Services	-2,261,415	-587,856	26%	-760,879	77%	9
Auditor's Remuneration	-55,886	-200	0%	0	0%	
Utilities	-2,427,946	-697,257	29%	-763,465	91%	
Legal Expenses	-315,700	-139,628	44%	-105,165	133%	10
Telephone & Other Communication Charges	-196,678	-106,477	54%	-113,756	94%	
Donations, Sponsorships & Grants	-255,000	-68,787	27%	-65,500	105%	
Software, Hardware, Stationery, Subscriptions	-1,216,016	-552,488	45%	-539,454	102%	
Insurance	-769,519	-819,947	107%	-760,453	108%	
Borrowing Costs	-309,806	-91,251	29%	-103,269	88%	11
Other Expenses	-2,274,641	-830,518	37%	-663,432	125%	12
Operating Expenditure	***-51,531,244***	***-15,416,353***	***30%***	***-18,056,958***	***85%***	
OPERATING SURPLUS/(DEFICIT)	***-7,327,283***	***24,392,607***		***23,012,200***		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	150,000	30,636	20%	50,000	61%	13
Developer Contributions	200,000	156,963	78%	0	0%	14
Asset Income	3,000,000	0	0%	0	0%	
Grants received	2,407,208	114,104	5%	965,183	12%	15
Capital Income	***5,757,208***	***301,703***	***5%***	***1,015,183***	***30%***	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	***-1,570,075***	***24,694,310***		***24,027,383***		
Land Purchase	0		0%	0	0%	
Asset Purchase	-4,938,512	-609,879	12%	-2,338,251	26%	16
Asset Upgrade	-6,761,843	-1,163,610	17%	-3,005,494	39%	16
Capital Expenditure	***-11,700,355***	***-1,773,489***	***15%***	***-5,343,745***	***33%***	

Section 2
Financial Results

Executive Summary as at 31 October 2025
% of year passed 33.33%

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	-4,102,000	33%	-4,102,000	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	
NET CAPITAL SURPLUS/(DEFICIT)	***-3,964,430***	***27,022,821***	***0***	***22,785,638***		
Less Repayment of Borrowings	-512,201	-169,927	33%	-170,734	100%	
Reserve Movement	4,476,632	0	0%	1,492,211	0%	17
NET OPERATING SURPLUS/(DEFICIT)	***0***	***26,852,894***		***24,107,115***		

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
The Variance is due to the following:
1. Higher revenue from rate searches and infringements than expected
2. 50% of 2025-26 financial assistance grant received in 2024-25, adjustment will be in first budget review
3. Higher interest income received than expected
4. Receipt of insurance claims for Tom price park
5. Vacant positions and timing of the payments
6. October invoices for vegetation, waste management, mowing, maintenance, and utility yet to be received and processed
7. Newly elected members paid for less number of days on the month of September
8. Election expenses are expected to be received and paid in December
9. Invoices for counselling ,training,consulting ,report design and employee engagement survey yet to be received and processed
10. Debt collection expenses being higher than planned, this is offset by the revenue charged to the property
11. RBA decreasing the interest rate, resulting in lower interest than budgeted
12. Invoices for City of Palmerston events i.e Palmerston Youth Festival being paid earlier than anticipated
13. Vehicles expected to be sold and disposed by the end of November
14. Funds received for Funds in Lieu of Construction driveway
15. Capital grant funds are linked to capital expenditure and only recognised as income when obligationn is met
16. A number of projects are in initial phase and expenditure yet to be incurred . 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
31 October 2025
33.33%

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	-178,758	20%	-533,697	33%	1
Office of the CEO	-872,177	-394,400	45%	-317,137	124%	2
Office of the Chief Executive	***-1,779,159***	***-573,158***	***32%***	***-850,834***	***67%***	
People & Place						
GM People & Place	-640,745	-133,830	21%	-208,540	64%	3
Customer Experience	-370,789	-132,404	36%	-121,016	109%	
People and Customer	-1,036,621	-307,485	30%	-356,756	86%	4
Public Relations and Communications	-898,857	-293,450	33%	-339,074	87%	5
Arts & Culture	-60,000	-3,707	6%	-20,000	19%	6
City Activation	-1,732,080	-676,844	39%	-500,179	135%	7
People & Place	***-4,739,091***	***-1,547,721***	***33%***	***-1,545,565***	***100%***	
Finance & Governance						
GM Finance & Governance	-598,471	-172,085	29%	-190,307	90%	
Records Management	-330,843	-97,890	30%	-108,931	90%	
Financial Services	-13,930,369	-4,565,823	33%	-4,569,410	100%	
Rates	-105,700	-33,041	31%	-28,333	117%	8
Governance	-1,540,703	-1,152,652	75%	-1,225,368	94%	
Information Technology	-1,945,200	-734,159	38%	-774,731	95%	
Fleet	-259,925	-30,528	12%	-54,726	56%	9
Finance & Governance	***-18,711,212***	***-6,786,177***	***36%***	***-6,951,807***	***98%***	
Community						
Community Development	-1,134,428	-258,126	23%	-369,170	70%	10
Diversity and Inclusion Activities	-34,000	-1,258	4%	-17,000	7%	11
Families & Children	-23,500	-9,188	39%	-7,300	126%	12
Health and Wellbeing Services	-12,000	-2,360	20%	-4,000	59%	13
Library Services	-1,727,052	-485,425	28%	-577,357	84%	14
Senior Citizens	-10,000	-9,533	95%	0	o%	
Youth Services	-77,000	-1,516	2%	-5,000	30%	15
GM Community	-355,494	-97,414	27%	-122,631	79%	16
Safe Communities	-20,000	-8,180	41%	0	o%	
Animal Management	-80,617	-27,620	34%	-26,826	103%	
Parking & Other Ranger Services	-883,578	-356,150	40%	-285,019	125%	17
Community	***-4,357,668***	***-1,256,770***	***29%***	***-1,414,302***	***89%***	
Infrastructure						
Aquatic Centre	-1,477,736	-446,075	30%	-482,576	92%	
Civic Centre	-276,356	-84,496	31%	-90,864	93%	
Depot	-82,093	-27,947	34%	-27,360	102%	
Driver Resource Centre	-36,894	-9,272	25%	-12,293	75%	18
Emergency Operations	-10,000	0	0%	-10,000	0%	

Section 2
Financial Results
31 October 2025
33.33%

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
Gray Community Hall	-80,735	-30,211	37%	-26,905	112%	19
GM Infrastructure	-1,455,027	-419,690	29%	-482,605	87%	2
Open Space	-6,070,535	-1,174,817	19%	-2,002,217	59%	18
Private Works	-117,438	-36,099	31%	-37,979	95%	
Recreation Centre	-347,299	-76,927	22%	-115,770	66%	18
Roads & Transport	-1,496,614	-445,298	30%	-501,607	89%	18
Stormwater Infrastructure	-174,177	-50,402	29%	-52,000	97%	
Street Lighting	-884,675	-303,474	34%	-248,577	122%	20
Subdivisional Works	-25,000	-420	2%	0	o%	
Waste Management	-8,981,150	-2,062,019	23%	-3,055,531	67%	18
Odegaard Drive Investment Property	-123,003	-18,044	15%	-46,860	39%	18
Durack Heights Community Centre	-65,177	-21,791	33%	-21,703	100%	
CBD Car Parking	0	0	o%	0	o%	
Goyder Square	-240,204	-45,547	19%	-79,603	57%	18
Infrastructure	***-21,944,114***	***-5,252,527***	***24%***	***-7,294,450***	***72%***	
OPERATING EXPENDITURE	***-51,531,244***	***-15,416,353***	***30%***	***-18,056,958***	***85%***	

Notes
The Variance is due to following:
1.Timing of cashflowing and expenditures related to contractors to be paid in December; please refer to 2.9 for detailed breakdown of expenses
2. LGANT Annual membership be funded through underspends in consultancies
3. Timing of pays and vacant positions being backfilled by labour hire (paid as contractors) while recruitment of positions are being finalised
4. Recruitment expenses lower than expected for year to date
5. Advertising and subscription invoices yet to be processed
6. Arts and Culture programs and events are expected to be expended in Quarters 3 and 4.
7. Invoices for City of Palmerston events which relates to Palmerston youth festival being paid earlier than anticipated
8. Higher than expected debt recovery and office administration costs
9. Lower than expected cost on motor vehicle fuel, services and parts
10. Subscription and membership invoices expected to be paid in January, and grant payments dependent on the timing of applications from the community
11. Cashflow timing of expenses related to Low Sensory Christmas Wonderland
12. Higher year to date program running cost for Children's weeks but it is within the annual budget
13. Expenditure related to program running cost for health and well being services are expected in later month
14. Utilities and cleaning bills yet to be received for the month of October
15. Timing of cash flowing related to program running cost for youth services
16. Timing of consultant expenses, which are expected to incur in later months. Underspend to be utlised to fund increase in other areas
17. Higher employee cost for the period
18. Awaiting utilities, cleaning, security, external consultant and contractors invoices
19. Higher-than-expected expenditure on security patrols and building maintenance
20. Higher electricity expenses than expected year to date

Approved by: Finance Manager

Section 2
Financial Results

Budget Summary Report By Directorate as at 31 October 2025
% of year passed 33.33%

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	24,304	35%	23,333	104%	
Financial Services	1,095,618	498,147	45%	365,204	136%	3
Rates	29,193,496	29,211,786	100%	29,008,914	101%	
Finance & Governance	***30,359,114***	***29,786,576***	***98%***	***29,397,451***	***101%***	
Community						
Library Services	758,432	34,433	5%	23,148	149%	4
Senior Citizens	0	2,000	o%	0	o%	5
Animal Management	381,050	232,893	61%	229,414	102%	
Parking & Other Ranger Services	35,600	17,999	51%	13,267	136%	6
Community	***1,175,082***	***287,325***	***24%***	***265,829***	***108%***	
Infrastructure						
Aquatic Centre	0	108,684	o%	0	o%	7
Civic Centre	151,150	55,529	37%	50,380	110%	8
Gray Community Hall	15,000	1,276	9%	5,000	26%	9
Private Works	50,000	20,007	40%	16,667	120%	10
Recreation Centre	18,000	4,661	26%	6,000	78%	9
Roads & Transport	1,384,813	181,779	13%	1,229,022	15%	1
Subdivisional Works	115,000	29,209	25%	38,333	76%	11
Waste Management	8,971,382	9,027,283	101%	8,945,409	101%	
Odegaard Drive Investment Property	466,160	154,267	33%	155,384	99%	
Durack Heights Community Centre	4,200	2,636	63%	1,400	188%	12
Goyder Square	100,000	0	0%	0	o%	
Infrastructure	***11,275,705***	***9,585,331***	***85%***	***10,447,594***	***92%***	
OPERATING INCOME	***44,203,961***	***39,808,960***	***90%***	***41,069,158***	***97%***	

Notes
The Variance is due to the following:
1. 50% of 2025-26 financial assistance grant received in 2024-25, adjustment will be in first budget review
2. Income from Insurance claim refund for Tom price park
3. Higher interest income received than expected
4. Income from School holiday program grant, aged care reforms and other events was not included in budget, this will be included in first budget review
5. Senior Citizen grant income was not included in budget and will be included in first budget review
6. Monies collected from FRU will be corrrected and applied against debtors
7. Income from SWELL operations, this will be considered as part of the future budget reviews
8. Rent for Civic Centre is slightly higher than budgeted due to CPI increase
9. Reduction in bookings for Gray/Rec centre community hall
10.Higher than expected year to date income from permit works on council reserves
11. Income received for the completed submission works, more to receive around the third and fourth quarter of this year
12. Variance is due to higher income year to date from facility hire than anticipated

Approved by Finance Manager

Section 2
Financial Results

Budget Summary Report By Directorate as at 31 October 2025
% of year passed 33.33%

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	30,636	20%	50,000	61%	1
Finance & Governance	***3,150,000***	***30,636***	***1%***	***50,000***	***61%***	
Community & Culture						
Animal Management	19,580	5,962	30%	19,580	30%	2
Community & Culture	***19,580***	***5,962***	***30%***	***19,580***	***30%***	
Infrastructure						
Aquatic Centre	2,892	2,892	100%	2,892	100%	
GM Infrastructure	100,000	24,140	24%	0	o%	
Open Space	1,449,395	42,486	3%	766,395	6%	2
Roads & Transport	808,864	38,624	5%	149,839	26%	2
Subdivisional Works	200,000	156,963	78%	0	o%	3
Waste Management	26,478	0	0%	26,478	0%	
Infrastructure	***2,587,628***	***265,105***	***10%***	***945,603***	***28%***	
CAPITAL INCOME	***5,757,208***	***301,703***	***5%***	***1,015,183***	***30%***	

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. Variance is due to vehicles expected to be sold and disposed by the end of November
2. Variance is due to unspent grant funds not yet recognised as income
3. Income from Funds in leu of construction received earlier than planned

Approved by: Finance Manager

Section 2
Financial Results
Budget Summary Report By Directorate as at 31 October 2025
% of year passed 33.33%

1.3 - Capital Expenditure

	Annual	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%***	
	-100,000	-21,870	22%	-27,273	80%	1
People & Place	***-100,000***	***-21,870***	***22%***	***-27,273***	***80%***	
					17%	2
	-417,377	-140,073	34%	-197,377	71%	3
Finance & Governance	***-1,235,344***	***-170,192***	***14%***	***-375,644***	***45%***	
					0%	4
ment	-19,580	-5,962	30%	-19,580	30%	5
Community & Culture	***-372,874***	***-5,962***	***2%***	***-316,890***	***2%***	
					95%	
					o%	
					8%	6
					o%	
					3%	7
					33%	8
					0%	
					16%	8
					0%	
					29%	8
					84%	9
					0%	
Community Centre	-9,267	0	0%	0	o%	
Infrastructure	***-9,992,137***	***-1,575,466***	***16%***	***-4,623,939***	***34%***	
CAPITAL EXPENDITURE	***-11,700,355***	***-1,773,489***	***15%***	***-5,343,745***	***33%***	

Notes

1. More funds expected to spent on Hobart Park placemaking project over the next few months
2. Variance is due to Enterprise resource planning project being on transition phase, revised tender was released in November for a period of 4 weeks
3. Orders for more vehicles has been placed , invoices yet to be received and paid
4. Program yet to be developed for library building works and tender assessment underway for library café hence no expenditure expected soon
5. Vehicle suspension modified for 2 vehicles and more expenditure on equipment expected in coming months
6. Design for the dog pound project underway and work yet to commence for incubators renewals
7. Tender for Zuccoli Stage 3 design has been advertised, and the water aquifer project contract awarded with consultations underway. No major expenditure is expected until these projects commence.
8. Variance is due to some projects being in the initial phase, with related expenditures expected to be incurred in the coming months
9. Practical completion has been issued. Final invoice is still in the process of gaining approval

Approved by: Finance Manager

Section 2
Financial Results
Capital Expenditure & Funding as at 31 October 2025
% of year passed 33.33%

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	4,922,837	1,049,746
Infrastructure (including roads, footpaths, park furniture)	4,950,163	451,397
Fleet	436,957	146,035
Other Assets (including furniture & office equip)	817,967	30,118
TOTAL CAPITAL EXPENDITURE	**11,700,355**	**1,773,489**
TOTAL CAPITAL EXPENDITURE FUNDED BY:	**Annual Budget**	**Actuals**
Operating Income	4,572,924	540,889
Capital Grants	2,407,208	114,104
Transfers from Cash Reserves	4,720,222	1,118,496
Borrowings	0	0
TOTAL CAPITAL EXPENDITURE FUNDING	**11,700,355**	**1,773,489**

Approved by: Finance Manager

Section 2
Financial Results

Balance Sheet as at
% of year passed

31 October 2025
33.33%

2.1 - Balance Sheet

Balance Sheet	YTD	
Assets		
Current Assets:		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	11,514,489	Tied funds equals restricted reserve and unearned Grant income
Investments		
Tied Funds	0	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	9,853,696	
Receivables		
Rates and Charges	20,385,625	
Other Receivables	2,602,227	
TOTAL CURRENT ASSETS	46,836,843	
Non-Current Assets:		
Infrastructure, property, plant & equipment	560,659,979	
Investment property	6,200,000	
Work in progress	4,081,242	
TOTAL NON-CURRENT ASSETS	570,941,221	
TOTAL ASSETS	***617,778,064***	
Liabilities		
Current Liabilities:		
Payables	1,994,946	
Unearned Grant Income (AASB1058)	1,382,715	Unearned grant income
Borrowings	619,205	
Provisions	1,112,408	
TOTAL CURRENT LIABILITIES	5,109,274	
Non-Current Liabilities:		
Borrowings	4,305,184	
Provisions	2,111,717	
TOTAL NON-CURRENT LIABILITIES	6,416,902	
TOTAL LIABILITIES	***11,526,176***	
NET ASSETS	***606,251,889***	
Equity		
Accumulated Surplus	237,611,486	
Profit & Loss - current Year	23,249,641	
Net Reserves	5,197,648	
Working Capital Reserve	4,995,227	
Net Transfers to & from Reserves	- 9,929,352	
Election Reserve	200,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	2,424,098	Internally restricted reserve
Developer Funded reserve	2,137,942	Internally restricted reserve
Waste Reserve	3,439,396	Internally restricted reserve
Revaluation reserves	340,193,113	
TOTAL EQUITY	***606,251,889***	

Approved by: Finance Manager

Section 2
Financial Results

Investments Management Report as at 31 October 2025
% of year passed 33.33%

2.3 - Investment Management Report

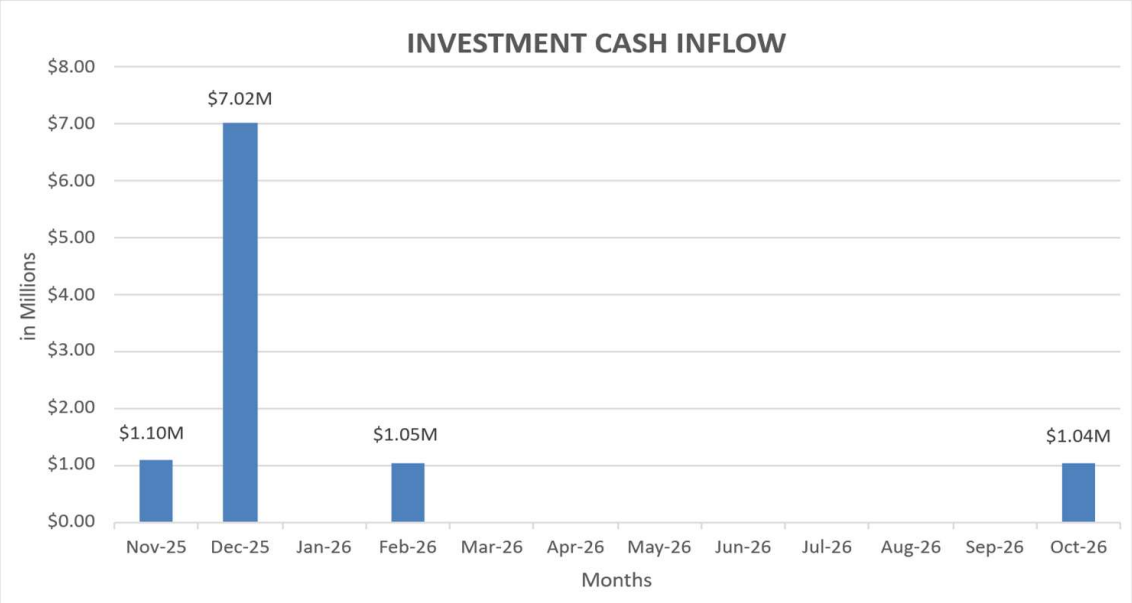
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	$ 2,000,000	5.00%	December 20, 2025	50	
AMP	S&P A2	$ 1,051,000	4.85%	November 12, 2025	12	$ 3,051,000.00
CBA	S&P A1+	$ 3,302,696	4.11%	December 1, 2025	31	$ 3,302,695.53
NAB	S&P A1+	$ 1,000,000	4.20%	October 9, 2026	343	
NAB	S&P A1+	$ 1,500,000	5.00%	December 5, 2025	35	
NAB	S&P A1+	$ 1,000,000	4.70%	February 24, 2026	116	$ 3,500,000.00
		$ 9,853,696			***98***	

Investment Distribution by Credit Rating		
Credit Rating		*Counterparty Limit*
A1 & A1+		100%
A2		60%
A3		%

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 Yea	
Total Year to Date Interest on Cash at Bank	$ 144,010
Total Year to Date Investment Earnings	$ 323,811
Total Year to Date Interest from internal loan	$ 12,681
Total Year to Date interest penalty income	$ 87,860
Total YTD Interest Income	***$ 568,362***

Trading Account	$ 13,993,941
Short Term Investment	$ 9,853,696
Petty Cash	$ 1,355
Total Funds	***$ 23,848,991***



PROPERTY INVESTMENT						
PROPERTY ADDRESS	*VALUATION BASIS*	*VALUE*	*INCOME YTD*	*EXPENSE YTD*	*NET PROFIT YTD*	*COMPARITIVE YTD YIELD AT CASH RATE OF 3.60%*
48 Odegaard Drive, Rosebery	Fair Value	$ 6,200,000	$ 154,267	$ 18,044	$ 136,223	$ 75,215

Approved by: Finance Manager

Section 2
Financial Results

Debtor Control Accounts as at 31 October 2025
% of year passed 33.33%

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
	$18,364,427		$46,213	$527,042

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)	***$1,659,200***	$927,235	$386,719	$186,219	$84,361	$39,808	$17,395	$17,463
	100%	55.9%	23.3%	11.2%	5.1%	2.4%	1.0%	1.1%
Number Of Properties (Cumulative)	674	674	258	116	57	34	13	16

INFRINGEMENTS

	Total	2026	2025	2024	2023	2022	2021	2020 & Prior
ngements	***193,276***	36,705	62,984	26,380	24,801	20,625	15,811	5,970
	6,495	100	3,139	139	1,632	1,485		
	17,916	1,367	4,028	4,045	1,980	2,614	1,725	2,157
	217,687	38,172	70,151	30,564	28,413	24,724	17,536	8,127
	100%	17.5%	32.2%	14.0%	13.1%	11.4%	8.1%	3.7%
Infringments	***1,345***	98	293	292	235	206	146	75

SUNDRY DEBTORS:

Total	Under 30 days	31 - 60 Days	61 - 90 Days	Over 90Days
$1,167,038.26	***$269,945.08***	$121,194.87	$305,259.40	$470,638.91
100%	23.1%	10.4%	26.2%	40.3%

Approved by: Finance Manager

SECTION 2
Financial Results
Creditor Accounts Paid 31 October 2025
% of year passed 33.33%

2.5 - Creditor Accounts Paid

Vendor Number	Creditor Name	Creditor Payment Type	Amount $	Notes
V05507	CMA Contracting Pty Ltd	General Creditors	1,119,886.45	
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	550,910.40	
639	Cleanaway Pty Ltd.	General Creditors	416,159.37	
V00295	Jacana Energy	Utilities	248,549.14	
V00318	QuickSuper Clearing House	Superannuation	234,853.15	
2	Australian Taxation Office - PAYG	General Creditors	216,410.00	
54	Powerwater	Utilities	172,128.66	
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	141,988.03	
V03073	Programmed Property Services	General Creditors	134,611.64	
2587	Top End RACE	General Creditors	105,267.69	
5104	JLM Contracting Services Pty Ltd	General Creditors	69,421.86	
90	Local Government Association of the NT (LGANT Ltd)	General Creditors	65,577.60	
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	65,258.33	
1607	Sterling NT Pty Ltd	General Creditors	64,721.32	
87	Industrial Power Sweeping Services Pty	General Creditors	48,343.12	
4912	Remote Area Tree Services Pty Ltd	General Creditors	45,190.20	
V03655	Verian Group Australia Pty Ltd	General Creditors	44,000.00	
4190	National Australia Bank - Corporate Credit Cards	General Creditors	43,581.21	
V00228	Outback Tree Service	General Creditors	38,896.40	
V01134	Territory Technology Solutions Pty Ltd	General Creditors	36,631.32	
V04904	Tropical Tree Services Pty Ltd	General Creditors	35,006.40	
V05234	[redacted]	General Creditors		
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors		
V05638	The Trustee for UDLA Unit Trust trading as UDLA Pty Ltd	General Creditors	34,309.00	
2977	Optic Security Group NT	General Creditors	34,257.80	
V02814	Agon Environmental Pty Ltd	General Creditors	30,149.63	
V05494	Ashford Lamaya Architects	General Creditors	29,100.54	
V01971	Signify Pty Ltd	General Creditors	28,930.00	
479	JLT Risk Solutions Pty Ltd	General Creditors	26,401.88	
V03425	CSS Services Pty Ltd ITF Corporate Stategic System Trust	General Creditors	25,355.00	
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	24,692.55	
V05963	Mottech Parkland Pty Ltd	General Creditors	24,170.91	
V02534	Water Dynamics Pty Limited	General Creditors	23,070.35	
V02075	FL Pools Pty Ltd T/a Figleaf Pool Products	General Creditors	22,000.00	
5520	BFX Furniture Pty Ltd	General Creditors	21,420.96	
V05797	Bel Rose Group	General Creditors	19,360.00	
V04381	Telstra Limited	General Creditors	18,707.75	
V06019	Pond Works	General Creditors	17,790.00	
4660	Brightly Software Australia Pty Ltd	General Creditors	17,639.52	
V04317	Randstad Pty Ltd	General Creditors	17,133.61	
1469	RTM - Police, Fire and Emergency	General Creditors	16,614.00	
V04603	Darwin Symphony Orchestra	General Creditors	16,500.00	
V04802	AHG Building Contractors Pty Ltd	General Creditors	15,243.32	
5640	Think Water - Winnellie & Virginia	General Creditors	15,024.55	
V04319	Foundation Recruitment Pty Ltd	General Creditors	14,513.58	
V04997	Celotti Pty Ltd	General Creditors	13,604.10	
V01503	LG Solutions Pty Ltd	General Creditors	10,175.00	
V04934	Fewmore Contracting	General Creditors	10,065.00	
V02229	Studio B Designs	General Creditors	9,831.25	
4472	Australian Institute of Company Directors	General Creditors	9,700.00	
5	Australia Post	General Creditors	9,526.42	
V01584	Salary Packaging Australia	General Creditors	9,482.16	
V02369	Maher Raumteen Solicitors	General Creditors	9,405.00	
4963	Centratech Systems Pty Ltd	General Creditors	9,284.62	

V00545	Earl James & Associates	General Creditors	8,780.00	
V05893	Redman Solutions Pty Ltd	General Creditors	8,778.00	
V01118	Wilson Security Pty Ltd	General Creditors	8,368.56	
V00407	All Fence & Gates (NT) Pty Ltd	General Creditors	8,240.00	
V02709	Micro Products Australia	General Creditors	8,050.00	
V03973	AANT Salary Packaging	General Creditors	7,382.48	
V05558	CDM Smith Australia Pty Ltd	General Creditors	7,161	
V05252	Insync Surveys Pty Ltd	General Creditors	7,0	
V04855	Aeroklas Asia Pacific Group Pty Ltd T/A TJM 4x4	General Creditors	6	
V04167	All About Party Hire	General Creditors		
V00250	[redacted]	General Creditors	6,386.60	
V03776	Business Fuel Cards Pty Ltd	General Creditors	6,126.81	
V00368	iWater NT Pty Ltd	General Creditors		
V05682	Open Circle Training	General Creditors		
2336	Flick Anticimex Pty Ltd	General Creditors		
3486	Gold Medal Services (NT) Pty Ltd	General Creditors		
V04352	MH Training Pty Ltd	General Creditors		
V02444	Local Community Insurance Services	General Creditors		
V05938	Access Public Relations Unit Trust	General Creditors		
V00682	Leigh Dyson Plumbing	General Creditors		
V05972	[redacted]	Refunds & Reimbursements		
3099	Iron Mountain Australia Pty Ltd	General Creditors	4,185.95	
256	The Bookshop Darwin	General Creditors		
V01936	Arjays Sales & Services Pty Ltd	General Creditors		
V05105	Litchfield Welding	General Creditors		
V06021	St John Ambulance Australia NT Inc - First Aid Training	Grants, Sponsors		
V02309	Mousellis and Sons Pty Ltd	General Credi		
V04812	RingCentral Australia Pty Ltd	General Cre		
V04964	L and J Arnott Investments Pty Ltd T/A Power Clean NT	General C		
V05689	Department of Corporate and Digital Development	Genera		
V04428	Digital Imaging Express Pty Ltd T/A MWAVE	Gene		
V04446	PS Fabrication NT	Ge		
V01751	Librio Associates Pty Ltd			
V02025	Event Hospitality & Entertainment			
V01009	Australian Parking and Revenue Control Pty Limited			
712	Paradise Landscaping (NT) Pty Ltd			
V05426	Vanguard Wireless Pty Ltd T/A ORISENT			
1276	Tourism Top End			
4398	Quality Indoor Plants Hire			
V04798	Australian Radio Network Pty Limited			
V06030	Waste and Recycling Industry Association (NT)			
V00694	Subscribe-Software Pty Ltd			
V05236	LG Community Partners Pty Ltd			
V03274	Top End Critters			
V05909	Darwin Psychology Services Pty Ltd			
4561	Bendesigns			
5131	Core Traffic Control Pty Ltd			
5114	S.E. Rentals Pty Ltd			
V04068	Amazing XR			
V06003	Sands Studio Darwin			
V04985	DPSH Industries Pty Ltd			
V00399	Palmerston & Regional			
V06015	Core Property Law			
V06009	[redacted]	Elected Members	2,000.00	1
272	City Wreckers	General Creditors	1,991.00	
V03000	Jess Cussen G			
2103	Australia D			
V00605	Cross Cu			
5387	Odd J			
215	Emp			
V06046	[redacted]			

V01612	News Pty Limited (Advertising)	General Creditors	1,723.46	
2238	Hollands Print Solutions Pty Ltd	General Creditors	1,660.78	
V01287	STEPS Group Australia Limited	General Creditors	1,633.50	
V00582	Ezko Commecial Services Pty Ltd	General Creditors	1,549.21	
5651	Minter Ellison Lawyers	General Creditors	1,535.60	
V06028	PA & LC Stark Superannuation Fund	Refunds & Reimbursements	1,529.30	
V06045	[redacted]	Refunds & Reimbursements		
V05985	Casuarina Swimming Club Inc	General Creditors		
V06042	[redacted]	Refunds & Reimbursements		
V06044		Refunds & Reimbursements		
V05742	Val Morgan Retail Media Pty Ltd	General Creditors		
V02760	Finlay's Stone	General Creditors	1,425.00	
2915	Territory Uniforms	General Creditors	1,403.80	
V00808	[redacted]	General Creditors		
V00474	Lane Communications	General Creditors		
V01691	Blackwoods	General Creditors	1,314.87	
V01420	CENTRELINK (PAYROLL)	General Creditors	1,283.12	
V06027	[redacted]	Refunds & Reimbursements		
V00542	Industry Health Solutions	General Creditors		
566	Stickers & Stuff	General Creditors	1,133.00	
4731	[redacted]	General Creditors		
V04917	OverDrive Australia	General Creditors		
2294	Modern Teaching Aids Pty Ltd	General Creditors	1,100.02	
V03685	Peel Valentine Whitehead Partners Pty Ltd	General Creditors	1,100.00	
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	1,085.70	
2186	Optus Billing Services Pty Ltd	General Creditors	1,080.00	
V05910	Bicycle Network	General Creditors	1,067.00	
V03746	Kim Koole Music	General Creditors	1,050.00	
V02306	Well Done International Pty Ltd	General Creditors	1,049.04	
V02003	Acquire NT Real Estate	General Creditors	1,032.65	
V06020	[redacted]	General Creditors		
V05754	Areasafe Products Pty Ltd	General Creditors		
V00964	HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	982.45	
V04126	Picture This NT	General Creditors	980.00	
V05729	R&R Media Investments Pty Ltd T/A Impact Wrap	General Creditors	935.00	
V02285	Territory Native Plants	General Creditors	931.12	
V04624	[redacted]	General Creditors		
V05726	Neptune NT Pty Ltd	General Creditors		
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	839.46	
V02314	[redacted]	General Creditors		
V02030	JAC Traders Pty Ltd T/a Brandit NT	General Creditors		
V03834	Tabellarius Pty LTd TA Pack & Send	General Creditors	780.00	
V00475	Outback Batteries Pty Ltd	General Creditors	770.40	
3438	NT Shade & Canvas Pty Ltd	General Creditors	748.55	
V05224	[redacted]	General Creditors		
V05232		General Creditors		
V01916	Satellite City Smash Repairs -All In Solutions P/L	General Creditors		
V01190	Slimline Warehouse	General Creditors	643.03	
3788	HPA Incorporated	General Creditors	622.00	
V05911	The Trustee for Spotlight Stores Trading Trust	General Creditors	620.00	
V04172	Charlie Bliss Creative	General Creditors	605.00	
V04044	Deaf Connect t/a Deaf Services	General Creditors	580.80	
V06026	Taylan Atici & Dilan Atici	Refunds & Reimbursements	573.11	1
V04789	ACECOM NT PTY LTD T/A ACECOM FIRE & SECURITY	General Creditors	572.00	
2199	SBA Office National	General Creditors	568.26	
4528	Miranda's Armed Security Officers Pty	General Creditors	550.00	
V01974	Photograpy by Hels - Helen Orr	General Creditors	550.00	
35	WINC Australia Pty Limited	General Creditors	545.83	
123	Kerry's Automotive Group - KAP Motors Pty Ltd	General Creditors	534.00	
V04731	Elise & Jatham Staudinger	Refunds & Reimbursements	517.16	
V06004	Darwin Slaes and Rentals	Refunds & Reimbursements	517.16	

V06025	The Leasing Lane Rental Trust	Refunds & Reimbursements	517.16	
5759	Ward Hancock Music T/A Roots Assembly	General Creditors	500.00	
V04839	[redacted]	Grants, Sponsorships, Donations & Prizes		1
V02858		Refunds & Reimbursements		1
V03778		Refunds & Reimbursements		1
V04455	Tangibilis Physiotherapy	General Creditors	00	
253	Territory FM 104.1 Darwin - CDU	General Creditors	412	
V01722	[redacted]	General Creditors	390.00	1
V02816		Refunds & Reimbursements	390.00	1
3313	Zip Print	General Creditors	352.00	
V05627	Top End Workfit	General Creditors		
V05977	ABP Permits Pty Ltd	General Creditors		
V01490	[redacted]	Refunds & Reimbursements	300.00	1
V04376		Refunds & Reimbursements	300.00	1
V05357		Refunds & Reimbursements	300.00	1
V05534		Refunds & Reimbursements	300.00	1
V05833		Refunds & Reimbursements	300.00	1
V05583	FCD Health Pty Ltd t/as Palmerstonb GP Super Clinic	General Creditors	290.00	
V01203	Tyreright Palmerston	General Creditors		
V04609	[redacted]	Grants, Sponsorships, Donations & Prizes	250.00	1
V05459		Grants, Sponsorships, Donations & Prizes	250.00	1
V06005		Grants, Sponsorships, Donations & Prizes	250.00	1
V06006		Grants, Sponsorships, Donations & Prizes	250.00	1
V06036		Grants, Sponsorships, Donations & Prizes	250.00	1
4029	Totally Workwear Palmerston	General Creditors		
549	City of Darwin	General Creditor		
V02167	Sanity Music Stores Pty Ltd	General Credi		
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Cre		
V06001	[redacted]	Refunds &		
V05856		Refunds & Reimbursements	185.00	1
18	Integrated Land Information System	General Creditors	172.50	
V05968	CleverPatch Pty Ltd	Ge		
V02599	Freddy's Car Installations			
V03262	WOW Wipes			
V04710	Sydney Tools Pty Ltd			
V02869	Tamsten Pty Ltd T/A Palmerston Veterinary Hospital			
V06014	[redacted]	Refunds & Reimbursements	150.00	1
V06016		Refunds & Reimbursements	125.00	1
V06037		Refunds & Reimbursements	120.00	1
V00022	Officeworks	General Creditors	113.77	
V05929	Morrison Fabrication Pty Ltd			
V01030	Forrest Parade School			
V01565	Waste and Management Services Pty Ltd			
V01810	Jacana Energy - Payroll Deductions			
V01844	Mother Teresa Catholic Primary School			
V04922	Moulden Park Primary School			
V05974	Ton's Bistro			
V05400	FIRSTAIDPRO AUSTRALIA PTY			
4065	Southern Cross Protection Pt			
V05089	[redacted]	Refunds & Reimbursements	77.36	1
V04506		Refunds & Reimbursements	74.93	1
V00075	Mercury Group of Com s Pty Ltd (T/A Fit2Work)	General Creditors	61.60	
V05101	Ezyas Car Wash NT			
V03437	[redacted]	Refunds & Reimbursements	51.55	1
V05997		Refunds & Reimbursements	51.55	1
V06012		Refunds & Reimbursements	50.00	1
5435	Access Ha d	General Creditors	49.50	
V01938	Windca			
V06010	[redacted]	Refunds & Reimbursements	35.00	1
V06029		Refunds & Reimbursements	26.40	1
V05207		Refunds & Reimbursements	21.40	1

0443	Forecast Machinery	General Creditors	16.50	
	Central Animal Records	General Creditors	9.95	
	eb Services Inc	General Creditors	5.29	
	oup Pty Ltd t/as Ubivio	General Creditors	0.03	
			4,872,033.73	

Investments	-
Total Creditor Payments (excludes investments placed)	4,872,033.73
Total Payments made to Local suppliers this month	***2,987,107.02***
Percentage of this month's payments made to local suppliers	***61.31%***

Notes
1. Names redacted to de-identify personal details

Approved by: Finance Manager

SECTION 2
Financial Results

Creditor Accounts Outstanding as at 31 October 2025
% of year passed 33.33%

2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount $	Notes
4190	National Australia Bank - Corporate Credit Cards	43,581.21	1
V06047	[redacted]	(100.00)	2
V06041	Agentur Pty Ltd	(1,755.00)	2
V00295	Jacana Energy	(4,035.46)	2
V05234	[redacted]	(4,701.40)	2

Notes
1. Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliation are completed
2. Invoices processed for payment in November

Approved by: Finance Manager

Section 2
Financial Results
Commercial Leases as at 31 October 2025
% of year passed 33.33%

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	24,304	35%	23,333	104%	
Civic Centre	151,150	55,529	37%	50,383	110%	2
Income	***251,150***	***79,833***	***32%***	***73,717***	***108%***	
Expenditure						
GM Finance & Governance	-12,000	-4,055	34%	-4,000	101%	
Expenditure	***-12,000***	***-4,055***	***34%***	***-4,000***	***101%***	
Profit/(Loss)	***239,150***	***75,778***		***69,717***		

Notes
1. An expression of interest for the library cafe is currently under assessment for tenancy
2. Rent for Civic Centre is slightly higher than budgeted due to CPI increase

Approved by: Finance Manager

Section 2
Financial Results

Council Loans as at 31 October 2025
% of year passed 33.33%

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 2022/23	(241,037)
Repayments 2023/24	(248,082)
Repayments 2024/25	(254,986)
Loan Balance at 1/07/2025	***531,624***
Expected Repayments 2025/26	(262,201)
Expected Loan Balance as at 30/06/2026	***269,423***

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 31/10/2025*
531,624	*-262,201*	*-86,594*	*-12,172*	*4,864*	*445,030*

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 31/10/2025*
4,562,500	*-250,000*	*-83,333*	*-263,362*	*73,707*	*4,479,167*

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 4.7264%

Approved by: Finance Manager

Section 2
Financial Results
Elected Member Expenses 31 October 2025
% of year passed 33.33%

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	-17,371	35%	-16,502	105%	
Mayoral Allowance	-121,264	-40,532	33%	-40,421	100%	
Mayor Vehicle Allowance	-25,000	-8,356	33%	-8,333	100%	
Mayoral Professional Dev Allowance	-5,000	0	0%	0	o%	
Deputy Mayoral Allowance	-17,200	-4,900	28%	-5,733	85%	1
Elected Members Councillor Allowances	-179,095	-48,923	27%	-59,698	82%	2
Elected Members Professional Dev Allowance	-30,000	0	0%	-6,000	0%	
Elected Members Meeting Allowance	-70,000	-41,000	59%	-39,081	105%	
Information Technology Capital Entitlement	-16,000	-4,269	27%	-6,000	71%	3
Acting Mayor Allowance	-10,546	-1,049	10%	-5,078	21%	4
Contractors	-350,000	-5,458	2%	-336,845	2%	5
Printing & Photocopying Costs	-1,000	0	0%	-650	0%	
Other Sundry Expenses	-6,578	-2,340	36%	-318	736%	6
Food & Catering Costs	-9,000	-2,020	22%	-1,450	139%	6
Course Seminar & Conference Registration	-10,557	-1,014	10%	-6,543	15%	
Air Travel	-3,093	0	0%	-118	0%	
Travel Accommodation	-2,111	-1,527	72%	0	o%	
Travel Related Costs Other	-1,031	0	0%	-925	0%	
Operating Expenditure	***-906,982***	***-178,758***	***20%***	***-533,697***	***33%***	

Notes
1. Variance is due to Deputy Major working less number of days in September
2. Variance is due to elected members paid for less number of days on the month of September
3. IT-related expenses are incurred based on the requirements of elected members
4. Due to cashflowing of the allowance
5. The invoices for the election expenses are expected to be received and paid in December
6. Variance is due to cashflowing and expenses are still within the annual budget

Approved by: Finance Manager

Section 2
Financial Results
CEO Credit Card Transactions as at 31 October 2025
% of year passed 33.33%

2.10 - CEO Credit Card Transactions

Cardholder Name: Andrew Walsh
Cardholder Position: CEO
Period 01/10/2025 to 20/10/2025, 27/10/2025, 30/10/2025 to 31/10/2025

Transaction Date	*Amount $*	*Supplier's Name*	*Reason for the Transaction*
No Transactions on the period covered			
Total	*$*		

Cardholder Name: Wati Kerta
Cardholder Position: CEO
Period 21/10/2025 to 27/10/2025 and 30/10/2025

Transaction Date	*Amount $*	*Supplier's Name*	*Reason for the Transaction*
No Transactions on the period covered			
Total	*$* -		

Approved by: Finance Manager

COUNCIL REPORT

2nd Ordinary Council Meeting

Agenda Item:	12.2.2
Report Title:	Major Capital Projects Update
Meeting Date:	Tuesday 18 November 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 (final update).
  - Zuccoli Community Hub.
  - 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.
  - Woodroffe Park Upgrade.
  - Playground Renewals and Upgrades.
  - Animal Management Facility.
  - Pathways Programs (New and Renewal).

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 12.2.2.1.** This will be the final update for this project as it's now complete.
- Zuccoli Community Hub **Attachment 12.2.2.2.**
- Enterprise Resource Planning Project (ERP) **Attachment 12.2.2.3.**

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. Assessment of tenders is nearing completion in parallel with the Expression of Interest (EOI) process for the cafe operation. Award of the tender is on track to occur by mid-November, with work anticipated to commence late November.

Hobart Park Upgrades

Work is complete on the installation of shade and seating.



Figure 1: Hobart Park shelter 5 November 2025

The new public toilet has been delivered, and installation and commissioning are underway, with opening planned for November. This project has a budget of $450,000 and is 100% funded by the Australian Government.

Woodroffe Park Upgrade

The Woodroofe Park upgrade concept was endorsed by Council for consultation on 4 November 2025. Consultation has commenced and outcomes will be presented to Council in early 2026 prior to tendering and then works to be completed in the 2026 dry season. This project has a budget of $600,000 and is 100% funded by the Northern Territory Government.

Playground Renewals and Upgrades

The Joan Fejo Playground Refurbishment has been awarded at a value of $313K. Works will commence this month with the existing four-post swing being refurbished. The remainder of the works, including the replacement of the sand softfall with rubber, installation of the replacement climbing net and replacement of exercise equipment is planned for March/April 2026, subject to weather conditions.

The President Park Playground Upgrade tender submissions are under assessment. The upgrade includes the installation of an accessible swing with rubber soft fall, shade and improved pathways access. Works for this project are also due to commence in March/April 2026, subject to weather conditions.

Ambon Park softfall replacement and stormwater improvements are complete.

Animal Management Facility

Final design work is underway on the next 'block' (stage) of the Animal Management Facility. This phase of the project will add 16 new pens. The design incorporates improvements identified by users of the previously completed stage, constructed in 2023. A tender for construction of the facility is planned for early 2026.

Pathways Programs (New and Renewal)

The program for new pathways has been finalised. This program seeks to create new path connections and improve accessibility, with prioritisation of works aligned with the objectives of the Community Plan. A section of a new pathway in Mannikan Court, Bakewell is scheduled with the contractor preparing for the section to be constructed in 2025, which is weather dependent. A new path in Rosebery linking Roystonea Avenue with Duwun Road and Larrakia Road will be constructed in 2026. Completion of the full extent of the pathways will be staged over the current and future programs.



Figure 2: location of new path to be constructed in Mannikan Court, Bakewell



Figure 3: location of new path to be constructed in Rosebery

The program for pathway renewals has been finalised. This program seeks to renew sections of path that are in poor condition or do not meet current accessibility requirements, like width, grade and ramp compliance. A section of path on Raffles Road, Gray is scheduled to commence in early 2026, with timing subject to weather.



Figure 4: location of path to be renewed in Raffles Road, Gray

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 [**12.2.2.1** - 3 pages]

2. Zuccoli Community Hub [**12.2.2.2** - 3 pages]
3. Enterprise Resource Planning Project (ER P) [**12.2.2.3** - 2 pages]

ARCHER WASTE MANAGEMENT FACILITY UPGRADE

NOVEMBER 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.

This is the final report for this project.

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 (cardboard compactor).

Completion dates:

- Cardboard Compactor – Commissioned 22 October 2025.
- Recycling area – Practical Completion 21 October 2025.
- Opening for use by public – 3 November 2025.

STATUS UPDATE

Percentage complete:

Design: 100%

Construction: 100%

Value of Works Complete:

$ 638,429 (2024/25)
$ 892,387 (2025/26)
$1,530,816

Cost to complete:

Nil

Works to date summary:

All works are complete, and the site is operational. The final invoice for the cardboard compactor is being processed ($73,522.50) and final grant acquittal to be prepared. A Defects Liability Period of 12 months has commenced, expiring on 21 October 2026.



Figure1: 20 October 2025 – Construction Complete



Figure 2: 22 October 2025 – Carboard Compactor Handover with Operations Contractor

Upcoming works:

The project is now in Defects Liability Period until 21 October 2026. There are currently no outstanding works. A bank guarantee for 2.5% of the contract sum is being held by Council as security. A defects inspection will take place prior to the expiration of the defects period to ensure any final issues are rectified before returning the bank guarantee.

Operational aspects, such as signage and bin placement are underway, with the operations contractor managing the new area as part of the overall waste management facility.

ZUCCOLI COMMUNITY HUB

NOVEMBER 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 and 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	$39,075	$0	-$26,417
Stage 2 - Pump Track	$0	$1,008,978	$1,008,978	$375	$1,079,614	$-71,011
Stage 3 - Design	$0	$450,000	$450,000	$0	$0	$450,000
TOTAL	**$2,718,665**	**$1,649,600**	**$4,368,264**	**$198,453**	**$1,100,674**	**$350,473**

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 and first budget review. Currently, the costs are able to be covered by savings in other programs.

External Funding Sources (Stage 2):

- $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	$149,970	$0	$1,078,593
TOTAL		**$928,623**	**$149,970**	**$0**	**$1,078,593**

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:

- Final issue of stage 2 design documentation has been received, meaning construction of elements including the skate park and sports court can be procured once funding is available.
- Construction of the pump track is ongoing. Forecast completion is late 2025 for a December opening.



Figure 1: Pump track Construction 8 October 2025



Figure 2: Pump track construction - 5 November 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 period for the Stage 3 Design is ongoing and closes 18 November 2025.
- Preparation of grant application relating to the federal funding commitment of $10 million.

Upcoming works:

Work progressing in the next month includes:

- Completion and opening of pump track.
- Stage 3 design tender assessment.
- Council report relating to funding arrangements and completion of grant application.

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.

Time and cost risks exist for the stage 3 design phase. If Council is unable to procure the full scope within the available budget, then mitigation options must be considered including:

- A staged approach to design.
- A reduced level of detail.

ENTERPRISE RESOURCE PLANNING PROJECT

NOVEMBER 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 - $134,030.
- Total to date $911,714.

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.

The full tender process commenced on 5 November 2025, supported by legal and probity advice. Assessments will occur between December 2025 and March 2026, with an expectation that a contract is entered into with the preferred vendor in the first half of 2026.

Upcoming works:

- Update of Project Plan to meet revised scope and deliverables.
- Respond to queries raised during the Tender process and preparation for assessments.

Completed works:

- Tender was released to market on 5 November 2025.
- Demonstrations from seven (7) potential vendor solutions were completed from 8 to 15 October 2025 with key internal stakeholders.

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

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, 9 December 2025 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 4 NOVEMBER 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 4 November 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 (via Audio/Audiovisual) Councillor Sarah Henderson 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, Kate Roberts
GALLERY	Nil members of the public 11 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

Moved: **Councillor Fraser**
Seconded: **Deputy Mayor Hale**

THAT the apology received from Councillor Bayliss for 4 November 2025 be received and noted.

CARRIED (7/0) - 11/079 – 4/11/2025

4 DECLARATION OF INTEREST

4.1 Elected members

Moved: **Councillor Fraser**
Seconded: **Councillor Kanyai**

1. THAT the Declaration of Interest received from Councillor Kanyai for Item 12.1.6 be received and noted.

2. THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 26.2.1 be received and noted.

3. THAT the Declaration of Interest received from Deputy Mayor Hale for Item 26.2.1 be received and noted.

4. THAT the Declaration of Interest received from Councillor Fraser for Item 26.2.1 be received and noted.

5. THAT the Declaration of Interest received from Councillor Henderson for Item 26.2.1 be received and noted.

6. THAT the Declaration of Interest received from Councillor Waters for Item 26.2.1 be received and noted.

CARRIED (7/0) - 11/080 – 4/11/2025

Initials: _____

UNCONFIRMED

4.2 Staff

Moved: **Councillor Kanyai**
Seconded: **Councillor Henderson**

THAT the Declaration of Interest received from Chief Executive Officer, Andrew Walsh for Item 26.1.1 be received and noted.

CARRIED (7/0) - 11/081 – 4/11/2025

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

Moved: **Councillor Kanyai**
Seconded: **Councillor Henderson**

THAT the Minutes of the Council Meeting held on 21 October 2025 pages 11899 to 11911 be confirmed.

CARRIED (7/0) - 11/082 – 4/11/2025

5.2 Business arising from previous meeting

Nil

6 MAYORAL REPORT

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

UNCONFIRMED

Initials: _____

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

9.1.1 Leave of Absence Requests

Moved: **Councillor Morrison**
Seconded: **Councillor Bayliss**

1. THAT the leave of absence request received from Councillor Hale for 24 October to 28 October 2025 inclusive, for the reason of Holidays, be approved.

7. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/21 - 16/09/2025

9.1.2 Leave of Absence Requests

Moved: **Councillor Henderson**
Seconded: **Councillor Morrison**

5. THAT the leave of absence request received from Councillor Morrison for 26 October to 30 October 2025 inclusive, for the reason of work, be approved.

6. THAT each decision is moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/45 - 7/10/2025

9.2 Moving open items into confidential

Nil

UNCONFIRMED

Initials: _____

9.3 Confidential items

Moved: **Councillor Morrison**
Seconded: **Councillor Kanyai**

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
26.1.1	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)(a) 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 about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
26.1.2	Rate Concession Assessment	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(b) 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 about the personal circumstances of a resident or ratepayer.
26.1.3	Legal Advice	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(b) 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 about the personal circumstances of a resident or ratepayer.

UNCONFIRMED

Initials: _____

26.1.4	Council Committee Recommendations	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	Rate Concession Assessment	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(b) 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 about the personal circumstances of a resident or ratepayer.

CARRIED (7/0) - 11/083 – 4/11/2025

10 PETITIONS

Nil

11 NOTICES OF MOTION

Nil

Initials: _____

UNCONFIRMED

12 OFFICER REPORTS

12.1 Action reports

12.1.1 Review of Debt Collection Policy

Moved: **Councillor Fraser**
Seconded: **Deputy Mayor Hale**

1. THAT Report entitled Review of Debt Collection Policy be received and noted.

2. THAT Council endorse the amended Debt Collection Policy at **Attachment 12.1.1.3** to Report entitled Review of Debt Collection Policy, as amended:
   a. To update the Purpose to 'City of Palmerston (Council) is committed to providing a considered approach to the decision-making process when collecting debt owed to Council'.
   b. To update clause 2.3 to 'Debts will be recorded in a way that will enable financial reporting to the Council as detailed in Clause 8 Reporting'.

CARRIED (7/0) - 11/084 – 4/11/2025

12.1.2 Woodroffe Park Refurbishment Concept Plan

Moved: **Councillor Kanyai**
Seconded: **Councillor Henderson**

1. THAT Report entitled Woodroffe Park Refurbishment Concept Plan be received and noted.

2. THAT Council endorse the Woodroffe Park Concept Plans for use in ongoing public consultation on the redevelopment of the park.

CARRIED (7/0) - 11/085 – 4/11/2025

UNCONFIRMED

Initials: _____

12.1.3 Risk Management and Audit Committee Open Minutes 23 October 2025

Moved: **Councillor Morrison**
Seconded: **Councillor Henderson**

1. THAT Report entitled Risk Management and Audit Committee Open Minutes 23 October 2025 be received and noted.

2. THAT the unconfirmed Risk Management and Audit Committee minutes provided at **Attachment 12.1.3.1** to Report entitled Risk Management and Audit Committee Open Minutes 23 October 2025 be received and noted.

3. THAT Council adopts the recommendations from the Risk Management and Audit Committee meeting held Thursday 23 October 2025, as follows:
   a. THAT Council endorse the risk Management & Audit Committee Work Plan for 2026 at **Attachment 9.1.1.1** to Report entitled Risk Management & Audit Committee Annual Work Plan and adopt the 2026 meeting dates:
      I. 26 February 2026
      II. 26 May 2026
      III. 25 August 2026
      IV. 22 October 2026.
   b. THAT prior to presenting to Council that the draft policy at **Attachment 9.1.2.1** to Report entitled Whistleblower Policy be reviewed to ensure no limitations be placed on actions that can be taken in relation to fraud and corruption matters and to look into the mechanism for reporting and addressing the safety of the Whistleblower.
   c. THAT the Risk Management and Audit Committee work plan list an annual committee self-assessment to be completed following the last RMAC meeting of the year.
   d. THAT the Risk Management and Audit Committee Chairperson write to the Mayor and Council annually to report on the committee's activities and the outcomes of the annual self-assessment and that this be presented at a Council meeting.

CARRIED (7/0) - 11/086 – 4/11/2025

UNCONFIRMED

Initials: _____

12.1.4 Adoption of Annual Report 2024-25

Moved: Councillor Henderson
Seconded: Councillor Kanyai

1. THAT Report entitled Adoption of Annual Report 2024-25 be received and noted.

2. THAT Council adopts the Annual Report 2024/25, including the 2024/25 audited financial statements at **Attachment 12.1.4.1** to Report entitled Adoption of Annual Report 2024-25.

3. THAT Council notes that a copy of the Annual Report 2024/25 will be provided to the Minister for Housing, Local Government and Community Development before 15 November 2025.

CARRIED (7/0) - 11/087 – 4/11/2025

12.1.5 Library 5-year Master Plan - Community Consultation

Moved: Councillor Morrison
Seconded: Councillor Fraser

1. THAT Report entitled Library 5-year Master Plan - Community Consultation be received and noted.

2. THAT Council accepts the feedback provided through the Community Engagement and approves the Library 5-year Master Plan at **Attachment 12.1.5.1**.

CARRIED (7/0) - 11/088 – 4/11/2025

Councillor Kanyai declared a conflict of interest and left the Chambers at 5.45pm.

UNCONFIRMED

Initials: _____

12.1.6 Community Funding Program Grant Application - Arafura Music Collective

Moved: **Councillor Henderson**
Seconded: **Councillor Waters**

1. THAT Report entitled Community Funding Program Grant Application - Arafura Music Collective be received and noted.

2. THAT Council endorse Option Three (3) for partial funding at a cost of $6,000 to Arafura Music Collective to facilitate Enrich and Connect Communities through Music in Palmerston through the Community Funding Program in the 2025/2026 financial year.

CARRIED (6/0) - 11/089 – 4/11/2025

Councillor Kanyai returned to the Chambers at 5.45pm.

12.1.7 2025 National Local Roads, Transport and Infrastructure Congress

Moved: **Mayor Pascoe-Bell**
Seconded: **Councillor Morrison**

THAT Report entitled 2025 National Local Roads, Transport and Infrastructure Congress be received and noted.

CARRIED (7/0) - 11/090 – 4/11/2025

12.2 Receive and note reports

12.2.1 Christmas in Palmerston 2025

Moved: **Councillor Henderson**
Seconded: **Councillor Waters**

THAT Report entitled Christmas in Palmerston 2025 be received and noted.

CARRIED (7/0) - 11/091 – 4/11/2025

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil

Initials: _____

UNCONFIRMED

13.2 Correspondence

13.2.1 Call for Nominations - LGANT Nominee to NT Place Names Committee

Moved: Councillor Fraser
Seconded: Councillor Kanyai

1. THAT correspondence dated 24 October 2025, 13.2.1 entitled Call for Nominations - LGANT Nominee to NT Place Names Committee be received and noted.

2. THAT Council nominate Councillor Waters to the Local Government Association of the Northern Territory to join the Board of the NT Place Names Committee.

CARRIED (7/0) - 11/092 – 4/11/2025

13.2.2 LGANT Board Meeting Communique

Moved: Councillor Morrison
Seconded: Deputy Mayor Hale

THAT correspondence dated 27 October 2025, 13.2.2 entitled LGANT Board Meeting Communique be received and noted.

CARRIED (7/0) - 11/093 – 4/11/2025

13.2.3 Call for Nominations - LGANT Nominee to NT Water Safety Advisory Council

Moved: Mayor Pascoe-Bell
Seconded: Councillor Fraser

1. THAT correspondence dated 28 October 2025, 13.2.3 entitled Call for Nominations - LGANT Nominee to NT Water Safety Advisory Council be received and noted.

2. THAT Council nominate General Manager Community Konrad Seidl to the Local Government Association of the Northern Territory to join the NT Water Safety Advisory Council.

CARRIED (7/0) - 11/094 – 4/11/2025

UNCONFIRMED

Initials: _____

13.2.4 Enforceable Undertaking Discharge

Moved: **Deputy Mayor Hale**
Seconded: **Councillor Fraser**

THAT correspondence dated 27 October 2025, 13.2.4 entitled Enforceable Undertaking Discharge be received and noted.

CARRIED (7/0) - 11/095 – 4/11/2025

14 REPORT OF DELEGATES

Moved: **Mayor Pascoe-Bell**
Seconded: **Deputy Mayor Hale**

THAT the verbal report provided by Mayor Pascoe-Bell regarding Regional Capitals Australia Delegation be received and noted.

CARRIED (7/0) - 11/096 – 4/11/2025

15 QUESTIONS BY MEMBERS

Moved: **Councillor Henderson**
Seconded: **Deputy Mayor Hale**

1. THAT the question asked by Councillor Fraser regarding the weed harvesting equipment condition, and the response provided by the Chief Executive Officer be received and noted.

2. THAT the question asked by Deputy Mayor Hale regarding the process on wayward shopping trolleys, and the response provided by the General Manager Community be received and noted.

3. THAT the question asked by Councillor Henderson regarding handicapped parking at the Post Office and if this is being policed, and the response provided by the General Manager Infrastructure be received and noted.

4. THAT the question by Councillor Waters regarding Councillor business cards and name badges, and the response provided by the Chief Executive Officer be received and noted.

CARRIED (7/0) - 11/097 – 4/11/2025

UNCONFIRMED

Initials: _____

16 GENERAL BUSINESS

16.1 Palmerston Recreation Centre Hire of Courts

Moved: **Mayor Pascoe-Bell**
Seconded: **Deputy Mayor Hale**

THAT Council review the Fees and Charges for Facility Hire as part of the 2025/26 Budget Development process.

CARRIED (7/0) - 11/098 – 4/11/2025

16.2 Thank You to Staff - Domestic Violence Action Plan

Moved: **Councillor Kanyai**
Seconded: **Councillor Henderson**

THAT Council thank staff for their work on the Domestic Violence Action Plan as part of The Stand.

CARRIED (7/0) - 11/099 – 4/11/2025

17 NEXT ORDINARY COUNCIL MEETING

Moved: **Councillor Morrison**
Seconded: **Councillor Kanyai**

THAT the next Ordinary Meeting of Council be held on Tuesday, 18 November 2025 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (7/0) - 11/0100 – 4/11/2025

18 CLOSURE OF MEETING TO PUBLIC

Moved: **Councillor Morrison**
Seconded: **Councillor Henderson**

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 (7/0) - 11/0101 – 4/11/2025

UNCONFIRMED

Initials: _____

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.20pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7.24pm.

UNCONFIRMED

Chair

Print Name

Date

Initials: