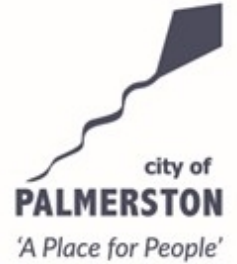


AGENDA



1st ORDINARY COUNCIL MEETING

TUESDAY 7 JULY 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.

A handwritten signature in black ink, appearing to read "A. Walsh", is positioned above a horizontal line. The signature is fluid and cursive.

ANDREW WALSH
CHIEF EXECUTIVE OFFICER



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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES

4 DECLARATION OF INTEREST

4.1 Elected members

4.2 Staff

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

THAT the Minutes of the Council Meeting held on 16 June 2026 pages 12182 to 12198 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	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(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.

10 PETITIONS

11 NOTICES OF MOTION

12 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.1
Report Title:	Community Funding Program - Geek Culture Collective
Meeting Date:	Tuesday 7 July 2026
Author:	Community Services Lead, Stephen Power
Approver:	General Manager Community, Konrad Seidl

Community plan

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

Purpose

This report seeks a Council decision regarding a sponsorship application submitted by Geek Cultural Collective Northern Territory Incorporated through the Community Funding Program.

Key messages

- Council supports initiatives that benefit the Palmerston community through the Community Funding Program.
- Geek Culture Collective Northern Territory Incorporated has applied for a sponsorship at a cost of \$10,000 under the Community Funding Program.
- The proposed Sponsorship application aims to support a Palmerston community event.
- \$250,000 remains in the Community Funding Program budget for the 2026/27 financial year.

Recommendation

1. THAT Report entitled Community Funding Program - Geek Culture Collective be received and noted.

2. THAT Council endorse Option Two (2) of the report to approve the partial sponsorship funding amount of \$5,000 to the Geek Culture Collective Northern Territory Incorporated through the Community Funding Program.

Background

Geek Culture Collective (GCC) is a not-for-profit community organisation that supports gamers, artists, creators, collectors and community groups across Palmerston and the Greater Darwin region. GCC evolved from a City of Palmerston community development initiative, with its first community meetings held at the Palmerston Recreation Centre in 2020. Since then, the organisation has continued to foster community connection through regular social events, creative activities and community partnerships.

GCC has established a strong presence within the local geek culture community and has supported the delivery of Geekfest Top End since 2021. The organisation also delivered Tropicon in 2023 and 2024 at the Darwin Entertainment Centre, attracting more than 1,500 attendees across the two events and demonstrating strong regional demand for community-led geek culture activities.

Discussion

The GCC has applied for sponsorship funding at a cost of \$10,000 through the Community Funding Program. The application seeks to support the delivery of TECC (Trade, Entertainment, Collectables and Community).

The applicant has advised that TECC is an inclusive and accessible community event expected to attract up to 500 attendees from Palmerston and the Greater Darwin region. The event will provide opportunities for local artists, creators, traders and community groups to showcase their work. Council funding would support the establishment of TECC as a new annual community event, encouraging community participation and supporting Palmerston's geek, arts and creative scene.

The sponsorship proposal includes a range of recognition opportunities for the City of Palmerston, including acknowledgement through promotional material, social media, event signage and event-day recognition. The level of sponsorship proposed is Naming Rights Partner. The event also aligns with Council's objectives relating to community participation, inclusion, cultural diversity and creative industries.

Council staff discussed the application with the applicant and advised that it may be better suited to the Community Grants Program. Unlike the Sponsorship Program, the Community Grants Program requires applicants to submit a detailed project budget and complete an acquittal report demonstrating how the funding was spent and the outcomes achieved. The application indicates that the requested funding would primarily support event delivery, including engaging activity providers and upgrading audiovisual equipment, which aligns more closely with the purpose of the Community Grants Program. The applicant acknowledged this advice but requested that the application remain under the Sponsorship Program for Council's consideration.

The applicant has the capacity to successfully deliver the proposed event and that it will provide a clear benefit to the Palmerston community. Geek Culture Collective has an

established membership base of approximately 200 members; however, TECC is a new event with an attendance target of 500 people. While the event has the potential to achieve strong community participation, Council's Sponsorship Program is generally better suited to initiatives that provide an ongoing or recurring promotional benefit, or larger community events that deliver broader exposure and value for Council. As a result, Council staff do not consider the full requested sponsorship amount to represent sufficient value for money.

All required supporting documentation has been submitted and reviewed as part of the assessment process, including proof of incorporation, public liability insurance and a sponsorship proposal outlining the proposed recognition opportunities.

In accordance with the Sponsorship Policy and Community Funding Program Guidelines, and for the reasons outlined above, Council staff recommends Option 2 of this report.

Further information is provided at **Attachment 12.1.1.1**.

Option 1

Requested Amount- \$10,000

Council approves the full sponsorship as a Naming Rights Partner funding amount of \$10,000 to the Geek Culture Collective Northern Territory Incorporated through the Community Funding Program.

Option 2

Partial Amount - \$5,000

Council approves Gold Partner sponsorship funding at a cost of \$5,000 to the Geek Culture Collective Northern Territory Incorporated through the Community Funding Program. The key difference between the Naming Rights Partner and Gold Partner packages is that the Gold Partner does not receive naming rights, copy of photos from the event or recognition of any in-kind venue contribution.

Included in Gold Partner Sponsorship:

- Logo on all event marketing & signage
- Logo on event wristbands & printed programs
- Social media recognition (pre, during & post event)
- Verbal acknowledgement from MC on the day
- Logo on event banner
- Dedicated display space at event
- Certificate of community partnership

Option 3

No Funding

Council does not approve funding to the Geek Culture Collective Northern Territory Incorporated through the Community Funding Program.

Consultation and marketing

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

- Community Services Manager

The applicant was consulted during the preparation of this Report.

Policy implications

This Report aligns with the following City of Palmerston policies and guidelines:

- Sponsorship Policy
- Community Funding Program Guidelines

Budget and resource implications

The Community Funding Program has the remaining funds for the 2026/27 financial year.

- \$100,000 for Grants, Individual Representation, Graffiti and School Awards.
- \$130,000 for Sponsorship.
- \$20,000 for Environmental Initiatives.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

- 1. Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
- 4. Inclusion, Diversity and Access**
Failure to balance meeting needs of Palmerston's cultural mosaic.
- 6. Governance**
Failure to effectively govern.

Strategies, framework and plans implications

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

- [Creative Industries Plan 2023-2027](#)

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. Community Funding Program Grants environmental initiatives Sponsorship Submission 23 (combined) [12.1.1.1 - 4 pages]**

Community Funding Program - Grants, environmental initiatives & Sponsorship : Submission #23

Funding type sought: Sponsorship

Organisation's name Geek Culture Collective

Organisation type Not for Profit

ABN: (if applicable): 45 746 279 606

Details Lachlan Campbell
Chairperson

Provide details of your organisation Geek Culture Collective evolved from a City of Palmerston community development initiative, with the first community meetings held in the Palmerston Recreation Centre foyer in 2020. Since then, GCC has grown into a collaborative network connecting gamers, artists, creators, collectors and community groups across Palmerston and Darwin.

GCC continues to support community-building through regular bi-monthly social events held within City of Palmerston and sponsor-supported venues, helping foster ongoing participation, social connection and creative engagement across the region.

Through events, mentorship and advocacy, GCC celebrates the diversity and creativity that makes geek culture unique while ensuring community members feel welcomed and connected.

GCC's community includes strong representation from Palmerston's neurodiverse population, for whom the collective provides meaningful social connection and genuine community participation opportunities.

GCC's board includes representatives from Level Up Gaming, the esports community, tabletop gaming groups and the cosplay community.

GCC has attended and supported the City of Palmerston Geekfest Top End since 2021, which attracts approximately 4,500 attendees annually. Tropicon, founded by GCC and held in Darwin in 2023 and 2024, attracted more than 1,500 attendees and demonstrated strong regional demand for community-driven geek culture events.

Provide details of the proposed activity TECC – Trade, Entertainment, Collectables and Community is a new annual event coming to Palmerston on 26 September 2026. Delivered by Geek Culture Collective Inc., TECC is a trade show celebration of geek culture including tabletop gaming,

trading card games, collectibles, cosplay and local creative arts.

Held at the Palmerston Recreation Centre across two full activity zones, TECC is designed as a welcoming and inclusive community event bringing together players, collectors, traders, creators and families under one roof.

The event combines tabletop gaming, creative industries, community participation and local business activation within a safe and accessible environment.

Across the venue, attendees will experience dedicated gaming areas, community trading spaces, artist alley activations, cosplay participation, local creators and interactive hobby experiences. TECC has been intentionally designed to support both active participation and low-pressure social engagement.

TECC aims to establish a new annual Palmerston event that celebrates creativity, connection and community participation while contributing to the city's evolving cultural identity. With Geekfest Top End focusing on the youth of Palmerston, this one is for the adults and the kids at heart!

Event Details

Date: Friday 26 September 2026

Venue: Palmerston Recreation Centre

Event Hours: 12:00pm to 4:00pm

Expected Attendance: 500+ attendees from Palmerston and the Greater Darwin region

Organiser: Geek Culture Collective Inc. (not-for-profit)

Provide details of previous activities held by the organisation Founded Tropiccon which ran at the Darwin Entertainment Centre in 2023 and 2024.

No event was held in 2025 due to volunteer burnout. Lessons were learnt!

GCC in 2026 runs bi monthly community meet ups in City of Palmerston and sponsor venues to build the local community and grow the grassroots geek scene in the NT.

From this the low tech and community driven TECC event was planned.

GCC has supported Geekfest Top End for many years

What are the intended objectives of this activity, and how will you evaluate its success?

TECC aims to create an inclusive, community-focused event that supports social connection, creative participation and local cultural development within Palmerston. The event will provide opportunities for local artists, traders, gamers and creators to showcase their work while encouraging accessible community participation across all ages and abilities. TECC also seeks to strengthen Palmerston's identity as a welcoming and creative city through a unique annual community event. Success will be evaluated through attendance numbers, trader and volunteer participation, social media engagement, participant feedback, accessibility outcomes and the establishment of ongoing partnerships that support the future growth and sustainability of the event.

Date 26th of September 2026

Venue Palmerston Recreation Centre

Time 12pm to 4pm

Expected number of attendees 500 visitors , not including stall holders and activity providers

Target audience TECC's target audience includes young people, families, gamers, tabletop players, collectors, cosplayers, artists and creative hobby communities from Palmerston and the Greater Darwin region.

Total activity cost \$20,100

Amount requested through the Community funding program \$10,000

Is the amount requested excluding GST? Yes

Value of other funding sources inkind contribution \$10,100

A copy of the sponsorship package outlining the levels and categories of sponsorship

Evidence of registration as a community group, not-for-profit, or incorporated body

Evidence of appropriate Certificate of currency for applicable insurances

A copy of the organisation's most recent audited financial statement (for applications over \$10,000) {Empty}

City of Palmerston's support will be publicly acknowledged in the following ways: Social media post, Website, Promotional material

5/27/26, 8:22 PM

Current details for ABN 45 746 279 606 | ABN Lookup



ABN Lookup

Scheduled maintenance

We'll be doing planned maintenance from 8:00 pm Saturday 30 May to 1:00 pm Sunday 31 May (AEST). During this time and for a short time afterwards, updates to ABNs on our website may take longer than usual. If you've registered a new ABN or updated an existing one, it might not appear straight away. If your ABN isn't listed yet, please check back later.

Thanks for your patience!

Current details for ABN 45 746 279 606

ABN details

Entity name:	GEEK CULTURE COLLECTIVE NORTHERN TERRITORY INCORPORATED
ABN status:	Active from 07 Jan 2022
Entity type:	Other Incorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	NT 0800

Business name(s)

A business name is the registered name a business operates under. Businesses need to register their business name on the national Business Names Register if the business operates with a different name to their own. To learn more visit the [ASIC Website](#).

Business name	From
TROPICON ↗	26 Jul 2022

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 28 Jul 2022

Record extracted: 27 May 2026

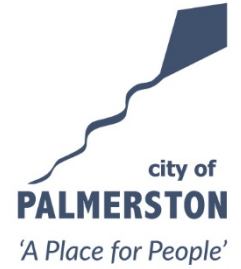
Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).

<https://abr.business.gov.au/ABN/View?abn=45746279606>

1/2

COUNCIL REPORT



1st Ordinary Council Meeting

Agenda Item:	12.1.2
Report Title:	Risk Management & Audit Committee Schedule 2026
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Chris Fearon

Community plan

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

Purpose

This Report seeks Council consideration of a recommendation from the Risk Management & Audit Committee to schedule additional committee meetings in 2026.

Key messages

- The Risk Management & Audit Committee's (RMAC) Terms of Reference provide that the committee must meet a minimum of four times per year, with meetings scheduled during various reporting and audit cycles.
- A work plan is developed annually that outlines what business will be presented to meetings.
- Two remaining meetings are scheduled for 25 August and 22 October 2026.
- At the 26 May 2026 meeting, RMAC recommended to Council that a further two meetings be considered in 2026 due to the volume of business the committee has.
- The Council schedule was reviewed to determine whether there were opportunities for additional meetings.
- One potential date has been identified for an additional meeting on Tuesday 29 September 2026.
- It is recommended that Council adds one additional RMAC meeting date on Tuesday 29 September 2026.

Recommendation

1. THAT Report entitled Risk Management & Audit Committee Schedule 2026 be received and noted.
2. THAT Council add one additional Risk Management & Audit Committee meeting date on Tuesday 29 September 2026 to the current year schedule.
3. THAT Council note that key documents, plans and policy reviews scheduled for presentation to Risk Management & Audit Committee meetings will, where possible due to time frames and external considerations, be circulated to the committee for early consideration.

Background

The Risk Management & Audit Committee (RMAC) is established as an advisory committee to the City of Palmerston, pursuant to the *Local Government Act 2019* (NT) (the Act).

RMAC's Terms of Reference provide that the committee must meet a minimum of four times per year, with meetings scheduled during various reporting and audit cycles. Two remaining meetings are scheduled for 2026 on 25 August and 22 October.

A work plan is developed annually that outlines what business will be presented to which meeting. This is included at **Attachment 12.1.2.1**. The plan provides a structured program of oversight activities that guide RMAC's work throughout the year. It ensures that RMAC fulfils its governance responsibilities by monitoring key areas such as the organisation's risk management framework, insurance program renewals and the internal and external audit functions.

The plan also incorporates regular reviews of critical governance frameworks, such as the development of the Fraud and Misconduct Framework and the ongoing Compliance Framework, to ensure they remain robust, effective and aligned with best practice.

The work plan schedules oversight of the organisation's financial and strategic reporting obligations. This includes reviewing the Annual Report and Annual Financial Statements, as well as receiving annual updates to the Asset Management Plan. In addition, RMAC tracks progress on major initiatives such as the Enterprise Resource Planning project and monitors the Action Report (open and confidential items) to ensure transparency and accountability.

At the 26 May 2026 meeting, in response to the volume of work presented and consideration of sufficient time for committee members to review agenda papers, RMAC recommended to Council that a further two meetings be considered in 2026.

At the 2nd Ordinary Council Meeting of 16 June 2026 Council made the following decision:

12.1.11 Risk Management and Audit Committee Open Minutes 26 May 2026

3. THAT Council adopts the recommendation from the Risk Management and Audit Committee meeting held Tuesday, 26 May 2026, as follows:
 - a. THAT a Report is presented to Council to review the Risk Management and Audit Committee meeting schedule for 2026 including an additional 2 meetings.

CARRIED (7/0) - 11/0445 - 16/06/2026

This report presents considerations regarding additional meeting dates for 2026.

Discussion

Council has a full schedule, with Ordinary Council, workshops or committee meetings taking place near weekly to ensure Elected Members have sufficient opportunity to make decisions, consider significant matters and engage with community representatives and stakeholders. This is in addition to community and stakeholder events and meetings that Elected Members attend as part of their role.


The Ordinary Council Meeting, Council workshop and Council committee meetings schedule was reviewed to determine whether there were opportunities for additional meetings during 2026. Considerations included:

- July is a short time frame for a meeting to be scheduled, and agenda papers prepared.
- There are already RMAC meetings in August and October.
- Meetings finish after the final Ordinary Council Meeting of 8 December 2026 due to the holiday break.

Taking this into account, one potential date has been identified for an additional meeting on Tuesday 29 September 2026.

It will be four weeks between the August and September meetings, and then three weeks until the October meeting. The following business is scheduled on the annual work plan for the existing meetings:

AUGUST	OCTOBER
<ul style="list-style-type: none">• Monitor risk management• Insurance program renewal• Internal audit updates x4• External audit update• Asset Management Plans x2• Enterprise Resource Planning update• Action reports (open and confidential)	<ul style="list-style-type: none">• Internal audit updates x4• External audit update• Review of Annual Report and financial statements• Asset Management Plans x2• Annual work plan 2027• Enterprise Resource Planning update• Action reports (open and confidential)



Items such as monitoring risk management, the insurance program renewal and review of Annual Report and financial statements are restricted to when they can be presented due to external timeframes and planned progress of work.

With the reports able to be presented, 29 September 2026 could primarily be an administrative update meeting that would nonetheless spread RMAC's business across three instead of two meetings.

It is recommended that Council adds one additional RMAC meeting date on Tuesday 29 September 2026.

Circulation of materials

While only one additional meeting date has been formally recommended, Council staff have also considered the committee's broader operational requirements, particularly in relation to the timely and effective review of key documents, policies and strategic items scheduled for presentation to RMAC.

In practice, the volume and complexity of material requiring committee input can vary significantly throughout the year. Many of the documents are substantial and may require detailed consideration to ensure feedback is informed. As such, relying solely on scheduled meeting times can place constraints on the committee's ability to adequately engage with these materials.

To address this, staff propose a more flexible and proactive approach to document circulation. Where timing and external dependencies permit, key documents could be distributed to committee members in advance of scheduled meetings. This early circulation would provide members with sufficient opportunity to review materials in detail, consult as necessary and formulate considered feedback ahead of formal discussions.

It is acknowledged that not all documents can be circulated in advance due to time constraints or external factors beyond Council's control. However, where feasible, this practice could be adopted as a standard approach to support effective governance and informed decision-making.

Consultation and marketing

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

- Risk Management & Audit Committee members
- Executive Assistant to Chief Executive Officer
- IT & Assets Manager
- Governance Lead

Policy implications

The Risk Management & Audit Committee Terms of Reference provide a minimum meeting requirement of four per year.

Budget and resource implications

Council remunerates the Independent members of RMAC in accordance with the remuneration schedule set out by the Northern Territory Government for a Class C1 Advisory and Review Board. Remuneration is included in budget considerations each year.

Additional meetings must be absorbed within existing operational budgets.

Risk, legal and legislative implications

Increased meeting frequency may contribute to stakeholder fatigue, limiting members' capacity to adequately prepare for and engage in discussions. Additionally, the increased administrative burden on both committee members and Council staff may reduce overall efficiency and place strain on resources. Conversely, not increasing the number of meetings may constrain the committee's ability to effectively discharge its responsibilities.

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.

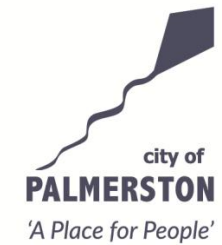
Council officer conflict of interest declaration

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

Attachments

1. Work plan 2026 [12.1.2.1 - 4 pages]

CITY OF PALMERSTON - RISK MANAGEMENT AND AUDIT COMMITTEE WORKPLAN 2026



The RMAC Annual Work Plan is closely aligned with the Committee's Terms of Reference and guiding principles, ensuring that all activities, reviews and monitoring functions directly support its mandate to provide effective oversight, promote accountability and strengthen governance and risk management across Council.

Key: *P, C, NC* – Planned, Completed, Not considered.

AUDIT COMMITTEE'S ROLE / RESPONSIBILITY	HOW THIS OCCURS / DOCUMENT	Q1	Q2	Q3	Q4	NOTES
Monitor Risk Management	Strategic Risk updates	P		P		A six-monthly report will be presented to RMAC on the Strategic Risk Register that addresses any change to the Council Risk Profile; any emerging risks; and progress against treatment plans.

Magiq ID: 646950

AUDIT COMMITTEE'S ROLE / RESPONSIBILITY	HOW THIS OCCURS / DOCUMENT	Q1	Q2	Q3	Q4	NOTES
Insurance Program Renewals	Work to prepare insurance renewals is undertaken taken between February and May.		P			The annual insurance program is developed in March/April in preparation for the next financial year.
Internal Audit Program Review	In line with the Internal Audit Plan, reporting will be done quarterly.	P	P	P	P	Ongoing reporting in line with the TOR to ensure oversight of the internal audit function. This will include update on Fraud controls
External Audit	Council engages an external auditor to review the annual finances. Audited annual financial statements are presented to RMAC for review prior to adoption by Council and presentation to the Minister for Local Government with the Annual Report.	P	P	P	P	Progress reports are provided to each meeting.
Fraud and Misconduct Framework and Compliance Framework Performance	In line with TOR, this will be reviewed in May each year.		P			

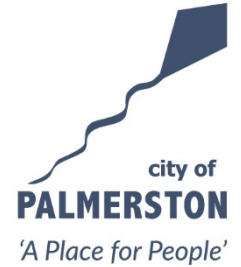
Magiq ID: 646950

AUDIT COMMITTEE'S ROLE / RESPONSIBILITY	HOW THIS OCCURS / DOCUMENT	Q1	Q2	Q3	Q4	NOTES
Review Annual Reports and Annual Financial Statements	Review financial statements for compliance with the <i>Local Government Act and Regulations</i> .				P	The Annual Report and financial statements are provided to the October meeting annually.
Asset Management Plan Annual Updates	Review Council's Asset Management Plan.	P				Moving this to February enables the data from end of financial year to be input to inform the AMP. This timing also aligns with budget development process.
Annual Workplan	The Committee determine the following years Annual Workplan in line with the TOR and Council requirements.				P	Reporting of the workplan will be included in the Actions Report at each meeting to confirm that all items have been presented
Enterprise Resource Planning (ERP) Update	As the ERP project is ongoing, reporting to the Committee is quarterly.	P	P	P	P	This will remain until project is implemented

Magiq ID: 646950

AUDIT COMMITTEE'S ROLE / RESPONSIBILITY	HOW THIS OCCURS / DOCUMENT	Q1	Q2	Q3	Q4	NOTES
Independent Committee Member Recruitment	The TOR sets out the length of service for Committee Members. Recruitment for positions is endorsed by Council.	P				The terms of the current two members expire in May 2026.
Review of advisory and consultancy services	Annual review	P				Detailing the businesses that have provided significant >\$20,000 advisory or consultancy services in 2022-23 related to risk, financial management and governance, including audit.
Terms of Reference (TOR)	The TOR requires bi-annual review by the Committee and adoption by Council.		P			The TOR was last reviewed in 2024.
Action Report (Open & Confidential)	Quarterly presentation of decisions of the committee.	P	P	P	P	

COUNCIL REPORT



1st Ordinary Council Meeting

Agenda Item:	12.1.3
Report Item:	Local Government Association of the Northern Territory Conference 2026
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Support Officer, Pania Withnall
Approver:	Chief Executive Officer, Andrew Walsh

Community plan

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

Purpose

To seek Council endorsement for Elected Member attendance at the Local Government Association of the Northern Territory November 2026 Conference and Annual General Meeting in accordance with the Elected Member Attendance at Events, Forums and Conferences Policy.

Key messages

- Local Government Association of the Northern Territory (LGANT) is the peak local government body in the NT.
- The 2026 conference will be held on 10–11 November 2026 in Alice Springs and will incorporate LGANT’s Annual General Meeting.
- The LGANT November Conference is the Northern Territory local government sector’s premier annual event, bringing together elected members, CEOs, senior staff and sector partners.
- The conference provides a dedicated forum for councils to engage in strategic discussions, leadership development, and sector-wide collaboration.
- Attendance offers valuable opportunities to contribute to LGANT advocacy priorities, participate in governance discussions, and strengthen relationships across councils and partner organisations.
- Attendance aligns with governance and professional development objectives.

- Council endorsement of attendees will ensure representation of the City of Palmerston at this key sector event.

Recommendation

1. THAT Report entitled Local Government Association of the Northern Territory Conference 2026 be received and noted.
2. THAT Council note the LGANT November 2026 Conference will be held on 10–11 November 2026 in Alice Springs.
3. THAT Council endorses Mayor Pascoe-Bell, Councillor Fraser and Councillor Henderson as its approved delegated representatives to attend the LGANT November 2026 Conference accompanied by the Chief Executive Officer.

Background

The Local Government Association of the Northern Territory (LGANT) is the peak body representing all local government councils across the Northern Territory and provides leadership, advocacy, and sector development.

The LGANT November 2026 Conference is the Northern Territory local government sector's annual flagship event, bringing together elected members, Chief Executive Officers, senior council officers and sector stakeholders from across the Territory. The conference also incorporates the LGANT Annual General Meeting.

The event provides a dedicated forum for local government representatives to consider strategic issues affecting councils and communities across the Northern Territory. Discussions typically focus on governance, advocacy, leadership, emerging challenges and sector priorities.

Further information on the Conference can be found at the LGANT website: <https://lgant.asn.au/november-2026-conference/>.

At its Ordinary Council Meeting held on Tuesday 2 June 2026, Council considered committee memberships and made the following decision:

12.1.5 Council Committee Memberships Annual Review - 1 July 2026 to 30 June 2027

5. *THAT Council appoint the following Elected Members to the External Organisations and/or Committees:*
 - (c) *THAT the Mayor, Councillor Fraser and Councillor Henderson be appointed as Council's delegated representatives to the Local Government Association of the Northern Territory, with all other Councillors appointed as alternate members for the period 1 July 2026 to 30 June 2027.*

CARRIED (8/0) - 11/0412 - 2/06/2026

Discussion

The LGANT November 2026 Conference will take place over two days in Alice Springs and will include:

- Keynote presentations from local government and industry leaders
- Panel discussions and facilitated conversations on sector priorities
- LGANT General Meeting and Annual General Meeting
- Networking opportunities and social events for delegates

The conference is a member-focused event, providing a dedicated environment for councils to step away from day-to-day operations and focus on broader strategic issues impacting local government across the Northern Territory.

Attendance will provide the City of Palmerston with opportunities to:

- Engage in meaningful discussion on key issues facing NT local government
- Build leadership and governance capability
- Learn from peers and sector experts
- Share practical experiences and solutions
- Strengthen relationships across councils and with partners
- Contribute to LGANT's advocacy and policy direction

Participation will support Council in maintaining awareness of evolving sector trends and strengthening relationships that may assist future collaboration and advocacy initiatives.

Attendance is considered consistent with Council's Elected Member Attendance Policy as it ensures appropriate representation, delivers clear strategic and governance benefits, and limits attendance to Council's appointed delegates.

Consultation and marketing

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

Policy implications

This report complies with the Elected Member Attendance at Events, Forums and Conferences Policy.

The recommended attendance meets policy requirements.

Budget and resource implications

The Mayor and approved delegates wishing to attend the LGANT November 2026 Conference will be accompanied by the Chief Executive Officer and/or Deputy Chief Executive Officer. Attendance is limited to Council's appointed LGANT delegates in line with the policy.

The estimated cost to attend the conference in person is approximately \$4,327.00 per person, inclusive of flights, accommodation, registration and incidentals. This estimate is based on indicative pricing available at the time of this report and is subject to change and potential increase depending on actual registration fees, travel costs and the timing of bookings.

A breakdown of approximate costs associated with the LGANT November 2026 Conference is as follows:

Event	Cost (per person)
Registration (Not yet open)	\$1,650.00 inc (estimated cost)
Darwin to Alice Springs Return Flights	\$1,637.00 (approximate)
Accommodation at DoubleTree by Hilton	\$402.00 (2 nights)
Hire Car from Alice Springs Airport	\$308.00 (total for all attendees)
Travel Allowance (Meals & Incidentals)	\$330.00 (approximate)

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

Risk, legal and legislative implications

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

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


This Report addresses the following City of Palmerston Strategic Risks:

6. Governance

Failure to effectively govern.

Strategies, framework and plans implications

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



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

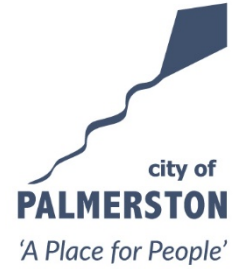
Council officer conflict of interest declaration

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

Attachments

Nil

COUNCIL REPORT



1st Ordinary Council Meeting

Agenda Item:	12.1.4
Report Title:	Community Safety and Wellness Advisory Committee Meeting Minutes - 23 June 2026
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Assistant to General Manager Community, Tonisha Nykamp
Approver:	General Manager Community, Konrad Seidl

Community plan

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

Purpose

This Report seeks Council endorsement of the Unconfirmed minutes from the Community Safety and Wellness Advisory Committee meeting held on Tuesday 23 June 2026.

Key messages

- Community Wellbeing is a priority for City of Palmerston and the Community Safety and Wellness Advisory Committee is an avenue for Council to maintain awareness on current issues and actions to support the community.
- The reports on networks and updates highlighted strong wellbeing outcomes for City of Palmerston.
- The Committee received an update on the Animal Management Plan Consultation, a community update and were provided the opportunity to contribute toward the Disability Inclusion and Access Plan.
- Committee members provided updates which included an update on the progress of Operation Ventura.
- The Advisory Committee agenda and unconfirmed minutes are available for viewing on Council's Website.

Recommendation

1. THAT Report entitled Community Safety and Wellness Advisory Committee Meeting Minutes - 23 June 2026 be received and noted.
2. THAT the unconfirmed Community Safety and Wellness Advisory Committee minutes as provided at **Attachment 12.1.4.1** to report entitled Community Safety and Wellness Advisory Committee Meeting Minutes - 23 June 2026 be received and noted.
3. THAT Council endorse the following recommendations made at the Community Safety and Wellness Advisory Committee meeting:
 - (a) THAT the CSWAC Committee provides the following feedback and recommendations to inform the finalisation of the Disability Inclusion and Access Plan 2026 to 2028 prior to Council consideration and community consultation:
 - i. recommend consulting broadly.
 - ii. supportive of the HR & employment component.
 - iii. suggested dashboard on website.

Background

The Community Safety and Wellness Advisory Committee (CSWAC) was formally established by Council at its 1st Ordinary Meeting in December 2025. The Committee provides strategic advice to Council on a broad range of community, social, animal, and wellbeing issues that may influence the Palmerston By-Laws, Council services, and program development. It also provides advice on the implementation of the actions and priorities outlined in the City of Palmerston's Inclusive, Diverse and Accessible Policy framework, assisting Council to identify, articulate, and respond appropriately to new and emerging issues. The Committee's work specifically contributes to achieving three key elements of the City of Palmerston Community Plan:

- fostering a welcoming, vibrant, and diverse city,
- ensuring that everyone in Palmerston feels they belong,
- and promoting community safety.

As per the Northern Territory *Local Government Act 2019* (the Act) and the Terms of Reference, the Committees are advisory in nature with no delegated authority and are intended to inform and make recommendations to Council on Committee related issues.

The Committee provides formal minutes and recommendations to Council for endorsement, ensuring that its advice informs Council's decision-making and strategic planning processes. This report presents the unconfirmed minutes from the inaugural meeting of the CSWAC and any recommendations arising from that meeting for Council's consideration.

Discussion

The Community Safety and Wellness Advisory Committee meeting was held on Tuesday, 23 June 2026 with the unconfirmed minutes provided at **Attachment 12.1.4.1**.

The Advisory Committee reviewed two (2) Receive and Note Reports: Community Update and Animal Management Plan – Community Consultation.

The Advisory Committee reviewed and provided feedback and recommendations to inform the finalisation of the Disability Inclusion and Access Plan prior to Council consideration and community consultation.

Members of the Advisory Committee provided updates on their sector and observations on safety within the Community. Of note was the update on Operation Ventura, which was provided by Superintendent Hatzismalis. This update highlighted the benefits of agency collaboration, the results of the operation and the outcomes that are being achieved.

Consultation and marketing

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

Policy implications

There are no policy implications for this Report.

Budget and resource implications

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

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

- 1. Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
- 4. Inclusion, Diversity and Access**
Failure to balance meeting needs of Palmerston’s cultural mosaic.

Strategies, framework and plans implications

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

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

This report relates to the Inclusive, Diverse and Accessible Policy Framework due to Council’s engagement to the community in bringing people together with diverse perspectives that increase the inclusiveness, diversity and accessibility of culture, services, and operations.



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. 20260623 - Community Safety and Wellness Advisory Committee Unconfirmed Minutes - 23 June 2026 [**12.1.4.1** - 7 pages]

MINUTES



COMMUNITY SAFETY AND WELLNESS ADVISORY COMMITTEE MEETING

TUESDAY 23 JUNE 2026

The Community Safety and Wellness Advisory Committee 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 Community Safety and Wellness Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on 23 June at 5:30pm.

PRESENT

COMMITTEE MEMBERS

Councillor Sarah Henderson (Chair)
Peter Fletcher, Department of Children and Families Representative
Superintendent Katrina Hatzismalis, Northern Territory Police Representative
Sakeasi Tawaketini, Community Organisations Representative
Lindsey Anne Louise Newman, Community Member

STAFF

Acting Chief Executive Officer, Nadine Nilon
General Manager Community, Konrad Seidl
Minute Secretary, Tonisha Nykamp

GALLERY

1 Member 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 5:33 PM.

3 APOLOGIES

Moved: Sakeasi Tawaketini

Seconded: Peter Fletcher

1. THAT the apology received from Mayor Athina Pascoe - Bell for 23 June 2026 be received and noted.
2. THAT the apology received from Councillor Yolanda Kanyai for 23 June 2026 be received and noted.
3. THAT the apology received from Deputy Mayor Wayne Bayliss for 23 June 2026 be received and noted.
4. THAT the apology received from Sheryl Sephton for 23 June 2026 be received and noted.
5. THAT the apology received from Councillor Lucy Morrison for 23 June 2026 be received and noted.

CARRIED (5/0) - CSWAC11/08 - 23/06/2026

4 AUDIO/AUDIOVISUAL CONFERENCING

4.1 Request for audio/audiovisual conferencing

Nil

4.2 Audio/Audiovisual conferencing previously granted

Nil

Initials:

5 DECLARATION OF INTEREST

5.1 Committee members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of minutes

Moved: Peter Fletcher
Seconded: Sakeasi Tawaketini

THAT the Minutes of the Community Safety and Wellness Advisory Committee Meeting held on 24 March 2026 pages 1 to 6 be confirmed.

CARRIED (5/0) - CSWAC11/09 - 23/06/2026

6.2 Business arising from previous meeting

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 CONFIDENTIAL ITEMS

8.1 Moving confidential items into open

Nil

8.2 Moving open items into confidential

Nil

8.3 Confidential items

Nil

Initials: _____

9 OFFICER REPORTS

9.1 Action reports

9.1.1 Disability Inclusion and Access Plan 2026 to 2028 - Community Consultation

Moved: Lindsey Newman
Seconded: Peter Fletcher

THAT Report entitled Disability Inclusion and Access Plan 2026 to 2028 - Community Consultation be received and noted.

CARRIED (5/0) - CSWAC11/10 - 23/06/2026

9.1.1 Disability Inclusion and Access Plan 2026 to 2028 - Community Consultation

Moved: Lindsey Newman
Seconded: Katrina Hatzismalis

THAT the Community Safety and Wellness Advisory Committee provides the following feedback on the draft Disability Inclusion and Access Plan:

- a. recommend to consult broadly.
- b. supportive of the HR & employment component.
- c. suggested dashboard on website.

CARRIED (5/0) - CSWAC11/11 - 23/06/2026

9.2 Receive and note reports

9.2.1 Animal Management Plan - Community Consultation

Moved: Sakeasi Tawaketini
Seconded: Peter Fletcher

THAT Report entitled Animal Management Plan - Community Consultation be received and noted.

CARRIED (5/0) - CSWAC11/12 - 23/06/2026

Initials: _____

9.2.2 Community Update

Moved: Councillor Henderson
 Seconded: Sakeasi Tawaketini

THAT Report entitled Community Update be received and noted.

CARRIED (5/0) - CSWAC11/13 - 23/06/2026

10 INFORMATION AND CORRESPONDENCE**10.1 Information**

Nil

10.2 Correspondence

Nil

11 GENERAL BUSINESS**11.1 Updates from committee members**

Moved: Peter Fletcher
 Seconded: Lindsey Newman

1. THAT Superintendent Katie Hatzismalis provided an update on Operation Ventura.
2. THAT Peter Fletcher provided an update on Children & Families activities and Operation Ventura.
3. THAT Lindsey Newman provided an update on seeing some issues in the suburb of Durack and spoke of the reporting platform for volatile substances which can be found on the Amity website.
4. THAT Councillor Sarah Henderson spoke of the closing of bus and taxi ranks including the impact that this is having on seniors and community members with disabilities.

CARRIED (5/0) - CSWAC11/14 - 23/06/2026

Initials:

12 NEXT COMMITTEE MEETING

Moved: Peter Fletcher
Seconded: Sakeasi Tawaketini

THAT the next Community Safety and Wellness Advisory Committee Meeting of Council be held on Tuesday, 22 September 2026 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (5/0) - CSWAC11/15 - 23/06/2026

13 CLOSURE OF MEETING

Moved: Lindsey Newman
Seconded: Peter Fletcher

THAT the meeting of the Community Safety and Wellness Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 23 June 2026 closed at 6:11pm.

CARRIED (5/0) - CSWAC11/16 - 23/06/2026

The Chair declared the meeting closed at 6:11pm.

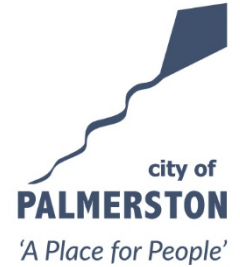
Chair

Print Name

Date

Initials:

COUNCIL REPORT



1st Ordinary Council Meeting

Agenda Item:	12.1.5
Report Title:	Council Policy Review - Breach of Code of Conduct by Elected Member
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Chris Fearon

Community plan

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

Purpose

The purpose of this report is to present the new Breach of Code of Conduct by Member Policy to Council for endorsement.

Key messages

- Council's current Breach of Code of Conduct by Elected Member Policy was adopted in June 2025.
- The policy has been rewritten to align with the amended Code of Conduct complaint framework under Part 7.4 of the *Local Government Act 2019* (NT) (the Act) and the *Local Government (General) Regulations 2021* (NT) (the Regulations).
- It is understood that the amended Code of Conduct will come into force 1 July 2026.
- The policy clearly distinguishes the respective roles of Council, the Secretariat, Independent Assessors and Panels, ensuring complaints are managed through the appropriate legislative pathway.
- New provisions strengthen procedural fairness, confidentiality, conflict of interest management, respondent rights and decision-making transparency, supporting fair and consistent complaint outcomes.
- Adoption of the policy will improve legislative compliance, governance accountability and public confidence in Council's management of Code of Conduct complaints.

Recommendation

1. THAT Report entitled Council Policy Review - Breach of Code of Conduct by Elected Member be received and noted.
2. THAT Council endorse the amended Breach of Conduct by Member Policy at **Attachment 12.1.5.2** to Report entitled Council Policy Review - Breach of Code of Conduct by Elected Member.

Background

Council's current Breach of Code of Conduct by Elected Member Policy at **Attachment 12.1.5.1** was developed under the previous Code of Conduct complaint framework within the Act.

In 2026, amendments to the Act introduced a revised complaint framework, including:

- Pathways for matters dealt with by Council and matters dealt with by the Secretariat;
- mandatory referral arrangements for certain categories of complaints;
- introduction of Independent Assessors;
- revised Code of Conduct Panel processes and sanctions;
- procedural fairness review rights; and
- strengthened enforcement and Ministerial intervention provisions.

As a result, Council's existing policy no longer accurately reflects the current legislative framework and requires updating to ensure consistency with the Act and contemporary governance practices.

The proposed policy has been redrafted to reflect the complaint handling framework established by the Act and to provide clear guidance to complainants, respondents, Elected Members, and Council officers regarding the management of alleged breaches of the Code of Conduct.

Discussion

The policy has been rewritten to align with recent amendments to Part 7.4 of the Act and the Regulations that are expected to come into force on 1 July 2026. The amendments significantly reform the Code of Conduct complaint framework, introducing new complaint pathways, powers for Independent Assessors and Panels, enhanced procedural fairness requirements, and increased oversight of serious misconduct matters.

The review conducted by the Department also considered contemporary local government governance practices and complaint handling frameworks adopted by councils across Australia with similar hierarchical frameworks, including recent updates to conduct complaint management policies in the Northern Territory, New South Wales and Western Australia.

The revised policy provides clarity regarding:

- How complaints are made and assessed;
- the respective roles of Council, the Secretariat, Independent Assessors and Panels;
- confidentiality and conflict of interest requirements;
- procedural fairness obligations;
- complaint determination and review processes; and
- available actions and sanctions under the Act.

The policy is intended to ensure that complaints are managed in a fair, transparent, timely and legally compliant manner, while supporting public confidence in Council's governance framework.

The proposed policy introduces several substantive changes from the existing policy. Given the scale of the revisions, a tracked changes version has not been provided, as it would not meaningfully support review.

Alignment with legislative requirements

The revised policy aligns with the complaint handling framework established under new Part 7.4 of the Act and clearly distinguishes between matters that may be considered by Council and matters that must be referred to the Secretariat, Independent Assessor or Panel.

Improved governance and procedural fairness

The revised policy introduces clearer procedural fairness requirements, including:

- Notification requirements;
- respondent right of reply provisions;
- conflict of interest management requirements;
- confidentiality obligations;
- requirements for written reasons for decisions; and
- review mechanisms available under the Act.

Contemporary Complaint Management Framework

The policy adopts a structured complaint management approach consistent with contemporary governance practices and the Act and reflects the principle that complaints should be managed through the most appropriate pathway based on the nature and seriousness of the allegations.

Finally, the title of the policy has been amended to remove 'Elected'. As the Act applies the code of conduct to Council members, Council committee members and audit committee members, this better aligns the policy with the legislation and makes its application clear.

It is recommended that the amended policy at **Attachment 12.1.5.2** is endorsed.

Consultation and marketing

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

- Executive Leadership Team
- Senior Leadership Team
- Executive Manager Organisational Performance
- Procurement & Grants Coordinator
- Executive Assistant Group

Policy implications

The new policy replaces the existing Breach of Code of Conduct Policy and has been updated to reflect upcoming legislative reforms to the Code of Conduct complaint framework. The new policy ensures Council's policy framework remains compliant the Act. Council will require a new procedure for administering a minor complaint in line with the new policy.

Budget and resource implications

The Department of Housing, Local Government and Community Development (DHLGCD) have not provided guidance on a fee structure for use of the Secretariat, Independent Assessors and the Panel and whether Council will be liable for fees. Once this advice has been provided by DHLGCD, any applicable fees will be budgeted for in the next budget review.

Risk, legal and legislative implications

Failure to adopt the revised Breach of Code of Conduct policy may result in Council operating under a framework that is inconsistent with the current requirements of the Act and the Regulations.

A copy of the new Code of Conduct is available at **Attachment 12.1.5.3**.

An outdated policy may increase the risk of complaints being managed inconsistently, decisions being challenged on procedural grounds, delays in complaint resolution and potential non-compliance with legislative obligations. In addition, failure to adopt the revised policy may adversely impact public confidence in Council's governance framework and its ability to manage Code of Conduct complaints in a transparent, fair and accountable manner.

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:

- Governance Framework



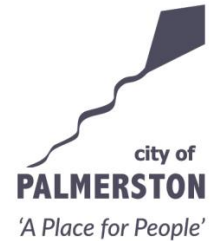
Council officer conflict of interest declaration

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

Attachments

1. Current policy [**12.1.5.1** - 8 pages]
2. Draft Breach of Code of Conduct by Member Policy [**12.1.5.2** - 8 pages]
3. Schedule 1 A Code of Conduct [**12.1.5.3** - 6 pages]

BREACH OF CODE OF CONDUCT BY ELECTED MEMBER



COUNCIL POLICY

PURPOSE

This policy sets out how Council will manage a complaint received in relation to a breach of the Code of Conduct by an Elected Member.

PRINCIPLES

In managing complaints, Council's guiding principles are to:

- (a) Promote behaviour amongst all Elected Members that meets the standards set out in the Code of Conduct;
- (b) Take a restorative approach to alleged and founded breaches that seeks the resolution to focus on constructive and collaborative outcomes;
- (c) Emphasis on a preference that disputes and allegations be identified and resolved before they escalate to the stage of a formal complaint; and
- (d) Recognise the leadership role of the Mayor and the responsibility of all Elected Members to work together collaboratively pursuant to their corporate responsibilities.

DEFINITIONS

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

TERM	DEFINITION
Code of Conduct	means the Code of Conduct set out in Schedule 1 of the <i>Local Government Act 2019</i> (NT) (the Act).
Complainant	means the person who lodges a Code of Conduct complaint against an Elected Member (this person can be an Elected Member or member of the public).
Council	Elected Members representing Palmerston.
Elected Member	means an elected member of Council.
Respondent	means the Elected Member who is alleged to have breached the Code of Conduct.

TERM	DEFINITION
Conflict of Interest	means if a person has a personal or financial interest in a matter, either actual or perceived.
LGANT	means the Local Government Association of the Northern Territory.

POLICY STATEMENT

1. Promoting appropriate behaviour

- 1.1. All Elected Members are to promote appropriate behaviour that meets the standards set out in the Code of Conduct.
- 1.2. An Elected Member aggrieved in relation to a potential breach of the Code of Conduct should raise the grievance with the Mayor in the first instance. If the grievance is in relation to the Mayor, the grievance should be raised with the Deputy Mayor.
In response to a potential breach of the Code of Conduct complaint, the Mayor or Deputy Mayor will engage in informal discussions with the affected parties, as appropriate, to seek to resolve the matter.

2. Confidentiality

- 2.1. Information regarding a complaint is confidential, including the complaint form, statements from any parties, and any reports provided by the Chief Executive Officer (CEO) regarding the status of a complaint.
- 2.2. Complaints will only be formally discussed by the Council during confidential sessions. Minutes kept by the Council are confidential in accordance with regulation 51(1)(f) of the *Local Government (General) Regulations 2021* (the Regulations).

3. Notification to parties

- 3.1. When a complaint (aside from complaints made by Elected Members, which is dealt with in clause 4.5.2 below) which meets the requirements of clause 4.3 of this Policy is received the CEO will provide written notice of the complaint to the Respondent within 5 days and a copy of the complaint.
- 3.2. The notice to the Respondent must specify that the Respondent may:
 - (a) request that the complaint be referred to a third party or that the complaint be referred to the LGANT (see clause 4.5 below); and
 - (b) provide a written response to the complaint in the form of a statutory declaration to the CEO within 14 days of the date of receipt of the notice.
- 3.3. The CEO carries out the role of secretariat in relation to a complaint and communicates with the Complainant, Respondent and any relevant witness on behalf of the Council

4. Referral to Local Government Association of the NT (LGANT)

- 4.1. The CEO will refer the matter to LGANT if an Elected Member or respondent has elected to refer the complaint to LGANT under section 124(3) of the Act.

- 4.2. The Elected Member Complainant or the Respondent may refer the complaint to LGANT under section 124(3) of the Act before the council has taken an action under section 122(2) of the Act, action taken in Clause 4.5 above.
- 4.3. If an Elected Member specifies that they want the complaint referred to the LGANT, provided it meets the requirements of clauses 4.3.1 and 4.3.2 of this policy, the CEO must:
- (a) give written notice of the complaint to the Respondent within 5 days of receipt of the complaint;
 - (b) provide a copy of the complaint to the Respondent; and
 - (c) specify in a written notice that:
 - (d) the Complainant has referred the complaint to the LGANT; and
 - (e) the Respondent may provide a written response to the complaint in the form of a statutory declaration to the CEO within 14 days of the date of receipt of the notice.

Note: A Complainant who is not an Elected Member does not have the option to request referral to LGANT.

5. Initial consideration by Council

- 5.1. The CEO will refer the complaint to the Council for consideration in a confidential session at the next available Council meeting unless the complaint has been referred to LGANT in accordance with clause 4.6.
- 5.2. The CEO will also establish a suitable third party who does not have a Conflict of Interest and is willing to accept a referral of the matter, in accordance with clause 4.7 including a draft terms of reference.
- 5.3. The CEO will provide a copy of the complaint, any response from the Respondent and the draft terms of reference for Council's consideration.
- 5.4. The Complainant, Respondent, and any Elected Member with a conflict of interest in relation to the complaint are required to leave the meeting during any discussion, consideration or decision relating to the complaint.

6. Referral to third party

- 6.1. Council will refer complaints to a third party for advice or recommendations in accordance with section 122(2)(c) and 124(2) of the Act.
- 6.2. Examples of a third party may include:
 - (a) a dispute resolution practitioner;
 - (b) a mediator;
 - (c) a person experienced in Local Government matters; or
 - (d) a person experienced in conflict resolution.
- 6.3. The terms of reference will set out the process the third party must follow to resolve the complaint including:
 - (a) consider the complaint and discuss with each of the parties;
 - (b) explore outcomes for resolution between the parties;
 - (c) if resolution is not achievable, then the third party will:
 - (d) ensure natural justice is provided to both parties;
 - (e) interview any willing witnesses to assist in forming a view;

- (f) provide a written report to Council by a specified date summarising the process, a summary of evidence, attempts made to resolve and recommendation;
 - (g) provide a draft decision notice that may be used if Council decide to adopt the recommendation.
- 6.4. Any requests for information from Council employees will be appropriately directed and facilitated through the CEO.

7. Third party recommendation

- 7.1. After receiving the advice or recommendations from the third party and providing Council is satisfied that each party has had an opportunity to state their case and respond to any allegations, the Council will then make a decision about the complaint.
- 7.2. The Council is not bound by any advice or recommendations received from the third party.

8. Decision

- 8.1. The Council will decide the complaint after considering:
- (a) the written complaint;
 - (b) all written submissions and statements from both the Complainant, Respondent and any witnesses; and
 - (c) the report from the third party, if applicable.
- 8.2. The Council can make the following decisions:
- (a) to take no action (and not make a decision about whether the respondent breached the Code of Conduct);
 - (b) the Respondent did not breach the Code of Conduct; or
 - (c) the Respondent breached the Code of Conduct.
- 8.3. If the Respondent is found by the Council to have breached the Code of Conduct, the Council may decide to:
- (a) take no action (for example, if it is evident that appropriate steps have already taken place to address the conduct or the issues has been resolved between the affected parties); or
 - (b) either or both of the following:
 - (c) issue a reprimand to the Respondent (for example, a reprimand may be a formal expression of disapproval in writing in the decision notice);
 - (d) recommend that the Complainant, Respondent or any other person attend training, mediation or counselling by a specified date.
- 8.4. In making a decision, preference will be given to the option that the Council/ considers most likely to result in a constructive and collaborative outcome.
- 8.5. If training, mediation or counselling is recommended to an Elected Member, the Elected Member may use their Professional Development Allowance, if available, towards the cost of the training, mediation or counselling.

9. Decision notice

- 9.1. After the Council decides the complaint, the CEO will, as soon as practicable, draft a written decision notice that sets out the following matters:

- 9.2. the Council's decision and the reasons for it; and
- 9.3. any right the person to whom the notice is to be given has, under the Act or other legislation, to apply for a review of the decision, to apply for a consideration of the matter or to appeal the decision.
- 9.4. The draft decision notice is to be electronically provided via email to the Chair of the Council whom decided the complaint. The decision notice is to be authorised by the Chair in writing by return email.
- 9.5. Within 90 days of receipt of the complaint initially received by the CEO, the Council will provide the authorised decision notice to the Complainant and the Respondent.
- 9.6. The decision notice will set out the decision and the reasons for the decision. It will also state that within 28 days of receiving the notice, either party may apply to LGANT to reconsider the complaint.

10. Summary of decision

- 10.1. After the expiry of the 28-day appeal period, the CEO will seek advice from LGANT as to whether any of the parties have applied to LGANT for consideration of the complaint under section 126(3) of the Act.
- 10.2. If no parties have applied to LGANT for consideration of the complaint, Council will prepare a draft summary of the decision to be reviewed by the Council in a confidential session of the next meeting of Council.
- 10.3. The summary of the decision is to set out the following information:
 - (a) the names of the Complainant and Respondent;
 - (b) the names of the council members or panel members, including the chairperson;
 - (c) the date of the decision;
 - (d) a concise description of the conduct alleged to have been a breach of the Code of Conduct;
 - (e) identification of the clauses of the Code of Conduct that were alleged to have been contravened;
 - (f) the decision made.
- 10.4. The Council will provide the finalised summary of the decision to CEO.
- 10.5. The CEO must table the approved summary of the decision in the open section of the next ordinary Council meeting as part of Council's public business papers.

11. Fees

- 11.1 Fees relating to Code of Conduct complaint referrals to third parties or the Local Government Association of the Northern Territory Code of Conduct Panel will be paid by Council on behalf of an Elected Member.
- 11.2 Council may resolve to recover costs from an Elected Member for a complaint that is found by the Code of Conduct Panel to be vexatious, frivolous or lacking in substance to Report entitled Costs for referral of Elected Member Code of Conduct complaints.

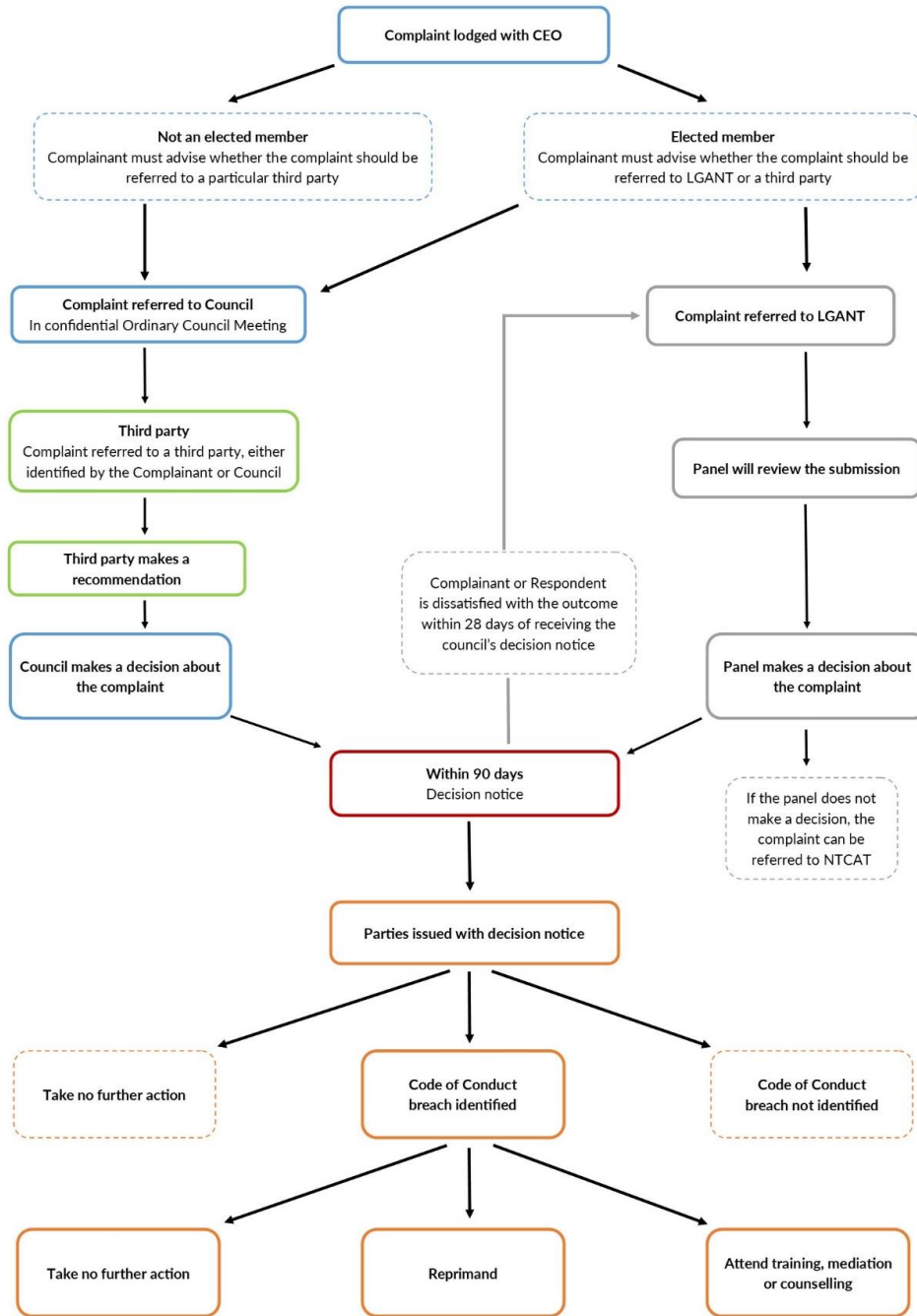
ASSOCIATED DOCUMENTS

- Code of Conduct for Elected Members and Committee Members
- Breach of Code of Conduct by Elected Member Complaint Form

REFERENCES AND RELATED LEGISLATION

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

FLOWCHART



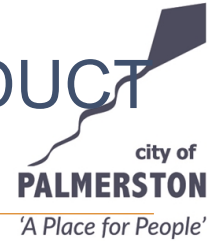


POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE	17 June 2025	NEXT REVIEW DUE	Quarter Three, 2028
RECORDS NUMBER	639335	COUNCIL DECISION	10/1937



BREACH OF CODE OF CONDUCT BY MEMBER



COUNCIL POLICY

PURPOSE

This policy sets out how Council will manage a complaint received in relation to a breach of the Code of Conduct by a Member.

PRINCIPLES

In managing complaints, Council's guiding principles are to:

- Promote behaviour amongst all Members that meets the standards set out in the Code of Conduct.
- Take a restorative approach to alleged and substantiated breaches that seeks the resolution to focus on constructive and collaborative outcomes.
- Complaints and allegations of misconduct will be managed in a timely, transparent and proportionate manner, and referred to the appropriate decision-maker in accordance with the requirements of *Local Government Act 2019 (NT)* (the Act).
- Recognise the leadership role of the Mayor and the responsibility of all Members to work together pursuant to their corporate responsibility.

DEFINITIONS

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

TERM	DEFINITION
CEO	Chief Executive Officer of City of Palmerston.
Code of Conduct	Schedule 1A of the <i>Local Government (General) Regulations 2021 (NT)</i> .
Code of Conduct Panel	Means a panel established under by the secretariat in accordance with section 132K of the <i>Local Government Act 2019 (NT)</i> .
Complaint	Means a complaint made regarding a breach of the provisions of the Code of Conduct made under schedule 1A of the <i>Local Government (General) Regulations 2021 (NT)</i> .
Complainant	Means the person who lodges a Code of Conduct complaint against an Member (this person can be an Member or a member of the public).
Conflict of Interest	Means if a person has a personnel or financial interest in a matter, either actual or perceived.

TERM	DEFINITION
Council	Means the Members representing the City of Palmerston.
Member	Means members of Council, an audit committee or a council committee
Misconduct	Means conduct by a member that breaches the code of conduct.
Gross Misconduct	Means conduct by a member that breaches the code of conduct and consists of any of the following: <ol style="list-style-type: none"> 1. corruption 2. a criminal offence; 3. repeated serious misconduct 4. behaviour demonstrating the member's unfitness for office.
Independent Assessor	Means a member of the pool of persons appointed under section 121 of the <i>Local Government Act 2019</i> (NT).
Respondent	Means the Member who is alleged to have breached the Code of Conduct.
Secretariat	Means the secretariat mentioned in section 126(1) of the <i>Local Government Act 2019</i> (NT).

POLICY STATEMENT

1. Promoting appropriate behaviour

- 1.1. Council recognises that maintaining high standards of conduct is fundamental to effective local government and public trust.
- 1.2. Council will actively promote compliance with the Code of Conduct through leadership, training, awareness and ongoing support and will encourage behaviours that demonstrate integrity, respect, transparency, accountability and good governance.
- 1.3. All persons subject to the Code of Conduct share responsibility for creating and maintaining a safe, respectful and professional environment in which differing views can be expressed and considered appropriately.

2. Confidentiality

- 2.1. Council recognises that maintaining appropriate confidentiality is essential to ensuring the integrity, fairness and effectiveness of the Code of Conduct complaints process.
- 2.2. All complaints, investigations, evidence, reports, deliberations and determinations relating to an alleged breach of the Code of Conduct must be treated as confidential unless disclosure is:
 - (a) Required by law;
 - (b) necessary to obtain legal, governance or investigative advice;
 - (c) necessary to afford procedural fairness to a complainant or respondent; or
 - (d) authorised by resolution of Council or the Chief Executive Officer in accordance with legislative requirements.

- 2.3. Persons involved in the complaint process, including complainants, respondents, witnesses, Members, Council Committee Members, Council Officers and third-party investigators, must not disclose confidential information obtained through the complaint process except as permitted under this policy or by law.
- 2.4. Council will take reasonable steps to protect the identity of complainants, respondents and witnesses where appropriate, noting that complete anonymity may not always be possible where procedural fairness requires disclosure of allegations or supporting evidence.
- 2.5. Unauthorised disclosure of confidential information relating to a complaint may itself constitute misconduct and may be referred for further investigation under the applicable code of conduct and *Information Act 2002* (NT).

3. Conflict of Interest

- 3.1. Any person involved in receiving, assessing, investigating, advising on or determining a Code of Conduct complaint must disclose any actual, perceived or potential conflict of interest as soon as it becomes known.
- 3.2. The disclosure must be made in writing on the Conflict of Interest Declaration Form.
- 3.3. A conflict of interest may arise where a person:
 - (a) Is the complainant or respondent;
 - (b) has a personal, professional, financial or family relationship with the complainant or respondent;
 - (c) has previously been involved in the matter giving rise to the complaint;
 - (d) has publicly expressed views that may reasonably call into question their impartiality; or
 - (e) could otherwise be perceived by a reasonable person as lacking independence in the complaint process.
- 3.4. Where an actual, perceived or potential conflict of interest is identified, the person must immediately withdraw from further involvement in the complaint process unless Council determines that the conflict can be appropriately managed.
- 3.5. All disclosures of conflicts of interest and any management actions taken must be documented and retained with the complaint record.

4. Making a complaint

- 4.1. Any person may make a complaint alleging that an Member has behaved in a way that constitutes a breach of the Code of Conduct.
- 4.2. A complaint must be made within six months after the alleged breach in line with s132C of the Act.
- 4.3. Where a Complaint is made more than six months after the alleged breach, the CEO will give the Complainant written notice that the complaint cannot be accepted.
- 4.4. A complaint must be made by completing the Code of Conduct Complaint Form in full and providing the completed forms to the CEO.
- 4.5. Within seven days of receiving the complaint, the CEO will provide written notice to the Complainant that:
 - (a) Confirms receipt of the complaint;
 - (b) explains the application of confidentiality and conflict of interest;
 - (c) provides a copy of this policy;

- (d) if necessary seeks clarification or further information.
- 4.6. Within seven days after acceptance of the complaint, the CEO will provide written notice to the Respondent that:
 - (a) Advises that complaint has been made in accordance with the Code of Conduct and this policy;
 - (b) includes a copy of the complaint documents;
 - (c) outlines the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes;
 - (d) provides a copy of this policy;
 - (e) provides the Respondent with twenty-one calendar days to provide a response to the complaint allegations to the CEO, Secretariat or Panel; and
 - (f) if applicable, advises that further information has been requested from the Complainant and will be provided in due course.

5. Complaint assessment and determination pathways

Review by Council

- 5.1. A complaint may be dealt with by Council where the complaint:
 - (a) Concerns a single Member or Committee Member;
 - (b) does not involve the Principal Member or Deputy Principal Member;
 - (c) does not allege serious misconduct or gross misconduct; and
 - (d) is otherwise suitable for determination by Council under the Act.
- 5.2. Upon receiving a complaint, Council may:
 - (a) Determine whether it has jurisdiction;
 - (b) assess the seriousness of the allegations;
 - (c) seek further information;
 - (d) attempt alternative dispute resolution;
 - (e) undertake further investigation; or
 - (f) refer the complaint to the Secretariat who will appoint an Independent Assessor or other appropriate body.
- 5.3. If Council determines that a complaint is frivolous, vexatious, trivial or otherwise lacking substance, Council may refer the matter to the Secretariat who will then appoint an Independent Assessor in accordance with the Act.
- 5.4. Following consideration of the complaint, Council may:
 - (a) Dismiss the complaint; or
 - (b) determine that misconduct has occurred and impose one or more actions available under section 132G of the Act.

Review by Secretariat

- 5.5. A complaint must be referred to the Secretariat where:
 - (a) The complaint involves multiple members;
 - (b) the complaint involves the Principal Member or Deputy Principal Member;
 - (c) serious misconduct or gross misconduct is alleged; or
 - (d) the Act otherwise requires referral to the Secretariat.

- 5.6. The Secretariat will appoint an Independent Assessor to investigate the complaint.
- 5.7. The Independent Assessor may:
- (a) Obtain information and documents;
 - (b) interview relevant persons;
 - (c) conduct inquiries as considered appropriate; and
 - (d) make findings on the balance of probabilities.
- 5.8. Following investigation, the Independent Assessor may:
- (a) Dismiss the complaint;
 - (b) impose or recommend actions available under section 132J of the Act;
 - (c) refer the matter to a Panel;
 - (d) refer the matter to ICAC or Police; or
 - (e) take any other action authorised by the Act.

Review by Code of Conduct Panel

- 5.9. A complaint may be referred to a Panel by the Secretariat or Independent Assessor in accordance with the Act.
- 5.10. The Panel may conduct further investigations and must conduct a hearing before making a determination.
- 5.11. The Panel is not bound by the rules of evidence and must determine complaints on the balance of probabilities.
- 5.12. Following consideration of the matter, the Panel may:
- (a) dismiss the complaint;
 - (b) determine that misconduct has occurred; and
 - (c) impose any action available under section 132N of the Act.

6. Procedural fairness

- 6.1. Council, the Secretariat, an Independent Assessor and the Panel must ensure that complaints are managed in accordance with the principles of procedural fairness and natural justice.
- 6.2. Procedural fairness includes:
- (a) Informing the respondent of the allegations made against them;
 - (b) providing the respondent with access to relevant information relied upon in making a determination, subject to any lawful confidentiality requirements;
 - (c) providing the respondent with a reasonable opportunity to respond to the allegations and any adverse information;
 - (d) ensuring that any person involved in assessing, investigating or determining a complaint is free from actual, potential or perceived conflicts of interest; and
 - (e) making decisions impartially and based on the available evidence.

7. Standard of proof

- 7.1. All complaints must be assessed and determined on the balance of probabilities.
- 7.2. In determining whether a breach of the Code of Conduct has occurred, the decision-maker must be satisfied that it is more likely than not that the alleged conduct occurred.

- 7.3. The Council, Secretariat, Independent Assessor and the Panel are not bound by the rules of evidence and may inform themselves in any manner considered appropriate, subject to the requirements of the Act and procedural fairness.

8. Right of reply

- 8.1. Before any determination is made that may adversely affect a respondent, the respondent must be provided with a reasonable opportunity to respond to the allegations.
- 8.2. The respondent may provide a written response using the prescribed Right of Reply Form and may submit any supporting documents or evidence they wish to be considered.
- 8.3. A response must generally be provided within twenty-one calendar days of receiving notice of the complaint unless a longer period is approved by the relevant decision-maker.
- 8.4. Failure to provide a response within the specified timeframe does not prevent the complaint from being assessed or determined.
- 8.5. Any response received from the respondent must be considered before a determination is made.

9. Written reasons and timeliness

- 9.1. Complaints must be dealt with as expeditiously as reasonably practicable having regard to the nature and complexity of the matter.
- 9.2. All determinations, decisions and outcomes made under this policy must be communicated in writing and include:
- (a) The decision made;
 - (b) the reasons for the decision;
 - (c) any findings of fact relied upon;
 - (d) any actions, sanctions or recommendations imposed; and
 - (e) any available review rights.

10. Review, Non-Compliance and Ministerial Action

Request a review

- 10.1. A complainant or respondent may request a review by a Panel on procedural fairness grounds within fourteen days after receiving notice of the decision.
- 10.2. The Panel may:
- (a) Affirm the decision;
 - (b) dismiss the review request;
 - (c) require the matter to be reconsidered in accordance with the Panel's directions; or
 - (d) substitute its own decision or sanction.
- 10.3. The Panel may temporarily suspend the operation of the decision while the review is being considered.

Non-compliance with determinations

- 10.4. Where a member fails to comply with a determination made under the Act, the Independent Assessor or Secretariat may refer the matter to a Panel.
- 10.5. Following consideration of the referral, the Panel may:

- (a) Direct compliance;
- (b) vary or impose additional sanctions;
- (c) impose a monetary penalty; or
- (d) refer significant or repeated non-compliance to the Minister of Local Government.

Ministerial Action

- 10.6. Where a Panel recommends Ministerial action due to gross misconduct or significant non-compliance, the Minister may exercise powers available under the Act, including:
- (a) Suspension of a member;
 - (b) dismissal of a member; and
 - (c) disqualification from holding office for a period permitted by the Act.
- 10.7. The Minister must publish notice of any suspension, dismissal or disqualification.

11. Notice of Decision

- 11.1. As soon as practicable after a complaint has been determined, the relevant decision-maker must provide written notice of the decision to the complainant and the respondent.
- 11.2. A decision notice must include:
- (a) The name of the decision-maker;
 - (b) the date of the decision;
 - (c) a summary of the complaint allegations;
 - (d) the findings made in relation to each allegation;
 - (e) whether a breach of the Code of Conduct was established;
 - (f) the reasons for the decision, including the material facts and information relied upon;
 - (g) any action, sanction, recommendation or direction imposed under the Act or this policy;
 - (h) any timeframe for compliance with a direction or sanction;
 - (i) details of any available review rights, including the timeframe for seeking a review; and
 - (j) any other information required by the Act.
- 11.3. The complainant and respondent are entitled to be informed of the outcome of the complaint, subject to any confidentiality, privacy or legislative restrictions.
- 11.4. Where disclosure of information is restricted by law, the decision notice may be limited to information necessary to communicate the outcome of the complaint.

12. Withdrawing a complaint

- 12.1. A Complainant may withdraw their complaint at any time before a determination or decision has been made in relation to the complaint.
- 12.2. A Complainant may withdraw a complaint by advising the CEO or the Secretariat in writing that they wish to do so.
- 12.3. After receiving a written withdrawal of the complaint, the CEO or Secretariat will take the necessary steps to terminate the process commenced under this policy.

13. Fees

- 13.1. Where a complaint under the Code of Conduct is referred for investigation, mediation, review, hearing or determination, Council may pay any applicable fees and associated costs in the first instance to facilitate the timely progression of the matter.
- 13.2. Council may recover all or part of those costs from the Member who is the subject of the complaint.
- 13.3. Council may recover costs through any lawful means available, including invoicing the Member, deducting amounts from allowances or entitlements where permitted by law, or commencing debt recovery proceedings.

ASSOCIATED DOCUMENTS

- Ministerial Guideline – Code of Conduct
- Department of Housing, Local Government and Community Development Breach of Code of Conduct Forms

REFERENCES AND RELATED LEGISLATION

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

POLICY DETAILS

OWNER	[Owner]	RESPONSIBLE OFFICER	[Responsible Officer]
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	[Records Number]	COUNCIL DECISION	[Council Decision]

Part 3 Amendments relating to code of conduct and governance matters
 Division 2 Local Government (General) Regulations 2021

35 Schedule 3 amended (Information to be publicly available)

Schedule 3

omit

The council's code of conduct (section 119(2)).

5 *insert*

The code of conduct prescribed under section 120.

Division 2 Local Government (General) Regulations 2021

36 Regulations amended

10 This Division amends the *Local Government (General) Regulations 2021*

37 Part 3, Division 7 replaced

Part 3, Division 7

repeal, insert

Division 7 Code of conduct

15 **71 Prescribed code of conduct**

For section 120 of the Act, the code of conduct in Schedule 1A is prescribed.

38 Schedule 1A inserted

After Schedule 1

20 *insert*

Schedule 1A Code of Conduct

regulation 71

1 Definitions

In this code:

25 ***local government employee*** means a person who is:

(a) employed by a local government council; or

Local Government Legislation Amendment (Code of Conduct and Other Matters) Act 2026 37

(b) engaged by a local government council under a contract for services; or

(c) a staff member of a local government subsidiary.

publish includes publish on a social media platform.

5 **2 Application**

This code applies to the conduct of members:

(a) when exercising their powers and or performing their functions under the Act; and

10 (b) in relation to the local government council of which they are a member.

3 Personal integrity

A member must:

(a) act with reasonable care and diligence; and

(b) act with honesty and integrity; and

15 (c) act lawfully; and

(d) identify and appropriately manage any conflict of interest; and

(e) avoid damage to the reputation of the local government council of which they are a member; and

20 (f) act in accordance with the trust placed in members by the public; and

(g) participate in decision-making in an honest, fair, impartial and timely manner; and

25 (h) actively seek out and engage in training and development opportunities to improve the performance of their functions; and

(i) attend and participate, within the required time, in briefings, workshops and training sessions:

(i) required under section 45 of the Act; or

30 (ii) provided or arranged by the local government council in relation to the performance of their functions.

4 Relationship with others

A member:

- (a) must treat others with respect, courtesy and fairness; and
- (b) must respect and value diversity in the community; and
- 5 (c) must maintain and contribute to a harmonious, safe and productive work environment; and
- (d) must not bully or harass another person in any way; and
- (e) must deal with the media in an appropriate manner and in accordance with any relevant policy of the local government; and
- 10 (f) must not use offensive or derogatory language when referring to another person; and
- (g) must not disparage the character of another member or a local government employee in connection with the performance of their official duties; and
- 15 (h) must not without reasonable evidence impute dishonest or unethical motives to another member or a local government employee in connection with the performance of their official duties.

20 5 Accountability

A member must:

- (a) base decisions on relevant and factually correct information; and
- 25 (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to the member in relation to council or committee meetings; and
- 30 (d) be open and accountable to, and represent, the community in the local government area for the local government council of the member.

6 Social media

A member:

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- 5 (b) must not publish material that they know, or could reasonably be expected to know, is factually incorrect.

7 Other obligations

- (1) A member must not be impaired by alcohol or drugs.
- 10 (2) A member must comply with all policies, procedures and resolutions of the local government.

8 Perceived misconduct

A member who believes on reasonable grounds that another member has engaged in misconduct must make a complaint in accordance with Part 7.4 of the Act.

15 9 Council or committee meetings

When attending a council or committee meeting, a member:

- (a) must not act in an abusive or threatening manner towards another person; and
- 20 (b) must not make a statement that the member knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any by-laws and standing orders relating to the procedures and conduct of the meeting; and
- 25 (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that is ruled out of order by the person presiding at the meeting.

10 Misuse of local government council resources

- 30 (1) A member must not, directly or indirectly, use the resources of a local government council for an electoral purpose or other purpose unless authorised under the Act, or by the council or the CEO, to use the resources for that purpose.

(2) In this clause:

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 2004* or the *Commonwealth Electoral Act 1918* (Cth);

resources of a local government council includes:

- (a) property of a local government council; and
- (b) services provided, or paid for, by a local government council.

11 Securing personal advantage or disadvantaging others

A member must not make improper use of their office to:

- (a) gain, directly or indirectly, an advantage for the member or any other person; or
- (b) cause detriment to the local government council or any other person.

12 Prohibition against involvement in administration

- (1) A member must not undertake a task that contributes to the administration of the local government council unless authorised by the council or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a member does as part of the deliberations at a council or committee meeting.

13 Relationship with local government employees

- (1) A member must not:
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (2) Subclause (1)(a) does not apply in relation to:
 - (a) anything that a member does as part of the deliberations at a council or committee meeting; or

Part 4 Amendments relating to financial matters

(b) a direction given by a council member to the CEO of the council.

(3) If a member, in their capacity as a member, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the member must not orally, in writing or by any other means:

(a) make a statement that a local government employee is incompetent or dishonest; or

(b) use an offensive or objectionable expression when referring to a local government employee.

14 Compliance with sanction

A member must comply with any sanction imposed under Part 7.4 of the Act.

Part 4 Amendments relating to financial matters**39 Act amended**

This Part amends the *Local Government Act 2019*.

40 Section 7 amended (Definitions)

Section 7

insert

social or affordable housing includes housing:

(a) leased under a prescribed housing scheme under the *Housing Act 1982*; or

(b) leased at below-market rates to low or medium income earners, essential workers or people with complex needs.

41 Section 109A inserted

After section 109, in Chapter 7, Part 7.1

insert

109A Superannuation

(1) A council may, by unanimous resolution, decide to make superannuation contribution payments to its members.

Local Government Legislation Amendment (Code of Conduct and Other Matters) Act 2026 42

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.6
Report Title:	Council Policy Review - Rate Concession
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Manager Organisational Performance, Penny Hart
Approver:	General Manager Finance and Governance, Chris Fearon

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 amended Rates Concession Policy.

Key messages

- The Rate Concession Policy outlines Council's approach to assisting with the provision of rates relief.
- The policy was adopted in July 2025 and must be reviewed once within the term of the 11th Council.
- In March 2026 the *Local Government Act 2019 (NT)* was amended to remove rates exemptions for social and affordable housing and provide for consideration of public benefit concessions instead.
- To assist with the financial implications of the amendment of the Act, Council may provide a concession to social and affordable housing on application.
- The policy has been amended to reflect the updates to the Act.
- Certain criteria must be met in each application to ensure eligibility for consideration under the policy.
- It is recommended that the amended policy is endorsed by Council.

Recommendation

1. THAT Report entitled Council Policy Review - Rate Concession be received and noted.

2. THAT Council endorse the amended Rates Concession Policy at **Attachment 12.1.6.3** to Report entitled Council Policy Review - Rate Concession.

Background

The Rate Concession Policy outlines Council's approach to delivering financial relief to eligible ratepayers and organisations experiencing financial hardship or demonstrating a need for assistance. Each application is assessed on its individual merits, and any rates concession granted will be determined based on the specific circumstances and information provided by the applicant.

The policy is written to align with the *Local Government Act 2019 (NT)* and is updated as the act is amended. It is Council's obligation to provide fair and transparent access to financial relief for ratepayers experiencing genuine hardship, in accordance with policy and legislative requirements.

The Rate Concession Policy was adopted in July 2025 and must be reviewed once within the term of the 11th Council. The current policy is presented at **Attachment 12.1.6.1**.

Due to amendments to the *Local Government Act 2019 (NT)* that passed in March 2026, an amendment to the policy is required in advance of the policy review scheduled for 2028.

This report recommends that an amended policy is adopted.

Discussion

The Rate Concession Policy is reviewed once per term of Council and in line with legislative changes.

In March 2026, amendments to the *Local Government Act 2019 (NT)* removed the rates exemption previously available to certain social and affordable housing properties. The amendments also added provision of social and affordable housing to the public benefit concession purposes. These changes recognised the financial impact of the legislative reform on social and affordable housing providers.

To ensure Council is compliant with the new legislation, it is recommended that a relevant clause be incorporated into the Rate Concession Policy.

Where approved, the concession will reduce the annual rates payable for social and affordable housing properties to the minimum rate applicable within the relevant rating zone. All applications require a written application detailing the applicant's circumstances, grounds for the request, and any supporting evidence relevant to the concession criteria.

The track changes version of the policy is presented at **Attachment 12.1.6.2**.

The policy was also reviewed in general and updated to improve administrative clarity, consistency, and overall presentation.

The Public Benefit Concession section was updated to include the purpose criteria from the *Local Government Act 2019 (NT)*.

The title of the policy has been updated to Rates Concessions Policy to align with the terminology used in the *Local Government Act 2019 (NT)*.

It is recommended that Council endorse the amended policy at **Attachment 12.1.6.3**.

Consultation and marketing

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

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

To support Council's ongoing financial sustainability, it is recommended that the minimum rate continue to apply to all applications, consistent with the current Rate Concession Policy. Allowing concessions below this minimum rate would result in social and affordable housing properties receiving equivalent municipal services to other Palmerston ratepayers while contributing less in rates. This outcome would not align with the equity principles underpinning Council's Rating Policy.

Risk, legal and legislative implications

The Local Government Act amendments introduced changes impacting Council's rating frameworks by clarifying the rating treatment for social and affordable housing in Section 222. This required Council to review and update the Rate Concession Policy and consider the potential impacts on the rating base and revenue projection in future years.

Parts 1 and 2, the general administrative and electoral regulation amendments, came into effect on 15 April 2026. It is expected that Parts 3 and 4 relating to the code of conduct and financial matters will come into effect on 1 July 2026. This includes updates to exemptions and concessions for social and affordable housing.

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.



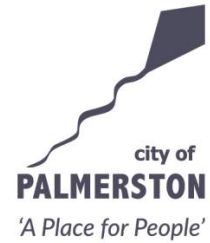
Council officer conflict of interest declaration

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 [**12.1.6.1** - 3 pages]
2. Rates Concession Policy Track Changes [**12.1.6.2** - 5 pages]
3. Rates Concession Policy Amended [**12.1.6.3** - 4 pages]

RATE CONCESSION



COUNCIL POLICY

PURPOSE

This Policy provides a framework and guidance for applying rates concessions in line with the requirements of the Local Government Act Northern Territory to eligible ratepayers.

PRINCIPLES

The City of Palmerston is committed to providing a transparent, impartial, and consistent process of application and consideration for rate concessions and/ or remission of interest accrued on overdue rates.

DEFINITIONS

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

TERM	DEFINITION
The Act	The Local Government Act currently in force.
Rate concession	As defined by Part 11.8 in the Act.
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.
Deferment	The action or fact of putting something off to a later time; postponement.
Suspend	To temporarily prevent from continuing or being in force or effect.
Financial Hardship	Financial hardship is where a ratepayer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards the City of Palmerston
Public Benefit Concessions	As defined by Part 11.8 in the Act.
Natural Disaster	A natural event such as a flood, earthquake, or cyclone that causes great damage or loss of life
Public Health Emergency	A declared public health emergency

POLICY STATEMENT

1. Financial Hardship

- 1.1. The Chief Executive Officer may grant a rates concession upon application for the balance of a financial year for proven financial hardship.
- 1.2. Financial hardship arrangements and/or deferrals may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 1.3. Financial hardship applications must be accompanied by a reasonable payment plan.
- 1.4. If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.

2. Public Benefit Concessions

- 2.1. A rates concession may be granted if the CEO is satisfied that the concession will advance one or more of the purposes outlined in the Act.
- 2.2. Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in 2.1.
- 2.3. Sporting and community organisations cannot apply for a rates concession on a property that caters for gambling or that holds a license related to gambling.
- 2.4. Sporting and community organisations must provide with their application a copy of their most recent audited financial statements and the constitution of the organisation. The constitution must clearly prohibit any member of the organisation making a private profit or gain, either from ongoing operations or as a result of distributions of assets if the organisation is wound up.
- 2.5. To be considered for a rates concession, sporting and recreation community groups must provide substantial community benefit by meeting at least two of the following criteria:
 - (a) The facility is regularly used for junior development.
 - (b) The facility is regularly used by members of the public other than members of the organisation at no charge.
 - (c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
 - (d) Where unrestricted or un-supervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.
- 2.6. Sport and recreation community groups are eligible for one of the following rates concessions:
 - (a) Category 1: Not for profit organisations that undertake sporting or recreational activities and that predominately rely on player fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;

- (b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.

3. Waiving of Charges, Interest or Legal Fees

- 3.1. Any other waiver of charges, interest or legal fees, is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer’s agent, with reasons as to why the waiver should be considered.
- 3.2. Any waiver is a one-off waiver in response to circumstances presented at the time.

4. Waiving of Interest and/or External Recovery Action

- 4.1. In the event of a Natural Disaster or Public Health Emergency, Council or the Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:
 - (a) Waive interest for a nominated period for ratepayers in line with suggested criteria.
 - (b) Defer external recovery action to a later date.
- 4.2. Hardship– arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 4.3. All above criteria are subject to management’s discretion

ASSOCIATED DOCUMENTS

- City of Palmerston Declaration of Rates and Charges

REFERENCES AND RELATED LEGISLATION

- Local Government Act Northern Territory

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	[Responsible Officer]
APPROVAL DATE	1 July 2024	NEXT REVIEW DUE	30 June 2025
RECORDS NUMBER	604136	COUNCIL DECISION	10/730

~~RATE CONCESSION RATES~~ CONCESSION

City of
PALMERSTON
'A Place for People'

COUNCIL POLICY

PURPOSE

This [Policy](#) provides a framework and guidance for applying rates concessions in line with the requirements of the *Local Government Act 2019 (NT) Northern Territory* to eligible ratepayers.

PRINCIPLES

The City of Palmerston is committed to providing a transparent, impartial and consistent process of application and consideration for rate concessions, [financial hardships and requests to –waiver charges, interest or legal fees and/or remission of interest accrued on overdue rates.](#)

DEFINITIONS

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

TERM	DEFINITION
The Local Government Act 2019 (NT)	The <i>Local Government Act 2019 (NT)</i> and its subordinate legislation, as currently in force.
Rate concession	As defined by Part 11.8 in the The Local Government Act 2019 (NT) Act :- A rate concession is one or more of the following: (a) a waiver in whole or part of rates or a component of rates; (b) a deferment in whole or part of an obligation to pay rates or a component of rates.
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.
Deferment	The action or fact of putting something off to a later time; postponement.
Suspend	To temporarily prevent from continuing or being in force or effect.
Financial Hardship	Financial hardship is where a ratepayer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards the City of Palmerston.

TERM	DEFINITION
Social & Affordable Housing	<u>Housing leased under a prescribed housing scheme under the <i>Housing Act 1982 (NT)</i>; or Leased at below-market rates to low or medium income earners, essential workers or people with complex needs.</u>
Public Benefit Concessions	As defined by <u>Section 250 Part 11.8</u> in the <u><i>Local Government Act 2019 (NT) Act</i></u> .
Natural Disaster	A natural event such as a flood, earthquake, or cyclone that causes great damage or loss of life.
Public Health-Emergency	A <u>declared public health emergency as declared by the Northern Territory or Federal Governments.</u>

POLICY STATEMENT

1. Financial ~~h~~Hardship

1.1. The Chief Executive Officer may grant a rates concession, upon application, for the balance of a financial year for proven financial hardship.

1.1.1.2. Council encourages applicants experiencing financial hardship to seek assistance from independent financial counselling services when preparing and submitting applications.

1.2.1.3. Financial hardship arrangements and/or deferrals may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.

1.3.1.4. Financial hardship applications must be accompanied by a reasonable payment plan.

1.5. If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.

1.6. If the financial hardship is approved then aAny waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.

1.7. Financial hardships are reviewed annually.

2. ~~Public Community~~ ~~b~~Benefit ~~c~~Concessions

2.1. A rates concession may be granted if the Chief Executive Officer is satisfied that the concession will advance one or more of the purposes outlined in Section 250(1) of the *Local Government Act 2019 (NT)*, the Act.

2.2. Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in section 2.

2.3. To be considered for a ~~Public Benefit Concession~~community benefit concession, applications must show evidence of advancement of one or more of the following purposes:

- (a) securing the proper development of its area
- (b) preserving buildings or places of historic interest
- (c) protecting the environment

- (d) encouraging cultural activities
- (e) promoting community health or welfare
- (f) encouraging agriculture
- (g) providing recreation or amusement for the public

2.4. Only not for profit organisations are eligible.

2.2.2.5. Sporting and community organisations cannot apply for a rates concession on a property that caters for gambling or that holds a license related to gambling.

2.3.2.6. Applicants Sporting and community organisations must provide with their application a copy of their most recent audited financial statements and the constitution of the organisation with their application. The constitution must clearly prohibit any member of the organisation making a private profit or gain, either from ongoing operations or as a result of distributions of assets if the organisation is wound up.

2.4.2.7. To be considered for a rates concession, organisations sporting and recreation community groups must provide substantial community benefit by meeting at least two of the following criteria:

- a) The facility is regularly used for junior development.
- b) The facility is regularly used by members of the public other than members of the organisation at no charge.
- c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
- d) Where unrestricted or un-supervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.

2.5.2.8. Organisations Sport and recreation community groups are eligible for one of the following rates concessions:

- a) Category 1: Not for profit organisations that undertake community sporting or recreational activities and that predominately rely on member player fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;
- b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.

2.9. Notwithstanding that an applicant may submit all required documentation and satisfy the specified eligibility criteria, the assessment and determination of any application remains at the sole and absolute discretion of Council.

3. Social & Affordable Housing

3.1. Social and affordable housing providers may apply for a concession as defined in the [Local Government Act 2019 \(NT\)](#) section 250(1)(ea) *providing social and affordable housing.*

3.2. Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in section 4.

- ~~3.3. Applications must be submitted for individual properties. Council will assess each property on its own merits and will not accept or assess applications seeking a concession at the organisational level.~~
- ~~3.4. The concession may apply that reduces their individual allotment rates to the declared minimum rate for that zone under the NT Planning Scheme.~~
- ~~3.5. To be considered for a rates concession:~~
- ~~(a) The housing must be leased under a prescribed housing scheme under the *Housing Act 1982 (NT)* with evidence provided; or~~
 - ~~(b) Leased at below-market rates to low or medium income earners, essential workers or people with complex needs with evidence provided.~~
- ~~3.6. Notwithstanding that an applicant may submit all required documentation and satisfy the specified eligibility criteria, the assessment and determination of any application remains at the sole and absolute discretion of Council.~~

~~3.4. Waiving of Charges, Interest or Legal Fees~~

~~Any other waiver of charges, interest or legal fees is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer's agent, with reasons as to why the waiver should be considered.~~

~~3.1.4.1. Any waiver is a one-off waiver in response to circumstances presented at the time.~~

~~6 Waiving of Interest and/or External Recovery Action~~

~~3.2.4.2. In the event of a Natural Disaster or Public Health Emergency such as a Natural Disaster, Council or the Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:~~

- ~~a) Waive interest for a nominated period for ratepayers; or in line with suggested criteria; and/or~~
 - ~~b) Defer external recovery action to a later date.~~
- ~~3.3. Hardship arrangements and/or deferrals may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.~~
- ~~3.4. All above criteria are subject to management's discretion.~~

ASSOCIATED DOCUMENTS

- City of Palmerston Declaration of Rates and Charges.

REFERENCES AND RELATED LEGISLATION

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

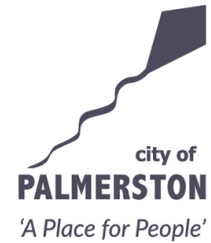
POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE		NEXT REVIEW DUE	
RECORDS NUMBER	634322	COUNCIL DECISION	[Council Decision]



RATES CONCESSION

COUNCIL POLICY



PURPOSE

This policy provides a framework and guidance for applying rates concessions in line with the requirements of the *Local Government Act 2019* (NT) to eligible ratepayers.

PRINCIPLES

City of Palmerston is committed to providing a transparent, impartial and consistent process of application and consideration for rates concessions, financial hardships and requests to waiver charges, interest or legal fees.

DEFINITIONS

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

TERM	DEFINITION
Deferment	The action or fact of putting something off to a later time; postponement.
Financial Hardship	Financial hardship is where a ratepayer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards the City of Palmerston.
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Public Benefit Concessions	As defined by <i>Section 250</i> in the <i>Local Government Act 2019</i> (NT).
Public Emergency	A public emergency as declared by the Northern Territory or Federal Governments.
Rate concession	As defined by <i>Part 11.8</i> in the <i>Local Government Act 2019</i> (NT) : A rate concession is one or more of the following: (a) a waiver in whole or part of rates or a component of rates; (b) a deferment in whole or part of an obligation to pay rates or a component of rates.
Social & Affordable Housing	Housing leased under a prescribed housing scheme under the <i>Housing Act 1982</i> (NT); or Leased at below-market rates to low or medium income earners, essential workers or people with complex needs.

TERM	DEFINITION
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.

POLICY STATEMENT

1. Financial hardship

- 1.1. The Chief Executive Officer may grant a rates concession, upon application, for the balance of a financial year for proven financial hardship.
- 1.2. Council encourages applicants experiencing financial hardship to seek assistance from independent financial counselling services when preparing and submitting applications.
- 1.3. Financial hardship applications must be accompanied by a reasonable payment plan.
- 1.4. If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.
- 1.5. If the financial hardship is approved then any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 1.6. Financial hardships are reviewed annually.

2. Community benefit concessions

- 2.1. A rates concession may be granted if the Chief Executive Officer is satisfied that the concession will advance one or more of the purposes outlined in Section 250(1) of the *Local Government Act 2019* (NT).
- 2.2. Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in section 2.
- 2.3. To be considered for a community benefit concession, applications must show evidence of advancement of one or more of the following purposes:
 - (a) securing the proper development of its area
 - (b) preserving buildings or places of historic interest
 - (c) protecting the environment
 - (d) encouraging cultural activities
 - (e) promoting community health or welfare
 - (f) encouraging agriculture
 - (g) providing recreation or amusement for the public
- 2.4. Only not for profit organisations are eligible.
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- 2.7. To be considered for a rates concession, organisations must provide substantial community benefit by meeting at least two of the following criteria:

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 - b) The facility is regularly used by members of the public other than members of the organisation at no charge.
 - c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
 - d) Where unrestricted or unsupervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.
- 2.8. Organisations are eligible for one of the following rates concessions:
- a) Category 1: Not for profit organisations that undertake community activities and that predominately rely on member fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;
 - b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.
- 2.9. Notwithstanding that an applicant may submit all required documentation and satisfy the specified eligibility criteria, the assessment and determination of any application remains at the sole and absolute discretion of Council.

3. Social & Affordable Housing

- 3.1. Social and affordable housing providers may apply for a concession as defined in the *Local Government Act 2019* (NT) section 250(1)(ea) *providing social and affordable housing*.
- 3.2. Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in section 3.
- 3.3. Applications must be submitted for individual properties. Council will assess each property on its own merits and will not accept or assess applications seeking a concession at the organisational level.
- 3.4. The concession may apply that reduces individual allotment rates to the declared minimum rate for that zone under the NT Planning Scheme.
- 3.5. To be considered for a rates concession:
 - (a) The housing must be leased under a prescribed housing scheme under the *Housing Act 1982* (NT) with evidence provided; or
 - (b) Leased at below-market rates to low or medium income earners, essential workers or people with complex needs with evidence provided.
- 3.6. Notwithstanding that an applicant may submit all required documentation and satisfy the specified eligibility criteria, the assessment and determination of any application remains at the sole and absolute discretion of Council.

4. Waiving of charges, interest or legal fees

- 4.1. Any other waiver of charges, interest or legal fees is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer's agent, with reasons as to why the waiver should be considered.

- 4.2. Any waiver is a one-off waiver in response to circumstances presented at the time.
- 4.3. In the event of a Public Emergency such as a Natural Disaster, the Chief Executive Officer may elect to:
 - a) Waive interest for a nominated period for ratepayers; or
 - b) Defer external recovery action to a later date.

ASSOCIATED DOCUMENTS

- City of Palmerston Declaration of Rates and Charges.

REFERENCES AND RELATED LEGISLATION

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

POLICY DETAILS

OWNER	CEO	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE		NEXT REVIEW DUE	
RECORDS NUMBER	634322	COUNCIL DECISION	[Council Decision]



COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.7
Report Title:	Feasibility Study - Establishing a Palmerston Visitor Centre at the Palmerston Bus Exchange
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Assistant to General Manager People & Place, Emily Dehne
Approver:	General Manager People and Place, Emma Blight

Community plan

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

Purpose

This Report seeks to advise Council on the revised position regarding the proposed establishment of a Palmerston Visitor Centre at the Palmerston Bus Exchange site.

Key messages

- At the 1st Ordinary Council Meeting of January 2026 Council requested officers investigate the feasibility of establishing a Visitor Centre at the Palmerston Bus Exchange site.
- The Palmerston bus exchange currently remains operational, and the Northern Territory Government is progressing the *Bus Safety Reform Strategy* which suggests the Palmerston exchange requires further consideration.
- There is currently uncertainty regarding the future use, tenure, and operational lifespan of the Palmerston Bus Exchange as a bus depot.
- This uncertainty limits Council's ability to meaningfully assess feasibility or make informed investment decisions.
- It is recommended that consideration of a Visitor Centre be deferred until there is confirmed direction regarding the future use and operational lifespan of the Bus Exchange.

Recommendation

1. THAT Report entitled Feasibility Study - Establishing a Palmerston Visitor Centre at the Palmerston Bus Exchange be received and noted.
2. THAT a feasibility study into establishing a Palmerston Visitor Centre at the Palmerston Bus Exchange site be deferred until there is confirmed direction regarding the future use and operational lifespan of the Bus Exchange and sufficient certainty exists to support informed planning.

Background

At the 1st Ordinary Council Meeting of January 2026 Council requested officers investigated the feasibility of establishing a Visitor Centre at the Palmerston Bus Exchange site. The following decision was made:

11.1 Palmerston Tourist Visitor Centre

1. *THAT the Notice of Motion Received from Councillor Bayliss, entitled 11.1 Palmerston Tourist Visitor Centre be received and noted.*
2. *THAT Council request a report on conducting a feasibility study into establishing a Palmerston Visitor Centre at the Palmerston Bus Exchange site to the second ordinary meeting in July 2026.*

CARRIED (6/0) – 11/0178 – 20/01/2026


The proposal aimed to enhance visitor engagement, provide accessible tourism information, and support local economic development, with the Bus Exchange identified as a central and visible location.

Discussion

Since Council's initial consideration, it has become clear that there is no confirmed timeframe for how long the Palmerston Bus Exchange will continue to operate in its current form, nor clarity regarding its future role within the broader public transport network. The Palmerston Bus Exchange currently remains operational, and the Northern Territory Government is progressing the Bus Safety Reform Strategy which suggests the Palmerston exchange requires further consideration.

This uncertainty presents a significant constraint in progressing any feasibility assessment. A feasibility study undertaken at this stage would rely on assumptions about site availability, duration of use, and operational compatibility, which may change. There is a risk that Council resources could be committed to exploring a concept that is not viable within a reasonable timeframe, or that may be superseded by future transport or infrastructure decisions.

While the development of a Visitor Centre remains a positive initiative aligned with Council's strategic objectives, the absence of clarity regarding the future of the Bus



Exchange site means it is not currently possible to undertake a meaningful or reliable feasibility study.

Council Officers recommend that consideration of a Visitor Centre at this location be deferred until there is confirmed direction regarding the future use and operational lifespan of the Bus Exchange and sufficient certainty exists to support informed planning.

Council Officers will continue to monitor developments relating to the site and will provide further advice to Council when greater certainty is available, including consideration of alternative locations if appropriate.

Consultation and marketing

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

Policy implications

There are no policy implications for this Report.

Budget and resource implications

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

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

- 2. Financial Sustainability**
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
- 3. Economic Development**
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.
- 4. Inclusion, Diversity and Access**
Failure to balance meeting needs of Palmerston's cultural mosaic.
- 6. Governance**
Failure to effectively govern.

Strategies, framework and plans implications

Further works in this space will be considered following actions in line with the Northern Territory Government's *Bus Safety Reform Strategy*.

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



Council officer conflict of interest declaration

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

Attachments

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.2.1
Report Title:	Infrastructure Quarterly Report - April to June 2026
Meeting Date:	Tuesday 7 July 2026
Author:	Executive Assistant to General Manager Infrastructure, Monica Silva
Approver:	Deputy Chief Executive Officer, Nadine Nilon

Community plan

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

Purpose

This Report summarises the key activities undertaken by Infrastructure in the April to June 2026 quarter.

Key messages

- Library Café refurbishment works are complete, and tenant fit out has commenced.
- Flood light installation, the final construction activity at the Zuccoli Pump Track, is now complete.
- Play equipment upgrades at Joan Fejo Park and President Park are complete.
- 40 low-medium density residential lots were titled in Zuccoli Village.
- Recovery of mixed aluminium, glass and plastic containers at the Archer Waste Management Facility more than doubled in FY2025/26, increasing from 2,018 kg to 4,314 kg (114% increase) compared with FY2024/25.

Recommendation

THAT Report entitled Infrastructure Quarterly Report - April to June 2026 be received and noted.

Background

Infrastructure provides a quarterly report to Council on key activities undertaken during the quarter and further works underway for the next quarter, aligned to the outcomes and objectives of the Community Plan and Municipal Plan, and relevant strategies.

Discussion

1. Family and Community

Objective 1.2: 'The wellbeing of our community is a focus for all our work'.

Play Space Strategy

Council's Play Space Strategy advocates the need for Council to upgrade and maintain our play spaces at a level required to proactively respond to community needs and expectations.

The following works were undertaken over the April to June quarter 2026.

Joan Fejo Playground

Playground renewal works at Joan Fejo Park were finalised this quarter, delivering several improvements across the site. Works included a new climbing frame and the installation of rubber soft fall in the senior play area. The existing four-post swing was also refurbished, with new pommel seats and a repaint of the frame.

In addition, six (6) new exercise stations have been added throughout the park. These stations include a stationary bike, a cross trainer, and a twist-and-flex unit designed to support mobility and fitness for all age groups.



Figure 1: Upgraded play and exercise equipment - Joan Fejo

President Park Upgrades

The President Park upgrades were also completed this quarter. These works included the installation of a new shade structure, all-abilities swing and rubber soft fall. A new footpath was also installed to link the swing to the existing path network.

The exercise area was also given a refresh, with the removal of broken equipment, installation of a new chin-up station and installation of new rubber soft fall.



Figure 2: New shade structure and swing - President Park

Flinders Park Softfall Renewal

Renewal of the sand soft fall at Flinders Park in Durack was completed this quarter. The park had been closed since the wet season, where excessive rain caused the sand to erode, making it unsafe to use. As a high-traffic playground, with the Durack School across the road, the upgrade was essential and prioritised. The new sand provides a clean, new surface and meets compliance standards for impact attenuation.



Figure 3: New sand soft fall – Flinders Park

NT Subdivision Guidelines introduced as a reference document in the NT Planning Scheme

This quarter, the Minister for Planning approved an amendment introducing the NT Subdivision Guidelines as a reference document in the NT Planning Scheme. This means Council's design and construction standards can be formerly integrated in the development assessment process, an outcome Council has been pursuing for several years.

Development Application Responses

This quarter Council provided advice and comment on eight (8) development applications, including the remaining stages of the master-planned Durack Heights residential precinct (Stages 12-19), which includes 387 lots (382 residential and five [5] public open space lots). Council officers supported submissions via representations made at Development Consent Authority (DCA) meetings.

4. A Future Focus

Objective 4.1: 'We support and foster innovation'

Subdivisions

Zuccoli Village Phase 3.9 achieved practical completion this quarter, with titles issued for 40 low-medium density residential lots.

Construction works for the remaining stages of Zuccoli Village, comprising 84 low-medium density residential lots and a stormwater open space area, are expected to commence in the third quarter of 2026. The detention basin will be formalised to provide both passive open space and effective stormwater management outcomes for the community.

Civil works at Zuccoli Aspire Precinct D1 continues and it is expected that this stage will reach practical completion later this year. Construction works of Guido Zuccoli Park, which features a water play also commenced in May 2026.



Figure 4: Zuccoli Village Phase 3.9 and remaining stages

Objective 4.2: 'Infrastructure is fit for purpose'.

Facilities

Across Council's facilities, a total of 100 new maintenance requests were reported during the quarter, with 88 completed. At the time of reporting, 52 jobs remain outstanding.

The majority of reported issues relate to general wear and tear, reactive maintenance, and asset upkeep across high-use community facilities, with notable activity recorded at Civic Plaza, the Recreation Centre, SWELL and the Library. Increased public use during the dry season continues to place higher demand on these assets, particularly community and recreational spaces.

Works are triaged and prioritised based on risk, service impact, and operational requirements, with a focus on maintaining safe, functional, and accessible facilities for the community.

01/04/2026 - 23/06/2026

Facility	Reported	Closed	Remaining
Civic Plaza	17	15	12
Driver	2	3	1
Durack	3	5	1
Gray Hall	14	12	3
Library	16	19	6
Operations Centre	3	2	1
Recreation Centre	19	15	10
SWELL	18	11	15
Exeloos	8	6	3
Totals	100	88	52

Table 1: Facilities maintenance requests

Potholes

A total of 130 potholes were identified and reported during the quarter, with 108 of those repaired as at the time of reporting. 34 repair jobs remain outstanding and are scheduled for completion as part of ongoing maintenance works.

A slight increase in pothole activity has been recorded across Palmerston compared to the previous quarter, reflecting the lasting impacts of significant wet season conditions and the continued repair and recovery efforts.

Risk-based triaging approach in prioritising repairs based on safety and asset condition, while internal processes are being further refined to improve response times and overall service delivery.

Road Upgrades

A total of 10 road segments were upgraded this quarter, with a combined value of approximately \$1.4 million. Reseal works were completed on Temple Terrace (Woodroffe), Flynn Court (Bellamack), Kriewald Circuit (Durack), Lorna Lim Terrace (Driver), Moorhen Circuit and Shearwater Drive (Bakewell), Priest Circuit and Bagshaw Crescent (Gray), and Rosebery Drive (Rosebery).

Black Spot Program

Works to improve safety on Yarrowonga Road near the intersection of Toupein Road will commence in July. The location was identified as a priority through analysis of traffic crash data, with improvement works designed to address the identified safety risks. Construction is expected to take 2 – 3 weeks.

Signage

A total of 31 roadside signs were identified for repair or replacement during the quarter, with the nine (9) higher priority ones completed. 30 remaining low-priority sign works have been inspected and scheduled for the next quarter.

Pathways

A total of 62 new pathway-related reports were identified during the quarter, with 32 of those completed. 104 pathway related jobs remaining outstanding at the time of reporting.

With wet weather conditions easing, the focus this quarter has shifted from immediate hazard response to post-wet season recovery and routine maintenance. The figures reported encompass all aspects of pathway management, including graffiti, litter, street furniture such as barrier fencing, as well as structural defects like cracking and surface lifting.

As the dry season progresses, pathway usage across Palmerston typically increases through to November, placing greater demand on these assets. In response, targeted inspection, cleaning, and remediation works have been prioritised to maintain public safety, improve presentation, and address defects before they escalate into more significant maintenance issues.

New and Renewed Pathways

The Footpath Connectivity Program aims to enhance connections between key services, assets, and public open spaces. The program identifies and prioritises areas for upgrades and new pathways, with an annual review to ensure alignment with current priorities and budget availability.

A section of footpath on Raffles Road, Gray has been renewed, providing a wider path, improved pedestrian ramps and improved accessibility to two (2) bus stops.

Light Fault Rectification

This quarter 96 (1.78% of total inventory) streetlighting faults were identified. 72 of the identified faults have been resolved and works are continuing to rectify the remaining 24 faults. Of these 24, seven (7) of the faults are within target repair times, with the remaining faults scheduled for repair awaiting arrival of parts from suppliers.

Council is continuing to undertake scheduled night inspections and rectification works, with a total of 99.1% of streetlights working as of 23 June 2026.

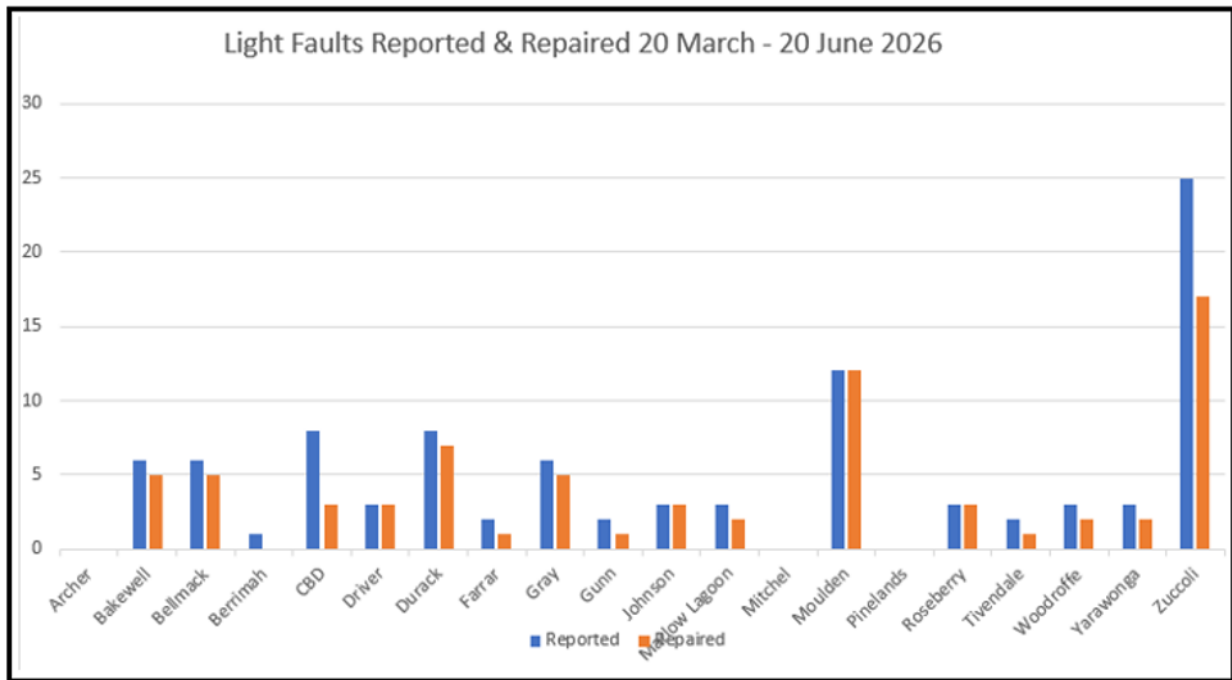


Figure 5: Light faults by suburb

Dark Spots Lighting Upgrade Program

Work is ongoing with Power and Water corporation to enable energisation of the completed works on Stockwhip Drive, Marlow lagoon. Partial energisation has been achieved, with remaining works still under assessment by PWC.

Work to upgrade lighting in the Fiveash Lane car park is on track to be completed this quarter.

The works program for FY2026/27 has been developed with designs complete for upgrades in:

- Sanctuary Lakes, Gunn.
- Rosebery Park, Rosebery.
- Palmerston Circuit, CBD.

Private works - Driveways and Stormwater connections

141 applications were received for the quarter, covering 82 allotments, including 66 in Zuccoli, 12 in Durack, two (2) in Farrar and one (1) each in Gray and Yarrawonga.

The 141 applications consisted of the following:

- 40 driveway plan approval requests – 40 driveway plans approved, with 32 from Zuccoli, seven (7) in Durack, and one (1) Farrar.
- 26 driveway construction requests – 21 requests were from the new properties in Zuccoli, four (4) in Durack, and one (1) in Gray. All driveways have been constructed.

- 41 stormwater plan approval requests - 41 stormwater plans approved, with 32 from new properties in Zuccoli, seven (7) in Durack, and one (1) each in Farrar and Yarrawonga.
- 34 stormwater clearance requests – 30 clearance letters issued Zuccoli, three (3) in Durack and one (1) in Farrar.

Over the course of the last 12 months, Council has received 161 driveway plan applications, 152 stormwater plan applications, 147 driveway construction requests and 121 stormwater clearance requests, bringing the total number of applications to 581.

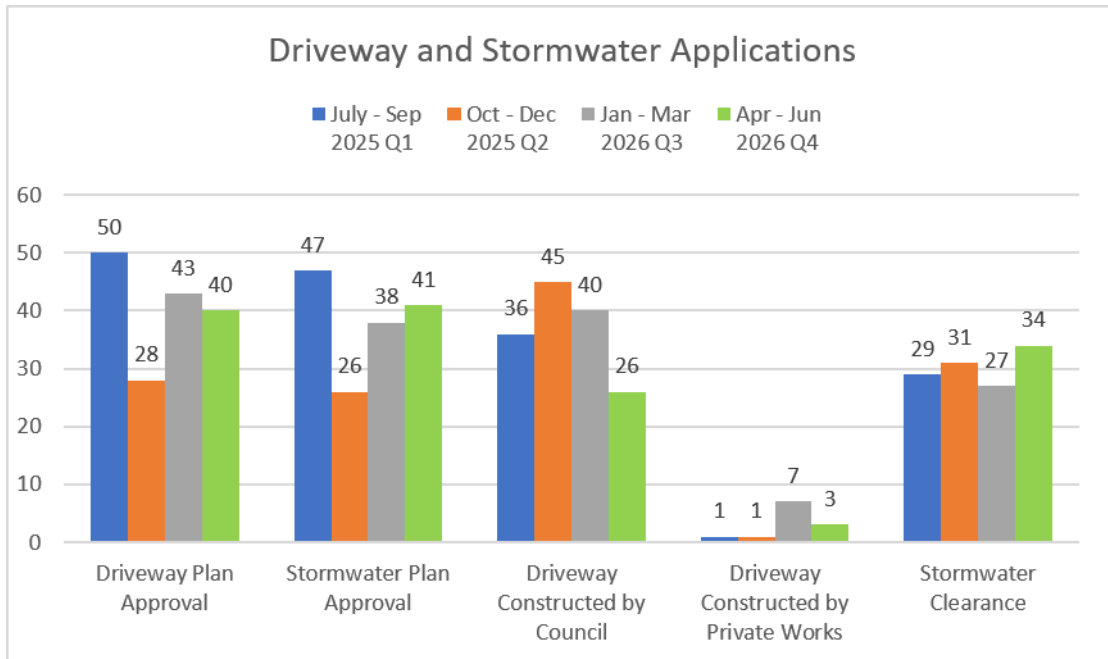


Figure 6: Data as of 18 June 2026

Private Works - Work permits for private works work carried out on Council land

Council issues permits to parties carrying out various works on and nearby Council owned land i.e. road reserves, parks and open spaces, and footpaths. This quarter Council processed 112 works on public places permits bringing the total number over the past 12 months to 301.

Stormwater

A total of 19 new stormwater defects were identified during this period, with eight (8) completed during this period. 29 jobs remain outstanding at the time of reporting.

While a number of reported issues have related to actionable maintenance defects, several matters that remain open form part of broader and more complex investigations. These include reviews of escarpment runoff impacts, pollution complaints, and neighbour-reported concerns regarding drainage behaviour between adjoining properties. These matters often require extended investigation, stakeholder engagement, and technical assessment before a resolution can be determined.

Issues with damaged pipework and associated ground subsidence were identified in Harrison Circuit and Astrolabe Court, Woodroffe. Repair works were completed this quarter.

Upgrade works have been identified on Drive Avenue, with works being scheduled to commence early next quarter.

Preparations for the upcoming wet season will commence toward the end of next quarter, with a focus on proactive maintenance and network readiness.

Tree Management

Street tree maintenance work was carried out this quarter across Gunn, Driver, Woodroffe and the CBD. The program focuses on maintaining safe, clear separation between trees and surrounding street infrastructure so that sightlines remain unobstructed for both pedestrians and vehicles using council roads. It also supports overall tree health by identifying dead or declining trees, which are then scheduled for removal as part of the program.



Figure 7: Street tree maintenance works in Gunn

Zuccoli Community Hub – Stage 2 – recreational elements

Stage 2 consists of the pump track, multi-sports court, skate park, the sensory walking path, shade structures, BBQ facilities and associated civil works, and is currently in progress. Progress this quarter includes installation of floodlights to the pump track, extending the opportunities for use into the cooler hours after sunset. An evaluation of the lighting, including hours of operation, is underway and includes engagement with nearby residents.

Other activities relating to Zuccoli Community Hub are reported in the monthly major capital report.



Figure 8: Pump Track Lighting

Library Café Construction

Works to refurbish the Library Café were completed this quarter, with tenant fit out currently underway.



Figure 9: Library Café Refurbishment

SWELL Basketball court shade

Installation of shade sails over the half-basketball court at SWELL were completed this quarter and is the final upgrade at the facility to be delivered as part of the NTG Capital Funding Agreement.



Figure 10: SWELL Basketball shade installation

5. Environment Sustainability

Objective 5.1: Community Plan: 'Reduce our footprint on the environment'

A tender has been awarded for the design and installation of a solar and battery system at SWELL. This project aims to reduce Council's reliance on the energy grid by generating and storing solar energy for use at the facility. The project is part funded by a \$264,000 grant from the Australian Government's Community Energy Upgrades Fund Round 2.

Objective 5.2: Community Plan Palmerston is a cool, shaded, green City

Council's environmental and sustainability initiatives continue to be guided by City of Palmerston Sustainability Strategy 2022-2027. The activities undertaken during the quarter contribute to enhancing environmental outcomes, supporting community participation, improving resource efficiency and promoting sustainable planning and decision-making.

The following updates are presented under the four (4) key themes of the Sustainability Strategy.

1. Protecting our urban ecology and natural environment

Lake Management

During the quarter, Aspire Lake in Zuccoli was prioritised for aquatic weed harvesting following significant vegetation growth after the wet season, with close to 100% surface coverage recorded. A total of 32 cubic metres of aquatic vegetation was removed, improving water flow, ecosystem function and the visual amenity of the lake.



Figure 11: Aquatic vegetation from Aspire Lake Zuccoli

In support of aquatic biodiversity and recreational fishing opportunities, 400 juvenile Barramundi were released across Palmerston waterways through the annual Barramundi stocking program delivered in partnership with the *Department of Agriculture and Fisheries*. A further 100 adult Barramundi were stocked as part of the annual Hooked on Palmerston fishing competition.

Revegetation

The recovery and enhancement of key natural areas remained a focus during the quarter. At Reggie's Park in Gunn, 20 native trees were planted to replace vegetation lost during Tropical Cyclone Fina, helping to revitalise the area and improve its long-term environmental and community value. Mulching works were also completed to support tree establishment and growth.

Fire Management

Strategic fire management plays an important role in protecting Palmerston's natural assets, enhancing environmental resilience and reducing the risk of uncontrolled wildfires. During the quarter, prescribed burns were undertaken at Archer Waste Management Facility, Marlow Lagoon and Gunn Escarpment as part of Council's annual fuel reduction program, achieving approximately 80% coverage. These activities support the long-term health and sustainability of natural environments while helping to protect biodiversity, infrastructure and the broader community.



Figure 12: Controlled Burn Supporting Fuel Load Reduction and Environmental Management at Marlow Lagoon

Irrigation Management

With the commencement of the dry season, focus has shifted to assessing the condition of irrigation infrastructure, troubleshooting system faults and undertaking repairs to ensure irrigation systems are operating effectively. As expected, the volume of irrigation-related issues has increased significantly during the quarter, and works are being prioritised in accordance with Council's adopted service level hierarchy.

No irrigation assets were decommissioned during the reporting period.

During the quarter, the following customer requests were responded to:

- Five (5) irrigation requests within the CBD;
- Five (5) irrigation requests within regional parks; and
- 13 irrigation requests within major parks.

A significant focus has been the repair and renewal of the irrigation and pump system at Goyder Square, where several critical failures were identified early in the dry season. These works are restoring system reliability and improving the long-term performance of the irrigation network in this prominent CBD location.

To improve system reliability, efficiency and remote management capability, irrigation controller upgrades were completed at the following locations:

- Hawker Park.
- Memorial Park.
- Minnie Lilly Park.
- Hobart Park.
- Brook Park.
- Temple Terrace Median.

Palmerston Dolostone Aquifer – Groundwater Plan 2026

Following completion of the Palmerston Dolostone Aquifer – Groundwater Plan 2026, the remaining project funding is being directed towards the automation of lake filling infrastructure at the Durack Lakes.

The project will improve Council's ability to monitor and manage lake water levels through automated controls and enhanced data collection, supporting both environmental sustainability and the ongoing amenity of the lake system. The automation will also improve operational efficiency and provide valuable data to inform future water management decisions.

2. Empowering and connecting the community

Programs such as the Home Composting Rebate Program and Verge Assistance Program, together with community consultation activities, help build awareness, encourage local action and strengthen community involvement in sustainability initiatives across Palmerston. During FY2025/26, a total of \$3,054 was utilised under the Verge Assistance Program. The Home Composting Rebate Program also continued to support residents in reducing organic waste sent to landfill, with program participation data for the financial year summarised in the table below.

PERIOD	FY2024/25	FY2025/26
New applications	19	29
Total applications for life of the scheme	82	131

Table 2: Home Composting Rebate Program for FY2025/26

Waste Service Planning and Community Engagement

This quarter Council undertook community consultation and a Multi-Unit Dwelling (MUD) waste audit to support planning for the upcoming Municipal Waste Collection Contract and ensure future waste services continue to meet the needs of Palmerston's growing community.

Community consultation was undertaken across a range of engagement activities to better understand resident expectations and priorities for future waste services. The consultation identified general rubbish collection frequency, affordability and collection reliability as the highest priority for residents.

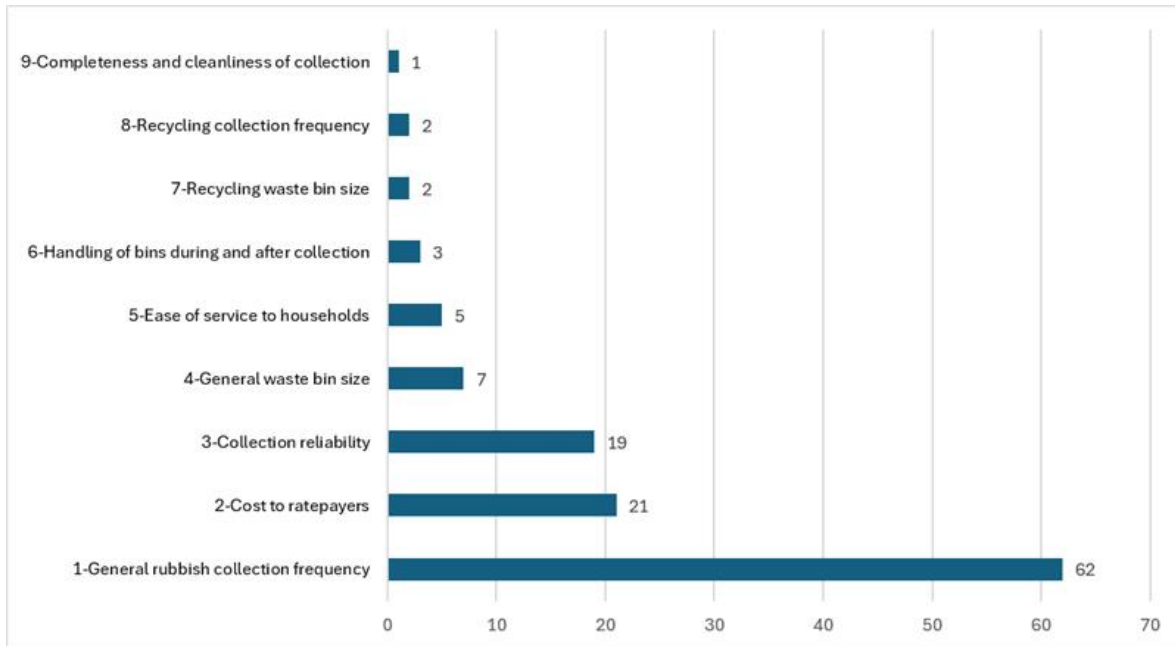


Figure 13: Community priorities for future waste services, informing the development of Council's upcoming Municipal Waste Collection Contract

Overall satisfaction with the current waste collection service remained high, with 76% of respondents rating the service above 4/5.

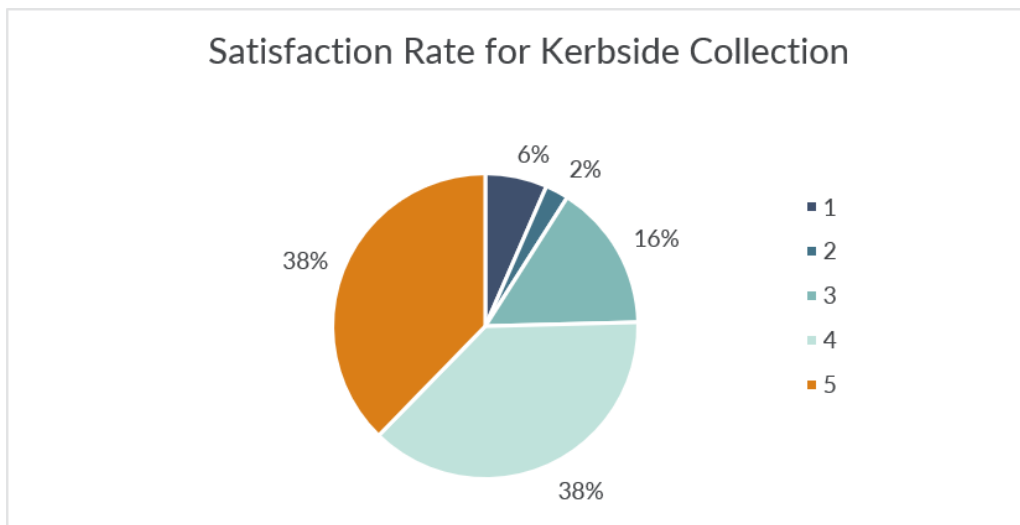


Figure 14: Resident satisfaction with the current waste collection service

3. Future focused on Efficiency

The initiatives outlined in this section demonstrate Council's commitment to making informed investments and adopting practical solutions that enhance service delivery while reducing environmental impacts.

Note: Sustainability reporting data is based on the most recent verified information available at the time of reporting. Due to utility billing cycles, contractor reporting timeframes and data validation requirements, waste, recycling and utility performance data is reported retrospectively. As June 2026 data was not available and verified at the time of reporting, the waste and recycling data presented in this section reflects the period from July 2025 to May 2026 only.

Archer Waste Management Facility – Waste Diversion by Stream

	Paper & cardboard (tonnes)	Steel/metal (tonnes)	Mixed aluminium / glass / plastic (kg)	Batteries (tonnes)
FY2025/26	136.68	498.78	4314.46	59.969
FY2024/25	134.632	567.281	2018.1	66.597

Table 3: Waste materials collected at AWMF - FY2025/26 vs FY2024/25

Resource recovery results for FY2025/26 (Table 3) highlight a significant increase in the recovery of mixed aluminium, glass and plastic containers compared with FY2024/25. Recovery volumes increased from 2,018 kg in FY2024/25 to 4,314 kg in FY2025/26, demonstrating strong community participation in recycling programs and the continued effectiveness of resource recovery activities at Archer Waste Management Facility.

The improved recovery of recyclable materials discussed in Table 3 is reflected in the broader recycling trends shown in Figure 15. A total of approximately 8,093 tonnes of recyclable materials were recovered between July 2025 and May 2026, compared with approximately 4,748 tonnes recovered during FY2024/25. The increase was driven by strong recovery volumes during the first half of the financial year, with peak recovery occurring in October 2025 (1,411 tonnes).

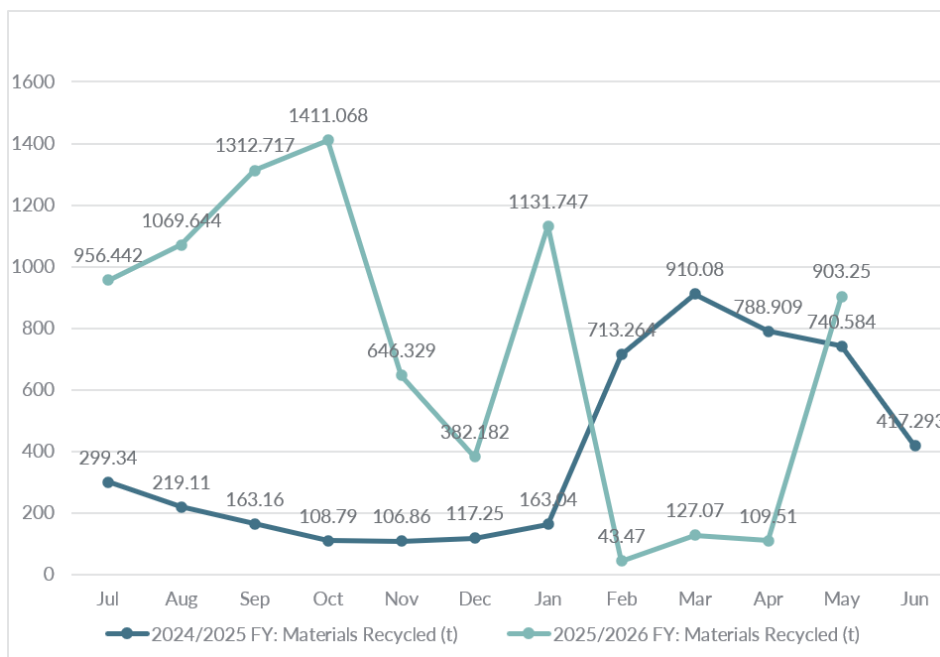


Figure 15: Recyclable materials received at Archer Waste Management Facility – FY2025/26 vs FY2024/25

General Waste Volumes from Archer Waste Management Facility

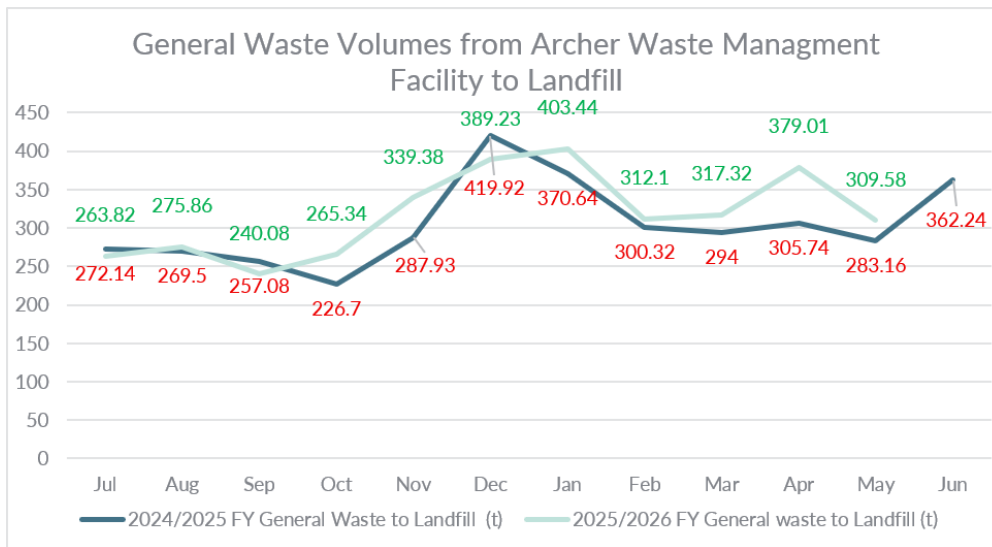


Figure 16: General Waste Volumes from Archer Waste Management Facility that end up in Landfill FY2024/25 vs FY2025/26

Figure 16 shows the remaining general waste volumes sent to landfill. General waste remained relatively consistent across both financial years, with monthly volumes generally ranging between 240 and 420 tonnes. Peak landfill disposal occurred in December 2024 (approximately 420 tonnes) and January 2026 (approximately 403 tonnes). Overall, landfill volumes in FY2025/26 remained broadly comparable to FY2024/25, indicating stability across the municipality despite growth.

Solar Energy Performance

Council has installed and maintains photovoltaic (solar) systems at Palmerston Civic Centre, Recreation Centre, Library and Gray Community Hall. **Figure 17** shows total solar energy generated across Council facilities and the resulting environmental benefits of greenhouse gas emissions avoided and the equivalent number of trees planted.

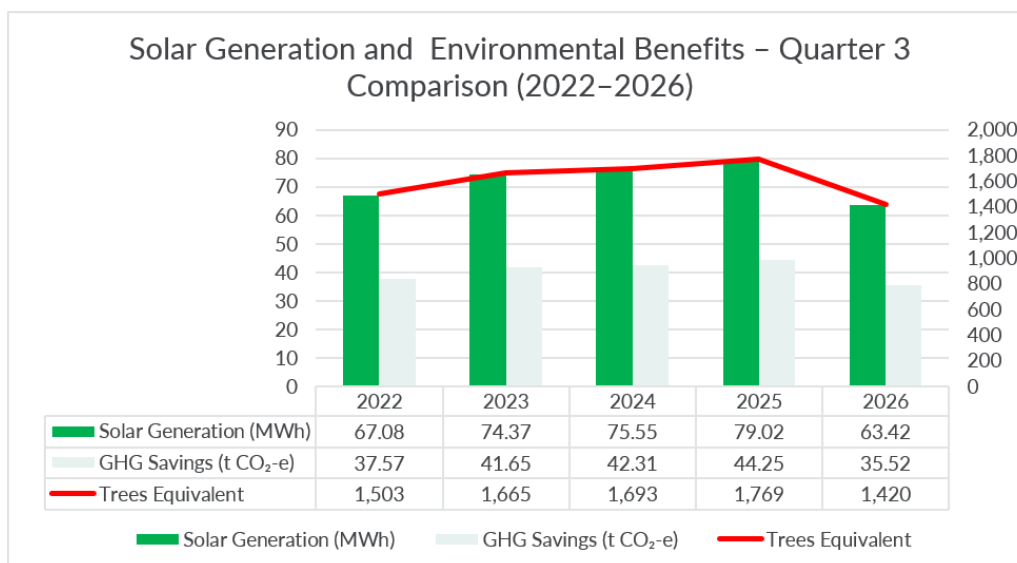
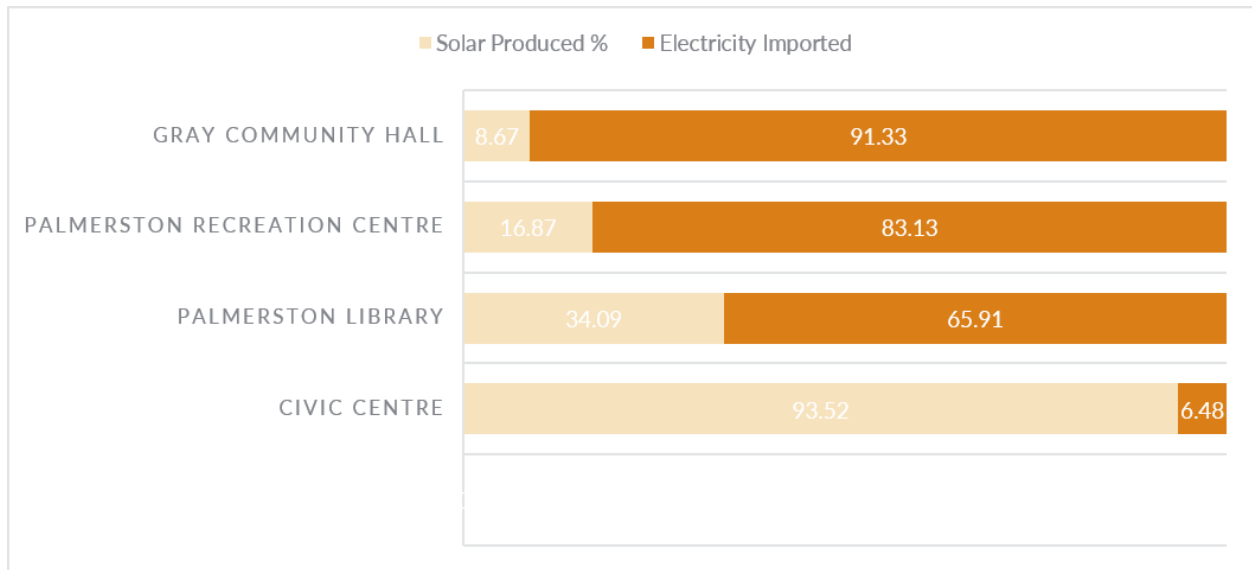


Figure 17: Comparison of cumulative savings from Council facilities (January-March) from 2022 to 2026

Figure 18 shows the percentage of solar to imported electricity used at each of the facilities.



**Figure 18: Total Energy Consumption:
Solar Generation vs. Electricity Imported (FY2025/26)**

4. Lead with purpose

The initiatives highlighted in this section showcase Council's commitment to continuous improvement, responsible stewardship and creating lasting value for the Palmerston community.

Archer Waste Management Facility – Site Safety and Operational Improvements

Following the wet season, a range of improvement and maintenance works were undertaken at Archer Waste Management Facility to enhance site presentation, safety and operational efficiency. Works included the cleaning and organisation of resource recovery areas, weed management and landscaping, installation of additional directional and recycling signage, levelling of green waste areas, fence upgrades and general site improvements to support safer vehicle and pedestrian movements throughout the facility.

6. Governance

Objective 6.1: 'Ensure we have a leading governance model'

During this quarter, a total of 872 cases were reported including:

- 602 by residents.
- 159 by CoP staff.
- 111 by contractors.

As of 23 June 2026, 558 were resolved, with 314 remaining outstanding.

Durack recorded the highest number of resident reports with a total of 107 cases in this quarter, followed by Woodroffe with 80 and Gunn with 79.

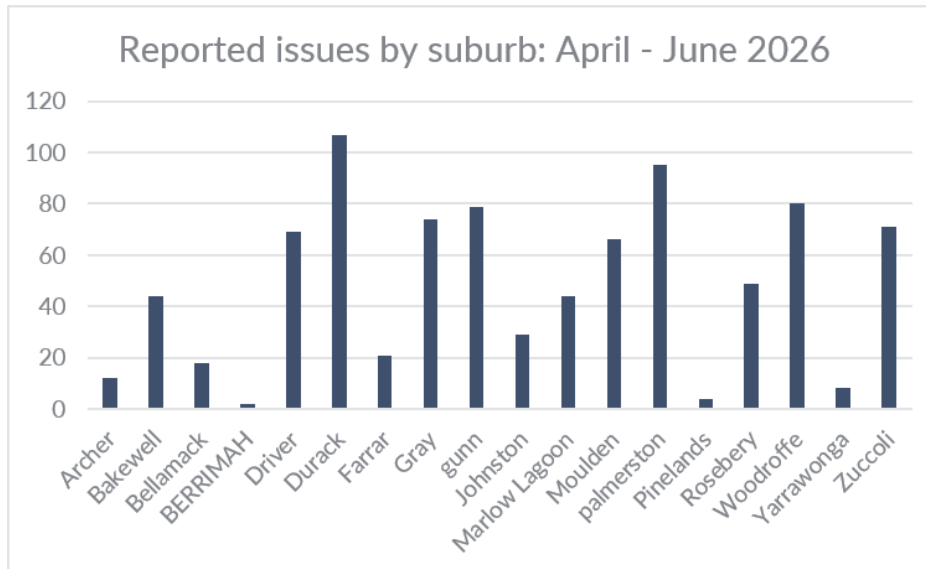


Figure 19: Data as of 23 June 2026

During this quarter most resident reports submitted to Council have related to issues and enquires concerning Public Places and Trees as shown in the graph below.

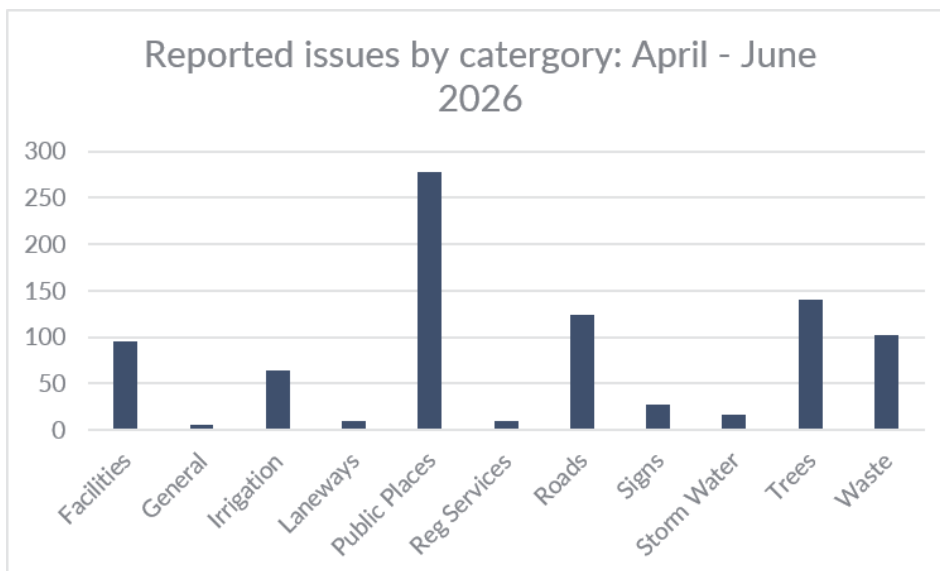


Figure 20: Data as of 23 June 2026

Consultation and marketing

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

- Executive Manager Projects and Civil Operations.
- Manager Civil Operations.
- Senior Project Manager.
- Executive Manager Environment.
- Manager of Sustainability.
- Environment Officer.
- Planning & Development Manager.
- Development Engineer.

- Planning & Permits Officer.
- Administration Assistant.

Policy implications

There are no policy implications for this Report.

Budget and resource implications

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

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

5. Infrastructure

Failure to plan, deliver and maintain fit for purpose infrastructure.

Strategies, framework and plans implications

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

- [Community Infrastructure Plan 2016-2026](#)

Council officer conflict of interest declaration

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

Attachments

Nil



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, 21 July 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 16 JUNE 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 16 June 2026 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Andrew Walsh
Deputy Chief Executive Officer, Nadine Nilon
General Manager Finance and Governance, Chris Fearon
General Manager Community, Konrad Seidl
General Manager People and Place, Emma Blight
Minute Secretary, Pania Withnall

GALLERY

4 members of the public
3 members of staff

Initials: _____

1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:30pm.

3 APOLOGIES

Moved: Councillor Fraser
Seconded: Councillor Kanyai

THAT the apology received from Councillor Morrison for 16 June 2026 be received and noted.

CARRIED (7/0) - 11/0429 - 16/06/2026

4 DECLARATION OF INTEREST

4.1 Elected members

Moved: Councillor Henderson
Seconded: Deputy Mayor Bayliss

1. THAT the Declaration of Interest received from Councillor Kanyai for Item 12.1.4 Community Funding Program - Amber NT, be received and noted.
2. THAT the Declaration of Interest received from Councillor Kanyai for Item 12.1.5 Community Funding Program - Grassroots Action Palmerston Aboriginal Corporation be received and noted.

CARRIED (7/0) - 11/0430 - 16/06/2026

4.2 Staff

Nil

Initials: _____

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

Moved: Deputy Mayor Bayliss
Seconded: Councillor Henderson

THAT the Minutes of the Council Meeting held on 2 June 2026 pages 12162 to 12177 be confirmed.

CARRIED (7/0) - 11/0431 - 16/06/2026

5.2 Business arising from previous meeting

Nil

6 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Councillor Kanyai

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

CARRIED (7/0) - 11/0432 - 16/06/2026

7 DEPUTATIONS AND PRESENTATIONS

7.1 INPEX Carbon Capture and Storage Annual Update

*Deputy Mayor Bayliss left the meeting at 5:56pm.
Deputy Mayor Bayliss returned to the meeting at 5:57pm.*

Moved: Deputy Mayor Bayliss
Seconded: Councillor Kanyai

THAT the presentation by Mr Jake Prout, Environment Lead, Ms Cara Burke, Lead Stakeholder Engagement, and Mr Brett Shoebridge, Ichthys CCS Project Construction Manager from INPEX, on the INPEX Carbon Capture and Storage Annual Update be received and noted.

CARRIED (7/0) - 11/0433 - 16/06/2026

Initials: _____

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

9.1.1 2026-27 Budget Development – Workshop 1

Moved: Councillor Bayliss
Seconded: Councillor Morrison

1. THAT Report entitled 2026-27 Budget Development – Workshop 1 be received and noted.
2. THAT Council endorses the rate identified in the Long-Term Financial Plan 2026-27 forecast of 4.9%, to be used for the purposes of modelling the 2026/27 Budget.
3. THAT the decision be moved to the open at the same meeting of the adoption of the 2026/27 Municipal Plan.

CARRIED (6/0) - 11/0134 - 18/11/2025

9.1.2 Community Plan Health Check Update - December 2025

Moved: Councillor Bayliss
Seconded: Councillor Kanyai

1. THAT Report entitled Community Plan Health Check Update - December 2025 be received and noted.
2. THAT Council endorse the updated project delivery time frame for the Community Plan Health Check 2025-26 of March to May 2026.
3. THAT this decision be moved into the open minutes following adoption of the Municipal Plan at the Ordinary Council Meeting of 16 June 2026.

CARRIED (7/0) - 11/0168 - 9/12/2025

Initials: _____

9.1.3 2026-27 Budget Development - Workshop 2**Moved:** Councillor Henderson**Seconded:** Councillor Fraser

1. THAT Report entitled 2026-27 Budget Development - Workshop 2 be received and noted.
2. THAT Council endorses the following rating models to be used for the purposes of modelling the 2026/27 Budget:
 - i. 4.9% LTFP rate increase
 - ii. Rating model based on a 5.9% rate increase
3. THAT Council endorses the draft budget to consider;
 - i. Review and refinement of operational new initiatives,
 - ii. Options of reduced programs to reduce operational expenditure,
 - iii. Options for capital programs for each rating model,
 - iv. Potential alternative funding sources, such as internal borrowing, and
 - v. A model/s which incorporates the amendments to the Local Government Act regarding Community Housing Providers.
4. THAT a report regarding options for Facility Fees and Charges is provided to the 1st Ordinary Council Meeting of March 2026.
5. THAT the decision be moved to the open at the same meeting of the adoption of the 2026/27 Municipal Plan.

CARRIED (7/0) - 11/0257 - 17/02/2026**9.1.4 Domestic Waste Collection Service Levels****Moved:** Councillor Fraser**Seconded:** Councillor Kanyai

1. THAT Report entitled Domestic Waste Collection Service Levels be received and noted.
2. THAT Council undertakes consultation to inform and consult the community on waste collection behaviours and service levels, with a further report to be presented to Council to recommend the preferred service level option no later than the 1st Ordinary meeting of June 2026.
3. THAT these decisions are moved into open following the consultation period of the Domestic Waste and Recycling Collection tender.

CARRIED (7/0) - 11/0326 - 7/04/2026

Initials: _____

9.1.5 Leave of Absence Requests

Moved: Councillor Fraser
 Seconded: Deputy Mayor Bayliss

3. THAT the leave of absence request received from Councillor Hale for 4 to 9 June 2026 inclusive, for the reason of holiday, be approved.
4. THAT the leave of absence request received from Deputy Mayor Bayliss for 5 to 8 June 2026 inclusive, for the reason of holiday, be approved.
6. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/0354 - 21/04/2026

9.1.6 Leave of Absence Requests

Moved: Councillor Hale
 Seconded: Councillor Waters

2. THAT the leave of absence request received from Councillor Kanyai for 8 June 2026 to 10 June 2026 inclusive, for the reason of Professional Development, be approved.
4. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (8/0) - 11/0397 - 19/05/2026

9.1.7 Leave of Absence Requests

Moved: Deputy Mayor Bayliss
 Seconded: Councillor Kanyai

1. THAT the leave of absence request received from Councillor Morrison for 16 June 2026 to 17 June 2026 inclusive, for the reason of travelling for work, be approved.
4. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (7/0) - 11/0456 - 16/06/2026

9.2 Moving open items into confidential

Nil

Initials: _____

9.3 Confidential items

Moved: Councillor Henderson
Seconded: Deputy Mayor Bayliss

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

Item	Confidential Category	Confidential Clause
26.1.1	Council Committee Recommendations	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED (7/0) - 11/0434 - 16/06/2026

10 PETITIONS

Nil

11 NOTICES OF MOTION

Nil

Initials: _____

12 OFFICER REPORTS

12.1 Action reports

12.1.1 Community Plan Health Check - Community Panel Report

Moved: Councillor Kanyai

Seconded: Councillor Fraser

1. THAT Report entitled Community Plan Health Check - Community Panel Report be received and noted.
2. THAT Council thank the community members who contributed to the Community Plan Health Check consultation and Community Panel workshop for their time and involvement.
3. THAT Council note that a report exploring the themes of the Palmerston Community Plan Health Check 2026 Community Panel Report will be presented by August 2026.

CARRIED (7/0) - 11/0435 - 16/06/2026

12.1.2 Zuccoli Community Hub - Stage 3 Concept Design Community Consultation Outcomes

Moved: Deputy Mayor Bayliss

Seconded: Councillor Fraser

1. THAT Report entitled Zuccoli Community Hub - Stage 3 Concept Design Community Consultation Outcomes be received and noted.
2. THAT Council progress with the preliminary design of the community hall, community programs building and car park, with the outcomes of consultation to be incorporated where feasible and without compromising the flexibility of the spaces.
3. THAT Council finalise the concept design of the event zone, BBQ area, community backyard and picnic area, and garden of reflection with future targeted engagement to occur to finalise designs once funding is confirmed for these elements.
4. THAT Council update the concept design of the playground, considering feedback received and commit to future community engagement once funding is confirmed for this element.

CARRIED (7/0) - 11/0436 - 16/06/2026

Initials: _____

12.1.3 Community Funding Program - Palmerston Cricket Club**Moved: Councillor Fraser****Seconded: Councillor Hale**

1. THAT Report entitled Community Funding Program - Palmerston Cricket Club be received and noted.
2. THAT Council endorse Option One (1) of the report to approve the full sponsorship funding amount of \$10,000 to the Palmerston Cricket Club through the Community Funding Program.

CARRIED (7/0) - 11/0437 - 16/06/2026

Councillor Kanyai declared a conflict of interest and left the meeting at 6:39pm.

12.1.4 Community Funding Program - Amber NT**Moved: Councillor Henderson****Seconded: Councillor Waters**

1. THAT Report entitled Community Funding Program - Amber NT be received and noted.
2. THAT Council endorse Option One (1), to provide full funding amount at a cost of \$2,900 to Bereaved Parent Support NT Inc trading as Amber NT through a Community Grant of the Community Funding Program.

CARRIED (6/0) - 11/0438 - 16/06/2026**12.1.5 Community Funding Program - Grassroots Action Palmerston Aboriginal Corporation****Moved: Councillor Henderson****Seconded: Councillor Hale**

1. THAT Report entitled Community Funding Program - Grassroots Action Palmerston Aboriginal Corporation be received and noted.
2. THAT Council endorse option one (1) of this report, Council approves funding of \$6,435 to Grassroots Action Palmerston Aboriginal Corporation through the Community Funding Program.

CARRIED (6/0) - 11/0439 - 16/06/2026

Initials: _____

Councillor Kanyai returned to the Meeting at 6:49pm.

12.1.6 New Council Strategy - Communication and Engagement Strategy

Moved: Councillor Fraser
Seconded: Deputy Mayor Bayliss

1. THAT Report entitled New Council Strategy - Communication and Engagement Strategy be received and noted.
2. THAT Council endorses the draft Communication and Engagement Strategy provided in **Attachment 12.1.6.1** for consultation.
3. THAT a further report on the Communication and Engagement Strategy is presented to an Ordinary Council Meeting by September 2026.

CARRIED (7/0) - 11/0440 - 16/06/2026

12.1.7 Regional Capitals Australia - Renewal of Membership

Moved: Councillor Henderson
Seconded: Deputy Mayor Bayliss

1. THAT Report entitled Regional Capitals Australia - Renewal of Membership be received and noted.
2. THAT Council endorses City of Palmerston renewing Regional Capitals Australia membership for 2026-2027 with the Mayor as Council's representative.
3. THAT the Mayor be authorised to travel within Australia for Regional Capitals Australia business whilst City of Palmerston is a member of Regional Capitals Australia.
4. THAT a Report on continued City of Palmerston membership for Regional Capitals Australia in 2027-2028 be provided to Council for consideration once due.
5. THAT Council notes membership fees will increase to \$13,000 for the 2026-2027 year, which will be delivered within the existing budget.

CARRIED (7/0) - 11/0441 - 16/06/2026

Initials:

12.1.8 Adoption of the 2026-27 Municipal Plan and Budget**Moved:** Deputy Mayor Bayliss**Seconded:** Councillor Fraser

1. THAT Report entitled Adoption of 2026-27 Municipal Plan and Budget be received and noted.
2. THAT the Chief Executive Officer's Certificate of Assessment in accordance with Section 29(1) of the *Local Government (General) Regulations 2021* being **Attachment 12.1.8.1** to report entitled Adoption of 2026-27 Municipal Plan and Budget be received and noted.
3. THAT in accordance with Section 35(1) of the *Local Government Act 2019 (NT)* Council adopts the 2026-27 Municipal Plan and Budget at **Attachment 12.1.8.2** to report entitled Adoption of 2026-27 Municipal Plan and Budget.
4. THAT Council provides the adopted City of Palmerston 2026-27 Municipal Plan and Budget to the Department of Housing, Local Government and Community Development in accordance with Section 35 (2) of the *Local Government Act 2019 (NT)* before 30 June 2026.
5. THAT Council provides a copy of the adopted City of Palmerston 2026-27 Municipal Plan and Budget to the Minister for Local Government.
6. THAT Council adopts **Attachment 12.1.8.3** to report entitled Adoption of 2026-27 Municipal Plan and Budget as its Declaration of Rates and Charges 2026-27.
7. THAT Council notes the Declaration of Rates and Charges 2026-27 will be placed on the website advising residents of the Rates and Charges for 2026-27.

CARRIED (7/0) - 11/0442 - 16/06/2026Initials:

12.1.9 Adoption of 2027-2036 Long Term Financial Plan

Moved: Councillor Fraser
Seconded: Councillor Waters

1. THAT Report entitled Adoption of 2027-2036 Long Term Financial Plan be received and noted.
1. THAT Council adopts City of Palmerston's Long Term Financial Plan 2027-2036 at **Attachment 12.1.9.1** to Report entitled Adoption of 2027-2036 Long Term Financial Plan incorporating the minor amendments.
2. THAT Council provide the adopted Long Term Financial Plan 2027-2036 to the Department of Housing, Local Government and Community Development in accordance with Section 200 (4) of the *Local Government Act 2019* before 30 June 2026 with a copy also provided to the Minister for Local Government.

CARRIED (7/0) - 11/0443 - 16/06/2026

12.1.10 2025-26 Capital Budget Roll Over

Moved: Councillor Henderson
Seconded: Deputy Mayor Bayliss

2. THAT Report entitled 2025-26 Capital Budget Roll Over be received and noted.
3. THAT Council adopts the capital works rollover movements of \$2,631,536.65 as identified in Table 1 "2026-27 Capital Budget Rollover" contained in the Report entitled 2025-26 Capital Budget Roll Over, from the 2025-26 financial year to the 2026-27 financial year.
4. THAT Council adopts the following capital works rollover movements effective as at 30 June 2026:
 - a. \$1,727,369.77 transferred to Unexpended Capital Works Reserve.
 - b. \$48,013.88 transferred to Waste Reserve.
 - c. \$856,153.00 will remain in Grants Liability.

Initials: _____

2. THAT Council adopts the capital works rollover movements and associated expenditure effective as at 1 July 2026 of:
 - a. \$1,727,369.77 transferred from Unexpended Capital Works Reserve.
 - b. \$48,013.88 transferred from Waste Reserve.
 - c. \$856,153.00 will be recognised as Capital income once the income recognition criteria is met, reducing the Unexpended Grants Liability.

CARRIED (7/0) - 11/0444 - 16/06/2026

12.1.11 Risk Management and Audit Committee Open Minutes 26 May 2026

Moved: Deputy Mayor Bayliss
Seconded: Councillor Hale

1. THAT Report entitled Risk Management and Audit Committee Open Minutes 26 May 2026 be received and noted.
2. THAT the Unconfirmed Risk Management and Audit Committee meeting minutes provided at **Attachment 12.1.11.1** to report entitled Risk Management and Audit Committee Open Minutes 26 May 2026 be received and noted.
3. THAT Council adopts the recommendation from the Risk Management and Audit Committee meeting held Tuesday, 26 May 2026, as follows:
 - a. THAT a Report is presented to Council to review the Risk Management and Audit Committee meeting schedule for 2026 including an additional 2 meetings.

CARRIED (7/0) - 11/0445 - 16/06/2026

Initials:

12.1.12 Council Policy Review - Elected Member Allowances and Expenses

Moved: Deputy Mayor Bayliss
 Seconded: Councillor Hale

1. THAT Report entitled Council Policy Review - Elected Member Allowances and Expenses be received and noted.
2. THAT Council endorse the amended Elected Members Allowances and Expenses Policy as at **Attachment 12.1.12.3** to Report entitled Council Policy Review - Elected Member Allowances and Expenses.

CARRIED (7/0) - 11/0446 - 16/06/2026

12.2 Receive and note reports**12.2.1 Major Capital Projects Update**

Moved: Councillor Kanyai
 Seconded: Councillor Hale

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

CARRIED (7/0) - 11/0447 - 16/06/2026

12.2.2 Financial Report for the Month of May 2026

Moved: Councillor Fraser
 Seconded: Councillor Henderson

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

*General Manager People and Place left the meeting at 7:10pm.
 General Manager People and Place returned to the meeting at 7:12pm.*

CARRIED (7/0) - 11/0448 - 16/06/2026

Initials: _____

12.2.3 Marlow Lagoon Recreation Facility Masterplan Workshop - 3 June 2026

Moved: Deputy Mayor Bayliss
Seconded: Councillor Kanyai

THAT Report entitled Marlow Lagoon Recreation Facility Masterplan Workshop - 3 June 2026 be received and noted.

CARRIED (7/0) - 11/0449 - 16/06/2026

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil

13.2 Correspondence

13.2.1 Local Government Association of the Northern Territory call for nominations - NT Liveability Framework Working Group

Moved: Councillor Waters
Seconded: Councillor Henderson

THAT correspondence dated 5 June 2026 entitled Local Government Association of the Northern Territory call for nominations - NT Liveability Framework Working Group be received and noted.

CARRIED (7/0) - 11/0450 - 16/06/2026

14 REPORT OF DELEGATES

Nil

15 QUESTIONS BY MEMBERS

Moved: Councillor Henderson
Seconded: Mayor Pascoe-Bell

THAT the question asked by Councillor Henderson regarding the half basketball court damage and repairs, how we can stop this from occurring again, and the response provided by the Chief Executive Officer be received and noted.

CARRIED (7/0) - 11/0451 - 16/06/2026

Initials: _____

16 GENERAL BUSINESS

Nil

17 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Waters
Seconded: Deputy Mayor Bayliss

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 July 2026 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (7/0) - 11/0452 - 16/06/2026

18 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Waters
Seconded: Councillor Kanyai

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) - 11/0453 - 16/06/2026

The open section of the meeting closed at 7:28pm for the discussion of confidential matters.

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Bayliss

THAT the meeting be adjourned for 10 minutes for a break.

CARRIED (7/0) - 11/0454 - 16/06/2026

The meeting adjourned at 7:28pm.

Deputy Chief Executive Officer left the meeting at 7:28pm.

Initials: _____



The closed section of the meeting reopened at 7:35pm.

The Chair declared the meeting closed at 8:20pm.

UNCONFIRMED

Chair

Print Name

Date

Initials: