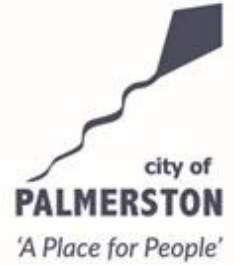


MINUTES



1st ORDINARY COUNCIL MEETING

TUESDAY 16 SEPTEMBER 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 16 September 2025 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Councillor Damian Hale
Councillor Lucy Morrison
Councillor Mark Fraser
Councillor Rob Waters
Councillor Sarah Henderson
Councillor Wayne Bayliss
Councillor Yolanda Kanyai

STAFF

Chief Executive Officer, Andrew Walsh
Deputy Chief Executive Officer, Nadine Nilon
General Manager Finance and Governance, Wati Kerta
General Manager Community, Konrad Seidl
General Manager People and Place, Emma Blight
Minute Secretary, Jodi Holden

GALLERY

Nil members of the public
Five members of staff

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 AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of absence previously granted

Nil

4 AUDIO/AUDIOVISUAL CONFERENCING PREVIOUSLY GRANTED

Nil

5 DECLARATION OF INTEREST

5.1 Elected members

Moved: Councillor Morrison

Seconded: Councillor Kanyai

1. THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 27.2.1 be received and noted.
2. THAT the Declaration of Interest received from Councillor Hale for Item 27.2.1 be received and noted.
3. THAT the Declaration of Interest received from Councillor Henderson for Item 27.2.1 be received and noted.

Initials: _____

4. THAT the Declaration of Interest received from Councillor Fraser for Item 27.2.1 be received and noted.
5. THAT the Declaration of Interest received from Councillor Waters for Item 27.2.1 be received and noted.

CARRIED (8/0) - 11/1 - 16/09/2025

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of minutes

Moved: Councillor Bayliss
Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on 2 September 2025 pages 11832 to 11856 be confirmed.

CARRIED (8/0) - 11/2 - 16/09/2025

6.2 Business arising from previous meeting

Nil

7 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Councillor Hale

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

CARRIED (8/0) - 11/3 - 16/09/2025

8 DEPUTATIONS AND PRESENTATIONS

Nil

Initials: _____

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving confidential items into open

10.1 Library Cafe Lease - Update

Moved: Councillor Eveleigh
Seconded: Councillor Henderson

1. THAT Report entitled Library Cafe Lease - Update be received and noted.
2. THAT Council endorses going to market for a commercial lease over part of Lot 6908, The Boulevard, currently trading as the Nook Café, after 31 July 2024 for a use permitted under the Central Business zoning of the site, utilising an open market process.
3. THAT recommendations 1 and 2 of report entitled Library Cafe Lease - Update be moved to the Open Minutes at the commencement of the open market process.

CARRIED 10/1379 – 4/06/2024

Initials: _____

10.2 Lease Renewal - Part Lot 9543, 60 Georgina Crescent, Yarrawonga

Moved: Councillor Giesecke

Seconded: Deputy Mayor Hale

1. THAT Report entitled Lease Renewal - Part Lot 9543, 60 Georgina Crescent, Yarrawonga be received and noted.
2. THAT Council enters into a new lease with the Northern Territory Government for Part Lot 9543, 60 Georgina Crescent, Yarrawonga for a one year plus one year option to extend.
3. THAT Council, in accordance with Section 40(4)(a) of the *Local Government Act 2019* (NT) delegates the power to the Chief Executive Officer, on behalf of Council, to negotiate and enter into lease arrangements with the Northern Territory Government for Part Lot 9543, 60 Georgina Crescent, Yarrawonga for the purpose of a flexible learning centre.
4. THAT this decision be moved into Open following finalisation of the lease.

CARRIED (5/0) - 10/1954 - 17/06/2025

10.3 Leave of Absence Requests

Moved: Councillor Fraser

Seconded: Deputy Mayor Hale

1. THAT the leave of absence request received from Councillor Morrison for 25 August to 29 August 2025 inclusive, for the reason of holiday, be approved.
2. THAT the leave of absence request received from Deputy Mayor Hale for 26 August to 3 September 2025 inclusive, for the reason of holiday, be approved.
3. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (6/0) - 10/1995 - 15/07/2025

10.2 Moving open items into confidential

Nil

Initials: _____

10.3 Confidential items

Moved: Councillor Waters
Seconded: Councillor Morrison

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
27.2.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(f) of the <i>Local Government (General) Regulations 2021</i> , 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.
27.2.2	Contract and Tender Assessment and Award	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , 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.

CARRIED (8/0) - 11/4 - 16/09/2025

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

Initials: _____

13 OFFICER REPORTS

13.1 Action reports

13.1.1 Casting Vote Policy

Moved: Councillor Henderson

Seconded: Councillor Kanyai

1. THAT Report entitled Casting Vote Policy be received and noted.
2. THAT Council adopt the Casting Vote Policy at **Attachment 13.1.1.3** to Report entitled Casting Vote Policy.

CARRIED (8/0) - 11/5 – 16/09/2025

13.1.2 11th Council Nature and Timing of Council Meetings

Moved: Councillor Henderson

Seconded: Councillor Bayliss

1. THAT Report entitled 11th Council Nature and Timing of Council Meetings be received and noted.
2. THAT Council, pursuant to Section 90(1) of the *Local Government Act 2019* (NT), for the term of the 11th Council holds:
 - a. One Ordinary Council Meeting in December and January, being the second Tuesday of December and the third Tuesday of January, commencing at 5.30pm.
 - b. Two Ordinary Meetings per month, on the first and third Tuesday of each month from February to November commencing at 5.30pm.
 - c. An open Public Forum preceding all Ordinary Council Meetings commencing at 5.00pm.

CARRIED (8/0) - 11/6 – 16/09/2025

Initials: _____

13.1.3 11th Council Order of Business

Moved: Councillor Kanyai
Seconded: Councillor Hale

1. THAT Report entitled 11th Council Order of Business be received and noted.
2. THAT Council approve the 11th City of Palmerston Order of Business for Ordinary Council Meetings as provided at **Attachment 13.1.3.2** to Report entitled 11th Council Order of Business.

CARRIED (8/0) - 11/7 - 16/09/2025

13.1.4 Appointment of Deputy Mayor

Moved: Councillor Morrison
Seconded: Councillor Henderson

1. THAT Report entitled Appointment of Deputy Mayor be received and noted.
2. THAT Council endorses the amended Appointment of Deputy Mayor Policy at **Attachment 13.1.4.3** to Report entitled Appointment of Deputy Mayor.
3. THAT Council appoint Councillor Hale as Deputy Mayor in accordance with the Appointment of Deputy Mayor Policy, for a period of 207 days commencing 16 September 2025 to 11 April 2026 inclusive.

CARRIED (7/1) - 11/8 - 16/09/2025

13.1.5 11th Council Committees and Memberships

Moved: Councillor Morrison
Seconded: Councillor Fraser

1. THAT Report entitled 11th Council Committees and Memberships be received and noted.
2. THAT Council make the following appointments to the Administrative Review Committee:
 - a. THAT the Mayor, Councillor Fraser and Councillor Waters be appointed to the Administrative Review Committee for the period 16 September 2025 to 30 June 2026.

Initials: _____

- b. THAT the Mayor be appointed as Chair of the Administrative Review Committee for the Term of the 11th Council.
 - c. THAT all other Councillors be appointed as alternative members to the Administrative Review Committee for the period 16 September 2025 to 30 June 2026.
2. THAT Council make the following appointments to the Chief Executive Officer Performance Appraisal Committee:
- a. THAT Councillor Fraser and Councillor Henderson be appointed to the Chief Executive Officer Performance Appraisal Committee for the period 16 September 2025 to 30 June 2026.
 - b. THAT Council note the Mayor is a member of the Chief Executive Officer Performance Appraisal Committee pursuant to section 59(1)(e) of the *Local Government Act 2019* (NT) and holds the position of Chairperson.
 - c. THAT all other Councillors be appointed as alternate members to the Chief Executive Officer Performance Appraisal Committee for the period 16 September 2025 to 30 June 2026.
3. THAT Council make the following appointments to the Risk Management and Audit Committee:
- a. THAT the Mayor, Councillor Bayliss and Councillor Henderson be appointed to the Risk Management and Audit Committee for the period 16 September 2025 to 30 June 2026.
 - b. THAT Council note that the Chair of the Risk Management and Audit Committee is held by an Independent Member, appointed by Council.
 - c. THAT all other Councillors be appointed as alternate members to the Risk Management and Audit Committee for the period 16 September 2025 to 30 June 2026.
 - d. THAT Council note the current appointed Independent Members of the Risk Management and Audit Committee are:
 - i. Chairperson – Ms Clare Milikins
 - ii. Independent Member – Mr David Ray
 - iii. Independent Member – Mr Craig Kirby
4. THAT Council appoint the following Elected Members to External Organisations and/or Committees:
- a. THAT the Mayor be appointed as Council's delegated representative and the Deputy Mayor as alternate member

Initials: _____

- to the Top End Regional Organisation of Council for the 11th Council Term.
- b. THAT the Mayor be appointed as Council's delegated representative and the Deputy Mayor as alternate member to Regional Capitals Australia for the 11th Council Term.
 - c. THAT Councillor Fraser be appointed as Council's delegate to the Palmerston Regional Business Association with all other Councillors appointed as alternate members for the period 16 September 2025 to 30 June 2026.
 - d. THAT Councillor Kanyai be appointed as Council's representative to Tourism Top End with all other Councillors appointed as alternate members for the period 16 September 2025 to 30 June 2026.
5. THAT Council defers holding Advisory Committee meetings until it has considered the outcome of the advisory committee review to be presented to Council by November 2025 and no appointments are made at this time.
6. THAT Council makes the following appointments for the interim period of 16 September to 30 November 2025, to the following Networks whilst the review of Advisory Committees is underway:
- a. Councillor Henderson as Chair of the Palmerston Safe Communities Network
 - b. Councillor Henderson as Chair of the Palmerston Seniors Network
 - c. Councillor Morrison as Chair of the Palmerston Animal Management Network

CARRIED (8/0) - 11/9 - 16/09/2025

13.1.6 11th Council Christmas Closures

Moved: Councillor Waters

Seconded: Councillor Fraser

1. THAT Report entitled 11th Council Christmas Closures be received and noted.
2. THAT Council approves the closure of the Operations Centre, Civic Plaza, and Library from 12:00pm on the final business day before Christmas Day, for the term of the 11th Council.
3. THAT Council notes the closure of the Operations Centre, Civic Plaza and Library from the period from Christmas Day reopening on the first business day after the New Year's Day public holiday, for the term of the 11th Council.

Initials:

4. THAT Council notes the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) Centre and Archer Waste Management Facility will maintain operating with reduced hours on Christmas Day, and other essential services will continue, including waste collection and urgent animal management over the Christmas closure periods for the term of the 11th Council.

CARRIED (8/0) - 11/10 - 16/09/2025

13.1.7 11th Council Policy Schedule

Moved: Councillor Kanyai

Seconded: Councillor Fraser

1. THAT Report entitled 11th Council Policy Schedule be received and noted.
2. THAT Council endorses the 11th Policy Schedule at **Attachment 13.1.7.1** to Report entitled 11th Council Policy Schedule.

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

13.2 Receive and note reports

13.2.1 Financial Report for the Month of August 2025

Moved: Councillor Henderson

Seconded: Councillor Bayliss

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

CARRIED (8/0) - 11/12 - 16/09/2025

13.2.2 Major Capital Projects Update

Moved: Councillor Bayliss

Seconded: Councillor Morrison

THAT Report entitled Major Capital Projects Update be received and noted.

CARRIED (8/0) - 11/13 - 16/09/2025

Initials:

13.2.3 Darwin Festival Update

Moved: Councillor Morrison
Seconded: Councillor Henderson

THAT Report entitled Darwin Festival Update be received and noted.

CARRIED (8/0) - 11/14 - 16/09/2025

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 Inquiry on Local Government Council and Local Authority members' allowances 2026

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

4. THAT correspondence dated 9 September 2025 14.2.1 entitled Inquiry on Local Government Council and Local Authority members' allowances 2026 be received and noted.
5. THAT the Mayor write to the Remuneration Tribunal inviting the members to attend a Council Meeting or workshop.

CARRIED (8/0) - 11/15 - 16/09/2025

15 REPORT OF DELEGATES

Nil

Initials: _____

16 QUESTIONS BY MEMBERS

Moved: Councillor Morrison

Seconded: Deputy Mayor Hale

1. THAT the question asked by Councillor Morrison regarding controls and good governance around leave management and conflicts of interest, and the response provided by the Chief Executive Officer be received and noted.
2. THAT the question asked by Councillor Fraser regarding irrigation in Gunn, be taken on notice by the General Manager Infrastructure.

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

17 GENERAL BUSINESS

17.1 Members to Stand When Speaking - Confidential Business

Moved: Mayor Pascoe-Bell

Seconded: Councillor Fraser

THAT in accordance with *Palmerston (Procedures for Meetings) By-laws 2008*, by-law 23(b), for the duration of the term of the 11th Council, Members are not required to stand when speaking to a matter during the Confidential session of a Council Meeting.

CARRIED (8/0) - 11/17 - 16/09/2025

17.2 Work Health Safety Review

Moved: Councillor Kanyai

Seconded: Councillor Waters

THAT Council conducts a Work Health and Safety review to assist Council in identifying and mitigating risks related to compromised psychological safety of Elected Members in addressing uncivil behaviour and a report to come back to Council in the second ordinary meeting in March 2026.

CARRIED (8/0) - 11/18 - 16/09/2025

Initials: _____

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Bayliss
Seconded: Councillor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 October 2025 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (8/0) - 11/19 - 16/09/2025

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Bayliss
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 (8/0) - 11/20 - 16/09/2025

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Councillor Morrison left the meeting at 6:26 pm.

Nil

The Chair declared the meeting closed at 6.38pm.

Chair

Print Name

Date

Initials: _____