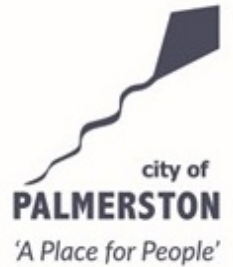


AGENDA



1st ORDINARY COUNCIL MEETING

TUESDAY 3 MARCH 2026

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



CONTENTS

1	ACKNOWLEDGEMENT OF COUNTRY	4
2	OPENING OF MEETING.....	4
3	APOLOGIES	4
4	DECLARATION OF INTEREST	4
4.1	Elected members	4
4.2	Staff	4
5	CONFIRMATION OF MINUTES	4
5.1	Confirmation of minutes.....	4
5.2	Business arising from previous meeting	4
6	MAYORAL REPORT	4
7	DEPUTATIONS AND PRESENTATIONS.....	4
8	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)	4
9	CONFIDENTIAL ITEMS	4
9.1	Moving confidential items into open.....	4
9.2	Moving open items into confidential.....	4
9.3	Confidential items	4
10	PETITIONS	6
11	NOTICES OF MOTION	6
12	OFFICER REPORTS.....	6

12.1 Action reports	7
12.1.1 Council Policy Review - Political Involvement in Council Events Policy	7
12.1.2 Council Policy Review - Confidential Information Policy	19
12.1.3 Irrigation Service Levels	30
12.1.4 City of Palmerston Reconciliation Action Plan	37
12.2 Receive and note reports	61
12.2.1 Communication Strategy Annual Update 2026	61
13 INFORMATION AND CORRESPONDENCE.....	73
13.1 Information.....	73
13.2 Correspondence	73
14 REPORT OF DELEGATES	73
15 QUESTIONS BY MEMBERS.....	73
16 GENERAL BUSINESS	73
17 NEXT ORDINARY COUNCIL MEETING	73
18 CLOSURE OF MEETING TO PUBLIC.....	73
19 ADJOURNMENT OF MEETING AND MEDIA LIAISON	73

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 17 February 2026 pages 12039 to 12051 be confirmed.

5.2 Business arising from previous meeting

6 MAYORAL REPORT

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	Matters Relating to Council Staff and or Elected Members	51(1)(a) 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	Council Performance, Service Delivery and Budget Review	51(1)(c)(i) 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.
26.1.3	Appointment of Committee Member	51(1)(b) 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.
26.1.4	Appointment of Committee Member	51(1)(b) 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.

26.1.5	Contract and Tender Assessment and Award	51(1)(c)(iv) This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.1.6	Council Performance, Service Delivery and Budget Review	51(1)(c)(i) 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.
26.1.7	Legal Advice	51(1)(c)(iv) This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

10 PETITIONS

11 NOTICES OF MOTION

12 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.1
Report Title:	Council Policy Review - Political Involvement in Council Events Policy
Meeting Date:	Tuesday 3 March 2026
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

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

Purpose

This Report seeks Council to adopt the renamed Political Involvement in Council Events policy.

Key messages

- Council policy 'Political Involvement in Council Events' requires review at least once per Council Term.
- The policy provides direction on protocols for involvement in Council events by politicians and candidates while ensuring City of Palmerston is apolitical, particularly during election periods.
- The policy commenced on 7 June 2022 and is due for review before 9 June 2026.
- Amendments have been made to the policy to include a clause setting out the use of Council facilities for politicians.
- Further grammatical and administrative amendments have been made to the policy to improve its clarity and consistency.
- This report recommends that the amended policy is endorsed.

Recommendation

1. THAT Report entitled Council Policy Review - Political Involvement in Council Events Policy be received and noted.
2. THAT Council endorses the amended Political Involvement in Council Events Policy at **Attachment 12.1.1.3** to the Report entitled Council Policy Review - Political Involvement in Council Events Policy.

Background

Council regularly hosts, funds or facilitates civic, community and ceremonial events at which elected representatives from the Northern Territory and Australian Governments may be present. In the absence of clear and consistent guidance, the involvement of external elected representatives in Council events can give rise to perceptions of political endorsement, unequal access or inappropriate use of public resources.

A formal policy is required to provide transparent and consistent protocols for invitations, acknowledgements, speaking roles and conduct at Council events, while preserving Council's administrative impartiality and political neutrality. The policy supports compliance with good governance principles, mitigates reputational and integrity risks and ensures Council events remain inclusive, non-partisan and focused on community outcomes rather than political activity.

Discussion

Two (2) new clauses have been inserted into the policy; the first relates to the use of Council facilities by politicians and the second relates to Politicians' attire in line with the requirements set out by the invitation. It aims to provide clarity and transparency regarding the circumstances in which elected representatives and candidates may access Council facilities and public spaces and what is suitable attire. This ensures consistent treatment of all users, reinforces Council's political neutrality and reduces the risk of perceived endorsement or inappropriate use of public assets, particularly during election periods and at Council-initiated events such as Citizenship ceremonies.

Several clauses have been grammatically amended and updated to improve clarity, consistency and administrative usability. In the previous iteration of the policy, several clauses used interchangeable or inconsistent terminology (for example, "Commonwealth", "Australian Government" and "Northern Territory Government"), which may create ambiguity in interpretation and required standardisation across the document. For ease, 'Government' has been used to broadly cover all situations where it may apply.

Additionally, some clauses combined multiple concepts within a single clause, which once separated, improved readability and is likely to reduce the risk of misapplication by staff responsible for event planning and protocol.

Finally, definitions have been updated for consistency with two new definitions inserted to clarify the meanings of 'Council events' and 'Council facilities.'

It is recommended that Council adopts the amended Council policy - Political Involvement in Council Events Policy at **Attachment 12.1.1.3**.

Consultation and marketing

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

- Executive Leadership Team.
- Executive Manager People, Customer & Communications.
- City Activation Manager.
- Community Services Manager.
- Events Lead.
- Governance Lead.

Policy implications

The amended policy will replace the existing version and become effective from the date of adoption.

This policy will be reviewed in response to any legislative or operational changes. In the absence of such changes, a scheduled review will occur within the next Council term.

Budget and resource implications

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

Risk, legal and legislative implications

Without a Political Involvement in Council Events Policy, Council is exposed to heightened legislative, governance and reputational risk, particularly under the *Local Government Act 2019* (NT) and Code of Conduct.

The absence of clear boundaries between civic representation and political campaigning increases the likelihood of perceived or actual misuse of public resources, electoral fairness complaints, Code of Conduct investigations and allegations of political bias. It also creates inconsistency in staff decision-making, exposes employees to pressure from politicians and weakens Council's ability to enforce neutrality during election periods or caretaker phases.

This Report addresses the following City of Palmerston Strategic Risks:

- 6. Governance**
Failure to effectively govern.

Strategies, framework and plans implications

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

- Community 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. Current policy [**12.1.1.1** - 2 pages]
 2. Tracked changes [**12.1.1.2** - 3 pages]
 3. Amended policy [**12.1.1.3** - 3 pages]
-

POLITICAL INVOLVEMENT IN COUNCIL EVENTS



COUNCIL POLICY

PURPOSE

This Policy sets out the manner and protocols in which Commonwealth and Northern Territory politicians participate in Council events.

PRINCIPLES

- Council events, festivals, ceremonies and celebratory events are an important part of community life. They create a sense of pride and belonging within Palmerston, showcase the talents and cultures of the community to a wider audience and bring people of different backgrounds together in celebration.
- They also present an opportunity for Council to develop collaborative partnerships with other levels of government to assist in advocating for investment and to raise awareness of infrastructure and service requirements.
- Council will seek to ensure it is apolitical, particularly during Commonwealth and Northern Territory and election periods.

DEFINITIONS

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

TERM	DEFINITION
Politician	Elected Members of the Commonwealth and Northern Territory Parliaments or their representatives. This does not include candidates seeking election.

POLICY STATEMENT

- 1.1. Where the event is wholly or partially funded by the Commonwealth or Northern Territory Government.
 - 1.1.1 Politicians are invited to attend, and when appropriate to the event, seating is provided.
 - 1.1.2 The presence of politicians is recognised at the beginning of the event by the Master of Ceremonies where appropriate.

- 1.1.3 Politicians are thanked and recognised for the funding they have provided for the event.
- 1.1.4 Where appropriate, the relevant politician will be invited to make a short speech that will not expressly or implicitly promote or denigrate a political party or group or solicit membership to a party or group.
- 1.1.5 Politicians are invited when it is commensurate with the nature of the event to erect a stall, however no material soliciting membership of a political party is permitted.
- 1.2 Where the event is not funded by the Commonwealth or Northern Territory Government.
 - 1.2.1 Politicians will be welcome to attend and discuss information or services that are of direct benefit and relevance to the local community, however no material soliciting membership of a political party is permitted. This may include setting up a stall when it is commensurate with the nature of the event.
 - 1.2.2 The presence of politicians is recognised at the beginning of the event by the Master of Ceremonies.
- 1.3 Conduct During Commonwealth or Northern Territory Elections

When writs have been issued for a Commonwealth or Northern Territory election, local politicians at that level of government will not be specifically invited to attend or participate in Council events, unless there is a pre-existing obligation such as requirements of a funding agreement or it is a civic event and it is protocol to invite them, such as a Citizenship Ceremony.

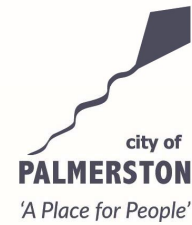
ASSOCIATED DOCUMENTS

REFERENCES AND RELATED LEGISLATION

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	Director Finance and Governance
APPROVAL DATE	7 June 2022	NEXT REVIEW DUE	9 June 2026
RECORDS NUMBER	527369	COUNCIL DECISION	10/373

POLITICAL INVOLVEMENT IN COUNCIL EVENTS



COUNCIL COUNCIL COUNCIL POLICY

PURPOSE

The purpose of this policy is to support Politicians to observe appropriate protocols. Policy sets out the manner and protocols in which Commonwealth and Northern Territory politicians when participating in Council council events and using Council facilities.

PRINCIPLES

- Council events, festivals, ceremonies and celebratory events are an important part of community life. They create a sense of pride and belonging within Palmerston, showcase the talents and cultures of the community to a wider audience and bring people of different backgrounds together in celebration.
- They also present an opportunity for Council to develop collaborative partnerships with other levels of government to assist in advocating for investment and to raise awareness of infrastructure and service requirements.
- Council facilities are available for use efby politicians for community events.
- Council will seek to ensure it is apolitical, particularly during Commonwealth and Northern Territory and election periods.

DEFINITIONS

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

TERM	DEFINITION
<u>Council event</u>	<u>Any event, activity or program organised, delivered, funded or supported by Council.</u>
<u>Council facilities</u>	<u>Means anything on Council controlled and owned land. It includes but is not limited to buildings, fencing, landscaping, street furniture, posts and signs, play equipment, road and other infrastructure.</u>
Politician	<u>Northern Territory and Commonwealth</u> Elected Members <u>of the Commonwealth and Northern Territory Parliaments</u> or their representatives. This does not include candidates seeking election.
<u>Candidate</u>	<u>Nominee standing for political office</u>

POLICY STATEMENT

1. Protocol for Council Events

~~Politicians must not attend invited Council events in political party branded attire.~~

- 1.1. Where the event is wholly or partially funded by ~~Local the Territory or Commonwealth Government (Government)~~ the Commonwealth or Northern Territory Government:

1.1.1 ~~Politicians, typically those whose ministerial portfolios or electorates have a connection to the event, may be invited to attend. Where appropriate, seating will be provided in accordance with the nature and requirements of the event. Politicians are invited to attend, and when appropriate to the event, seating is provided. Politicians are not permitted to transfer invitations without the express approval of Council.~~

1.1.2 ~~The presence of politicians~~ Politicians present ~~will be~~ is recognised at the beginning of the event by the Master of Ceremonies, ~~where appropriate.~~

1.1.3 Politicians ~~are~~ will be thanked and recognised for the funding they have provided for the event, ~~where appropriate.~~

1.1.4 Where appropriate, the relevant politician will be invited to make a short speech that will not expressly or implicitly promote or denigrate a political party or group or solicit membership to a party or group.

~~1.1.5 Politicians are invited when it is commensurate with the nature of the event, to erect a stall, however, no material soliciting membership of a political party is permitted.~~

- 1.2 Where the event is not funded by ~~the Commonwealth Government or Northern Territory Government~~.

~~Politicians may be invited to attend events. For events that are open to the public, politicians are welcome to attend in their capacity as members of the public, even in the absence of an invitation. This provision does not apply to events that are not open to the public. Politicians will be welcome to attend, and discuss information as members of the public, or services that are of direct benefit and relevance to the local community, however~~

1.2.1 No material soliciting membership of a political party is permitted.

1.2.1 ~~This may include setting up a stall when it is commensurate with the nature of the event, for this activity~~

- ~~1.2.~~ The presence of politicians ~~is~~ may ~~will be~~ recognised at the beginning of the event by the Master of Ceremonies, where appropriate.

1.2.2

1.2.3 Politicians are expected to abide by nominated dress codes.

- ~~1.3~~ Conduct ~~d~~ During Commonwealth elections or Northern Territory Elections

1.3

1.3.1 ~~Where n~~ writs have been issued for ~~elections, a Commonwealth or Northern Territory election~~, local politicians at that level of government will not be specifically invited to attend or participate in Council events, unless there is a pre-existing obligation such as requirements of a funding agreement or it is a civic event and it is protocol to invite them, such as a Citizenship Ceremony.

~~Candidates must not fix campaign materials to Council facilities.~~

~~Politicians must not attend Council events in political party branded attire.~~

2. Use of Council facilities

- 2.1. Council controlled and operated facilities such as community centres, halls, public open spaces and SWELL are available for public use and hire in accordance with City of Palmerston's Fees and Charges.
- 2.2. Politicians and candidates can use these facilities for community related events at their own expense and following the appropriate booking processes.
- 2.3. ~~Politicians and C~~candidates must not fix political or campaign materials to Council facilities.

ASSOCIATED DOCUMENTS

- ~~Code of Conduct~~
- ~~Council Policy - Caretaker~~

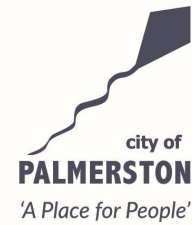
REFERENCES AND RELATED LEGISLATION

- ~~Local Government Act 2019 (NT)~~

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	Director Finance and Governance General Manager Finance and Governance
APPROVAL DATE	7 June 2022	NEXT REVIEW DUE	9 June 2026 9 June 2026
RECORDS NUMBER	527369	COUNCIL DECISION	10/373

POLITICAL INVOLVEMENT IN COUNCIL EVENTS



COUNCIL POLICY

PURPOSE

The purpose of this policy is to support Politicians to observe appropriate protocols when participating in Council events and using Council facilities.

PRINCIPLES

- Council events, festivals, ceremonies and celebratory events are an important part of community life. They create a sense of pride and belonging within Palmerston, showcase the talents and cultures of the community to a wider audience and bring people of different backgrounds together in celebration.
- They also present an opportunity for Council to develop collaborative partnerships with other levels of government to assist in advocating for investment and to raise awareness of infrastructure and service requirements.
- Council facilities are available for use by politicians for community events.
- Council will seek to ensure it is apolitical, particularly during election periods.

DEFINITIONS

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

TERM	DEFINITION
Council event	Any event, activity or program organised, delivered, funded or supported by Council.
Council facilities	Means anything on Council controlled and owned land. It includes but is not limited to buildings, fencing, landscaping, street furniture, posts and signs, play equipment, road and other infrastructure.
Politician	Northern Territory and Commonwealth Elected Members or their representatives. This does not include candidates seeking election.
Candidate	Nominee standing for political office

POLICY STATEMENT

1. Protocol for Council Events

- 1.1. Where the event is wholly or partially funded by the Territory or Commonwealth Government (Government):
 - 1.1.1 Politicians, typically those whose ministerial portfolios or electorates have a connection to the event, may be invited to attend. Where appropriate, seating will be provided in accordance with the nature and requirements of the event. Politicians are not permitted to transfer invitations without the express approval of Council.
 - 1.1.2 Politicians present will be recognised at the beginning of the event by the Master of Ceremonies, where appropriate.
 - 1.1.3 Politicians will be thanked and recognised for the funding they have provided for the event, where appropriate.
 - 1.1.4 Where appropriate, the relevant politician will be invited to make a short speech that will not expressly or implicitly promote or denigrate a political party or group or solicit membership to a party or group.
- 1.2. Where the event is not funded by Government:
 - 1.2.1. Politicians may be invited to attend events. For events that are open to the public, politicians are welcome to attend in their capacity as members of the public, even in the absence of an invitation. This provision does not apply to events that are not open to the public.
 - 1.2.2. No material soliciting membership of a political party is permitted.
 - 1.2.3. The presence of politicians may be recognised at the beginning of the event by the Master of Ceremonies, where appropriate.
 - 1.2.4. Politicians are expected to abide by nominated dress codes.
- 1.3. Conduct during elections:
 - 1.3.1. Where writs have been issued for elections, local politicians at that level of government will not be specifically invited to attend or participate in Council events, unless there is a pre-existing obligation such as requirements of a funding agreement or it is a civic event and it is protocol to invite them, such as a Citizenship Ceremony.

2. Use of Council facilities

- 2.1. Council controlled and operated facilities such as community centres, halls, public open spaces and SWELL are available for public use and hire in accordance with City of Palmerston's Fees and Charges.
- 2.2. Politicians and candidates can use these facilities for community related events at their own expense and following the appropriate booking processes.
- 2.3. Politicians and candidates must not fix political or campaign materials to Council facilities.

ASSOCIATED DOCUMENTS

- Code of Conduct
- Council Policy - Caretaker

REFERENCES AND RELATED LEGISLATION

- *Local Government Act 2019* (NT)

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE		NEXT REVIEW DUE	
RECORDS NUMBER	527369	COUNCIL DECISION	[Council Decision]

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.2
Report Title:	Council Policy Review - Confidential Information Policy
Meeting Date:	Tuesday 3 March 2026
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Wati Kerta

Community plan

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

Purpose

This Report seeks Council endorsement of the updated Confidential Information Policy.

Key messages

- Council policy 'Confidential Information' is scheduled for review at least once per Council term.
 - The policy provides information on how Council considers confidential information for Council Meetings.
 - It supports Council's commitment to being transparent and accountable with its decision-making.
 - The policy commenced on 5 April 2022 and is due for review before 5 April 2026.
 - It is also a legislative requirement that Council review the policy within the first 12 months of a new Council term.
 - A policy name change is proposed to provide clarity on the intent of the policy, which is about treatment of confidential matters at Council Meetings, rather than Confidential Information.
 - Grammatical and administrative amendments have been made to the policy to improve its clarity and consistency.
 - This report recommends that the amended policy is endorsed.
-

Recommendation

1. THAT Report entitled Council Policy Review - Confidential Information Policy be received and noted.
2. THAT Council endorse the amended Confidential Matters at Council Meetings Policy at **Attachment 12.1.2.3** to the Report entitled Council Policy Review - Confidential Information Policy.

Background

Council has a responsibility to conduct its meetings in an open and transparent manner while also complying with legislative requirements that permit certain matters to be dealt with on a confidential or closed basis.

A policy governing the management of confidential items considered at Council and Committee meetings supports consistent, lawful and defensible decision-making and provides clarity about when information may be considered in confidence and when it can appropriately be returned to the public domain.

Council policy 'Confidential Information' is scheduled for review at least once per Council term. The policy commenced on 5 April 2022 and is due for review before 5 April 2026. This review forms part of Council's routine policy review cycle.

Discussion

No substantive change to the intent or application of the policy is proposed.

The amendments made are minor in nature and include grammatical and administrative refinements to improve clarity and readability, together with a change to the policy title to more accurately reflect its purpose and scope in relation to confidential matters and closed sessions at Council meetings.

Section 2, 'Consideration of Confidential Information', has been expanded to clarify that Council primarily considers whether decisions will be retained in confidential, rather than reports and attachments which will usually contain information that cannot be publicly released. However, having clear principles regarding reviewing Council decisions supports its commitment to transparent and accountable decision-making. A definition for Council Decision has been added to support these amendments.

It is recommended that Council endorses the amended Council policy – Confidential Matters at Council Meetings at **Attachment 12.1.2.3**.

Consultation and marketing

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

- Governance Lead.
 - Executive Assistant to the Chief Executive Officer.
-

Policy implications

The amended policy will replace the existing version and become effective from the date of adoption. This policy will be reviewed in response to any legislative or operational changes. In the absence of such changes, a scheduled review will occur within the first 12 months of the next Council term.

Budget and resource implications

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

Risk, legal and legislative implications

This policy is required under the *Local Government Act 2019* (NT). It is also a legislative requirement that Council review the policy within the first 12 months of a new Council term.

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance

Failure to effectively govern.

Strategies, framework and plans implications

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

Council officer conflict of interest declaration

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

Attachments

1. Current policy [**12.1.2.1** - 2 pages]
 2. Track changes policy [**12.1.2.2** - 3 pages]
 3. Amended policy [**12.1.2.3** - 3 pages]
-

CONFIDENTIAL INFORMATION



COUNCIL POLICY

PURPOSE

This policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at a Council Meeting.

PRINCIPLES

The City of Palmerston is committed to transparent and accountable decision making, to achieve the outcomes of its Community Plan. Policies are guided by principles of sustainability, good governance, advocacy, regulation, and service provision.

Council shall only consider matters in confidence that fall under the prescribed categories of the Local Government (General) Regulations 2021 and retain this information until the reason no longer applies.

DEFINITIONS

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

TERM	DEFINITION
Confidential Information	Means information prescribed as confidential under the Local Government (General) Regulations 2021.
Prescribed Categories	Refers to the categories set out in section 50(1) the Local Government (General) Regulations 2021.

POLICY STATEMENT

1. Classifying Confidential Information

- 1.1. Any business that falls under the prescribed categories in the Local Government (General) Regulations will be considered as confidential information.
- 1.2. A statement of the fact and the provision of how the confidentiality applies will be included within Council business papers available to the public.

- 1.3. Confidential information will be retained in confidence until Council determines by resolution that the reason for confidentiality no longer applies.

2. Consideration of Confidential Information

- 2.1. On the consideration of a confidential matter, Council will determine by resolution whether the confidential Council Decision will:
- (a) be released to the Open Minutes at a time determined by Council; or
 - (b) be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the Information Act and Records Disposal Schedule for Local Authorities in the NT.
- 2.2. Should a Council Decision not be made under 2.1 the decision will be added to the City of Palmerston confidentiality Review List

3. Review of Confidential Information

- 3.1. Council will undertake a six-monthly review of its Confidentiality Review List, when a Report will be provided to Council with a recommendation to either release, retain or to reconsider the matter at the next review period.
- 3.2. Council Decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

ASSOCIATED DOCUMENTS

- *City of Palmerston Community Plan*
- *Records Disposal Schedule for Local Authorities in the Northern Territory*

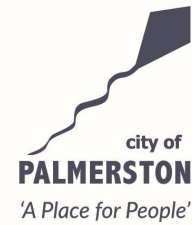
REFERENCES AND RELATED LEGISLATION

- *Local Government Act*
- *Local Government (General) Regulations*
- *Information Act*

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	Director of Finance and Governance
APPROVAL DATE	5 April 2022	NEXT REVIEW DUE	5 April 2026
RECORDS NUMBER	498388	COUNCIL DECISION	10/265

CONFIDENTIAL MATTERS AT COUNCIL MEETINGS INFORMATION



COUNCIL POLICY

PURPOSE

This policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at Council Meetings.

PRINCIPLES

City of Palmerston is committed to transparent and accountable decision making to achieve the outcomes of its Community Plan.

Council shall only consider matters in confidence that fall under the prescribed categories of the *Local Government Act 2019* (NT) and *Local Government (General) Regulations 2021* (the Regulations) and retain this information until the reason no longer applies.

DEFINITIONS

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

TERM	DEFINITION
Confidential Information	Means information (council decisions) prescribed as confidential under the Local Government (General) Regulations 2021.
<u>Council Decision</u>	<u>Means a resolution made at a Council Meeting</u>
Prescribed Categories	Refers to the categories set out in section 51(1) the Local Government (General) Regulations 2021.
Council Meeting	Means Ordinary Council, Special Council Meetings or Committee Meetings.

POLICY STATEMENT

1. Classifying Confidential Information

- 1.1. Any business that falls under the prescribed categories in the Regulations will be considered as a confidential information decision.
- 1.2. ~~A statement of fact and the provision of how the confidentiality applies~~ Reasoning setting out why the confidentiality applies will be included within Council business papers which are available to the public or, in the case of Confidential Special Council Meetings, the public notice related to the meeting.
- 1.3. Confidential information decisions will be retained in confidence until Council determines by resolution that the reason for confidentiality no longer applies.

2. Consideration of Confidential Information

2.1. When considering confidential decisions, confidentiality is to be considered for the purpose of assessing whether the information is to remain confidential. Council may release different types of information relating to confidential business at different times. For example, confidential resolutions that are no longer confidential may be released independently of related reports or attachments, which may remain confidential. Council will decide whether confidential information:

- (a) Should no longer be confidential after a specified period of time, or
- (b) should be subject to periodic review to determine if it should no longer be confidential.

2.1.2.2. On the consideration of a confidential matter, Council will determine by resolution whether the confidential council decision will:

- ~~(a)(c)~~ Be released to the Open Minutes at a time determined by Council; or
- ~~(d)~~ Be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the *Information Act 2002* (NT) and Records Disposal Schedule for Local Authorities in the Northern Territory;
- ~~(b)(e)~~ Remain confidential indefinitely.

2.3. Should a council decision not be made in accordance with clause 2.1, the decision will be added to City of Palmerston's Confidential Decisions Review List.

~~2.2. —~~

3. Review of Confidential Information Decisions

- 3.1. Council will undertake a six-monthly review of its Confidentiality Review List, when a report will be provided to Council with a recommendation to either release, retain or to reconsider the matter at the next review period.
- 3.2. Council decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

ASSOCIATED DOCUMENTS

- City of Palmerston Community Plan
- Records Disposal Schedule for Local Authorities in the Northern Territory

REFERENCES AND RELATED LEGISLATION

- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021*
- *Information Act 2002 (NT)*

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE		NEXT REVIEW DUE	
RECORDS NUMBER	498388	COUNCIL DECISION	

CONFIDENTIAL MATTERS AT COUNCIL MEETINGS

COUNCIL POLICY



PURPOSE

This policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at Council Meetings.

PRINCIPLES

City of Palmerston is committed to transparent and accountable decision making to achieve the outcomes of its Community Plan.

Council shall only consider matters in confidence that fall under the prescribed categories of the *Local Government Act 2019* (NT) and *Local Government (General) Regulations 2021* (the Regulations) and retain this information until the reason no longer applies.

DEFINITIONS

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

TERM	DEFINITION
Confidential Information	Means information prescribed as confidential under the Local Government (General) Regulations 2021.
Council Decision	Means a resolution made at a Council Meeting.
Prescribed Categories	Refers to the categories set out in section 51(1) the Local Government (General) Regulations 2021.
Council Meeting	Means Ordinary Council, Special Council Meetings or Committee Meetings.

POLICY STATEMENT

1. Classifying Confidential Information

- 1.1. Any business that falls under the prescribed categories in the Regulations will be considered as a confidential decision.

- 1.2. Reasoning setting out why the confidentiality applies will be included within Council business papers which are available to the public or, in the case of Confidential Special Council Meetings, the public notice related to the meeting.
- 1.3. Confidential decisions will be retained in confidence until Council determines by resolution that the reason for confidentiality no longer applies.

2. Consideration of Confidential Information

- 2.1. When considering confidential decisions, confidentiality is to be considered for the purpose of assessing whether the information is to remain confidential. Council may release different types of information relating to confidential business at different times. For example, confidential resolutions that are no longer confidential may be released independently of related reports or attachments, which may remain confidential. Council will decide whether confidential information:
 - (a) Should no longer be confidential after a specified period of time, or
 - (b) should be subject to periodic review to determine if it should no longer be confidential.
- 2.2. On the consideration of a confidential matter, Council will determine by resolution whether the confidential council decision will:
 - (c) Be released to the Open Minutes at a time determined by Council;
 - (d) Be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the *Information Act 2002* (NT) and Records Disposal Schedule for Local Authorities in the Northern Territory;
 - (e) Remain confidential indefinitely.
- 2.3. Should a council decision not be made in accordance with clause 2.1, the decision will be added to City of Palmerston's Confidential Decisions Review List.

3. Review of Confidential Decisions

- 3.1. Council will undertake a six-monthly review of its Confidentiality Decisions Review List, when a report will be provided to Council with a recommendation to either release, retain or to reconsider the matter at the next review period.
- 3.2. Council decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

ASSOCIATED DOCUMENTS

- City of Palmerston Community Plan.
- Records Disposal Schedule for Local Authorities in the Northern Territory.

REFERENCES AND RELATED LEGISLATION

- *Local Government Act 2019* (NT).

- *Local Government (General) Regulations 2021.*
- *Information Act 2002 (NT).*

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE		NEXT REVIEW DUE	
RECORDS NUMBER	498388	COUNCIL DECISION	

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.3
Report Title:	Irrigation Service Levels
Meeting Date:	Tuesday 3 March 2026
Author:	Manager of Sustainability, Jelise Camilleri
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 endorsement of Irrigation Service Levels across open space and road corridor assets.

Key messages

- Council's irrigation network is a major asset (\$18.67M replacement value) with significant portions at or near end-of-life.
- With no irrigation service levels in place, Council lacks a clear basis to prioritise asset investment and shape renewal programs, increasing the risk of like-for-like reinstatement in areas with limited community use or functional need.
- Service levels for Council's irrigation have been developed to provide clear links between irrigation provision, asset function, place space hierarchy and community use.
- Endorsement of the service levels will enable an informed implementation plan of asset renewal to commence, including commencing consultation and review of irrigation systems in dryland areas.
- In addition to improving asset prioritisation, the proposed service levels are expected to generate operational cost savings through reduced potable water consumption and lower mowing frequencies in designated dryland areas.

Recommendation

1. THAT Report entitled Irrigation Service Levels be received and noted.
2. THAT Council endorses the irrigation service levels as set out in **Attachment 12.1.3.1**.

Background

Council manages approximately 206 hectares (ha) of irrigated open space (74 ha bore supplied, 132 ha mains supplied), with infrastructure spanning below-ground reticulation, above-ground components and telemetry systems. The network replacement value is \$18,673,319.79 (Land Improvement Asset Management Plan, 2021).

A significant proportion of underground irrigation assets are ageing with initial installation linked to suburb development dating back over 30 years. Capital renewal and upgrade programs are required. Current 2025/26 financial year budgets are approximately \$294,164 (operational) and \$250,000 (capital).

Preliminary renewal investigations have identified inoperable and damaged systems in passive areas (approximately 14 ha of open space not containing playgrounds or park infrastructure, that predominately serve a drainage function), requiring further review on whether irrigation is reinstated, including consideration of community consultation and expectations.

Historically, irrigation installation has not consistently aligned with the Play Space Strategy hierarchy (regional, major and local parks) or with asset function (high-use recreation areas versus drainage corridors and road reserves). As a result, irrigation infrastructure and dry-season watering occur across the municipality in areas that are not always proportionate to community value or functional need.

It is proposed that Council endorse irrigation service levels to define where irrigation is required, where a dryland standard is appropriate, and how renewal investment is prioritised. This will provide a clear, defensible basis for future capital planning, while supporting long-term water efficiency and climate resilience.

Discussion

Council's open space network is diverse and used in multiple ways, ranging from high-use destination parks and the city centre, through to local parks, road reserves, drainage swales and public access ways. A uniform irrigation approach across these asset types is not sustainable and does not reflect either community benefit or asset function.

Council relies on substantial mains and groundwater supplies to maintain irrigated open space during the dry season, with systems typically operating for an extended seasonal period each year. This demand sits within a changing climate context, with observed warming, more variable rainfall patterns and higher evaporative demand across the Northern Territory, alongside projections of increased drought risk over coming decades (CSIRO, 2020). Together, these factors reinforce the need for a more targeted irrigation

approach that prioritises critical community assets and improves water-use efficiency, rather than maintaining a uniform irrigation footprint.

Council, in partnership with the NTG, has commissioned the Palmerston Dolostone Aquifer – Groundwater Plan 2026 with a focus on Council usage and management. Preliminary findings indicate Council's current ground water use is within sustainable limits, subject to individual bore extraction limits and ongoing monitoring. While groundwater is subject to seasonal variability, this study demonstrated that when managed properly, it can provide a sustainable basis for long-term water use. In contrast, potable mains water is a treated drinking-water supply intended primarily for human consumption and is a comparatively less sustainable option for broad-scale irrigation where suitable alternatives exist.

Other alternatives to water management have also been considered, rainwater harvesting is currently not considered a viable like-for-like replacement for network-scale irrigation supply due to practical constraints, including the scale of storage and land footprint required, the mismatch between rainfall timing and peak dry-season irrigation demand, and the cost and complexity of integrating distributed capture systems into existing irrigation networks. While alternative water sources remain worthwhile for targeted or future applications, they do not presently provide a feasible stand-alone substitute for Council's current irrigation supply arrangements.

The recommended approach is to strengthen long-term sustainability and water security by focusing on efficiency and continual improvement, investigating feasible alternative supply pathways (including sustainable groundwater use within safe extraction limits), and using adopted irrigation service levels to prioritise irrigation to assets with the highest functional and community benefit.

Service levels have been developed (**Attachment 12.1.3.1**) to provide a decision framework before major renewal investment occurs, while also guiding future development decisions. They allow Council to:

- Prioritise irrigation for high-value and high-use asset areas.
- Avoid unnecessary reinstatement of irrigation infrastructure in passive or low-function areas.
- Align capital renewals for end-of-life infrastructure with intended level of service.
- Strengthen value-for-money outcomes in irrigation infrastructure projects by assessing whole-of-life costs, including maintenance and renewal requirements, and avoiding investments that are not required to meet agreed service levels.
- Inform subdivision and landscape design outcomes so new assets accepted by Council are consistent with adopted service levels and do not create ongoing irrigation obligations in lower priority areas.
- Provides a clear, endorsed position on expected landscape standards, enabling consistent public communication and community education when enquiries arise about irrigated and dryland areas.

In summary, the proposed irrigation service levels establish a clear position for how irrigation is to be provided across Council's open space network, based on hierarchy, function and community use rather than historical footprint. Adopting these service levels

will inform the basis for consistent renewal, reinstatement and future asset acceptance decisions.

Next Steps

- **Development of the Irrigation Management Plan** to translate the adopted service levels into an operational framework for implementation. The plan will sit alongside other documents under development such as the Irrigation Technical Specifications to ensure a consistent approach to irrigation infrastructure and investment moving forward. This will include mapping areas of parks to remain irrigated.
- **Develop a targeted communication piece** (inform level) to clearly explain proposed irrigation changes, the reasons for the changes, and the expected benefits to residents in directly affected areas, where required.
- **Detailed review of currently non-operating systems:** Irrigation assets that are currently not operating and fall within dryland service levels will have further review prior to being formally identified as not being reinstated. Consultation with adjacent residents and relevant stakeholders will occur. Where an area requires further work to be operational, it will be considered as part of relevant maintenance and capital programs.
- **Apply service levels to renewal prioritisation:** The service levels will be embedded into capital renewal planning so that funding is directed first to priority assets (e.g. CBD, regional parks and designated active-use areas).
- **Refocus operational maintenance effort:** Maintenance programs will be realigned to support the adopted hierarchy, with resources concentrated on systems that are to remain irrigated and performance critical.
- **Integrate into development and handover decisions:** The service levels will be used to guide subdivision and landscape handover decisions, so that assets accepted by Council align with approved irrigation service levels and standards and do not create avoidable future maintenance and renewal costs.

Consultation and marketing

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

- Executive Manager Environment.
- Open Space Lead.
- Acting Marketing & Communications Manager.
- Executive Manager People & Customer.
- Irrigation officers.

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

- Agon Environmental.
-

There was no public consultation or marketing conducted during the preparation of this Report. However, an engagement piece to inform the community has been identified in next steps.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

- Operational budget impacts include potential changes to maintenance profiles (irrigation maintenance and mowing frequencies). Indicative savings exist from reduced potable water use and will be validated during implementation planning.
- Existing operational and capital irrigation budgets will remain materially unchanged; however, funding will be prioritised to align with the service levels and priority areas.

Budget Category	2025/26 FY Budget	Forecast Savings (2026/27 FY)	Notes
Operational Expenditure - Utilities (water charges)	\$722,155.00	\$341,778.00	Savings expected from reduced irrigation demand from service level endorsement.
Operational Expenditure - Mowing	\$1,446,187.00	\$35,000.00	Savings expected through reduced maintenance requirements for dryland grass service levels.
Operational Expenditure - Irrigation maintenance	\$294,164.00	Nil material savings	No material operational savings anticipated; funds will be redirected to maintaining priority irrigation systems.
Capital Expenditure - Irrigation	\$214,960.00	Nil material savings	No material capital savings anticipated; funds will be redirected to priority irrigation and asset renewal works.

NOTE: The above savings are modelled on all irrigation systems operating.

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.

If the current approach is maintained, Council remains exposed to:

- Inconsistent renewal decisions,
- Increasing lifecycle costs,
- And ad hoc debates at individual asset level.

With endorsement of the irrigation service levels, Council has:

- A defensible, transparent framework for consistent decision-making,
- Clear alignment to asset hierarchy and function,
- And a structured basis for future communications and implementation.

Strategies, framework and plans implications

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

- [Sustainability Strategy 2022-2026](#)
- [Palmerston Play Space Strategy 2022](#)

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. Proposed Service Levels [12.1.3.1 - 1 page]

Proposed Service Levels

Table 1. Irrigation Service Levels

Area	Example	Priority	Proposed Service Level
CBD	Goyder Square, memorial park, city centre verges.	High	Fully irrigated. NOTE: CBD boundary is aligned to the <u>Central Palmerston Area Plan</u> as much as practical.
Regional Parks	Sanctuary Lakes, Marlow Lagoon, Joan Fejo Park	High	Fully irrigated with the exception of areas with low utilisation (ie drainage areas).
Major Parks	Tiverton Park, Hobart Park, Bill Lewis Park.	Medium	Irrigated grass kickabout area. Garden irrigation and tree bubblers utilised where appropriate and feasible.
Dog Parks	Marlow Lagoon, Bakewell, Zuccoli	Medium	Mostly irrigated, however some areas dryland for larger spaces.
Local Parks	Phoenix Park, Eric Ashe Park, Phyllis Uren Park.	Medium	Balance of irrigated and dryland grass kickabout areas depending on infrastructure and community usage. Garden irrigation and tree bubblers utilised where appropriate and feasible.
Green space	Drainage swales, public access ways and pedestrian linkage.	Low	Dryland grass.
Road - Sub Arterial	Temple Terrace, Lambrick Avenue.	Medium	Irrigated verges in Council owned segments.
Road - Primary Collector	Farrar Boulevard.	N/A	Dryland grass verges
Road - Secondary Collector	Owston Avenue.	N/A	Dryland grass verges.
Road - Access	Crosby Street.	N/A	Dryland grass verges.
Roundabouts		Low	Tree Bubblers where water meters are installed or water wise unirrigated plantings.

NOTE: Where an asset is designated dryland, routine irrigation is not provided; establishment watering may occur where required (e.g. trees/gardens).

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.4
Report Title:	City of Palmerston Reconciliation Action Plan
Meeting Date:	Tuesday 3 March 2026
Author:	Executive Manager People and Customer, Becky Saywell
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 endorsement of the first City of Palmerston Reconciliation Action Plan January 2026 – May 2027.

Key messages

- A final version of City of Palmerston's Reconciliation Action Plan, **Attachment 12.1.4.1** was endorsed by Reconciliation Australia on 12 February 2026.
- City of Palmerston's first Reconciliation Action Plan was designed and developed by the Reconciliation Action Plan Working Group in consultation with our community.
- Actions have been documented in the plan to assist the delivery which stretches from January 2026 until May 2027.
- Next steps have been identified which will be addressed with the Working Group over the next six (6) months.

Recommendation

1. THAT Report entitled City of Palmerston Reconciliation Action Plan be received and noted.
 2. THAT Council endorses the final version of City of Palmerston's Reconciliation Action Plan at Attachment 12.1.4.1 to Report entitled City of Palmerston Reconciliation Action Plan.
-

Background

Progress updates on the City of Palmerston Reconciliation Action Plan (RAP) have been provided to Council on a number of occasions in 2025 which outlined the following actions towards finalising City of Palmerston's first RAP:

- City of Palmerston Registered with Reconciliation Australia (RA) to develop a RAP in September 2023.
- City of Palmerston formed a Reconciliation Action Plan Working Group (RWG) made up of internal staff and external community members and established a Terms of Reference (ToR) which is available on Council's website.
- Draft Reflect RAP was developed, with feedback from RA received and actioned in March 2025.

Community engagement ran from 16 April – 8 May 2025

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

13.2.2 Reconciliation Action Plan Update

THAT Report entitled Reconciliation Action Plan Update be received and noted.

CARRIED (6/0) - 10/1918 - 03/06/2025

The last report that went to Council included actions and an anticipated timeline for completion of the RAP with an estimated final endorsement of late 2025. Due to some longer than anticipated wait times and the incorporation of additional feedback from RA, the timeline was delayed, and endorsement was received from RA in February 2026.

Discussion

City of Palmerston's inaugural RAP represents a significant and formal commitment by the organisation, its staff, and the broader Palmerston community to advancing reconciliation. Developed through a dedicated working group, meaningful community engagement, and feedback from Reconciliation Australia, the Reflect RAP has now been finalised and is presented for Council endorsement.

Reconciliation is recognised as an ongoing organisational responsibility requiring leadership, accountability, and continuous improvement to achieve meaningful and lasting outcomes. The actions identified in the RAP aim to strengthen relationships with Aboriginal and Torres Strait Islander people and the organisation through a number of ways, including fostering genuine partnerships and increasing representation and participation across procurement, community engagement, service delivery and employment.

Council acknowledges the importance of recognising and celebrating key national events such as National Reconciliation Week and NAIDOC Week, which it has actively supported and participated in for many years. These occasions provide valuable opportunities to deepen understanding, build relationships, and celebrate the histories, cultures, and achievements of Aboriginal and Torres Strait Islander peoples.

Operationally, the implementation of the RAP will include a review of internal processes and procedures to identify opportunities for improvement. Initiatives already in place such as mandating the practice of an Acknowledgement to Country at all internal meetings with an agenda and ensuring our staff receive cultural awareness training demonstrate Council's commitment to embedding respectful and culturally informed practices across the organisation.

Successful implementation of the RAP will require strong governance, clear accountability and ongoing review and monitoring. Key focus areas include improving employment participation and strengthening engagement with Aboriginal and Torres Strait Islander businesses through procurement processes. Currently our organisation employs four (4) Aboriginal and Torres Strait Islander people (self-identified) and aims to build a strong evidence-based approach to improving representation across the workforce.

As City of Palmerston's first RAP, this document sets a clear direction and demonstrates the organisation's intent to lead by example and positively influence the community on its shared journey toward reconciliation.

Next Steps:

The RAPWG will reconvene to identify actions and responsibilities to achieve in the next 6 months. This will align with the timelines in the RAP and consist of the following:

- Building connections and working relationships to continue to support and celebrate National Reconciliation Week and NAIDOC week.
- Reviewing internal HR policies and procedures to identify our future needs and enhance cultural learning in relation to anti-discrimination, diversity, equity and inclusion provisions.
- A continual effort towards promoting reconciliation through improved training, processes, and procurement internally.
- Register with a relevant business network to increase Aboriginal and Torres Strait Island owned or run businesses procured for a service.

Consultation and marketing

The RAP document has been a work in progress and has undergone consultation with a number of stakeholders including:

- City of Palmerston's Reconciliation Working Group (RAPWG)
- Palmerston community and businesses
- Reconciliation Australia

The RAPWG was consulted in preparing this report.

Policy implications

The final RAP has minor implications to the Procurement Policy which will be actioned within the next review period which is within the first quarter of 2026.

Budget and resource implications

There are no budget or resource implications relating to this Report. The RAP will be implemented within the existing operational budget.

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.

The report provides an update of the RAP for City of Palmerston which contributes to the mitigation of the above risk.

Strategies, framework and plans implications

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

- [Inclusive, Diverse and Accessible Policy Framework](#)

City of Palmerston's Reflect RAP will impact the IDA in regard to the terminology used. The core principles of the IDA will remain unchanged; however, it is important to maintain consistent terminology across all future Council publications. As recommended by Reconciliation Australia, where possible, it is best to specifically name the group(s) that are being referred. In this case "Aboriginal and Torres Strait Islander group" must be used in full, without abbreviations. This is the most respectful and precise action, which can also be adopted for other groups in the IDA Policy Framework. The adoption of this terminology will be recommended during the next review of the IDA.

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.

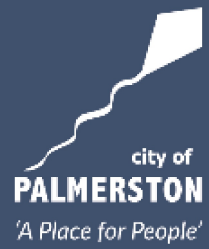
Attachments

1. City of Palmerston Reflect 2026-2027 (1) [12.1.4.1 - 20 pages]



RECONCILIATION
ACTION PLAN

REFLECT



RECONCILIATION ACTION PLAN JAN 26 – MAY 2027

REFLECT

CONTENTS

ACKNOWLEDGEMENT OF COUNTRY	6
MAYOR'S MESSAGE	7
CEO'S MESSAGE	8
RECONCILIATION AUSTRALIA CEO STATEMENT	9
RAP ARTIST	10
OUR BUSINESS	11
RECONCILIATION ACTION PLAN - REFLECT.....	12
PARTNERSHIPS AND CURRENT ACTIVITIES	14
RELATIONSHIPS RESPONSIBILITY AND TIMELINE	16
RESPECT RESPONSIBILITIES AND TIMELINE	18
OPPORTUNITIES RESPONSIBILITY AND TIMELINE	20
GOVERNANCE RESPONSIBILITY AND TIMELINE	21
CONTACT	23

City of Palmerston practices equitable engagement through removing all barriers experienced by under-represented groups in the organisation, mindsets and the community. Our Community Engagement policy demonstrates commitment to open, accessible engagement with the community based on meaningful conversations and all-inclusive engagement practices.

Front cover image: NAIDOC week, Palmerston CBD, 2023



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.

MAYOR'S MESSAGE

Reconciliation is an important focus for Council and the community, and I'm delighted to see the Reflect RAP come to fruition. We acknowledge the deep connection that Aboriginal and Torres Strait Islander peoples have with this land, and recognise the histories, cultures and contributions that have been made.

A RAP is a commitment to real actions, and will identify practical steps towards strengthening partnerships, creating meaningful opportunities, and embedding reconciliation in everything we do. By actively listening, learning and working together we can build an inclusive and connected community for everyone achieving our vision of 'A Place for People'.

We look forward to walking together on this journey of reconciliation.



City of Palmerston Mayor, Athina
Pascoe-Bell

CEO'S MESSAGE

It is with great pleasure and pride that we deliver City of Palmerston's first Reconciliation Action Plan (RAP), Reflect. This is a positive step towards our continued efforts for reconciliation throughout our community and demonstrates the Organisations' commitment towards a stronger and more connected society.

I am very proud of the work and the ways in which our team already demonstrate reconciliation and understand there is still much to learn from in this space. The Reconciliation Action Plan Working Group have embraced the process of delivering the RAP and all that it stands for and have proven their desire for genuine reconciliation to exist throughout all the operational deliverables.

I'm looking forward to how we can strengthen our relationships and lead change in this space and congratulate the team in achieving this first step.



City of Palmerston CEO, Andrew Walsh

RECONCILIATION AUSTRALIA CEO STATEMENT

Reconciliation Australia welcomes the City of Palmerston to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

the City of Palmerston joins a network of more than 3,000 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with over 5.5 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes. These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance. It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables the City of Palmerston to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations the City of Palmerston, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine
Chief Executive Officer
Reconciliation Australia



Reconciliation Australia CEO, Karen Mundine



RAP ARTIST

William Hewitt

William Hewitt is a Wadjigan/Yawuru/Karajarri/Bard contemporary artist, who creates graphics and digital designs and is a traditional Aboriginal artefacts craft man. William was approached by City of Palmerston to create a painting that could represent the start of our Reconciliation Action Plan journey.

The piece, Community Connecting, will be painted on the side of our highly visible and highly used Recreation Centre, located in Palmerston's CBD. The scented white crosshatching lines with dots represents a long road and journey, the other white figurines are people and togetherness, and the outer circled shapes are community connections to country.



Completed RAP mural by Artist William Hewitt



OUR BUSINESS

City of Palmerston is a Local Government that is responsible for governing the municipality of Palmerston through providing essential services, maintaining infrastructure and representing the interests of the residents of the community. Key services that are delivered include;

- waste management
- animal management
- planning and development
- library services
- community facilities
- community events
- community initiatives and
- community programs

Our Council is led by Elected Members (Councillors) who each represent the views and interests of the residents' making decisions on their behalf. Funding for Local Government comes from rates and Government grants (Territory and National).

Civic Plaza, centrally located in Palmerston's CBD is the main office where staff are located, as well as the location of the Council Chambers. Other operational working locations include the Palmerston Recreation Centre, City of Palmerston Library and the Operations Centre. We also have a number of community parks and facilities that we look after and provide access to the community, including Gray Community Hall, Durack Community Arts Centre and Driver Community Centre. Palmerston also boasts three dog parks, over 100 open space areas (Playgrounds and parks), Gulwa Community Recording Studio, as well as SWELL, which is Palmerston's Swimming, Wellness, Events, Leisure and Lifestyle facility. Use of all parks and SWELL is free to the community and hire of council facilities for community purposes is free.

As of December 2024, City of Palmerston has 97 staff, 38% male and 62% female, with 24% of staff born outside of Australia. There is currently 5 Aboriginal and Torres Strait Islander staff members working at City of Palmerston.

As part of a culturally diverse and growing municipality of 41,598 population*, consideration is taken towards the events, programs and services that we deliver to ensure we are reaching and positively impacting everyone in Palmerston. This also includes the way in which we communicate, welcome and deliver our services.

*Current ABS data from 2024



RECONCILIATION ACTION PLAN – REFLECT

City of Palmerston is committed to building meaningful relationships, respect and opportunities with Aboriginal and Torres Strait Islander peoples. We recognise the importance of reconciliation and are dedicated to taking meaningful action towards cultural understanding. As a way to formalise our commitment, we are embarking on developing a Reconciliation Action Plan which will guide our actions and raise awareness of reconciliation through everything we deliver.

We currently have an Inclusive, Diverse and Accessible (IDA) Policy Framework which commits to creating a *“community where all members enjoy equal access within the public domains, services and programs as outlined in the Community Plan. While inclusion, diversity and accessibility are often referred to in the context of people with lived experience of disability, these principles apply to many different groups within society, including Aboriginal and/or Torres Strait Islander people”*

As an organisation, we appreciate that although the IDA identified the need for inclusivity across all diversity groups, Aboriginal and Torres Strait Islander peoples all have their own lived and unique experiences due to systemic barriers and ongoing inequities. By developing a RAP, we are demonstrating our commitment specific to Aboriginal and Torres Strait Islander people, histories and cultures.

As an organisation we already practice the following towards reconciliation;

- Acknowledgement of country at all Council meetings and internal meetings with an agenda
- Support through funding and in-kind to NAIDOC day events and Reconciliation Week
- Welcome to Country at larger events including Citizenship Ceremonies, Facility openings and Palmerston Youth Festival
- Fly the Aboriginal and Torres Strait Islander flag at the front of our Civic Plaza
- Display the Aboriginal and Torres Strait Islander and on the home page of our website
- Conduct regular Cultural Awareness training mandatory for all staff
- Pursuant to the *Local Government Act 2019 (NT)*, council's Procurement Policy includes the principle of encouraging employment of Aboriginal people and the sustainable employment of diverse people.
- Apply zero tolerance towards discriminatory behaviour in our code of conduct



City of Palmerston's RAP champion, Konrad Seidl, joined City of Palmerston as the General Manager Community in May 2024 bringing himself, his family and pets to Darwin all the way from Perth. Konrad's responsibilities include delivering Library services, management of community facilities including SWELL and the Recreation Centre, he also looks after Animal management. Konrad understands the importance of an inclusive community and is in the perfect position to lead reconciliation efforts across everything that we deliver.

We are committed to progressing a reconciliation journey through improved relationships with local Aboriginal and Torres Strait Islander representatives. Through establishing mutual respectful relationships and providing opportunities with Aboriginal and Torres Strait Islander People, our vision of 'A Place for People' and reconciliation will come to life. We acknowledge and pay our deep respects to Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands and waters across Australia.



Konrad Seidl, General Manager
Community| RAP Champion

We recognise the enduring strength, cultures, and histories of First Nations peoples and acknowledge the truths of our shared histories, including the impacts of colonisation; specifically, the contributions of Aboriginal and Torres Strait Islander communities bring to Palmerston. As part of this commitment to the Reconciliation Action Plan, our organisation will be focussed on implementing reconciliation into our values, policies and everyday practices. By doing this, we aim to strengthen these relationships ensuring we respect and celebrate Aboriginal and Torres Strait Islander cultures, histories and perspectives. We look forward to opening up more opportunities throughout our internal organisation and through economic development and community development and events to practice reconciliation. We will also ensure our organisation remains accountable through transparent reporting and adopting a continuous learning approach.

We will work alongside, employees, RAP Working group members and the wider community to ensure reconciliation remains a fundamental part of who we are and what we do.

PARTNERSHIPS AND CURRENT ACTIVITIES

City of Palmerston has embedded partnerships, throughout the organisation, with many Aboriginal and Torres Strait Islander organisations, community groups and businesses, including but not limited to;

- Larrakia Nation
- Northern Land Council
- Children's Ground
- Mulga Security
- Palmerston Youth Centre (PYC)
- Kentish Community Services
- and various entertainers, artists, musicians and more.

This engagement is facilitated regularly through our networks and committees such as;

- the Palmerston and Rural Youth Services Network
- Palmerston Kids Network and;
- Palmerston Seniors Network,
- Community Safety Advisory Committee and
- Community Wellbeing Advisory Committee.



PaRBA activity, Palmerston Recreation Centre

An additional network that City of Palmerston attends is the Palmerston Indigenous Network. These partnerships provide City of Palmerston with the opportunity to receive relevant sector updates, discuss any current challenges and to celebrate the positive achievements.

Additionally, City of Palmerston also utilises our numerous community facilities and venues to provide free spaces for community events, gatherings and culturally safe spaces for yarning. Examples of these are the weekly use of the Gray Community Hall for the *Mullagas and Cudjeries Social Group*, The Gray Community Hall provides a safe and respectful space for the Croker Island Aboriginal Corporation to hold meetings and support community members engaging in family history research, particularly those impacted by the Stolen Generations. The Palmerston Child and Family Centre regularly book the Palmerston Recreation Centre for their *Families in the Park* event and the fortnightly Palmerston Indigenous Network meetings that they chair.



During the Damibila, Dinidjanggama and Gurrulwa guligi months, Palmerston is a hive for events and celebrations.

City of Palmerston partners with the above-mentioned organisations and groups to provide support for various activities and events, either through our Community Funding Program or in-person event planning support. These include the annual Palmerston NAIDOC March, NAIDOC pool party, NAIDOC Week library activities, Aboriginal and Torres Strait Islander Children's Day and National Reconciliation Week.



RELATIONSHIPS RESPONSIBILITY AND TIMELINE

RELATIONSHIPS			
Action	Deliverable	Timeline	Responsibility
Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	November 2026	- General Manager People and Place - RAP Champion/RWG Chair
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	November 2026	- Community Development Manager - RAP Champion/RWG Chair
Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	June 2026	- RAP Champion/RWG Chair - General Manager People and Place
	RAP Working Group members to participate in an external NRW event.	June 2026	- RAP Champion/RWG Chair - General Manager People and Place

RECONCILIATION ACTION PLAN JAN 26 – MAY 2027 | REFLECT

RELATIONSHIPS				
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	June 2026	• RAP Champion/RWG Chair • General Manager People and Place	
	Communicate commitment to reconciliation to all staff.	November 2026	• RAP Champion/RWG Chair • General Manager People and Place	
	Promote reconciliation through our sphere of influence.	November 2026	• Community Development Manager • RAP Champion/RWG Chair	
	Identify RAP and other like-minded organisations that we could approach to collaborate with on reconciliation.	November 2026	• Community Development Manager • RAP Champion/RWG Chair	
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	June 2026	• Executive Manager People and Customer	
	Promote positive race relations through anti-discrimination strategies.	June 2026	• Executive Manager Operational Performance	

RESPECT RESPONSIBILITIES AND TIMELINE



RESPECT			
Action	Deliverable	Timeline	Responsibility
Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	June 2026	- RAP Champion/RWG Chair - Community Development Manager
Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Conduct a review of cultural learning needs within our organisation.	June 2026	Human Resources Manager
	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	June 2026	RAP Champion/RWG Chair
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	June 2026	- RAP Champion/RWG Chair - General Manager People and Place
Build respect for Aboriginal and Torres Strait Islander	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	June 2026	General Manager People and Place

RECONCILIATION ACTION PLAN JAN 26 – MAY 2027 | REFLECT

18

RESPECT			
cultures and histories by celebrating NAIDOC Week.	Introduce staff to NAIDOC Week by promoting external events in the local area.	June 2026	General Manager People and Place
	RAP Working Group to participate in an external NAIDOC Week event.	July 2026	- RAP Champion/RWG Chair - General Manager People and Place

OPPORTUNITIES RESPONSIBILITY AND TIMELINE



OPPORTUNITIES			
Action	Deliverable	Timeline	Responsibility
Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Develop a business case for Aboriginal and Torres Strait Islander employment within the organisation.	June 2026	Human Resource Manager
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June 2026	Human Resource Manager
Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	June 2026	Executive Manager People and Customer
	Investigate membership with Northern Territory Indigenous Business Network (NTIBN) and/or Supply Nation to increase the use of Aboriginal and Torres Strait Islander owned and run businesses through procurement.	June 2026	Executive Manager People and Customer

GOVERNANCE RESPONSIBILITY AND TIMELINE



GOVERNANCE			
Action	Deliverable	Timeline	Responsibility
Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Maintain a RWG to govern RAP implementation.	November 2026	General Manager People and Place
	Draft and maintain an updated Terms of Reference for the RWG.	November 2026	Mayor
	Establish and maintain Aboriginal and Torres Strait Islander representation on the RWG.	November 2026	RAP Champion/RWG Chair
Provide appropriate support for effective implementation of RAP commitments.	Define and maintain resource needs for RAP implementation.	November 2026	RAP Champion/RWG Chair
	Continually engage senior leaders (CoP internal) in the delivery of RAP commitments.	May 2027	- RAP Champion/RWG Chair - General Manager People and Place

GOVERNANCE			
	Ensure a senior leader is appointed to represent and champion Reconciliation internally.	May 2027	• RAP Champion/RWG Chair • General Manager People and Place
	Define appropriate systems and capability to track, measure and report on RAP commitments.	November 2026	• RAP Champion/RWG Chair
Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Contact Reconciliation Australia to verify that the primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	November 2026	• Human Resource Manager
	Communicate our RAP progress to internal and external stakeholders	November 2026	• Executive Manager People and Customer
	Complete and submit the annual RAP Impact Survey to Reconciliation Australia.	30 September, 2026	• Human Resource Manager
Continue reconciliation by developing the next stage RAP.	Register via Reconciliation Australia's website to begin developing the next stage RAP.	February 2027	• Human Resource Manager

CONTACT

CONTACT NAME	POSITION	DETAILS	EMAIL	PHONE
Becky Saywell	Executive Manager People, Customer and Communications	Contact in relation to RAP contents, administration, registration, website content, Council reporting	Becky.saywell@palmerston.nt.gov.au	08 8935 9995
Konrad Seidl	General Manager Community	Contact in relation to Reconciliation Action Plan Champion	Konrad.seidl@palmerston.nt.gov.au	08 8935 9921

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.2.1
Report Title:	Communication Strategy Annual Update 2026
Meeting Date:	Tuesday 3 March 2026
Author:	Executive Manager People and Customer, Becky Saywell
Approver:	General Manager People and Place, Emma Blight

Community plan

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

Purpose

The report provides Council with an update on the implementations of the Communication Strategy and the actions it has set out for 2026.

Key messages

- Council adopted the City of Palmerston Communications Strategy 2022 in July 2022, which outlines the strategic approach to communications of the organisation.
- The actions that were set out to achieve in the 2025 Communications Strategy Review are detailed within this report.
- City of Palmerston maintained consistent increases in engagement across social media platforms and via earned media interactions between February 2025 and February 2026.
- A new Communications and Engagement Strategy will be delivered in 2026, replacing the current Communications Strategy and Social Media strategy.
- Within the new Strategy, strong focus will still exist in the following areas;
 - Environmental sustainability;
 - Improved accessibility and inclusivity;
 - Share of voice throughout local media landscape;
 - Community awareness and engagement; and
 - Ways to innovate.

Recommendation

THAT Report entitled Communication Strategy Annual Update 2026 be received and noted.

Background

City of Palmerston presented the Communications Strategy 2022 as “Attachment 12.2.1.1”, The Communications Strategy covers all communications sent out to the Community, and sets the foundation on who, how, where and what.

The key communication pillars align closely with the community plan and aim to cover messaging across the following themes:

- Family and Community
- Vibrant Economy
- Cultural diversity
- Future focused
- Environmental sustainability
- Governance

Since the introduction of the strategy in 2022, some of the elements in the communication platforms have remained the same, however the level of usage has shifted slightly. Due to the constant change in the marketing and communications landscape, it is important to ensure we maintain best practice with the aim to ensure information is available to the public and relevant, accurate, timely, engaging and reliable.

At the 2nd Ordinary Council Meeting of 19 July 2022 Council made the following decisions:

13.1.2 Communications Strategy Consultation Outcomes

1. *THAT Report Number 10/444 entitled Communications Strategy Consultation Outcomes be received and noted.*
2. *THAT Council adopts the Communications Strategy, as presented as Attachment 13/1/2/1 to report entitled Communications Strategy Consultation Outcomes*

CARRIED 10/444 – 19/07/2022

At the 2nd Ordinary Council Meeting of 18 February 2025 Council made the following decisions:

13.2.2 Communications Strategy Update

THAT Report entitled Communications Strategy Update be received and noted.

CARRIED (6/0) – 10/1754 – 18/02/2025

This report provides Council with an update on activities since the previous review in February 2025 and upcoming actions for the coming 12 months.

Discussion

The strategy's Key Performance Indicators (KPI) serve as high level reference points for progress to date.

KPI	MEASUREMENT/QUALITY ASSURANCE	2024	2025
Governance	Community Survey Net Promoter Score	6.8	7.1
Share of voice	Organic media exposure (media monitoring)	140 (earnt media pieces) *	212
Brand Awareness – 'A Place for People'	Community survey score	54%	55.45%
Established presence	Community survey awareness score	6.95	7.26

* Earnt media is content that has been published without any paid advertising.

In addition to the above KPIs the previous Communication Strategy review in 2025 included of a number of actions that were planned to take place in 2025. A summary of these is included in the table below:

TASK	COMPLETED	COMMENTS / ACTION TAKEN
New website	Yes	Launched 19 March 2025
Apply refreshed brand on signage	Yes	Marlow Lagoon Library All internal signage
Apply new branding across all Council documentations	Yes	All document templates rolled out to staff and throughout internal systems, including rates notices, dog registrations etc
Apply new branding across economic development collateral	Yes	Meet your Locals campaign Invest Palmerston monthly newsletter
Increase following across social channels	Yes	Facebook followers increased by 6.8% Instagram followers increased by 9.3% LinkedIn followers increased by 10.5%
Reconciliation Action Plan	Yes	Draft completed waiting on final endorsement by Council

TASK	COMPLETED	COMMENTS / ACTION TAKEN
App vs Website	Yes	Upgrades completed on the app to align with branding, improved useability. Future upgrades to improve reporting delivered by June 2026.
Further website improvements	Yes	Maintained accessibility through quality assurance program (Acquia, formally Monsido) Improved use of webforms for increased efficiency and workflow Clearer content and less pages for quicker access to information that is required
Look into the viability of translation services for communication	No	Accessibility information included in signage in any new installations (ie. Dementia friendly, contrast colours)
Initial planning and research into using electronic direct messaging more	Yes	Began including database sign-ups through all campaigns to establish a strong receivership.
Look to trial website Chat using AI technology	No	Further investigation is required; budget considerations to be made.
Reduce environmental Impact	Yes	Smaller print runs Replaced temporary 'corflute' signage where possible with metal signage (events) Continued use of recycled printing materials Supported more environmentally friendly merchandise (less single use) Increased digital messaging (removing the need for posters/flyers) through the purchase of two digital boards for the Library and Rec Centre
Developing a Communications and Engagement Strategy	No	Currently under procurement. Estimated draft expected June 2026 for Community consultation.
Continue to develop relationships with local media	Yes	Increased earned media by 51% in comparison to previous year (212 media interactions) Ongoing relationship building efforts required.

TASK	COMPLETED	COMMENTS / ACTION TAKEN
Continue to trial new tactics and trends to improve engagement across social media	Yes	Engagement (Interactions) across Facebook increased by 7.1% in comparison to the previous year. (This includes likes, shares, and comments). Engagement across LinkedIn was at 9.54% for the same period with no comparison data from the year prior. Interactions via Instagram have equalled a total of 1.6k since August 2025 (cannot view information past this date).
More in-person Community engagements leveraging from Community Events	Yes	A total of 9 community engagements took place in 2025. With the new Community Engagement Policy endorsed by Council, an improved internal process saw all engagements aligning with the best practice engagement principles according to the Engagement Institute. Ongoing efforts in this space continue. Further deliverables will be set once the new Communications and Engagement Strategy is complete.

In addition to the Community Plan, the strategy considers and supports other Council publications such as the Inclusive, Diverse and Accessible Policy Framework, Disability Inclusion and Accessibility Plan and the Sustainability Strategy.

The current Communications Strategy has served a purpose for Council with the results across the board continually improving each year. With brand recognition and engagement consistently increasing according to the Community Satisfaction Survey, a strong focus will be placed on how communication can be further enhanced with the main priorities being;

- Environmental sustainability
- Improved accessibility and inclusivity
- Share of voice throughout local media landscape
- Community awareness and engagement
- Ways to innovate

The tools and tactics will continue to adapt to the evolving preferences of the Palmerston Community to ensure we achieve a high engagement rate across all platforms. This information will be evident through the Community Satisfaction Survey and also be sourced through:

- Event and workshop participation/attendance
- Community Engagement participation
- Social Media engagement
- Community Compliance (rate payments, animal registration etc)

With a pending new all-encompassing Communications and Engagement Strategy to be delivered later in 2026, the current Communications Strategy will become redundant, as will the Social Media Strategy. No further actions have been developed as a result of the new strategy pending, other than what has not yet been completed in the above action list. Upon the endorsement of the Communications and Engagement Strategy, a review against this strategy will take place once a year against those set deliverables.

Consultation and marketing

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

- Acting Marketing and Communications Manager

Policy implications

There are no policy implications for this Report.

Budget and resource implications

Budget required to develop the draft Communications and Engagement Strategy was included and accommodated for 2025/26 budgeting process. No other budget implications are evident.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks: *do not delete*

6. Governance

Failure to effectively govern.

Strategies, framework and plans implications

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

- [Communication Strategy](#)
- [Social Media Strategy 2022-2023](#)
- [Social Media Strategy](#)

In addition to the direct strategies and policies as above, the report takes in consideration the actions made in the Sustainability Strategy 2022 -2026, the Inclusive and Diverse and Accessible Policy Framework, aligning everything back to the Community 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. 1092653 Co P Communication Strategy v 5 Web [**12.2.1.1** - 5 pages]

city of
PALMERSTON

'A Place for People'



COMMUNICATIONS STRATEGY



ACKNOWLEDGEMENT OF COUNTRY

Council respectfully acknowledges the traditional owners of the land on which we meet - the Larrakia People - and pay respect to their elders, past, present and future.

City of Palmerston is committed to embracing diversity and eliminating all forms of discrimination within its facilities and welcomes all people regardless of sexual orientation, gender identity, ethnicity and/or faith.



SCOPE

Communications is an essential service of City of Palmerston and what connects Council and the community. The information available to the public must be relevant, accurate, timely, engaging and reliable as well as meet legal and governance obligations. Council needs to ensure they are proactively engaging with the community in a transparent way to achieve 'A Place for People'.

OBJECTIVES

Business	Media	Marketing
Family and community	Share of voice	Residential awareness
Vibrant Economy	Established presence	Community participation
Cultural diversity		
Future Focused		
Environmental sustainability		
Governance		

The communication strategy entails how our messaging is delivered across the community with consideration of people from a wide demographics, cultures and abilities, whilst supporting a vibrant economy with an environmental and future focussed goal. This means a strategic approach is required in all marketing and communication plans, as well as ensuring Palmerston establishes a positive presence in the public media environment to promote the liveability of the community.

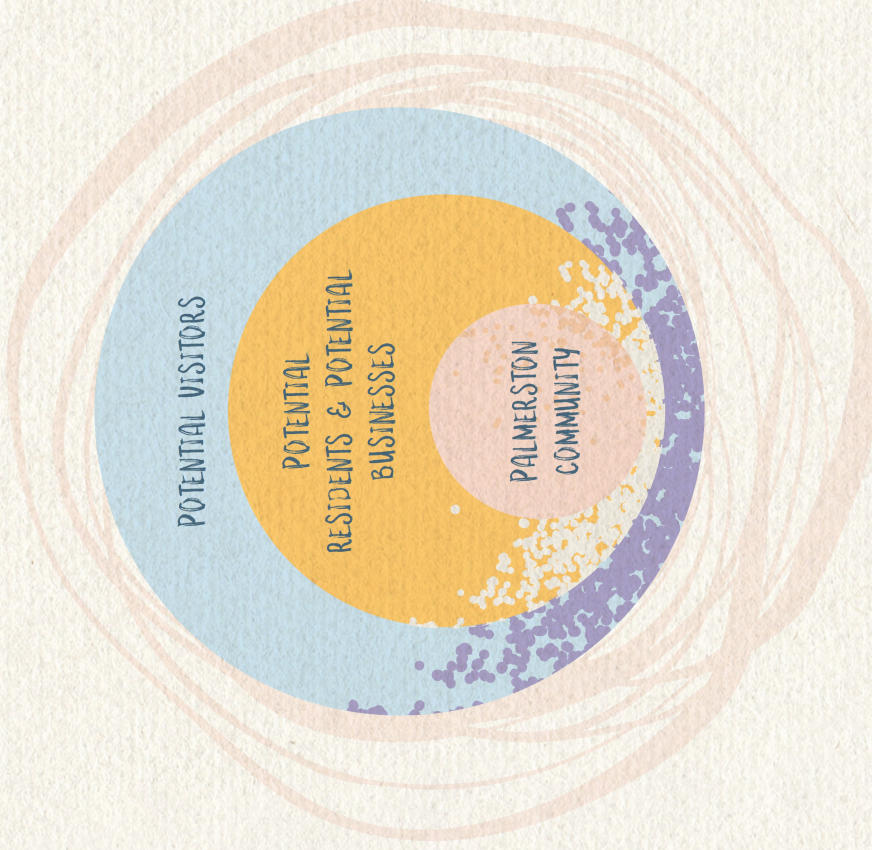


WHO?

The main and most important audience is the Palmerston Community, which is approximately 39,000 people. This is our target market, particularly when communicating an important occurrence that may directly affect them. For example, rate notices, dog registrations or rubbish collection. We also need to ensure they are aware of all the services available to them through Council including programs, grants, events and support.

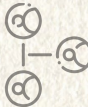
Council also needs to consider three other important target markets: potential visitors, potential residents and potential businesses, which should all have a positive impact on economic growth.

As a growing and developing city, these audiences are considered in our strategic communications plans.



WHAT?

The information that is communicated to the community, stems from the actions set out in the municipal plan. This makes up the 'what'. These actions align with the core outcomes of the community plan which are:

 FAMILY AND COMMUNITY: Palmerston is a safe and family friendly community where everyone belongs	 VIBRANT ECONOMY: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and to grow	 CULTURAL DIVERSITY: In Palmerston we celebrate our cultures in a way that values our diversity.
 FUTURE FOCUSED: Palmerston is an innovative city that sustains itself through the challenges of the future	 ENVIRONMENTAL SUSTAINABILITY: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability	 GOVERNANCE: Council is trusted by the community and invests in things that the public value

Types of communication include:

Marketing campaigns, community consultation, public relations, newsletters, articles, creative designs, images, brand and logos, directional or informational signage, tenders, notices, speeches, emergency communication, publications and video production.

HOW?

How Council communicates information is dependent on a few variables. Who is the audience and where do they get their information from (ie. print, social media, outdoor display etc). It will also depend on what Council wants to achieve from it.

 COMMUNICATION PLATFORMS THAT COUNCIL USE: • Website • Out of home displays (digital display board, signage, bus advertising, highway banners) • Social media (Instagram, Facebook and LinkedIn) • Broadcast (Television) • Radio • Digital display • Print	 LOOK AND FEEL • Fun – stand out – recognisable • Complementary • Strong brand awareness • Clear information • Educate • Professional	 CONSISTENT AND RELIABLE INFORMATION • Regular website updates • Frequent social media posting • Engagement with community (Community consultation & community sentiment survey) • Positive presence in the media environment
--	---	---

Council will be looking at alternate ways to achieve continuously high standards of communication and awareness to the community through the identified platforms.

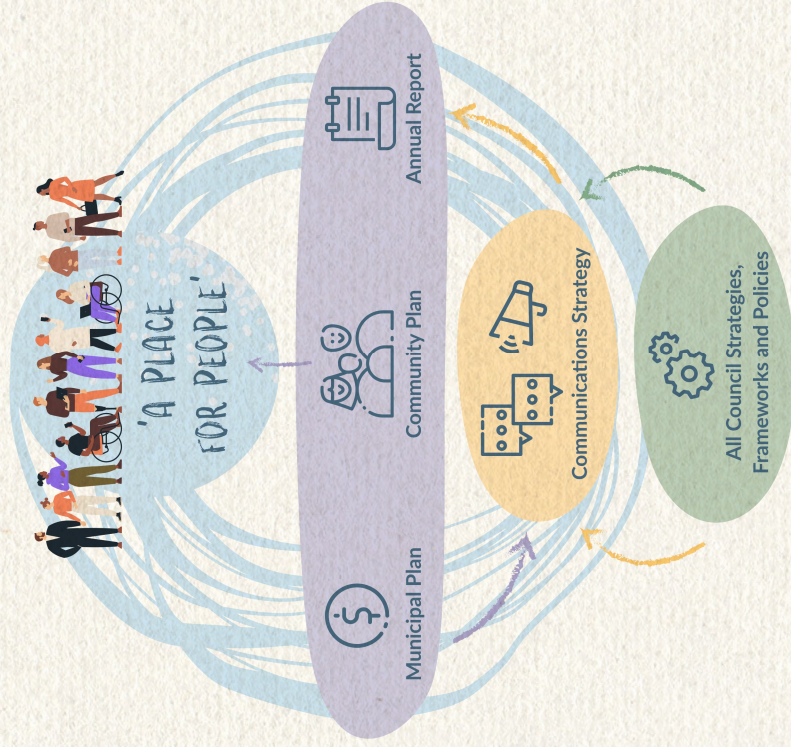
Diverse and accessible communication:

In conjunction with the release of the Inclusive, Diverse and Accessible Policy Framework, Council will consider inclusive ways to communicate to those of diverse abilities and backgrounds where possible.

WHY?

Council communicates to inform, educate, provide opportunity, acknowledge and to support.

All pieces of communication are strategically aligned in achieving Council's overall vision of 'A Place for People' and delivering on its missions and values. This is the why. City of Palmerston are delivering these messages to the community to achieve our overall vision.



Our commitment to the community is to ensure we deliver

- genuine community communication
- a recognised and trusted brand
- effective communications
- innovative digital experience
- promoting our city

KEY PERFORMANCE INDICATORS AND QUALITY ASSURANCE METHODS

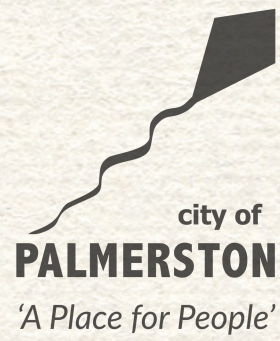
As a key commitment to the community, it's important that Council continuously evaluates performance to ensure we are delivering and improving. It is also vital that we put some quality assurance parameters in place so that our communication can be easily interpreted and meets the overall content quality by our diverse audiences.

KPI	Measurement/Quality assurance
Governance	Community survey sentiment score
Share of voice	Organic media exposure
Brand Awareness	Community Survey score
Established presence	Community survey awareness score

FUTURE FOCUS

Council will remain agile as we deliver a strategic communication strategy. The industry is dynamic and it's important that City of Palmerston remain relevant. As a result of this, the Communications strategy will be reviewed on a regular basis ensure we continue to increase awareness and engagement of the Palmerston community and potential broader audiences.





Civic Plaza,
1 Chung Wah Terrace



08 8935 9922



palmerston@palmerston.nt.gov.au
www.palmerston.nt.gov.au

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, 17 March 2026 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

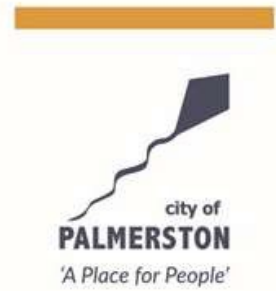
MINUTES

2nd ORDINARY COUNCIL MEETING

TUESDAY 17 FEBRUARY 2026

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 17 February 2026 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Damian Hale
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, Pania Withnall

GALLERY

No members of the public
6 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 5.32pm.

3 APOLOGIES

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT the apology received from Councillor Morrison for 17 February 2026 be received and noted.

CARRIED (7/0) - 11/0230 – 17/02/2026

4 DECLARATION OF INTEREST

4.1 Elected members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

Moved: Councillor Bayliss
Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on 3 February 2026 pages 12010 to 12031 be confirmed.

CARRIED (7/0) - 11/0231 – 17/02/2026

5.2 Business arising from previous meeting

Nil

Initials: _____

6 MAYORAL REPORT

Moved: Deputy Mayor Hale
Seconded: Councillor Kanyai

THAT Report entitled Mayoral Update Report - January 2026 be received and noted.

CARRIED (7/0) - 11/0232 – 17/02/2026

7 DEPUTATIONS AND PRESENTATIONS

7.1 Local Government Association of the Northern Territory Membership

Moved: Deputy Mayor Hale
Seconded: Councillor Fraser

THAT the presentation by President Peter Pangquee and Mary Watson, Chief Executive Officer for Local Government Association of the Northern Territory (LGANT) on LGANT Membership be received and noted.

CARRIED (7/0) - 11/0233 – 17/02/2026

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

9.1.1 Leave of Absence Requests

4. THAT the leave of absence request received from Councillor Kanyai for 3 February 2026 to 8 February 2026 inclusive, for the reason of work travel and professional development, be approved.
7. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (6/0) - 11/0197 – 20/01/2026

Initials: _____

9.1.2 Request for Audio/Audiovisual Conferencing**Moved: Councillor Morrison****Seconded: Councillor Kanyai**

1. THAT Council approve the request for Audio/Audiovisual Conferencing received from Councillor Morrison who will be physically prevented from attending a meeting for the period 23 January 2026 to 27 January 2026 inclusive, due to being on holiday.
4. THAT Council approve the request for Audio/Audiovisual Conferencing received from Councillor Kanyai who will be physically prevented from attending a meeting for the period 3 February 2026 to 8 February 2026 inclusive, due to work travel and professional development.
6. THAT this decision be moved to the open minutes following the Audio/Audiovisual Conferencing.

CARRIED (6/0) - 11/0198 - 20/01/2026**9.1.3 Leave of Absence Requests****Moved: Deputy Mayor Hale****Seconded: Councillor Bayliss**

3. THAT the leave of absence request received from Councillor Henderson for 14 February 2026 to 16 February 2026 inclusive, for the reason of personal leave, be approved.
5. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/0222 - 3/02/2026**9.1.4 St Vincent de Paul - Request for Land****Moved: Councillor Waters****Seconded: Councillor Henderson**

1. THAT the Report entitled St Vincent de Paul - Request for Land be received and noted.
2. THAT Council endorse the attached response provided at **Attachment 26.1.2.1** to this report for submission to the St Vincent de Paul Society.
3. THAT this decision be moved to Open Minutes of the 2nd Ordinary Council Meeting on 17 February 2026 meeting.

CARRIED (7/0) - 11/0258 - 17/02/2026Initials:

9.2 Moving open items into confidential

Nil

9.3 Confidential items

Moved: Councillor Waters
Seconded: Councillor Henderson

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

Item	Confidential Category	Confidential Clause
24.1	External Presentation Request	51(1)(c)(ii) 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.
26.1.1	Council Performance, Service Delivery and Budget Review	51(1)(a) 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	Council Property Agreements and Contracts	51(1)(c)(i) 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

Initials: _____

		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.
26.1.3	Shared Services	51(1)(e) This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) 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 provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
26.1.4	Review of Confidential Matters	51(1)(c)(iv) 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	Shared Services	51(1)(e) This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) 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 provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED (7/0) - 11/0234 – 17/02/2026

Initials: _____

10 PETITIONS

Nil

11 NOTICES OF MOTION

11.1 Councillor Attendance at Ticketed Events and Conferences

Moved: Mayor Pascoe-Bell
Seconded: Councillor Kanyai

1. THAT the Notice of Motion received from Mayor Pascoe-Bell, entitled 11.1 Councillor Attendance at Ticketed Events and Conferences be received and noted.
2. THAT a draft Council Policy on Elected Member attendance at ticketed events and conferences is prepared and presented for Council's consideration at the Second Ordinary Meeting in April 2026.

CARRIED (7/0) - 11/0235 - 17/02/2026

12 OFFICER REPORTS

12.1 Action reports

12.1.1 Community Funding Program Grant Application - Landcare NT Incorporated

Moved: Councillor Henderson
Seconded: Deputy Mayor Hale

1. THAT Report entitled Community Funding Program Grant Application - Landcare NT Incorporated be received and noted.
2. That Council endorse Option One (1) – Full funding at a cost of \$11,000 to support Landcare NT's Bio-Educational program delivery across Palmerston primary schools during Semester 1 2026 through the Community Funding Program 2025/2026 financial year.

CARRIED (7/0) - 11/0236 - 17/02/2026

Initials: _____

12.1.2 Darwin International Film Festival in Palmerston**Moved: Councillor Waters****Seconded: Councillor Bayliss**

1. THAT Report entitled Darwin International Film Festival in Palmerston be received and noted.
2. THAT Council endorses a three (3) year partnership with Darwin International Film Festival for the delivery of two (2) free, family-friendly screenings in Palmerston annually from 2026 to 2028 at a cost of \$8,000.00 – 2026/27, \$9,000.00 – 2027/28 and \$10,000.00 – 2028/29.

CARRIED (7/0) - 11/0237 – 17/02/2026**12.1.3 2025-26 Second Budget Review****Moved: Councillor Bayliss****Seconded: Councillor Waters**

1. THAT Report entitled 2025-26 Second Budget Review be received and noted.
2. THAT Council adopts the 2025/26 Second Budget Review, including movements between capital and operational expenditure, and the associated transfers from reserve as tabled at the Second Ordinary Council Meeting of 17 February 2026.

CARRIED (7/0) - 11/0238 – 17/02/2026**12.1.4 Darwin Fringe Festival in Palmerston****Moved: Mayor Pascoe-Bell****Seconded: Councillor Henderson**

1. THAT Report entitled Darwin Fringe Festival in Palmerston be received and noted.
2. THAT Council defer the decision to the 2026/27 Budget Development process.

CARRIED (7/0) - 11/0239 – 17/02/2026**Initials:** _____

12.1.5 11th Council - Review of Delegations

Moved: Councillor Waters

Seconded: Councillor Bayliss

1. THAT Report entitled 11th Council - Review of Delegations be received and noted.
2. THAT effective 18 February 2026, Council revokes all delegations to the Chief Executive Officer.
3. THAT effective 18 February 2026, pursuant to Section 40 of the *Local Government Act 2019* (NT), Council hereby delegates to the Chief Executive Officer its powers and functions set out in the schedule below, subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions:

Section/Legislation	Delegation
<i>Local Government Act 2019</i> (NT)	All of the powers and functions of the Council that can be delegated, including, for the avoidance of doubt, the power to appoint authorised persons under section 183 of the Act.

4. THAT effective 18 February 2026, pursuant to section 183 of the *Local Government Act 2019* (NT), Council appoints the person that holds the position of Chief Executive Officer as an authorised person subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and unless earlier revoked, the appointment will cease and be deemed revoked upon the cessation of employment with City of Palmerston.
5. THAT effective 18 February 2026, pursuant to section 40 of the *Local Government Act 2019* (NT), Council hereby delegates to the Chief Executive Officer the power and authority to exercise all powers of the Council under the following by-laws, subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions:

By-laws	Exclusions
<i>City of Palmerston (Animal Management) By-Laws 2024</i>	By-law 48, determining fees
<i>Palmerston (Public Places) By-Laws 2001</i>	By-law 5(1)(a), determinations for charges and fees

Initials: _____

<i>Palmerston (Signs, Hoardings and Advertising) By Laws 1999</i>	By-law 6(1), determination of charges and fees
---	--

6. THAT effective 18 February 2026, pursuant to section 40 of the *Local Government Act 2019* (NT), Council hereby:
- determines that the contract threshold value for the purposes of s40(6) of the Act, is \$5,000,000.00; and
 - delegates to the Chief Executive Officer the following powers to incur financial liabilities subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and budget approval:

Type	Amount
Credit Card	\$5,000
Purchase approval and contract threshold value pursuant to section 40(3)(f) and (6) of the Act	\$5,000,000
Payment Approval	Unlimited
Cheque signatory	Unlimited
Investment signatory	Unlimited

CARRIED (7/0) - 11/0240 - 17/02/2026

12.2 Receive and note reports

12.2.1 Play Space Strategy Update and Community Consultation Results

Moved: Councillor Henderson
Seconded: Councillor Bayliss

THAT Report entitled Play Space Strategy Update and Community Consultation Results be received and noted.

CARRIED (7/0) - 11/0241 - 17/02/2026

12.2.2 Sustainability Strategy Update

Moved: Councillor Bayliss
Seconded: Councillor Fraser

THAT Report entitled Sustainability Strategy Update be received and noted.

CARRIED (7/0) - 11/0242 - 17/02/2026

Initials: _____

12.2.3 Financial Report for the Month of January 2026

Moved: Councillor Henderson
Seconded: Councillor Kanyai

THAT Report entitled Financial Report for the Month of January 2026 be received and noted.

CARRIED (7/0) - 11/0243 - 17/02/2026

12.2.4 Major Capital Projects Update

Moved: Councillor Waters
Seconded: Councillor Kanyai

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

CARRIED (7/0) - 11/0244 - 17/02/2026

12.2.5 2026 National General Assembly Motions for Submission

Moved: Councillor Bayliss
Seconded: Councillor Henderson

1. THAT Report entitled 2026 National General Assembly Motions for Submission be received and noted.
2. THAT Council note that no nominations or proposed motions were received for submission to the 2026 Australian Local Government Association National General Assembly.

CARRIED (7/0) - 11/0245 - 17/02/2026

12.2.6 Palmerston Youth Festival 2026

Moved: Councillor Henderson
Seconded: Councillor Kanyai

THAT Report entitled Palmerston Youth Festival 2026 be received and noted.

CARRIED (7/0) - 11/0246 - 17/02/2026

Initials: _____

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil

13.2 Correspondence

Nil

14 REPORT OF DELEGATES

Moved: Deputy Mayor Hale
Seconded: Councillor Kanyai

THAT the verbal report provided by Deputy Mayor Hale regarding Palmerston Child and Youth Network meeting held on 3 February 2026 be received and noted.

CARRIED (7/0) - 11/0247 - 17/02/2026

15 QUESTIONS BY MEMBERS

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT the question asked by Councillor Fraser regarding an update on the unkempt yards around Palmerston, and the response provided by the Chief Executive Officer be received and noted.

CARRIED (7/0) - 11/0248 - 17/02/2026

16 GENERAL BUSINESS

Nil

17 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Kanyai
Seconded: Councillor Fraser

THAT the next Ordinary Meeting of Council be held on Tuesday, 3 March 2026 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (7/0) - 11/0249 - 17/02/2026

Initials: _____

18 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Waters
Seconded: Councillor Fraser

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) - 11/0250 - 17/02/2026

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the meeting be adjourned for 15 minutes for break.

CARRIED (7/0) - 11/0251 - 17/02/2026

The meeting adjourned at 7:00pm.

The open section of the meeting closed at 7:10pm for the discussion of confidential matters.

The closed section of the meeting reopened at 8:29pm.

The Chair declared the meeting closed at 8:29pm.

Chair

Print Name

Date

Initials: