

AGENDA



1st ORDINARY COUNCIL MEETING

TUESDAY 1 SEPTEMBER 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.

NADINE NILON
ACTING 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

1. THAT the Minutes of the Special Council Meeting held on 18 August 2026 pages 12259 to 12261 be confirmed.
2. THAT the Minutes of the Ordinary Council Meeting held on 18 August 2026 pages 12265 to 12291 be confirmed.
3. THAT the Minutes of the Special Council Meeting held on 26 August 2026 pages 12297 to 12299 be confirmed.

5.2 Business arising from previous meeting

6 MAYORAL REPORT

7 DEPUTATIONS AND PRESENTATIONS

7.1 Lei Lithium Project

THAT the presentation by Bryce Healy, General Manager Exploration and Development for Lithium Plus Minerals Pty Ltd, and Peter Habermann, Senior Project Manager for Projectick Pty Ltd, on the Lei Lithium Project be received and noted.

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	Contract and Tender Assessment and Award	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
26.1.2	Matters Relating to Council Staff and or Elected Members	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

10 PETITIONS

11 NOTICES OF MOTION

12 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.1
Report Title:	Electric Vehicle Chargers
Meeting Date:	Tuesday 1 September 2026
Author:	Manager Civil Operations, Jenna Maloney
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 proposes that Council implement user charges for the use of the electric vehicle (EV) charger at the Palmerston Recreation Centre, to support the sustainable operation, maintenance, and renewal of the asset.

Key messages

- Council has been providing a free EV charger at the Palmerston Recreation Centre car park since 2020.
- Average annual life cycle cost for providing the service is \$8,071.
- Introduction of a user charge is being recommended as a fairer distribution of costs to the community.
- Introduction of a user charge of \$0.70/kWh (ex GST) for the EV charger is consistent with nearby market rates and will partially offset the costs of providing the charger.

Recommendation

1. THAT Report entitled Electric Vehicle Chargers be received and noted.
2. THAT Council endorse the introduction of a \$0.70/kWh (ex GST) user charge for the Palmerston Recreation Centre Car Park EV charger, effective from 1 November 2026.

Background

Council provides an Electric Vehicle (EV) charging station with two (2) ports at the Palmerston Recreation Centre car park. Additionally, Council has two (2) charging ports in the reserved bays the Civic Plaza Car Park which have been available for use to the public, but these are not advertised or mapped¹. The only other publicly available charger in Palmerston is a commercial charger with four (4) bays available at Zuccoli IGA, this is a user-pays service and is operated by an external vendor.



Figure 1: EV charger, Palmerston Recreation Centre car park

Installation and operation

Council installed the EV charger at the Palmerston Recreation Centre car park in 2020 for a cost of \$33,683. The City of Palmerston Deputy Mayor in 2020, Tom Lewis, said that the installation meets outcomes of City of Palmerston's Community Plan including having a future focus and facilitating environmental stability for the city.

This unit failed and was found to be unsuitable for the local conditions and required replacement following a lightning strike.

Subsequently the original unit was replaced with an EVup charger in 2023 at a cost of \$15,278.

¹ <https://evcharginglocations.com.au/nt/darwin/>

Since 2023, the asset has experienced vandalism, intermittent faults, and ongoing operational challenges, including reliance on proprietary systems and lack of local technical support. Users have expressed frustration around the periods of downtime.

Costs to operate the EV charger are shown in **Table 1** below. Reactive costs for the charger are highly variable and difficult to predict.

Description	Cost \$ (ex. GST)
Capital costs	\$48,961
Scheduled, including energy and subscription (annual)	\$2,990
Reactive repairs (annual)	\$1,817

Table 1: capital, scheduled and reactive costs

Over the predicted 15-year lifespan of the charger, the total life cycle cost is \$121,066 and has an average annual cost of \$8,071. Note that there is uncertainty in this value due to the variability of reactive costs.

Use

In the month to 12 August, 61 charging sessions were completed, delivering 786kWh of energy. On average, users drew 13kWh, which is around 20% of a full charge in a 90-minute charging session. This slow rate of charging implies that vehicles are often left at the charger when already fully charged.

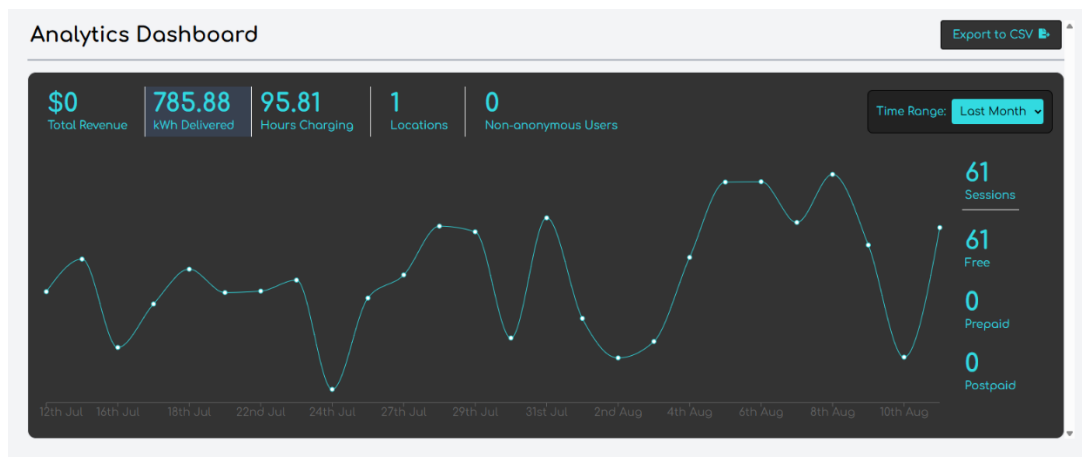


Figure 2: energy consumption through the EV charger

Discussion

The provision of EV charging facilities by Council aligns with the principles of Council's City Centre Parking Policy. The provision of free charging aligns with Council's preference of providing free services to the community to maximise accessibility, however there is now a risk that this competes with current, alternative EV charging suppliers.

Although there is currently limited competition in a small market for EV charging, there is a risk that not charging users for the service could be deterring private sector investment in the local market.

The number of EVs is currently increasing and is expected to continue, requiring an increase in rollout of charging infrastructure. This will likely increase demand for this charger and may warrant additional chargers in the Palmerston City Centre provided by Council or the private sector.

With the current pricing structure (i.e. free) and system in place, Council is unable to determine the number of customers using the charger. However, anecdotally is understood to be used repeatedly by a smaller number of users.

Should Council implement a charge, a rate is configurable within the existing subscription. As an example of market charges, the commercial charger at Zuccoli IGA is set to charge users \$0.70/kWh (ex. GST)².

In considering the cost to supply the service, the overall accessibility of it as a community service, and the market conditions, it is considered timely for a user pays model to be introduced. This would be similar to facility hire, where the person receiving the benefit pays for the service. The impact of the introduction of the charge may disrupt the existing users, however, unlike some users of other free Council services (e.g. SWELL), it is more likely the socio-economic status of an EV owner is such that they can afford to pay for the service.

The benefits of implementing a charge include:

- Fairer distribution of service costs to community.
- Reduced impact on Council's operating budget.
- May result in additional private investment of chargers.
- May free up charger for use by tourists and visitors.

Disadvantages include:

- May result in negative feedback from some users who previously enjoyed the free service.
- Potentially lower overall use of the service.

Recommendation

Adoption of a user-pays model aligned with market rates will potentially offset operational costs continuing to provide an EV charging facility within the Palmerston CBD.

It is recommended to adopt a rate of \$0.70/kWh (ex GST) to align with the current market, with the rate to be reviewed annually as part of the annual fees and charges review.

² <https://evie.com.au/find-a-charger/>



Suitable notification would be communicated to users prior to implementation, so implementation is proposed from 1 November 2026 to allow time for these activities.

Additionally, minor work will be undertaken to isolate and lock the chargers at Civic car park outside of Council's operating hours.

Consultation and marketing

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

If a user charge is introduced, communication will occur with existing users in the form of signage at the charger, in advance of the commencement of the user charges with updates to websites used by EV owners, in conjunction with EVup.

Policy implications

The recommendation to adopt a user charge of \$0.70/kWh (ex GST) maintains the alignment of the service with the principles of Council's City Centre Parking Policy, including:

- Support business and commercial activity.
- Optimise the use and accessibility of infrastructure.

Budget and resource implications

Scheduled operational costs are expected to increase in line with electricity tariffs. Reactive costs are difficult to predict but maintenance costs may increase towards the end of the life of the charger. Council will need to continue to budget for the operational costs of the charger, including suitable contingency for reactive maintenance and repairs.

Based on recent use, the introduction of a \$0.70/kWh (ex GST) charge, revenue of up to \$6,600 per annum could be earned. However, the cost may deter some users, and actual revenue will be less.

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.

7. Environmental Sustainability

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

Strategies, framework and plans implications

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



Council officer conflict of interest declaration

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

Attachments

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.2
Report Title:	Council Policy Review - Whistleblower Policy
Meeting Date:	Tuesday 1 September 2026
Author:	Governance Lead, Angie Torr
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's endorsement of the reviewed Whistleblower Policy.

Key messages

- The Whistleblower Policy supports Council's obligations under the *Independent Commissioner Against Corruption Act 2017* (NT).
- The policy encourages staff to report wrongdoing safely and without fear of reprisal and provides clear procedures for reporting, investigation and protection of Whistleblowers.
- The policy was adopted by Council at the Ordinary Council Meeting of 3 February 2026.
- The policy was reviewed by the Risk Management and Audit Committee (RMAC) with feedback implemented into the review of the policy.
- The policy has been reviewed to consider the new *Integrity and Ethics Commissioner Act 2025* (NT).

Recommendation

1. THAT Report entitled Council Policy Review - Whistleblower Policy be received and noted.
2. THAT Council endorse the amended Whistleblower Policy as at **Attachment 12.1.2.3** to Report entitled Council Policy Review - Whistleblower Policy.

Background

The *Independent Commissioner Against Corruption Act 2017* (NT) places obligations on public officers, including Council staff and Elected Members, to report suspected misconduct, corruption or improper conduct. A dedicated Whistleblower Policy ensures Council provides a safe, transparent and legislatively compliant mechanism for disclosures.

At the 1st Ordinary Council Meeting of 3 February 2026 Council made the following decisions:

12.1.3 Council Policy - Whistleblower Policy

3. *THAT Report entitled Council Policy - Whistleblower Policy be received and noted.*
4. *THAT Council adopt the Whistleblower Policy at Attachment 12.1.3.1 to Report entitled Council Policy - Whistleblower Policy.*

CARRIED (8/0) - 11/0212 - 03/02/2026

The *Integrity and Ethics Commissioner Act 2025* (NT) (Integrity and Ethics Commissioner Act) was introduced as part of a reform of the Northern Territory's public sector integrity framework. The Integrity and Ethics Commissioner Act establishes the Integrity and Ethics Commissioner as the Territory's principal integrity officer, consolidating the functions of several existing agencies into a single office, including the Independent Commissioner Against Corruption.

Discussion

The Whistleblower policy has been developed in alignment with the *Independent Commissioner Against Corruption Act 2017* (NT) (the Act) and provides a framework for reporting suspected misconduct, corruption, maladministration or improper conduct within Council. A copy of the current policy provided at **Attachment 12.1.2.1**.

The Whistleblower Policy was reviewed, and a marked-up version of the policy is available at **Attachment 12.1.2.2**, having regard to the commencement of the Integrity and Ethics Commissioner Act.

While the new Act introduces significant reforms to the Northern Territory's integrity framework, including the establishment of the Integrity and Ethics Commissioner and the



consolidation of several functions, these changes have resulted in minimal amendments to the Whistleblower Policy.

This is because the Policy is primarily focused on Council's internal processes for reporting and managing public interest disclosures, which remain largely unchanged. The review therefore involved updating legislative references and ensuring consistency with the new integrity framework, rather than making substantive changes to the policy's intent, principles or operational requirements.

The feedback provided by RMAC was considered prior to the adoption of the Whistleblower Policy in February 2026.

The draft policy has been reviewed against similar policies developed by the City of Darwin, Alice Springs Town Council and Katherine Town Council and was determined to be in line with reporting requirements and fit for overall purpose.

A copy of the final policy is available at **Attachment 12.1.2.3**.

Consultation and marketing

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

- Senior Leadership Team.
- Risk Management and Audit Committee.

Policy implications

This report relates to Council's suite of governance and compliance policies and strengthens Council's fraud and corruption prevention framework.

Budget and resource implications

There are no direct budget or resource implications relating to the adoption of the Whistleblower Policy. Implementation will be managed within existing resources.

Risk, legal and legislative implications

Adopting this policy reduces legal and compliance risk by ensuring Council meets obligations under the Act. It also reduces reputational risk by demonstrating Council's commitment to transparency and accountability.

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.

- Fraud and Corruption Framework.

Council officer conflict of interest declaration

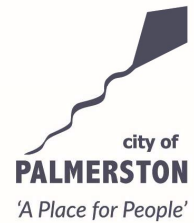
We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

Attachments

1. Council Policy - Whistleblower - Current [**12.1.2.1** - 6 pages]
2. Council Policy - Whistleblower - Marked Up [**12.1.2.2** - 6 pages]
3. Council Policy - Whistleblower - FINAL [**12.1.2.3** - 6 pages]

WHISTLEBLOWER

COUNCIL POLICY



PURPOSE

City of Palmerston is committed to fostering a culture of transparency and accountability by encouraging the disclosure of misconduct and corruption. City of Palmerston will create an environment where individuals will be empowered to report corrupt and illegal practices, without being subjected to retaliation.

PRINCIPLES

City of Palmerston is a public body as defined in section 16(1) of the *Independent Commissioner Against Corruption 2017* (NT) (the Act).

Mandatory reporting of suspected improper conduct applies to all public bodies and associated public officers as defined in section 16(2) of the Act.

Whistle-blowing protections are applicable to any person reporting suspected improper conduct as per section 146A of the Act.

DEFINITIONS

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

TERM	DEFINITION
Code of Conduct	means the City of Palmerston and Elected Members Code of Conducts as they apply to staff and Elected Members.
ICAC	Independent Commissioner Against Corruption.

TERM	DEFINITION
Improper Conduct	Section 9 of the Act defines improper conduct as: (a) corrupt conduct; (b) misconduct; (c) unsatisfactory conduct; (d) anti-democratic conduct; (e) conduct constituting an offence against the Act; (f) conduct (the secondary conduct) engaged in by any person in relation to conduct mentioned in paragraphs (a) to (e) (the primary conduct). Secondary conduct is conduct that would constitute an offence against one of the following sections of the <i>Criminal Code Act 1983</i> (NT) on the assumption that the primary conduct is an offence, whether or not the primary conduct is in fact an offence: (a) attempt (b) complicity and common purpose (c) innocent agency (d) incitement (e) conspiracy. Secondary conduct is taken to be the same type of improper conduct as the primary conduct to which it relates. Examples are available in section 9 of the Act.
Nominated Recipient	Pursuant to section 97 of the Act, a nominated recipient is a person appointed by the Chief Executive Officer. Nominated recipients act on behalf of City of Palmerston and are responsible for providing advice about the process of making a disclosure, receiving disclosures from employees, facilitating disclosures to the ICAC and protecting employees from retaliation. The Nominated Recipients for City of Palmerston are the Chief Executive Officer, General Manager Finance and Governance, and the General Manager People and Place
Protected Action	Section 92 of the Act states that a person takes protected action if: (a) the person, being an individual, makes a protected communication or (b) the person (whether or not an individual) takes another action in the course of, or for the purpose of: (i) complying with the ICAC Act or (ii) cooperating with a person or body performing functions under the ICAC Act. An action is not protected action if the person providing or communicating the information knows or believes the information is misleading.

TERM	DEFINITION
Protected Disclosure/Communication	Protected communication is information in a report made by a person to the ICAC when making a disclosure of improper conduct.
Protected Person	A Protected Person is a person who takes or has taken protected action.
Public Officer	Section 16(2) of the Act defines a Public Officer as a person who: (a) the holder of an office established under an Act who appointed by the Administrator or a minister; (b) a member, officer or employee of a public body; or (c) any other person engaged, whether under the <i>Contracts Act 1978</i> (NT) or otherwise, by or on behalf of a person mentioned above in relation to the performance of official functions.
Whistleblower	A Whistleblower is a person who makes a disclosure about improper conduct.

POLICY STATEMENT

1. Council Commitment

- 1.1. City of Palmerston is committed to the objectives of the Act and to ensure that its responsibilities under the Act are properly fulfilled.
- 1.2. City of Palmerston will provide education to staff to ensure they are aware of their mandatory reporting obligations under the Act.
- 1.3. Disclosures will be taken seriously, and prompt action will be taken to address any alleged improper conduct any investigation by ICAC is undertaken.
- 1.4. Employees who communicate their suspicion or allegation in good faith and out of genuine concern will be protected from reprisal and retaliation, regardless of the outcome.
- 1.5. The identity of a Whistleblower will be kept confidential wherever possible as anonymity is the best protection of a person from retaliation.
- 1.6. This policy is designed to complement normal communication channels between City of Palmerston management, staff and the public. Employees are encouraged to continue to raise matters at any time with their managers/team leaders, unless the matter is a mandatory report according to the Act.
- 1.7. City of Palmerston will adhere to the Act and any directions and guidelines issued by the ICAC to allow employees or members of the public to provide information in accordance with the Act.
- 1.8. Where allegations of misconduct are serious or substantiated, Council may refer the matter to the relevant external authority such as the Northern Territory Police, the Office of the Director of Public Prosecutions or ICAC.
- 1.9. Council may also undertake its own investigations and apply disciplinary or administrative action as appropriate.

2. Mandatory Reporting

- 2.1. All public officers of City of Palmerston must report any suspected corrupt conduct of anti-democratic conduct as soon as practical to ICAC. Using an internal process to report the conduct does not discharge this duty.
- 2.2. City of Palmerston will ensure that the mandatory reporting directions and guidelines issued by ICAC are made available to all employees and Elected Members either electronically or by hard copy.
- 2.3. City of Palmerston will provide mandatory training to ensure that all staff and Elected Members are aware of their reporting obligations under the Act, in particular, which types of conduct are required to be mandatory reported.

3. Making a disclosure/report

- 3.1. Mandatory disclosures can be made directly to ICAC or to City of Palmerston's Nominated Recipient.
- 3.2. City of Palmerston's Nominated Recipient must report mandatory disclosures about corrupt conduct and anti-democratic conduct to ICAC.
- 3.3. Voluntary reports about improper conduct (other than corrupt conduct and anti-democratic conduct) can be made to ICAC or the Nominated Recipient at any time.
- 3.4. Disclosures can be made verbally, in writing, by telephone or by email.
- 3.5. Disclosures can be made anonymously.

4. Prescribed public officers

- 4.1. In addition to reporting obligations for public officers, prescribed public officer must:
 - 4.1.1 Comply with the mandatory reporting directions issued in respect of all public officers.
 - 4.1.2 Report to the ICAC suspected misconduct or unsatisfactory conduct, unless the prescribed public officer knows that the conduct has already been reported to the ICAC.
 - 4.1.3 Report suspected misconduct or unsatisfactory conduct to the ICAC within four weeks of the conduct coming to that person's attention. The report should be accompanied by an explanation of action that has been, or is being, or is to be taken in respect of the matter.
- 4.2. The following are prescribed public officers:
 - 4.2.1 a nominated recipient
 - 4.2.2 the Chief Executive Officer of a local council; or
 - 4.2.3 the public officer who is responsible for the control and management of a public body, however described.

5. Whistleblower protection

- 5.1. City of Palmerston recognises the value of transparency and accountability in its administrative and management practices. CoP supports reporting that reveals improper conduct involving substantial mismanagement of public resources or conduct involving a substantial risk to public health and safety or the environment.

- 5.2. City of Palmerston does not tolerate improper conduct by its public officers, nor the taking of reprisals against those who come forward to report such conduct.
- 5.3. City of Palmerston will take every care to keep the identity of any person making a report confidential, subject to any legal requirements that are imposed on City of Palmerston to disclose information. The identity of a Whistleblower will be maintained as confidential in accordance with the Act. Confidentiality will remain in all circumstances, unless the Whistleblower consents to their identity being disclosed or disclosure is otherwise required so that the matter may be properly investigated.
- 5.4. Harassment, intimidation or other reprisal action against a person who discloses alleged improper conduct will not be tolerated and action will be taken in accordance with the Act and City of Palmerston's Code of Conduct against persons who indulge in harassment, intimidation or reprisal action.
- 5.5. If a whistleblower believes they are not safe or fear reprisal after making a disclosure, they should:
 - 5.5.1. Immediately inform the Chief Executive Officer or Nominated Recipient; or
 - 5.5.2. Report their concerns directly to an external body such as ICAC or the Northern Territory Police.
- 5.6. Council will take immediate steps to ensure the person's safety, which may include:
 - 5.6.1. Adjusting work arrangements or reporting lines;
 - 5.6.2. Providing access to employee support services or counselling;
 - 5.6.3. Implementing temporary protective measures; and
 - 5.6.4. Referring the matter to the relevant external agency.

6. Employees who are the subject of disclosures

- 6.1. City of Palmerston will afford natural justice to a person who is the subject of a report whilst the investigation is completed by ICAC.
- 6.2. City of Palmerston will give its full support to a person who is the subject of a report where ICAC has determined the allegations are unfounded or unsubstantiated.
- 6.3. If the matter has been reported, the Chief Executive Officer will consider any request by that person to issue a statement of support setting out that the allegations were clearly wrong or unsubstantiated.
- 6.4. City of Palmerston will follow the strategies outlined in the Act and associated regulations and guidelines to ensure that Whistleblower protections are in place.
- 6.5. Reporting alleged improper conduct to persons other than the above named, including the media, will not be protected under the Act.

7. Nominated Recipients

POSITION	CONTACT DETAILS
Chief Executive Officer	In person: Civic Plaza, 1 Chung Wah Terrace, Palmerston
General Manager Finance & Governance	Postal address: PO Box 1, Palmerston NT 0831
General Manager People & Place	

Further contact details will be made available on the City of Palmerston website

ASSOCIATED DOCUMENTS

- City of Palmerston – Codes of Conduct for Staff and Elected Members
- City of Palmerston Risk Management Policy
- City of Palmerston Fraud and Corruption Prevention Policy
- Office of the Independent Commissioner Against Corruption:
 - Guidelines for the minimisation of retaliation against protected persons, January 2024
 - Dealing with voluntary protected communications – directions and guidelines, January 2024
 - Mandatory reporting directions and guidelines, November 2023
 - Comprehensive information regarding disclosure, the role and powers of the Independent Commissioner Against Corruption, as well as links to the Act and the associated regulations and guidelines, are available at <https://icac.nt.gov.au/home>.

REFERENCES AND RELATED LEGISLATION

- *Independent Commissioner Against Corruption 2017 (NT)*
- *Information Act 2002 (NT)*
- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021*

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	611186	COUNCIL DECISION	[Council Decision]

WHISTLEBLOWER POLICY



COUNCIL POLICY

PURPOSE

City of Palmerston is committed to fostering a culture of transparency and accountability by encouraging the disclosure of misconduct and corruption. City of Palmerston will create an environment where individuals will be empowered to report corrupt and illegal practices, without being subjected to retaliation. The purpose of this policy is to promote a culture of integrity, transparency and accountability by supporting the reporting of suspected improper conduct, ensuring compliance with obligations under the Independent Commissioner Against Corruption Act 2017 (NT) (the Act), protecting persons who make disclosures in good faith from retaliation, and ensuring disclosures are managed fairly, confidentially and in accordance with the principles of natural justice.

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PRINCIPLES

City of Palmerston is committed to fostering a culture of integrity, transparency and accountability. Council encourages the disclosure of suspected improper conduct, misconduct, corruption, maladministration and other unlawful or unethical behaviour.

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City of Palmerston is committed to creating an environment in which employees, Elected Members, contractors, volunteers and members of the public feel confident and supported to raise concerns in good faith, without fear of retaliation, victimisation or adverse treatment.

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Council will ensure disclosures are managed confidentially, fairly and in accordance with legislative requirements, while supporting the principles of natural justice, procedural fairness and public accountability.

City of Palmerston is a public body as defined in section 16(1) of the Independent Commissioner Against Corruption 2017 (NT) (the Act).

Mandatory reporting of suspected improper conduct applies to all public bodies and associated public officers as defined in section 16(2) of the Act.

Whistle-blowing protections are applicable to any person reporting suspected improper conduct as per section 146A of the Act.

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Improper Conduct	Section 9 of the Act defines improper conduct as: (a) corrupt conduct; (b) misconduct; (c) unsatisfactory conduct; (d) anti-democratic conduct; (e) conduct constituting an offence against the Act; (f) conduct (the secondary conduct) engaged in by any person in relation to conduct mentioned in paragraphs (a) to (e) (the primary conduct). Secondary conduct is conduct that would constitute an offence against one of the following sections of the <i>Criminal Code Act 1983</i> (NT) on the assumption that the primary conduct is an offence, whether or not the primary conduct is in fact an offence: (a) attempt (b) complicity and common purpose (c) innocent agency (d) incitement (e) conspiracy. Secondary conduct is taken to be the same type of improper conduct as the primary conduct to which it relates. Examples are available in section 9 of the Act.
Nominated Recipient	Pursuant to section 97 of the Act, a nominated recipient is a person appointed by the Chief Executive Officer. Nominated recipients act on behalf of City of Palmerston and are responsible for providing advice about the process of making a disclosure, receiving disclosures from employees, facilitating disclosures to the ICAC and protecting employees from retaliation. The Nominated Recipient for City of Palmerston is the General Manager Finance and Governance.
Protected Action	Section 92 of the Act states that a person takes protected action if: (a) the person, being an individual, makes a protected communication or (b) the person (whether or not an individual) takes another action in the course of, or for the purpose of: (i) complying with the ICAC Act or

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TERM	DEFINITION
	(ii) cooperating with a person or body performing functions under the ICAC Act. An action is not protected action if the person providing or communicating the information knows or believes the information is misleading.
Protected Disclosure/Communication	Protected communication is information in a report made by a person to the ICAC when making a disclosure of improper conduct.
Protected Person	A Protected Person is a person who takes or has taken protected action.
Public Officer	Section 16(2) of the Act defines a Public Officer as a person who: (a) the holder of an office established under an Act who appointed by the Administrator or a minister; (b) a member, officer or employee of a public body; or (c) any other person engaged, whether under the <i>Contracts Act 1978</i> (NT) or otherwise, by or on behalf of a person mentioned above in relation to the performance of official functions.
Whistleblower	A Whistleblower is a person who makes a disclosure about improper conduct.

POLICY STATEMENT

1. Council Commitment

1.

- 1.1. City of Palmerston is committed to the objectives of the Act and to ensure that its responsibilities under the Act are properly fulfilled.
- 1.2. City of Palmerston is a public body as defined in section 16(1) of the Act.
- 1.3. Mandatory reporting of suspected improper conduct applies to all public bodies and associated public officers as defined in section 16(2) of the Act.
- 1.4. Whistle-blowing protections are applicable to any person reporting suspected improper conduct as per section 146A of the Act.
- ~~1.1. City of Palmerston is committed to the objectives of the Act and to ensure that its responsibilities under the Act are properly fulfilled.~~
- ~~1.2.1.5.~~ City of Palmerston will provide education to staff to ensure they are aware of their mandatory reporting obligations under the Act.
- ~~1.3.1.6.~~ Disclosures will be taken seriously, and prompt action will be taken to address any alleged improper conduct whilst any investigation by ICAC is undertaken.
- ~~1.4.1.7.~~ ~~Employees~~ Any person who communicates their suspicion or allegation in good faith and out of genuine concern will be protected from reprisal and retaliation, regardless of the outcome.

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1.5.1.8. The identity of a Whistleblower will be kept confidential wherever possible as anonymity is the best protection of a person from retaliation.

1.6.1.9. This policy is designed to complement normal communication channels between City of Palmerston management, staff and the public. Employees are encouraged to continue to raise matters at any time with their managers/team leaders, unless the matter is a mandatory report according to the Act.

1.7.1.10. City of Palmerston will adhere to the Act and any directions and guidelines issued by the ICAC to allow employees or members of the public to provide information in accordance with the Act.

1.8.1.11. Serious and proven fraud and corruption will be referred to the Northern Territory Police

2. Mandatory Reporting

- 2.1. All public officers of City of Palmerston must report any suspected corrupt conduct of anti-democratic conduct as soon as practical to ICAC. Using an internal process to report the conduct does not discharge this duty.
- 2.2. City of Palmerston will ensure that the mandatory reporting directions and guidelines issued by ICAC are made available to all employees and Elected Members either electronically or by hard copy.
- 2.3. City of Palmerston will provide mandatory training to ensure that all staff and Elected Members are aware of their reporting obligations under the Act, in particular, which types of conduct are required to be mandatory reported.

3. Making a disclosure/report

3.1. The Chief Executive Officer may appoint one or more Nominated Recipients under section 97 of the ICAC Act.

3.1.3.2. Mandatory disclosures can be made directly to ICAC or to City of Palmerston's Nominated Recipient.

3.2.3.3. City of Palmerston's Nominated Recipient must report mandatory disclosures about corrupt conduct and anti-democratic conduct to ICAC.

3.3.3.4. Voluntary reports about improper conduct (other than corrupt conduct and anti-democratic conduct) can be made to ICAC or the Nominated Recipient at any time.

3.4.3.5. Disclosures can be made verbally, in writing, by telephone or by email.

3.5.3.6. Disclosures can be made anonymously.

4. Prescribed public officers

- 4.1. In addition to reporting obligations for public officers, prescribed public officer must:
 - 4.1.1 Comply with the mandatory reporting directions issued in respect of all public officers.
 - 4.1.2 Report to the ICAC suspected misconduct or unsatisfactory conduct, unless the prescribed public officer knows that the conduct has already been reported to the ICAC.
 - 4.1.3 Report suspected misconduct or unsatisfactory conduct to the ICAC within four weeks of the conduct coming to that person's attention. The report should be accompanied by an explanation of action that has been, or is being, or is to be taken in respect of the matter.

- 4.2. The following are prescribed public officers:
- 4.2.1 a nominated recipient
 - 4.2.2 the Chief Executive Officer of a local council; or
 - 4.2.3 the public officer who is responsible for the control and management of a public body, however described.

5. Whistleblower protection

- 5.1. City of Palmerston recognises the value of transparency and accountability in its administrative and management practices. [City of Palmerston CoP](#) supports reporting that reveals improper conduct involving substantial mismanagement of public resources or conduct involving a substantial risk to public health and safety or the environment.
- 5.2. City of Palmerston does not tolerate improper conduct by its public officers, nor the taking of reprisals against those who come forward to report such conduct.
- 5.3. City of Palmerston will take every care to keep the identity of any person making a report confidential, subject to any legal requirements that are imposed on City of Palmerston to disclose information. The identity of a Whistleblower will be maintained as confidential in accordance with the Act. Confidentiality will remain in all circumstances, unless the Whistleblower consents to their identity being disclosed or disclosure is otherwise required so that the matter may be properly investigated.
- 5.4. Harassment, intimidation or other reprisal action against a person who discloses alleged improper conduct will not be tolerated and action will be taken in accordance with the Act and City of Palmerston's Code of Conduct against persons who indulge in harassment, intimidation or reprisal action.

6. ~~People~~Employees who are the subject of disclosures

- 6.1. City of Palmerston will afford natural justice to a person who is the subject of a report whilst the investigation is completed by ICAC.
- 6.2. City of Palmerston will give its full support to a person who is the subject of a report where ICAC has determined the allegations are unfounded or unsubstantiated.
- 6.3. If the matter has been reported, the Chief Executive Officer will consider any request by that person to issue a statement of support setting out that the allegations were clearly wrong or unsubstantiated.
- 6.4. City of Palmerston will follow the strategies outlined in the Act and associated regulations and guidelines to ensure that Whistleblower protections are in place.
- 6.5. Reporting alleged improper conduct to persons other than the above named, including the media, will not be protected under the Act.

ASSOCIATED DOCUMENTS

- City of Palmerston – Codes of Conduct for Staff and Elected Members.
- City of Palmerston Risk Management Policy.
- City of Palmerston Fraud and Corruption Prevention Policy.
- Office of the Independent Commissioner Against Corruption, Guidelines for the minimisation of retaliation against protected persons, January 2024.
- Office of the Independent Commissioner Against Corruption, Dealing with voluntary protected communications – directions and guidelines, January 2024.

- Office of the Independent Commissioner Against Corruption, Mandatory reporting directions and guidelines, November 2023.
- Comprehensive information regarding disclosure, the role and powers of the Independent Commissioner Against Corruption, as well as links to the Act and the associated regulations and guidelines, are available on their website <https://icac.nt.gov.au/home>.

REFERENCES AND RELATED LEGISLATION

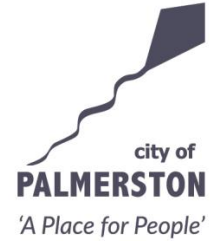
- *Independent Commissioner Against Corruption 2017 (NT)*
- *Integrity and Ethics Commissioner Act 2025 (NT)*
- *Information Act 2002 (NT)*
- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021*

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	611186	COUNCIL DECISION	[Council Decision]

WHISTLEBLOWER POLICY

COUNCIL POLICY



PURPOSE

The purpose of this policy is to promote a culture of integrity, transparency and accountability by supporting the reporting of suspected improper conduct, ensuring compliance with obligations under the Independent Commissioner Against Corruption Act 2017 (NT) (the Act), protecting persons who make disclosures in good faith from retaliation, and ensuring disclosures are managed fairly, confidentially and in accordance with the principles of natural justice.

PRINCIPLES

City of Palmerston is committed to fostering a culture of integrity, transparency and accountability. Council encourages the disclosure of suspected improper conduct, misconduct, corruption, maladministration and other unlawful or unethical behaviour.

City of Palmerston is committed to creating an environment in which employees, Elected Members, contractors, volunteers and members of the public feel confident and supported to raise concerns in good faith, without fear of retaliation, victimisation or adverse treatment.

Council will ensure disclosures are managed confidentially, fairly and in accordance with legislative requirements, while supporting the principles of natural justice, procedural fairness and public accountability.

DEFINITIONS

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

TERM	DEFINITION
Code of Conduct	The City of Palmerston and Elected Members Code of Conducts as they apply to staff and Elected Members.
ICAC	Independent Commissioner Against Corruption.

TERM	DEFINITION
Improper Conduct	Section 9 of the Act defines improper conduct as: (a) corrupt conduct; (b) misconduct; (c) unsatisfactory conduct; (d) anti-democratic conduct; (e) conduct constituting an offence against the Act; (f) conduct (the secondary conduct) engaged in by any person in relation to conduct mentioned in paragraphs (a) to (e) (the primary conduct). Secondary conduct is conduct that would constitute an offence against one of the following sections of the <i>Criminal Code Act 1983</i> (NT) on the assumption that the primary conduct is an offence, whether or not the primary conduct is in fact an offence: (a) attempt (b) complicity and common purpose (c) innocent agency (d) incitement (e) conspiracy. Secondary conduct is taken to be the same type of improper conduct as the primary conduct to which it relates. Examples are available in section 9 of the Act.
Nominated Recipient	Pursuant to section 97 of the Act, a nominated recipient is a person appointed by the Chief Executive Officer. Nominated recipients act on behalf of City of Palmerston and are responsible for providing advice about the process of making a disclosure, receiving disclosures from employees, facilitating disclosures to the ICAC and protecting employees from retaliation.
Protected Action	Section 92 of the Act states that a person takes protected action if: (a) the person, being an individual, makes a protected communication or (b) the person (whether or not an individual) takes another action in the course of, or for the purpose of: (i) complying with the ICAC Act or (ii) cooperating with a person or body performing functions under the ICAC Act. An action is not protected action if the person providing or communicating the information knows or believes the information is misleading.

TERM	DEFINITION
Protected Disclosure/Communication	Protected communication is information in a report made by a person to the ICAC when making a disclosure of improper conduct.
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Public Officer	Section 16(2) of the Act defines a Public Officer as a person who: (a) the holder of an office established under an Act who appointed by the Administrator or a minister; (b) a member, officer or employee of a public body; or (c) any other person engaged, whether under the <i>Contracts Act 1978</i> (NT) or otherwise, by or on behalf of a person mentioned above in relation to the performance of official functions.
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POLICY STATEMENT

1. Council Commitment

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- 1.6. Disclosures will be taken seriously, and prompt action will be taken to address any alleged improper conduct whilst any investigation by ICAC is undertaken.
- 1.7. Any person who communicates their suspicion or allegation in good faith and out of genuine concern will be protected from reprisal and retaliation, regardless of the outcome.
- 1.8. The identity of a Whistleblower will be kept confidential wherever possible as anonymity is the best protection of a person from retaliation.
- 1.9. This policy is designed to complement normal communication channels between City of Palmerston management, staff and the public. Employees are encouraged to continue to raise matters at any time with their managers/team leaders, unless the matter is a mandatory report according to the Act.
- 1.10. City of Palmerston will adhere to the Act and any directions and guidelines issued by the ICAC to allow employees or members of the public to provide information in accordance with the Act.
- 1.11. Serious and proven fraud and corruption will be referred to the Northern Territory Police.

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REFERENCES AND RELATED LEGISLATION

- *Independent Commissioner Against Corruption 2017 (NT)*
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- *Information Act 2002 (NT)*
- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021*

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Finance and Governance
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	611186	COUNCIL DECISION	[Council Decision]

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.3
Report Title:	Council Policy Review - Outdoor Dining
Meeting Date:	Tuesday 1 September 2026
Author:	Acting City Activation Manager, Sophie Walkington
Approver:	General Manager People and Place, Emma Blight

Community plan

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

Purpose

This Report seeks Council endorsement of the amended Outdoor Dining Policy.

Key messages

- Outdoor Dining is classified as an outdoor area within the public realm that provides tables and chairs for patrons of a business whose primary function is the provision of food and/or beverages, for the purpose of ongoing and consistent use.
- This policy is intended to encourage the practice of Outdoor Dining across the Palmerston area to ensure a vibrant yet safe economy.
- The current policy was endorsed on 5 April 2022 and is due for review.
- Minor changes have been included to improve clarity and update the policy to better reflect the current environment.
- This report recommends that the amended policy is endorsed.

Recommendation

1. THAT Report entitled Council Policy Review - Outdoor Dining be received and noted.
2. THAT Council endorses the amended Outdoor Dining Policy, being **Attachment 12.1.3.3**.

Background

The Outdoor Dining policy was endorsed by Council at the 1st Ordinary Council Meeting of 5 April 2022. Council made the following decisions:

13.1.3 Policy Review - Outdoor Dining

1. *THAT Report entitled Policy Review - Outdoor Dining be received and noted.*
2. *THAT Council endorses City of Palmerston Policy - Outdoor Dining being **Attachment 13.1.4.3** to Report entitled Policy Review - Outdoor Dining.*

CARRIED 10/266 – 5/04/2022

Council's current Outdoor Dining Policy can be found at **Attachment 12.1.3.1** and is due for review.

Discussion

Outdoor Dining is classified as an outdoor area within the public realm that provides tables and chairs for patrons of a business whose primary function is the provision of food and/or beverages, for the purpose of ongoing and consistent use. The purpose of the Outdoor Dining policy is intended to encourage the practice of outdoor dining across Palmerston whilst ensuring that the amenity, accessibility, safety and vibrancy within the public realm is maintained and enhanced.

It is important to note that the policy regulates the ongoing and consistent occupation of Council land by businesses providing food and/or beverages. It does not apply to temporary activations, events, markets, or Council-led place activation initiatives including the Pop-Up Dining program.

The current policy has been reviewed and adapted to reflect changes in the business environment and contemporary operating practises; several minor changes have been implemented. As seen in **Attachment 12.1.3.2**, these updates improve clarity and ensure the policy remains relevant and effective.

Subject to endorsement, Officers will consult the one (1) current Outdoor Dining permit holder which is overdue for renewal.

It is recommended that Council endorses the amended policy at **Attachment 12.1.3.3**.

Consultation and marketing

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

- Executive Leadership Team
- Executive Manager Projects & Civil Operations
- Executive Manager Organisational Performance
- Planning & Development Manager

Policy implications

If adopted, the proposed policy presented as **Attachment 12.1.3.3** will become Council Policy.

Budget and resource implications

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

Under Council's current Fees and Charges Schedule, there is no fee applicable for this permit.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance

Failure to effectively govern.

To ensure Council's policies remain fit for purpose, regular reviews of policies and procedures are required. This enables Council to respond proactively to emerging opportunities for growth and activation. Failure to review and adapt these frameworks may limit Council's ability to support local businesses, encourage economic development, and enhance the vibrancy of the community.

Strategies, framework and plans implications

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

- [Palmerston Local Economic Plan](#)

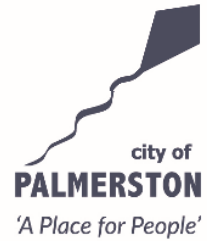
Council officer conflict of interest declaration

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

Attachments

1. 20220406 - Outdoor dining Council Policy (CURRENT) [12.1.3.1 - 3 pages]
2. Outdoor Dining Council Policy (Track Changes) [12.1.3.2 - 4 pages]
3. Outdoor Dining Council Policy (FINAL) [12.1.3.3 - 4 pages]

OUTDOOR DINING



COUNCIL POLICY

PURPOSE

This policy is intended to encourage the practice of outdoor dining across the Palmerston area whilst ensuring that the amenity and safety of streets and public places is maintained and that there is clear guidance and consistency with respect to outdoor dining.

PRINCIPLES

The City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

Underlying principles reflected in this policy are to:

- Encourage outdoor dining in areas that are suitable
- Add vibrance and activity, and improving safety to streets and public spaces whilst balancing existing amenity and character
- Encourage activities that contribute to the economy and amenity of Palmerston
- Designs are inclusive of and consider all users

DEFINITIONS

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

TERM	DEFINITION
Licensed	A business that holds a license under the <i>Liquor Act 2019</i>

POLICY STATEMENT

1.1. General

This Policy Statement sets out the application procedure and criteria for both **Non-Licensed** and **Licensed** dining activities on Council land.

The following applies to all outdoor facilities on Council land:

- 1.1.1. Ensure that Universal Design Principles and Crime Prevention through Environmental Design Principles are adhered to.
- 1.1.2. Outdoor dining areas are maintained in a clean, healthy and tidy manner, and remain an attractive element of the Public Realm to the satisfaction of the City of Palmerston.
- 1.1.3. Equitable access for all.
- 1.1.4. Generally outdoor cafés and dining areas in public places should be located adjacent to an existing indoor restaurant, bar or café and be an extension of this activity.
- 1.1.5. The design should consider cooling devices, weather protection and screens.
- 1.1.6. The design of the area must incorporate compliant disability access.
- 1.1.7. Outdoor dining areas should be integrated into the street in a way that does not compromise existing street activities, circulation requirements and pedestrian and traffic safety through maintaining adequate clearances.
- 1.1.8. Permanent structures may be considered.
- 1.1.9. A permit is required to operate any outdoor café or dining area located on public land.

1.2. Class 1 Application - Up to 4 tables/8 seats (whichever is the lesser)

Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:

- 1.2.1. Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
- 1.2.2. Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
- 1.2.3. Permits will be annual, and no security deposit is required.
- 1.2.4. The applicant will be required to satisfy all other standard or special permit conditions.

1.3. Class 2 Application - All other applications (with or without a Licence to Serve Alcohol)

Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:

- 1.3.1. A dimensioned drawing indicating the frontage of the site, the position of tables and chairs, and any street furniture or service infrastructure visible within the proposed site.
- 1.3.2. Consent in writing from the owner of the adjoining premises/business.
- 1.3.3. A photograph or brochure detailing the proposed furniture, accessories and fittings intended to be placed in the area.
- 1.3.4. An indication of the proposed permit term and any proposed permit conditions.
- 1.3.5. Where relevant the location and style of patron protection measures.
- 1.3.6. Details of how the dining area will be delineated from the public area.

1.3.7. The application being for the area directly adjacent the business to which it relates and not exceeding the lateral boundaries.

1.3.8. The style and look of the area must be in keeping with the character of the general area in which it is situated.

ASSOCIATED DOCUMENTS

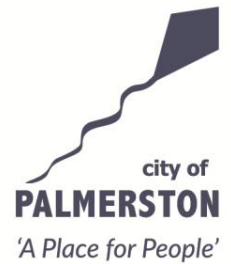
- City of Palmerston Annual Fees and Charges

REFERENCES AND RELATED LEGISLATION

- Palmerston (Public Places) By-Laws
- Palmerston (Signs, Hoarding and Advertising) By-Laws
- Disability Discrimination Act
- Local Government Act
- Tobacco Control Act
- Liquor Act Information Act 2002 (NT)

OWNER	CEO	RESPONSIBLE OFFICER	General Manager People and Place
APPROVAL DATE	5 April 2022	NEXT REVIEW DATE	4 April 2026
RECORDS NUMBER	498445	COUNCIL DECISION	10/266

OUTDOOR DINING



COUNCIL POLICY

PURPOSE

This policy is intended to encourage the practice of outdoor dining across the Palmerston area whilst ensuring that the amenity, accessibility, safety and vibrancy and safety of streets and public places within the public realm is maintained and enhanced. ~~is maintained and that there is clear guidance and consistency with respect to outdoor dining.~~

The Outdoor Dining Policy regulates the ongoing and consistent occupation of Council land by businesses providing food and/or beverages. It does not apply to temporary activations, events, markets, or Council-led place activation initiatives including the Pop-Up Dining program.

PRINCIPLES

City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

Underlying principles reflected in this policy are to:

- Encourage outdoor dining in areas that are suitable
- Add vibrance and activity, and improving safety to streets and public spaces whilst balancing existing amenity and character
- Encourage activities that contribute to the economy and amenity of Palmerston
- Designs are inclusive of and consider all users

DEFINITIONS

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

TERM	DEFINITION
Licenced	A business that holds a licensce under the <i>Liquor Act 2019</i>

TERM	DEFINITION
<u>Outdoor Dining</u>	<u>An outdoor area within the Public Realm that provides tables and chairs for patrons of a business whose primary function is the provision of food and/or beverages, for the purpose of ongoing and consistent use. This definition does not include pop-up dining arrangements.</u>
<u>Public Realm</u>	<u>The Public Realm is land that is used by the public as physical and social spaces where the public is entitled to have access for community, social and commercial interaction, and exchange. This includes, but is not limited to, streets, public square and civic spaces.</u>

POLICY STATEMENT

1. General

This Policy Statement sets out the application procedure and criteria for both Non-Licensed and Licensed dining activities on Council land.

The following applies to all outdoor facilities on Council land:

1.1. A permit is required to operate any outdoor café or dining area located on public land.

1.2. All permits are issued for a 12-month period. No security deposit is required. Renewals must be submitted prior to the permit expiry date.

~~1.1.1.3. Ensure that~~ Universal Design Principles and Crime Prevention through Environmental Design Principles should be applied to ~~are adhered~~ all design proposals to ensure that community safety is maintained and that the street is accessible to people of all ages and abilities.

~~1.2.1.4.~~ Outdoor dining areas are to be maintained in a clean, healthy and tidy manner, and remain an attractive element of the Public Realm to the satisfaction of the City of Palmerston.

~~1.3.1.5. Outdoor dining areas must provide~~ equitable access for all.

~~1.4.1.6. Generally~~ Outdoor cafés and dining areas in public places should be located adjacent to an existing indoor restaurant, bar or café and be an extension of this activity.

~~1.5.1.7.~~ The design should consider cooling devices, weather protection and screens.

~~1.6.1.8.~~ The design of the area must incorporate compliant disability access.

~~1.7.1.9.~~ Outdoor dining areas should be integrated into the street in a way that does not compromise existing street activities, circulation requirements and pedestrian and traffic safety through maintaining adequate clearances.

~~1.8.1.10.~~ Permanent structures such as shades, seating or tables may be considered on special merit. ~~Council will use its discretion on a case-by-case basis.~~

~~1.11. A permit is required to operate any outdoor café or dining area located on public land. Outdoor dining permits are for the placement of street furniture for the purpose of outdoor dining for the period of the outdoor dining permit. Once the Permit has expired or revoked, the area must be restored to its original condition to the satisfaction of the Chief Executive Officer of City of Palmerston and at no cost to Council.~~

2. Class 1 Application – ~~Up to 4 tables/8 seats~~ Up to four tables and a maximum of eight seats (whichever is the lesser)

Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:

- 2.1. Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
- 2.2. Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
- ~~2.3. Permits will be annual, and no security deposit is required.~~
- 2.3. The applicant will be required to satisfy all other standard or special permit conditions.
- 2.4. All applicants must comply with the applicable legislation, by-laws, regulations and Council policies listed below.
- 2.5. It is a requirement that the below be provided in their permit process:
 - a. Food Business Registration
 - b. Public Liability Insurance (minimum cover \$20,000,000) that list City of Palmerston as an interested party.
 - c. Photos or brochure of furniture (tables, chairs and barriers) that will be used.
 - d. A scaled site plan and floorplan must be submitted showing:
 - Dimensions of the total area including but not limited to the footpath, distances of tables to boundaries and other fixtures, and any other information deemed relevant
 - The exact location of the building, roads, car parks and proposed or existing street trees/furniture
 - The proposed location of tables, chairs and umbrellas including the seating configuration
- ~~2.4. • Compliant pedestrian thoroughfare~~

3. Class 2 Application – All other applications (with or without a Licence to Serve Alcohol)

Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:

- ~~3.1. A dimensioned drawing indicating the frontage of the site, the position of tables and chairs, and any street furniture or service infrastructure visible within the proposed site.~~
- ~~3.2. Consent in writing from the owner of the adjoining premises/business.~~
- ~~3.3. A photograph or brochure detailing the proposed furniture, accessories and fittings intended to be placed in the area.~~
- ~~3.4.3.1.~~ 3.1. An indication of the proposed permit term and any proposed permit conditions.
- ~~3.5.~~ 3.2. Where relevant the location and style of patron protection measures with
- ~~3.6.~~ 3.3. Details of how the dining area will be delineated from the public area.
- ~~3.7. The application being for the area directly adjacent the business to which it relates and not exceeding the lateral boundaries.~~
- 3.2. The style and look of the area must be in keeping with the character of the general area in which it is situated.

- 3.3. [Outdoor dining areas must not be used solely for the consumption of alcohol, and food must be available during all trading hours in which alcohol is served.](#)
- 3.4. [In addition to the list of required documents provided in Section 2.5, venues with liquor licencing must be able to also provide:](#)
- 3.4.1. [Current Liquor Licence, including trading hours and responsible service of alcohol](#)
- 3.4.2. [Proof of adequate toilet facilities](#)

ASSOCIATED DOCUMENTS

- City of Palmerston Annual Fees and Charges

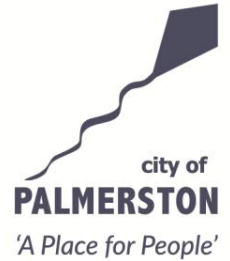
REFERENCES AND RELATED LEGISLATION

- *Palmerston (Public Places) By-Laws*
- *Palmerston (Signs, Hoarding and Advertising) By-Laws*
- *Disability Discrimination Act*
- *Local Government Act*
- *Tobacco Control Act*
- [Liquor Act](#)
- [Northern Territory Noise Management Framework](#)
-

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Finance and Governance General Manager Finance and Governance General Manager People and Place
APPROVAL DATE	2 April 2022 18 August 2026	NEXT REVIEW DUE	6 April 2026 6 April 2030
RECORDS NUMBER	498445	COUNCIL DECISION	10/266

OUTDOOR DINING



COUNCIL POLICY

PURPOSE

This policy is intended to encourage the practice of outdoor dining across Palmerston whilst ensuring that the amenity, accessibility, safety and vibrancy within the public realm is maintained and enhanced.

The Outdoor Dining Policy regulates the ongoing and consistent occupation of Council land by businesses providing food and/or beverages. It does not apply to temporary activations, events, markets, or Council-led place activation initiatives including the Pop-Up Dining program.

PRINCIPLES

City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

Underlying principles reflected in this policy are to:

- Encourage outdoor dining in areas that are suitable
- Add vibrance and activity, and improving safety to streets and public spaces whilst balancing existing amenity and character
- Encourage activities that contribute to the economy and amenity of Palmerston
- Designs are inclusive of and consider all users

DEFINITIONS

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

TERM	DEFINITION
Licensed	A business that holds a licence under the <i>Liquor Act 2019</i>
Outdoor Dining	An outdoor area within the Public Realm that provides tables and chairs for patrons of a business whose primary function is the provision of food and/or beverages, for the purpose of ongoing and consistent use. This definition does not include pop-up dining arrangements.

TERM	DEFINITION
Public Realm	The Public Realm is land that is used by the public as physical and social spaces where the public is entitled to have access for community, social and commercial interaction, and exchange. This includes, but is not limited to, streets, public square and civic spaces.

POLICY STATEMENT

1. General

This Policy Statement sets out the application procedure and criteria for both Non-Licensed and Licensed dining activities on Council land.

The following applies to all outdoor facilities on Council land:

- 1.1. A permit is required to operate any outdoor café or dining area located on public land.
- 1.2. All permits are issued for a 12-month period. No security deposit is required. Renewals must be submitted prior to the permit expiry date.
- 1.3. Universal Design Principles and Crime Prevention through Environmental Design Principles should be applied to all design proposals to ensure that community safety is maintained and that the street is accessible to people of all ages and abilities.
- 1.4. Outdoor dining areas are to be maintained in a clean, healthy and tidy manner, and remain an attractive element of the Public Realm to the satisfaction of the City of Palmerston.
- 1.5. Outdoor dining areas must provide equitable access for all.
- 1.6. Outdoor dining areas in public places should be located adjacent to an existing indoor restaurant, bar or café and be an extension of this activity.
- 1.7. The design should consider cooling devices, weather protection and screens.
- 1.8. The design of the area must incorporate compliant disability access.
- 1.9. Outdoor dining areas should be integrated into the street in a way that does not compromise existing street activities, circulation requirements and pedestrian and traffic safety through maintaining adequate clearances.
- 1.10. Permanent structures such as shades, seating or tables may be considered on special merit.
- 1.11. Once the Permit has expired or revoked, the area must be restored to its original condition to the satisfaction of the Chief Executive Officer of City of Palmerston and at no cost to Council.

2. Class 1 Application – Up to four tables and a maximum of eight seats (whichever is the lesser)

Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:

- 2.1. Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
- 2.2. Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
- 2.3. The applicant will be required to satisfy all other standard or special permit conditions.

- 2.4. All applicants must comply with the applicable legislation, by-laws, regulations and Council policies listed below.
- 2.5. It is a requirement that the below be provided in their permit process:
 - a. Food Business Registration
 - b. Public Liability Insurance (minimum cover \$20,000,000) that list City of Palmerston as an interested party.
 - c. Photos or brochure of furniture (tables, chairs and barriers) that will be used.
 - d. A scaled site plan and floorplan must be submitted showing:
 - Dimensions of the total area including but not limited to the footpath, distances of tables to boundaries and other fixtures, and any other information deemed relevant
 - The exact location of the building, roads, car parks and proposed or existing street trees/furniture
 - The proposed location of tables, chairs and umbrellas including the seating configuration
 - Compliant pedestrian thoroughfare

3. Class 2 Application – All other applications (with or without a Licence to Serve Alcohol)

Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:

- 3.1. An indication of the proposed permit term and any proposed permit conditions.
Where relevant the location and style of patron protection measures with details of how the dining area will be delineated from the public area.
- 3.2. The style and look of the area must be in keeping with the character of the general area in which it is situated.
- 3.3. Outdoor dining areas must not be used solely for the consumption of alcohol, and food must be available during all trading hours in which alcohol is served.
- 3.4. In addition to the list of required documents provided in Section 2.5, venues with liquor licencing must be able to also provide;
 - 3.4.1. Current Liquor Licence, including trading hours and responsible service of alcohol
 - 3.4.2. Proof of adequate toilet facilities

ASSOCIATED DOCUMENTS

- City of Palmerston Annual Fees and Charges

REFERENCES AND RELATED LEGISLATION

- *Palmerston (Public Places) By-Laws*
- *Palmerston (Signs, Hoarding and Advertising) By-Laws*
- *Disability Discrimination Act*
- *Local Government Act*
- *Tobacco Control Act*
- *Liquor Act*
- *Northern Territory Noise Management Framework*

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager People and Place
APPROVAL DATE	18 August 2026	NEXT REVIEW DUE	6 April 2030
RECORDS NUMBER		COUNCIL DECISION	

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.4
Report Title:	Palmy Sounds
Meeting Date:	Tuesday 1 September 2026
Author:	Acting City Activation Manager, Sophie Walkington
Approver:	General Manager People and Place, Emma Blight

Community plan

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

Purpose

This Report seeks Council endorsement to present Palmy Sounds in November 2026, facilitated in conjunction with Music NT.

Key messages

- The Creative Industries Plan 2023-2027 sets the strategic framework for arts, culture and creative industries in Palmerston.
- Palmy Sounds, hosted in conjunction with Music NT, is a two-event original music pilot program to be scheduled across two weekends in November 2026.
- The first event will be hosted in Palmerston Library, as a creative development day that is inclusive, accessible and designed for emerging professionals.
- The second weekend will be a live music activation to be held at a local Palmerston venue aiming to encourage more original music performances.
- The proposed program strongly aligns with several objectives within the Creative Industries Plan.

Recommendation

1. THAT Report entitled Palmy Sounds be received and noted.
2. THAT Council endorses the Palmy Sounds pilot program as outlined within Report entitled Palmy Sounds.

Background

The Creative Industries Plan 2023-2027 sets the strategic framework for arts, culture and creative industries in Palmerston. The Creative Industries Plan demonstrates Council's commitment to building and growing sustainable creative industries in Palmerston.

Council was provided with the annual update of the Creative Industries Plan 2023-2027 at the 2nd Ordinary Council of 18 August 2026. Council made the following decisions:

12.2.1 Creative Industries Plan 2023-2027 Annual Update

THAT Report entitled Creative Industries Plan 2023-2027 Annual Update be received and noted.

CARRIED (7/0) - 11/0562 - 18/08/2026

Within the last update to Council, a pilot program with Music NT was identified as a potential project for delivery. This report seeks Council's endorsement of the Palmy Sounds pilot program for 2026.

Discussion

Music NT has approached Council to partner in a pilot program, Palmy Sounds, a music skills development and activation initiative. The program has been identified from a gap analysis with music activities across the Northern Territory and will aim to support local musicians through capacity building opportunities and through activating a local venue with live performances.

As a pilot two-event original music program scheduled across two weekends in November, the program will strategically align with Australian Music month to support traction and to continue to grow Palmerston's image of supporting the Creative Industries.

Over the first weekend, a creative development day will be hosted for emerging professionals at the City of Palmerston Library. The activation will comprise two professional development panel sessions, live recording sessions in Gulwa Studio for emerging artists and DIY engineers and a special intimate performance from Palmerston's notable artists and performers.

The focus of the development day will be to provide networking opportunities, access to professional advice and practical skill development through an initiative that is inclusive, accessible and tailored to the needs of the community. Building on Council's recently completed accessibility upgrades to the Gulwa Studio, this program will equip participants with the skills, knowledge and confidence required to independently access and utilise the recording studio. It is anticipated that this will support increased community participation and encourage greater use of the studio.



Over the second weekend, a live music activation will take over a local venue to showcase original music in Palmerston and provide economic benefits through increased visitation and local spending. This activation will provide employment opportunities for local musicians and upskill music and film production students through hands-on industry experience.

The combination of activities within the pilot program strongly aligns with several objectives within the Creative Industries Plan whilst remaining a progressive and unique program for Palmerston. The program will provide valuable professional development opportunities for artists living and working in Palmerston while also creating pathways for emerging musicians and industry professionals.

This pilot program will also strengthen relationships with key industry organisations such as Music NT, fostering collaboration and support for the local creative sector. Pending the success of this pilot, Council can explore opportunities of expanding and further developing the program in future years, building on the impact and growth of the creative industries within Palmerston.

It is recommended that Council endorses the Palmy Sounds pilot program.

Consultation and marketing

If endorsed, a six-week marketing campaign will be delivered to promote the program through City of Palmerston's usual channels and supported by Music NT.

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

- Marketing & Communications Manager
- Library Services Manager
- City Activation Officer

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

- Music NT

Policy implications

There are no policy implications for this Report.

Budget and resource implications

The total project cost will not exceed \$20,000 which will be funded through the current approved Arts & Culture operational budget. Applicable grant funding will be explored.

Risk, legal and legislative implications

This Report addresses the following City of Palmerston Strategic Risks:

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



Failure to support this program may represent a missed opportunity to deliver initiatives that directly align with and advance multiple objectives of the Creative Industries Plan.

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

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.5
Report Title:	Northern Territory Remuneration Tribunal 2027 Allowances Submission
Meeting Date:	Tuesday 1 September 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 approval of a City of Palmerston submission to the Northern Territory Remuneration Tribunal regarding Local Government Councils and Local Authority Member allowances for 2027.

Key messages

- The Northern Territory Remuneration Tribunal has commenced an inquiry into Local Government Councils and Local Authority Members allowances.
- If completed on or before 1 February 2027, the inquiry will lead to a determination that applies to Elected Members' allowances from 1 July 2027.
- City of Palmerston has been invited to make a written submission.
- Council has raised a number of issues, including allowance increases are indexed to the Wage Price Index annually; establishment of a separate compliance and governance allowance to fund mandatory training and governance obligations; and that the Professional Development Allowance remains insufficient.
- This report recommends that City of Palmerston endorse a submission to the Northern Territory Remuneration Tribunal inquiry.

Recommendation

1. THAT Report entitled Northern Territory Remuneration Tribunal 2027 Allowances Submission be received and noted.
2. THAT Council endorse the submission to the Northern Territory Remuneration Tribunal Inquiry into Local Government Councils and Local Authority Member allowances 2027 being **Attachment 12.1.5.1** to report entitled Northern Territory Remuneration Tribunal 2027 Allowances Submission.

Background

The *Local Government Act 2019* (NT) (the Act) establishes that a member of Council is entitled to be paid allowance or allowances determined by the Northern Territory Remuneration Tribunal (the Tribunal) under section 7B of the *Assembly Members and Statutory Officer (Remuneration and Other Entitlements) Act 2006* (NT).

Since 2022, the Tribunal has undertaken an annual inquiry into Local Government Councils and Local Authority Members allowances. The last review was conducted in September 2025 for allowances commencing in the 2026/27 financial year. Councils were invited to make submissions, which City of Palmerston accepted. Council provided the following feedback:

AREA	FEEDBACK
Councillor allowances	That all allowances are indexed to the Wage Price Index annually but that, at a minimum, the Councillor and Principal Member Allowances are.
Mayoral allowance	That the Mayoral and Principal Member allowance for City of Palmerston is increased to reflect the population growth and associated responsibility for the Palmerston local government area.
Extra Meeting Allowance	Expanding the cap on Extra Meeting Allowance to \$15,000 to account for the significant levels of development and community engagement undertaken by Elected Members in meeting the expectations of the community.
Vehicle Allowance	Reducing the Vehicle Allowance for the Deputy Mayor and Elected Members in a municipal setting to allow for an increase in the Extra Meeting Allowance, as the vehicle allowance is rarely utilised in this context.
Governance allowance	Exclude Governance-related meetings/activities such as induction, mandatory training, committees required under the Act and budget development workshops from the Extra Meeting/Activity Allowance cap. This is to ensure that Elected Members are properly trained and equipped to fulfil their roles and enhancing the quality of decision-making, ultimately reducing organisational risk.

AREA	FEEDBACK
Professional Development Allowance	An increase of \$1,000 for the Professional Development Allowance, bringing it to \$6,000 per annum. Establishing a separate allowance for travel costs related to Professional Development. Establishing a separate allowance to cover the cost of attending an Australian Institute of Company Directors course.
Resettlement allowance	A resettlement allowance for Principal Members.
Superannuation	That the Tribunal raise the inclusion of superannuation for Elected Members in legislation with the Minister for Local Government.

The 2026 Determination saw an increase to the Professional Development Allowance to \$7,500, an increase of 3% to the Councillor's Allowance, an increase of \$2,000 to the Mayor and Principal Member Allowance and increased the Extra Meeting Allowance to \$12,000. Both the Governance and Resettlement Allowances were not included in this Determination, and no changes were made to the Vehicle Allowance.

If completed on or before 1 February 2027, the current inquiry will lead to a determination that applies to Elected Members' allowances from 1 July 2027.

This report seeks Council endorsement of a submission to the Tribunal's inquiry on Local Government Council and Local Authority members' allowances.

Discussion

Key issues that Council has identified to provide feedback on in 2026 through the draft submission at **Attachment 12.1.5.1** are summarised below.

Councillor's Allowance

Councillor allowances were increased by 3% in 2026/27, with the Tribunal noting this was in recognition of movements in earnings within Australia and the Northern Territory.

The Fair Work Commission enacted a 4.75% increase to the National Minimum Wage starting 1 July 2026.

To better recognise the responsibilities of the role and maintain the effectiveness of local government leadership, it is recommended that Councillor Allowances be indexed to the Wage Price Index. Indexation would provide a transparent and consistent approach to maintaining the value of allowances, ensuring they remain aligned with economic conditions and the increasing demands placed on Elected Members. It would also support the attraction and retention of capable and experienced individuals who can make a meaningful contribution to the governance and strategic direction of the Council.

City of Palmerston requests:

- That all allowances are indexed to the Wage Price Index annually but that, at a minimum, the Councillor's Allowance is.

Mayoral and Principal Member Allowance

The Mayoral allowance increased by \$2,000 in 2026/27, with the Tribunal noting it was to recognise the increase in extra meeting allowance claimable by all other Elected Members. There was no increase similar to the 4% applied for 2025/26 to address relativities between Councillor and Mayoral allowances.

While the level of involvement of a Principal Member may vary, effective leadership of a council requires significant ongoing engagement in governance, community representation and oversight of council operations. The responsibilities of the role extend well beyond formal meetings and statutory obligations, requiring a substantial time commitment throughout the year.

It is therefore recommended that the Mayoral and Principal Member Allowance for City of Palmerston be increased to better reflect growth and the associated responsibilities of the role, and that the allowance be indexed to the Wage Price Index to ensure its value is maintained over time.

The following table provides a summary of the 2025/26 to 2026/27 Principal Member allowances, along with the respective municipal population (as of June 2025 ABS data).

The respective Wage Price Index increase for this period was 2.8%, and CPI for Darwin All Groups was 3.6%. Therefore, as shown in Table 1, the average increase of 1.6% across the municipalities is well below both indices.

Table 1

MUNICIPALITY	JUNE 2025 POPULATION	MAYORAL ALLOWANCE 2025/26	MAYORAL ALLOWANCE 2026/27	ALLOWANCE INCREASE
Darwin	90035	132288	134288	1.5%
Palmerston	42748	95680	97680	2.1%
Alice Springs	30875	92560	94560	2.2%
Litchfield	24849	86320	88320	2.3%
Katherine	11282	85280	85280	0.0%

City of Palmerston requests:

- That the Mayoral and Deputy Mayor allowance is indexed to the Wage Price Index.

Extra Meeting/Activity Allowance

In 2026/27, the Tribunal increased the cap on the Extra Meeting/Activity Allowance to \$12,000 from \$10,000 and clarified that induction and mandatory Department training should be funded through the Professional Development Allowance rather than counted towards the cap.

While this change provides greater flexibility within the Extra Meeting/Activity Allowance, it does not increase the overall resources available to Elected Members, as professional development budgets must now absorb these additional mandatory induction and training costs.

The current allowance cap remains insufficient to reflect the significant level of governance, professional development and community engagement expected of Elected Members. In 2023/24, 2024/25 and 2025/26 the majority of Councillors reached the cap within the first half of the year and continued to participate in activities unpaid. It is therefore recommended that the Extra Meeting/Activity Allowance cap be increased to \$15,000 per annum.

In addition, a separate compliance and governance allowance should be considered to recognise mandatory training, governance obligations and other statutory responsibilities, providing a more appropriate and transparent framework for supporting Elected Members in the performance of their roles.

Council's preferred approach is the establishment of a dedicated compliance and governance allowance rather than the continued expansion of existing allowance categories. This would provide a clear and transparent funding mechanism for mandatory governance activities while preserving the Extra Meeting/Activity Allowance for community engagement, representation and discretionary council activities.

City of Palmerston requests:

- Increase the cap on Extra Meeting Allowance to \$15,000 to account for the significant levels of development and community engagement undertaken by Elected Members in meeting the expectations of the community.
- Introduction of a separate compliance and governance allowance.

Professional Development Allowance

While the increase in the Professional Development Allowance to \$7,500 per annum, together with the ability to carry forward up to 50% of unspent funds, is welcomed, the allowance remains insufficient to support participation in recognised governance programs such as the Australian Institute of Company Directors course. Course fees alone can exceed \$16,000, with additional travel and accommodation costs often required due to limited local training opportunities.

The decision to fund induction and mandatory Department training through the Professional Development Allowance further reduces the funding available for broader leadership and governance development. In addition, the current monthly accrual model can disadvantage newly elected members, who often require immediate access to training and development opportunities at the commencement of their term. Consideration should

be given to increasing the allowance and adopting a more flexible allocation model that better aligns with council election cycles and the professional development needs of Elected Members.

Council considers that mandatory governance and compliance obligations should be funded through a dedicated Compliance and Governance Allowance, allowing the Professional Development Allowance to focus on broader leadership, governance and capability development opportunities.

City of Palmerston requests:

- Establish a separate allowance for travel costs related to Professional Development.
- Introduction of a separate allowance to cover the cost of attending an Australian Institute of Company Directors course.
- Introduction of a flexible funding model.

Resettlement allowance

City of Palmerston has recommended previously that the Tribunal consider introducing a Resettlement Allowance for Principal Members, recognising the significant personal and financial sacrifices associated with holding office. Consideration should be given to the legislative framework, the nature of the role and the implications for those who exit public office without access to long service leave or other employment protections.

City of Palmerston requests:

- Introduction of a resettlement allowance for Principal Members.

Recommendation

It is recommended that the City of Palmerston submission to the Tribunal at **Attachment 12.1.5.1** is endorsed.

Consultation and marketing

Due to the short timeframe to provide submissions, attendance by the Tribunal members at a Council Meeting was not possible.

Policy implications

Elected Members are provided with financial support in recognition of the significant level of voluntary work required to represent their community. Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner through a policy that ensures the proper use of Council resources in the most efficient and cost-effective way.

Budget and resource implications

Allowances are paid in accordance with the *Remuneration Tribunal Report and Determination No. 1 of 2026 - Allowances for Members of Local Government Councils* and Council Policy Elected Member Allowances and Expenses.



Allowances for each financial year are fixed as part of the Council's budget (adopted by Council) for the relevant financial year. The 2026-27 budget includes funding for the Remuneration Tribunal Determination No. 1 of 2026.

Any further determinations by the Tribunal will need to be included in the 2027-28 draft Municipal Plan and Budget.

Risk, legal and legislative implications

The Remuneration Tribunal sets allowances pursuant to the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*.

Part 7.1 of the *Local Government Act 2019* (NT) provides the guidelines for allowances and expenses.

There is a risk that inadequate allowances for members will result in less candidates nominating for council. To mitigate this Council should continue to lobby for appropriate allowances for City of Palmerston Elected Members.

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.

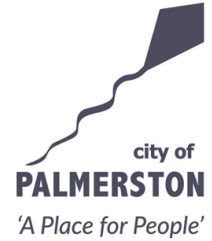
Council officer conflict of interest declaration

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

Attachments

1. Submission [12.1.5.1 - 7 pages]

OFFICE OF THE MAYOR



ID: 700870 – APB: ph

DATE

Gary Higgins
Chair
Northern Territory Remuneration Tribunal

Email: NTRemunerationTribunal@nt.gov.au

Dear Gary

Inquiry on Local Government Council and Local Authority members' allowances 2027

Thank you for your correspondence dated 4 August 2026 inviting submissions on matters related to Elected Member remuneration.

Attachment A provides City of Palmerston's feedback for consideration as part of the inquiry.

In summary, City of Palmerston requests the following considerations:

- That all allowances are indexed to the Wage Price Index annually but that, at a minimum, the Councillor and Principal Member Allowances are.
- That the Mayoral and Principal Member allowance for City of Palmerston is increased to reflect the population growth and associated responsibility for the Palmerston local government area.
- Establishing a separate compliance and governance allowance to fund induction, mandatory training, governance obligations and committees required under legislation.
- Expanding the cap on the Extra Meeting/Activity Allowance to \$15,000.
- Consideration of a revised professional development framework that includes separate allowances for significant governance qualifications and associated travel costs.
- A resettlement allowance for Principal Members.



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ABN 42 050 176 900

PALMERSTON.NT.GOV.AU

Once again, thank you for the opportunity to provide a submission. We look forward to receiving your determination in due course.

Yours sincerely

Athina Pascoe-Bell
Mayor

DRAFT

Attachment A – Submission to 2027 inquiry

Councillor's Allowance

While the Tribunal approved a 3% increase in Councillor allowances for 2026-27, noting that the increase recognised movements in earnings across Australia and the Northern Territory, there remains a significant gap between Councillor remuneration and the responsibilities associated with the role. This is particularly evident when considered alongside the Fair Work Commission's 4.75% increase to the National Minimum Wage from 1 July 2026.

The adequacy of Councillor allowances has been a longstanding concern. Current remuneration does not adequately reflect the responsibility, workload, complexity and accountability expected of Elected Members. Councillors are responsible for providing governance, setting strategic direction and overseeing substantial public budgets, community assets and major infrastructure projects. In many cases, the scale and complexity of these responsibilities are comparable to, and at times exceed, those undertaken by Members of the Legislative Assembly.

Despite the increasing demands placed on local government, Councillor remuneration has not kept pace with inflation or broader wage growth. The absence of regular and meaningful indexation has resulted in a steady decline in the real value of allowances over time. Since 2008, the lack of CPI-linked increases has further widened the gap between the value of the role and its financial recognition, contributing to an ongoing undervaluation of the contribution made by Elected Members.

This situation presents a growing challenge for councils seeking to attract and retain individuals with expertise in governance, financial oversight, strategic planning and community leadership. For those with established professional careers or significant earning capacity, serving as an elected member can represent a considerable financial sacrifice. The current framework risks limiting the diversity, experience and skills represented around the council table. At City of Palmerston, the daily rate received by Elected Members remains below \$100 per day, noting Elected Members have commitments seven days per week, which is not commensurate with the level of decision-making, accountability and public responsibility required.

In addition to their governance responsibilities, Elected Members are increasingly exposed to reputational risks, heightened public scrutiny and, at times, hostility from members of the community. These pressures continue to grow, yet they are not adequately recognised within the current allowance framework. Without appropriate remuneration, there is a risk that capable and experienced individuals, including younger professionals and emerging leaders, may be discouraged from seeking election.

To ensure the ongoing sustainability and effectiveness of local government leadership, City of Palmerston supports the indexation of Councillor allowances to the Wage Price Index. Linking allowances to the Wage Price Index would provide a transparent, objective and consistent mechanism for maintaining their value over time. It would better align remuneration with economic conditions, recognise the increasing responsibilities placed on Elected Members and support the attraction and retention of skilled individuals who can make a meaningful contribution to the governance and strategic direction of their communities.

City of Palmerston further recommends that all elected member allowances be indexed to the Wage Price Index to ensure remuneration remains fair, relevant and sustainable into the future. Such an

approach would provide certainty, preserve the real value of allowances and strengthen the capacity of local government to attract high-quality candidates and maintain effective community representation.

City of Palmerston requests:

- That all allowances are indexed to the Wage Price Index annually but that, at a minimum, the Councillor's Allowance is.

Mayoral and Principal Member Allowance

The Tribunal increased the Mayoral Allowance by \$2,000 in 2026/27, noting that the adjustment was intended to recognise the increase in the Extra Meeting Allowance available to other Elected Members. While this increase was welcomed, no additional adjustment was applied to address the relativity between Councillor and Mayoral allowances, as occurred in 2025/26. As a result, concerns remain regarding whether the current allowance appropriately reflects the scale and responsibilities of the role.

While the level of involvement of a Principal Member may vary between individuals, effective council leadership requires substantial and ongoing engagement in governance, strategic leadership, community representation and oversight of council operations. The reported workload of 32 to 40 hours per week does not fully capture the breadth of responsibilities undertaken by a Mayor. In addition to scheduled meetings and official functions, significant time is spent responding to correspondence, preparing submissions and advocacy material, attending unscheduled meetings, engaging with council staff and responding to community concerns and enquiries. These activities can reasonably add a further 20 to 25 hours per week and are essential to maintaining effective leadership and community connection.

As the fastest-growing city in the Northern Territory, with a population now exceeding 43,000 residents, Palmerston continues to experience increasing demands and complexity in local government leadership. Despite this growth, the Principal Member Allowance remains more closely aligned to that of Alice Springs and Litchfield than Darwin. This discrepancy does not adequately reflect Palmerston's expanding scale, the increasing complexity of service delivery and infrastructure planning, or the expectations placed upon the elected leadership of a rapidly developing urban centre. A review of the allowance structure is warranted to ensure it better reflects population growth, organisational complexity and the responsibilities associated with leading one of the Territory's largest municipalities.

City of Palmerston therefore requests that consideration be given to increasing the Mayoral and Principal Member Allowance to better reflect the growth of the municipality and the responsibilities of the role. City of Palmerston also supports indexing the allowance to the Wage Price Index to ensure its value is maintained over time through a transparent and objective mechanism.

City of Palmerston requests:

- That the Mayoral and Principal Member allowance for City of Palmerston is indexed to the Wage Price Index.

Extra Meeting/Activity Allowance

The Extra Meeting/Activity Allowance plays a critical role in enabling Elected Members to undertake the governance, professional development and community engagement activities necessary to fulfil their responsibilities effectively.

In 2026/27, the Tribunal increased the allowance cap to \$12,000 and clarified that induction and mandatory Departmental training should be funded through the Professional Development Allowance rather than being counted towards the Extra Meeting/Activity Allowance cap. While this amendment provides greater flexibility within the allowance, it does not increase the total resources available to Elected Members, as professional development allocations must now absorb costs that were previously accommodated elsewhere. As a result, the overall capacity of Elected Members to participate in governance activities, training opportunities, stakeholder engagement and community events remains constrained.

City of Palmerston's experience is that the current cap does not reflect the reality of municipal governance. Councillors regularly attend workshops, budget planning sessions, stakeholder meetings, community events and other activities that are essential to informed decision-making and effective representation. In the 2023-24, 2024-25 and 2025-26 financial years, the majority of City of Palmerston Councillors reached their allowance cap before year end, highlighting the inadequacy of the current limit. Importantly, Councillors frequently continue to undertake these commitments after reaching the cap, often without remuneration. Records maintained through Council's administration demonstrate a high level of attendance and participation, and the unpaid commitments recorded following exhaustion of the allowance represent only a portion of the actual activities undertaken, as some Elected Members ceased claiming once they had reached the limit.

For these reasons, City of Palmerston supports increasing the Extra Meeting/Activity Allowance cap to \$15,000 per annum to better reflect the level of commitment expected of Elected Members and the costs associated with meeting community expectations.

City of Palmerston also supports consideration of a separate compliance and governance allowance to recognise mandatory training, governance obligations and other statutory responsibilities. Such an approach would provide greater transparency and ensure mandatory requirements do not compete with community engagement and professional development activities for limited funding.

Consideration could also be given to a more flexible allocation model that aligns with council election cycles. A revised structure, potentially separating governance and compliance activities from community engagement functions, would better recognise the full scope of the role and strengthen the capacity of Elected Members to provide effective local government leadership.

City of Palmerston requests:

- Increase the cap on Extra Meeting Allowance to \$15,000 to account for the significant levels of development and community engagement undertaken by Elected Members in meeting the expectations of the community.
- Introduction of a separate compliance and governance allowance.

Professional Development Allowance

Professional development is an essential component of effective local government governance. Ongoing training and development strengthen the capability of Elected Members, support informed decision-making and help reduce organisational risk by ensuring Councillors remain current with legislative, governance and strategic requirements.

The increase in the Professional Development Allowance to \$7,500 per annum, together with the ability to carry forward up to 50% of unspent funds, is a positive step. However, the allowance remains insufficient to support participation in high-value professional development programs that are widely recognised as beneficial for Elected Members, such as the Australian Institute of Company Directors course.

The cost of these programs can exceed \$16,000 in course fees alone, with additional travel and accommodation expenses often required due to the limited availability of local training opportunities. While Elected Members can carry forward some funds, the available allowance is still generally insufficient to cover the full cost of attending these courses. This can limit access to advanced governance training and reduce opportunities for Councillors to further develop the skills and knowledge needed to effectively fulfil their responsibilities. Given the importance of the AICD course and its alignment with governance best practice, City of Palmerston also suggests consideration of establishing a specific allowance to fully fund participation in this program.

The Tribunal's decision to fund induction and mandatory Department training through the Professional Development Allowance from 2026/27, rather than the Extra Meeting/Activity Allowance, provides greater flexibility within the latter. However, it does not increase the overall resources available to Elected Members, as professional development budgets must now absorb these additional mandatory costs. This limits the funding available for broader governance, leadership and skills development opportunities.

City of Palmerston also notes that the current financial year-based allocation model, under which the allowance accrues monthly, creates administrative complexity and can disadvantage newly elected members. Following an election or the appointment of a replacement member, Councillors often require immediate access to training and development opportunities but may have only limited allowance available during the initial months of their term. Consideration should be given to a more flexible funding model that aligns with council election cycles and ensures Elected Members can access professional development from the commencement of their term.

City of Palmerston requests:

- Establish a separate allowance for travel costs related to Professional Development.
- Introduction of a separate allowance to cover the cost of attending an Australian Institute of Company Directors course.
- Introduction of a flexible funding model.

Resettlement Allowance

City of Palmerston continues to support consideration of a Resettlement Allowance for Principal Members, recognising the significant personal, professional and financial risks associated with holding elected executive office. Unlike many senior leadership positions, Principal Members may leave secure employment, career progression opportunities and associated benefits, including leave

entitlements and superannuation contributions, to serve their community. At the conclusion of their term, particularly where they are unsuccessful in seeking re-election, they may face a period of financial uncertainty and transition without access to the employment protections or separation benefits commonly available in other sectors.

The absence of transitional support may discourage capable and experienced individuals from seeking leadership roles in local government. A Resettlement Allowance would provide a reasonable level of financial security during the transition from public office and acknowledge the unique challenges associated with re-entering the workforce following service as a Principal Member. City of Palmerston recommends that any consideration of a Resettlement Allowance be based on the responsibilities, commitment and governance risks associated with the role, rather than individual circumstances, and form part of a broader review of measures that support effective and sustainable local government leadership.

City of Palmerston requests:

- Introduction of a resettlement allowance for Principal Members.

COUNCIL REPORT

1st Ordinary Council Meeting

Agenda Item:	12.1.6
Report Title:	2026 LGANT Annual General Meeting Call for Motions
Meeting Date:	Tuesday 1 September 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

This Report provides Council with information regarding the call for motions for the Local Government Association of the Northern Territory (LGANT) Annual General Meeting to be held on 11 November 2026 and presents proposed motions received from Elected Members for Council consideration prior to submission to LGANT.

Key messages

- LGANT has called for motions for consideration at its Annual General Meeting to be held in Alice Springs on 11 November 2026.
- Member councils must submit approved motions to ceo@lgant.asn.au by close of business 29 September 2026.
- Elected Members were invited to submit proposed motions to the Chief Executive Officer by 21 August 2026 to allow sufficient time for review and inclusion in this report.
- Council endorsement is required prior to submission of any motions to LGANT.
- This Report provides three motions for consideration by Council.

Recommendation

1. THAT Report entitled 2026 LGANT Annual General Meeting Call for Motions be received and noted.

2. THAT Council endorse the following motions for submission to the Local Government Association of the Northern Territory Annual General Meeting by the prescribed closing date of 29 September 2026:
 - (i) Advocate to the Northern Territory Government for the introduction of aggravated offence provisions within the Criminal Code that recognise assaults, threats and intimidation committed against Mayors, Deputy Mayors and Councillors while undertaking their official duties as elected representatives.
 - (ii) Advocate for amendments to Northern Territory electoral legislation to remove the requirement for candidates to publish their residential address on election materials, ensuring candidate safety, privacy and security while maintaining appropriate electoral transparency.
 - (iii) Investigate, develop and promote a Northern Territory Local Government careers, training and pathways platform, similar to the Greater Whitsunday Future Finder initiative, to attract, retain and develop the local government workforce across the Territory.

Background

Correspondence was received from the Chief Executive Officer of LGANT, advising that the 2026 Annual General Meeting will be held in Alice Springs on 11 November 2026 and calling for motions from member councils.

The correspondence advised that motions must be submitted using the prescribed LGANT template and lodged with LGANT by close of business 29 September 2026. Late submissions will not be accepted unless deemed urgent.

At its Ordinary Council Meeting held 4 August 2026, Council made the following resolution:

13.2.1 Notice of LGANT Annual General Meeting and call for motions

1. *THAT correspondence dated 16 July 2026 entitled Notice of LGANT Annual General Meeting and call for motions be received and noted.*
2. *THAT Elected Members provide suggested notices of motion to the Chief Executive Officer by 21 August 2026.*

CARRIED (5/0) - 11/0532 - 4/08/2026

To facilitate Council consideration within the required timeframe, Elected Members were requested to submit proposed motions to the Chief Executive Officer by 21 August 2026, enabling officer review and inclusion in this report for consideration at the Ordinary Council Meeting scheduled for 1 September 2026.

Discussion

LGANT uses motions submitted by member councils to inform advocacy priorities, policy positions and sector-wide initiatives. Motions must address a single issue, be strategic in nature and be approved by Council resolution prior to submission.

The call for motions provides City of Palmerston with an opportunity to raise matters of significance to local government in the Northern Territory and seek collective advocacy through LGANT.

By the closing date of 21 August 2026, three (3) proposed notices of motion were submitted for incorporation into this report.

Motion1: Aggregated Circumstances for Assaults Against Elected Members

The first proposed motion seeks LGANT advocacy for amendments to the Northern Territory Criminal Code to recognise assaults, threats and intimidation committed against Mayors, Deputy Mayors and Councillors while undertaking their official duties as elected representatives. Elected Members regularly engage with the public and are increasingly exposed to threatening, abusive and aggressive behaviour while carrying out their statutory responsibilities. The proposed advocacy would seek greater protections for elected representatives and recognise the important public role they undertake on behalf of their communities.

Motion2: Removal of Residential Address Requirements from Election Materials

The second proposed motion seeks LGANT advocacy for amendments to Northern Territory electoral legislation to remove the requirement for candidates to publish their residential address on election materials. While electoral transparency remains important, the publication of residential addresses can create legitimate safety, privacy and security concerns for candidates and their families. The proposed advocacy would seek a balanced approach that protects candidates from unnecessary personal risk while maintaining public confidence in the electoral process through alternative candidate identification requirements.

Motion 3: Northern Territory Local Government Jobs and Pathways Platform

The third proposed motion seeks LGANT support to investigate and develop a Northern Territory local government careers and pathways platform, similar to the Greater Whitsunday Future Finder initiative. Local governments across the Northern Territory continue to experience workforce attraction and retention challenges, particularly in regional and remote areas. A centralised platform would promote local government career opportunities, apprenticeships, traineeships, graduate programs and professional development pathways, helping to build a sustainable workforce across the sector.

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 arising from this Report.

Risk, legal and legislative implications

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:

- Inclusive, Diverse and Accessible Policy Framework

Council officer conflict of interest declaration

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

Attachments

Nil



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, 1 September 2026 at 5:30pm in the City of Palmerston Library, Goyder Square, The Boulevard, 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

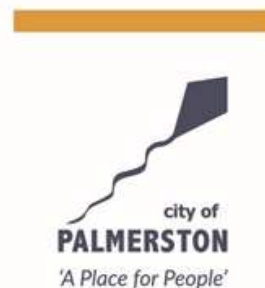
MINUTES

SPECIAL COUNCIL MEETING

18 AUGUST 2026

The Special 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



Minutes of Special Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 18 August 2026 at 4:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Wayne Bayliss
Councillor Damian Hale
Councillor Lucy Morrison (*entered chambers at 4:40pm*)
Councillor Mark Fraser
Councillor Rob Waters
Councillor Sarah Henderson
Councillor Yolanda Kanyai

STAFF

General Manager People and Place, Emma Blight

GALLERY

Nil

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 4:33pm.

3 APOLOGIES

Nil

4 DECLARATION OF INTEREST

4.1 Elected members

Nil

4.2 Staff

Nil

5 CONFIDENTIAL ITEMS

5.1 Confidential items

Moved: Councillor Fraser
Seconded: Councillor Henderson

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

Item	Confidential Clause
8.1	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED (7/0) – 11/0543 – 18/08/2026

6 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Bayliss
Seconded: Councillor Hale

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) – 11/0544 – 18/08/2026

The open section of the meeting closed at 4:34pm for the discussion of confidential matters.

The Chair declared the meeting closed at 5:48pm

Chair

Print Name

Date

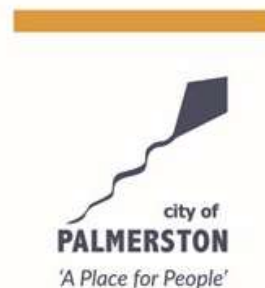
MINUTES

2nd ORDINARY COUNCIL MEETING

TUESDAY 18 AUGUST 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



Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 18 August 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

Acting 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

3 members of the public
4 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 5:55pm.

3 APOLOGIES

Moved: Deputy Mayor Bayliss
Seconded: Councillor Fraser

THAT the apology received from Councillor Morrison for 18 August 2026 be received and noted.

CARRIED (7/0) - 11/0547 - 18/08/2026

4 DECLARATION OF INTEREST

4.1 Elected members

Moved: Councillor Kanyai
Seconded: Councillor Henderson

THAT the Declaration of Interest received from Councillor Waters for Item 12.1.3 be received and noted.

CARRIED (7/0) - 11/0548 - 18/08/2026

4.2 Staff

Nil

Initials: _____

5 CONFIRMATION OF MINUTES

5.1 Confirmation of minutes

Moved: Deputy Mayor Bayliss
Seconded: Councillor Kanyai

THAT the Minutes of the Council Meeting held on 4 August 2026 pages 12244 to 12253 be confirmed.

CARRIED (7/0) - 11/0549 - 18/08/2026

5.2 Business arising from previous meeting

Nil

6 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

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

CARRIED (7/0) - 11/0550 - 18/08/2026

7 DEPUTATIONS AND PRESENTATIONS

7.1 Lei Lithium Project

The deputation on the Lei Lithium Project has been deferred to Tuesday 1 September 2026.

7.2 Local Government Representation Review Briefing

Moved: Councillor Fraser
Seconded: Councillor Henderson

1. THAT the late item 7.2 Local Government Representation Review Briefing be received and noted.
2. THAT the presentation by Committee Members Mary Watson, Kirsten Kelly and Robert Sarib be received and noted.

CARRIED (7/0) - 11/0551 - 18/08/2026

Initials: _____

8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

9 CONFIDENTIAL ITEMS

9.1 Moving confidential items into open

25.1.1 Library Cafe Lease - Update

1. THAT Report entitled Library Cafe Lease -Update be received and noted.
2. THAT Council endorses going to market for a commercial lease over part of Lot 6908, The Boulevard, currently trading as the Nook Café, after 31 July 2024 for a use permitted under the Central Business zoning of the site, utilising an open market process.
3. THAT Council endorses that a standard commercial lease will be offered as follows:
 - Three by three-year lease term
 - Rental income minimum of \$33,000 p.a.
 - Preference given to hospitality business.
 - A Social enterprise be offered up to a 50% discount on rental and/or profit-sharing arrangement
 - Annual rental increase being CPI capped at 3%.
 - A market review on the rental rate to be conducted upon exercising the option to
 - renew the lease, to reflect current market conditions.
 - Minimum operating hours, if a cafe or similar hospitality use, being Monday to Sunday 7am to 3pm
4. THAT Council endorses the key factors to be considered for the assessment of offers to align with Council's Procurement Policy, and include the following commercial considerations:
 - Rental yield
 - Business experience
 - Local economic impact
 - Type of offering -preference will be given to hospitality and social enterprises.
 - Support of Community Plan Outcomes
 - Value add proposition

Initials: _____

5. THAT Council, pursuant to Section 40(1) of the Local Government Act 2019, hereby delegate to the Chief Executive Officer the power to finalise and implement an appropriate open market process to commence in August 2024 and key factor weightings, and appoint an appropriately qualified company to undertake the open market process for a commercial lease over part of Lot 6908, The Boulevard in accordance with Council policies and decisions.
6. THAT a further report be prepared for Council following the finalisation of a commercial lease agreement.
7. THAT recommendations 1 and 2 of report entitled Library Cafe Lease - Update be moved to the Open Minutes at the commencement of the open market process.

CARRIED 10/1380 - 4/06/2024

24.0 Procedural Motion

THAT pursuant to the Palmerston (Procedures for Meetings) by-law 7 Council alter the order of business moving Item 23.1 entitled NT Govt DIPL Strategic Directions Planning Policy be considered following Items 25.1.1 and 25.2.1 entitled Review of Long Term Financial Plan and Venture Housing Update - August.

CARRIED 10/1490 - 20/08/2024

25.2.1 Venture Housing Update - August 2024

THAT Report entitled Venture Housing Update - August 2024 be received and noted.

CARRIED 10/1492 - 20/08/2024

27.1.2 Administrative Review Committee Decision - Request to Appeal Regulatory Order - Removal of Dog "Jessie" (Animal Number 138191)

1. THAT Report entitled Administrative Review Committee Decision - Request to Appeal Regulatory Order - Removal of Dog "Jessie" (Animal Number 138191) be received and noted.
2. THAT Council receive and note the unconfirmed minutes of the City of Palmerston Administrative Review Committee being Attachment 27.1.2.7 to report entitled Administrative Review Committee Decision - Request to Appeal Regulatory Order - Removal of Dog "Jessie" (Animal Number 138191).

Initials: _____

3. THAT Council endorse the Administrative Review Committee recommendations to Council, being:
 - THAT the Council confirms the Council Regulatory Order dated 2 August 2024, and Council direct the Chief Executive Officer to provide a decision notice to Mr Tiedeman, in accordance with the Local Government Act 2019.
 - THAT the Administrative Review Committee provides the following reasons for their decision to Council:
 - THAT the Regulatory Order made on 2 August 2024 was validly made on the basis of the dog being unregistered and having a history of dog attacks.
 - THAT no mistake of fact was found in relation to the 2022 attack being the dog "Jessie" owned by Mr Scott Tiedeman.
 - THAT the items raised by Ms Cherelle Tiedeman in her correspondence of 18 August 2024 have been reviewed, along with all other available evidence, and there is no basis to amend or revoke the Regulatory Order.

CARRIED (5/0) - 10/1608 - 5/11/2024

27.1.7 Venture Housing Update - November 2024

1. THAT Report entitled Venture Housing Update - November 2024 be received and noted.
2. THAT Council direct the Chief Executive Officer to proceed with the Supreme Court appealing the Northern Territory Civil and Administrative Tribunal decision in the Venture Housing Company Ltd matter.
3. THAT Council endorse the CEO writing to the Attorney General to assess the NTCAT decision.

CARRIED (6/0) - 10/1685 - 10/12/2024

30.2 General Business Item - Social Housing Developments

1. THAT General Business Item 30.2 is considered 'confidential' pursuant to 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021 as the matter comprises the receipt or discussion of, or a motion or both relating to subject to subregulation (3) - prejudice the interests of the council or some other person.

Initials: _____

2. THAT the CEO and Mayor write to the Chief Executive and Minister, respectively of the Department of Housing, Local Government and Community Development in relation to concerns of the roll out of new social housing developments not adequately considering planning and social infrastructure requirements, and seeks further consultation prior to final decisions on packages released to the market.

CARRIED (6/0) - 10/1769 - 18/02/2025

30.1 Letter of support - Clinton Howe, Member for Drysdale

1. THAT General Business Item 30.1 is considered 'confidential' pursuant to 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(ii) of the Local Government (General) Regulations 2021 as the matter comprises the receipt or discussion of, or a motion or both relating to information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
2. THAT Council support the Mayor sending a letter of support to MLA Clinton Howe, Member for Drysdale highlighting concerns surrounding Social Housing rates exemptions.

CARRIED (8/0) - 10/1834 - 1/04/2025

28.2.2 Provision of Social Housing by Community Housing Providers

1. THAT correspondence dated 15 April 2025 28.2.2 entitled Provision of Social Housing by Community Housing Providers be received and noted.
2. THAT the Mayor write to the Minister to provide corrected information on the number of properties within the Palmerston Municipality and request further review.
3. THAT Council invite the CEO of the Department of Housing, Local Government and Community Development to a future Council Meeting to further discuss the issue of Rate Exemptions.

CARRIED (5/0) - 10/1882 - 6/05/2025

Initials: _____

29.0 Confidential Questions by Members

1. THAT Questions by Members Item 29 is considered 'confidential' pursuant to 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021 as the matter comprises the receipt or discussion of, or motion or both relating to information that would, if publicly disclosed, be likely to subject to subregulation (3) - prejudice the interests of the council or some other person.
2. THAT the question asked by Councillor Fraser regarding the recent NTCAT decision to overturn Councils decision to seize Mr Tiedeman's dog Jesse, and the response provided by the Chief Executive Officer be received and noted.

CARRIED (5/0) - 10/1883 - 6/05/2025

28.2.1 Hon Steven Edgington MLA - response to rateable properties in Palmerston

THAT correspondence dated 17 July 2025 28.2.1 entitled Hon Steven Edgington MLA - response to rateable properties in Palmerston be received and noted.

CARRIED (6/0) - 10/2032 - 19/08/2025

26.1.2 The Salvation Army - Rates Exemption Request

1. THAT Report entitled The Salvation Army - Rates Exemption Request be received and noted.
2. THAT Council resolves that a rates exemption is applied to The Salvation Army Australia Territory for 12 Deane Crescent Rosebery pursuant to 222(1)(d) of the Local Government Act 2019 (NT).
3. THAT a further report on the rates exemption request by The Salvation Army for 9 Royal Circuit, Durack is presented to Council once additional assessment has been undertaken.

CARRIED (7/0) - 11/0106 - 4/11/2025

26.1.5 Independent Members to Risk Management and Audit Committee

1. THAT Report entitled Independent Members to Risk Management and Audit Committee be received and noted.
2. THAT Council extend the current Risk Management & Audit Committee Independent Members, Mr David Ray and Mr Craig Kirby, for a further two-year term from 1 June 2026 to 31 May 2028.

Initials: _____

3. THAT this decision be moved into Open following notification to the Risk Management & Audit Committee Independent Members.

CARRIED (7/0) - 11/0164 - 9/12/2025

24 Confidential Deputations and Presentations

THAT the confidential deputation/presentation by Melissa Garde, Executive Director of Liquor, Racing and Gaming, and Bernard Kulda, Northern Region Manager, Liquor Compliance – Licensing NT be received and noted.

CARRIED (8/0) - 11/0225 - 3/02/2026

26.1.1 Risk Management and Audit Committee Independent Member Update

1. THAT Report entitled Risk Management and Audit Committee Independent Member Update be received and noted.
2. THAT Council appoints the following Elected Members as members of the Risk Management and Audit Committee selection panel:
 - (a) Mayor Pascoe-Bell
 - (b) Councillor Henderson
 - (c) Councillor Kanyai
 - (d) Chair person Clare Milikins
3. THAT this decision be moved into open following completion of the Risk Management and Audit Committee Independent Member recruitment.

CARRIED (8/0) - 11/0226 - 3/02/2026

26.1.3 Confidentiality Review List - 20 August 2025 to 20 January 2026

1. THAT Report entitled Confidentiality Review List - 20 August 2025 to 20 January 2026 be received and noted.
2. THAT Council endorses for the decisions listed in Attachment 26.1.3.1 to be moved to the Open Minutes of this meeting, with the exception of the following Council Decisions:
 - (a) 11/0106
 - (b) 11/0163
 - (c) 11/0165
3. THAT Council endorses for the decisions listed in Attachment 26.1.3.2 to be retained on the confidentiality review list to be considered at the next review, with the exception of the following Council Decisions:
 - (a) 11/0106
 - (b) 11/0163
 - (c) 11/0165

Initials: _____

4. THAT Council endorses for the decisions listed in Attachment 26.1.3.3 to be retained in confidential indefinitely.

CARRIED (8/0) - 11/0228 - 3/02/2026

24.1 Darwin Festival Proposal

THAT the presentation by James Gough, Chief Executive Officer and Kate Fell, Artistic Director form Darwin Festival, on Darwin Festival Proposal be received and noted.

CARRIED (7/0) - 11/0256 - 17/02/2026

26.1.3 Youth Diversion Community Service Hours

1. THAT Report entitled Youth Diversion Community Service Hours be received and noted.
2. THAT a further report on youth diversion community services hours is presented to an Ordinary Council Meeting by June 2026.

CARRIED (7/0) - 11/0259 - 17/02/2026

26.1.4 Amendment to Confidentiality Review List - 20 August 2025 to 20 January 2026

1. THAT Report entitled Amendment to Confidentiality Review List - 20 August 2025 to 20 January 2026 be received and noted.
2. THAT Council amends resolution 11/0228 and replaces it with the following:
 - (a) THAT Council endorses for the decisions listed in Attachment 26.1.4.1 to be moved to the Open Minutes of this meeting, with the exception of the following Council Decisions:
 - i. 11/0106
 - ii. 11/0163
 - iii. 11/0165
 - iv. 10/1240
 - (b) THAT Council endorses for the decisions listed in Attachment 26.1.4.2 to be retained on the confidentiality review list to be considered at the next review, with the exception of the following Council Decisions:
 - i. 11/0106
 - ii. 11/0163
 - iii. 11/0165
 - iv. 10/1240.

Initials: _____

- (c) THAT Council endorses for the decisions listed in Attachment 26.1.4.3 to be retained in confidential indefinitely.

CARRIED (7/0) - 11/0260 - 17/02/2026

27.2 Confidential correspondence

THAT Council receive and note the tabled correspondence regarding North Crest from Hon Steve Edgington.

CARRIED (7/0) - 11/0262 - 17/02/2026

26.1.2 2026-27 Budget Development - Workshop 3

1. THAT Report entitled 2026-27 Budget Development - Workshop 3 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% rate increase
 - ii. 5.9% rate increase
 - iii. 5.9% rate increase on commercial and industrial classifications
3. THAT Council endorses the inclusion of the following for the purposes of developing the draft consolidated 2026/27 budget and balancing the budget;
 - i. Model the waste management budget as presented in Report entitled 2026-27 Budget Development - Workshop 3 with a net deficit of \$192,208 to be funded from the waste management reserve.
 - ii. Capital Program (Option 2) - \$9.41 million, \$695K funded through reserve (\$425K Working capital, \$250K FILOC, \$20K Waste Reserve) and \$888K funded through grants, including new initiatives of \$500K Recreation Centre Aircon upgrade and \$15K CBD signage replacement.
 - iii. Operational new initiatives - \$52K Aquatic Centre – other structure, \$21.6K Offsite back up, \$10K Councillor Psychosocial Safety and Wellbeing Framework.
 - iv. 2.5% vacancy rate for employee expenses.
 - v. Restructure the remaining FILOC Loan repayments for Making the Switch and SWELL, roll into one loan and spread the repayments evenly over four years commencing 2026/27.
4. THAT Council endorses the review of fees and charges (other than Facility Hire Fees and Charges) with a view of increasing those fees and charges that have remained unchanged for a number of years.

CARRIED (7/0) - 11/0279 - 3/03/2026

Initials: _____

26.1.3 Vibrant Economy Advisory Committee Expressions of Interest 2026

1. THAT Report entitled Vibrant Economy Advisory Committee Expressions of Interest 2026 be received and noted.
2. THAT Council endorse the officer as nominated from the Department of Chief Minister and Cabinet once it is provided.
3. THAT Colin Southam be appointed as business/property associations representatives to the Vibrant Economy Advisory Committee.
4. THAT Chowdhury Md Sadaruddin be appointed as a community member representative to the Vibrant Economy Advisory Committee.
5. THAT Christopher Lay and Karlie Archer and Michelle Murphy be appointed as local business owner representatives to the Vibrant Economy Advisory Committee.
6. THAT Council resolve not to fill the remaining community member representative position at this time.

CARRIED (6/0) - 11/0280 - 3/03/2026

26.1.4 Community Safety and Wellness Advisory Committee Expressions of Interest 2026

1. THAT Report entitled Community Safety and Wellness Advisory Committee Expressions of Interest 2026 be received and noted.
2. THAT Council endorse Peter Fletcher, Acting Executive Director be appointed as the Department of Children and Families Representative.
3. THAT Council endorse Katie Hatzismalis, Superintendent be appointed as the Northern Territory Police Representative.
4. THAT Council endorse the officer as nominated from the Department of Chief Minister and Cabinet Representative once it is provided.
5. THAT Council consider all applications received and appoint these successful applicants for Community Organisations representatives as being Sheryl Sephton and Sakeasi Tawaketini.
6. THAT Council consider all applications received and appoint these successful applicants for the Community Member representatives as being Lindsey Anne Louise Newman and Fran Ramsey.

CARRIED (7/0) - 11/0281 - 3/03/2026

Initials: _____

26.1.6 Facilities Fees and Charges

1. THAT Report entitled Facilities Fees and Charges be received and noted.
2. That Council endorse the fees and charges amendments outlined in table one (1) outlined in the Report entitled Facilities Fees and Charges, from 1 July 2026.
3. THAT Council endorse Option 2 outlined in Report entitled Facilities Fees and Charges, the reintroduction of fees for not-for-profit organisations from 1 January 2027.

CARRIED (7/0) - 11/0283 – 3/03/2026

26.1.7 Municipal Boundary Northcrest Update

1. THAT Report entitled Municipal Boundary Northcrest Update be received and noted.
2. THAT Council approve the Chief Executive Officer to finalise Attachment 26.1.7.2 and Attachment 26.1.7.3 of this report to be submitted to the Minister for Local Government.

CARRIED (7/0) - 11/0284 – 3/03/2026

26.1.3 Venture Housing Appeal

1. THAT Report entitled Venture Housing Appeal be received and noted.
2. THAT Council resolves to rescind Decision 10/1998 to direct the Chief Executive Officer to proceed with the Court of Appeal appealing the Supreme Court decision in the Venture Housing Company Ltd matter, pending the Local Government Tranche 2 Amendments being approved with the inclusion of land used for social and affordable housing not being exempt from rates by Friday 20 March 2026.
3. THAT Council in accordance with Section 40 of the Local Government Act 2019 (NT), delegates the power to the Chief Executive Officer, on behalf of Council, to negotiate with Venture Housing Company Ltd in relation to the applicable rates refund and costs related to the appeals.

CARRIED (8/0) - 11/0310 – 17/03/2026

Initials: _____

26.1.4 2026-27 Budget Development - Workshop 4

1. THAT Report entitled 2026-27 Budget Development - Workshop 4 be received and noted.
2. THAT Council endorses the following rating models to be used for the purposes of modelling the 2026/27 Budget:
 - a. 4.9% rate increase on the RID and the minimum for:
 - i. Residential (includes land zoned Future Development).
 - ii. Residential Marlow Lagoon.
 - b. Commercial and all other non-residential zones, excluding industrial, to be 5.9% increase on the RID and the minimum.
 - c. Increase the RID for the Industrial zoned as Light Industrial or General Industrial to be 7% increase on the RID and the minimum.
3. THAT Council endorses the allocation of a budget surplus to the Working Capital Reserve for the purposes of developing the draft consolidated 2026/27 budget.
4. THAT Council endorses the change in fees and charges as presented in the Attachment 26.1.4.2 contained in the Report entitled 2026-27 Budget Development - Workshop 4.
5. THAT Council endorses the continuation of free entry for SWELL Palmerston for the 2026/27 financial year and a report be provided to Council by January 2027 on the cost of the operation of SWELL and potential changes to the service level.

CARRIED (8/0) - 11/0311 - 17/03/2026

26.1.3 2026-27 Budget Development - Workshop 5

1. THAT Report entitled 2026-27 Budget Development - Workshop 5 be received and noted.
2. THAT Council endorses the following rating model for the purposes of developing the 2026/27 Budget.
 - a. 4.9% increase to the minimum rate for Residential and Residential Marlow Lagoon.
 - b. 5.9% increase to the minimum rate for Commercial and Industrial.
 - c. 4.9% increase to the Rate on the Dollar (RID) Residential and Residential Marlow Lagoon properties.
 - d. 5.9% increase to the Rate on the Dollar (RID) Commercial properties.
 - e. 7% increase to the Rate on the Dollar (RID) for all Industrial properties.

Initials: _____

3. THAT Council endorses the inclusion of Venture Housing rates revenue into the 2026/27 Budget and forward estimates in the Long Term Financial Plan.
4. THAT Council endorses the allocation of budget surplus based on the existing reserve strategy outlined in the 2026–2035 Long Term Financial Plan and the Financial Reserves Policy:
 - a. Working Capital Reserve – aims to reach an ideal balance of \$5 million.
 - b. Asset Renewal Reserve – projected to increase to \$3 million.
 - c. Major Initiatives Reserve – all remaining surplus will go the Major Initiative Reserves, to enable significant projects to be able to be delivered without the reliance on borrowing and/or grants, or in support of alternative funding sources.

CARRIED (7/0) - 11/0328 – 7/04/2026

21.1 Leave of Absence Requests

1. THAT the leave of absence request received from Councillor Hale for 3 to 12 August 2026 inclusive, for the reason of holiday, be approved.
2. *This decision was moved to the open minutes of the Ordinary Council Meeting 7 July 2026.*
3. *This decision was moved to the open minutes of the Ordinary Council Meeting 16 June 2026.*
4. *This decision was moved to the open minutes of the Ordinary Council Meeting 16 June 2026.*
5. *This decision was moved to the open minutes of the Ordinary Council Meeting 4 August 2026.*
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

27.2 Confidential correspondence

1. THAT correspondence dated 19 March 2026 entitled Executive Brief: Proposed AICD In House Governance Training for Elected Members be received and noted.
2. THAT Council confirm their intention to participate in this training by COB Friday 1 May 2026.

CARRIED (8/0) - 11/0359 – 21/04/2026

Initials: _____

26.1.1 Royal Darwin Show Participation

1. THAT Report entitled Royal Darwin Show Participation be received and noted.
2. THAT Council endorse not participating as a stall holder at the Royal Darwin Show 2026 and reconsideration for 2027.

CARRIED (8/0) - 11/0426 – 2/06/2026

26.2.1 Awarded Procurement for May 2026

THAT Report entitled Awarded Procurement for May 2026 be received and noted.

CARRIED (7/0) - 11/0459 – 16/06/2026

22.0 Request for Audio/ Audiovisual Conferencing

1. THAT Council notes Councillor Morrison's attendance via audio/audiovisual conferencing at the meeting of 4 August 2026, as they are prevented from attending in person due to ill health, and that this attendance was approved by the Chief Executive Officer in accordance with the Audio/Audiovisual Conferencing Policy.
2. THAT this decision be moved to the open minutes following the Audio/Audiovisual Conferencing.

CARRIED (5/0) - 11/0537 – 4/08/2026

24.1 Projects 4 Palmerston

1. THAT the presentation by Andrew Walsh, Chief Executive Officer on Projects 4 Palmerston be received and noted.
2. THAT Council endorse proceeding with development of Projects 4 Palmerston.

CARRIED (5/0) - 11/0539 – 4/08/2026

27.2.1 Correspondence from the Hon Steven Edgington MLA

THAT correspondence dated 27 July 2026 entitled Correspondence from the Hon Steven Edgington MLA be received and noted.

CARRIED (5/0) - 11/0541 – 4/08/2026

Initials: _____

22.0 Request for Audio/Audiovisual Conferencing

Moved: Councillor Fraser
Seconded: Councillor Kanyai

1. THAT Council approve the request for Audio/Audiovisual Conferencing received from Councillor Waters who will be physically prevented from attending meetings for the period 20 July to 24 July 2026 (inclusive), due to a granted leave of absence.
3. THAT this decision be moved to the open minutes following the Audio/Audiovisual Conferencing.

CARRIED (6/0) - 11/0483 - 7/07/2026

26.1.1 Palmerston Plan Grant Funding Update

1. THAT Report entitled Palmerston Plan Grant Funding Update be received and noted.
2. THAT Council endorses the following projects to be delivered as part of the Palmerston Plan funding;
 - a. Project A - Bloodwood Park fencing.
 - b. Project B - Gray and Driver Playground softfall upgrades, with Widdup Park to be the first project, and the remaining projects to align with current program priorities in Gray and Driver.
 - c. Project C - Driver Community Centre redevelopment, subject to additional grant funding being obtained.
 - d. Project D - Gray and Driver footpath upgrades, with the Driver Avenue footpath upgrade from the bridge to the President Park pedestrian crossing, and the remaining projects to align with current program priorities in Gray and Driver.
 - e. Project E - Library pop-up outreach van.
 - f. Project F - Zuccoli Community Hub stage development with the delivery of the skate park, shade, pathways, and landscaping.
 - g. Project G - Mitchell Creek walking trails and seating as the commencement of the concept plan implementation with installation of pathways and relevant seating areas providing connectivity from Dawun Dirra Park and Zuccoli Community Hub.

Initials:

3. THAT the following projects, totalling \$3 million, are incorporated into the 2026/2027 Municipal Plan and Budget, to be captured as part of the first budget review for 2026/2027.
 - a. Bloodwood Park fencing - \$300,000.
 - b. Widdup Park softfall replacement - \$200,000.
 - c. Driver Avenue footpath upgrade - \$200,000.
 - d. Library pop-up van - \$200,000.
 - e. Zuccoli Community Hub Stage 2B - \$2,000,000.
 - f. Mitchell Creek walking trails - \$100,000.
4. THAT these decisions are moved into open following the announcement of the Palmerston Plan, or approval of project specific Implementation Plans, whichever comes first.

CARRIED (5/0) - 11/0540 – 4/08/2026

9.2 Moving open items into confidential

Nil

9.3 Confidential items

Moved: Councillor Water
Seconded: Councillor Henderson

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

Item	Confidential Category	Confidential Clause
26.1.1	Council Project Initiative	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

Initials: _____

26.1.2	Rate Concession Assessment	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(b) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.
26.1.3	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
26.2.1	Contract and Tender Assessment and Award	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED (7/0) - 11/0552 - 18/08/2026

10 PETITIONS

Nil

11 NOTICES OF MOTION

Nil

Initials: _____

12 OFFICER REPORTS

12.1 Action reports

12.1.1 Vibrant Economy Advisory Committee Meeting - 28 July 2026

Moved: Councillor Fraser
Seconded: Councillor Hale

1. THAT Report entitled Vibrant Economy Advisory Committee Meeting - 28 July 2026 be received and noted.
2. THAT the unconfirmed Vibrant Economy Advisory Committee Minutes provided as **Attachment 12.1.1.1** be received and noted.
3. THAT Council adopts the recommendation from the Vibrant Economy Advisory Committee meeting held 28 July 2026, as follows:
 - (a) THAT the amendments to the Palmerston Local Economic Plan implementation plan are presented to Council for consideration.

CARRIED (7/0) - 11/0553 - 18/08/2026

12.1.2 Vibrant Economy Advisory Committee Membership Update

Moved: Deputy Mayor
Seconded: Councillor Waters

1. THAT Report entitled Vibrant Economy Advisory Committee Membership Update be received and noted.
2. THAT Council endorses the Vibrant Economy Advisory Committee Chair to write a letter of thanks to Colin Southam for his time as a Relevant Business or Property Association Representative.
3. THAT Council undertakes an appropriate Expression of Interest process to fill all vacant positions on the Vibrant Economy Advisory Committee.

CARRIED (7/0) - 11/0554 - 18/08/2026

Initials: _____

Councillor Waters declared a conflict and left the Chambers at 6:39pm.

12.1.3 Community Funding Program - Palmerston Rugby Union Club

Moved: Deputy Mayor Bayliss

Seconded: Councillor Kanyai

1. THAT Report entitled Community Funding Program - Palmerston Rugby Union Club be received and noted.
2. THAT Council endorse Option One (1) of the report and approve a three-year sponsorship of \$6,000 per year to the Palmerston Rugby Union Club through the Community Funding Program.

CARRIED (6/0) - 11/0555 - 18/08/2026

Councillor Waters returned to the Chambers at 6:41pm

12.1.4 Community Funding Program - Legacy NT

Moved: Councillor Henderson

Seconded: Councillor Fraser

1. THAT Report entitled Community Funding Program - Legacy NT be received and noted.
2. THAT Council endorse Option Two (2) of the report to approve partial funding of a community grant at a cost of \$4,500 to Legacy Club of the Northern Territory Incorporated through the Community Funding Program.

CARRIED (7/0) - 11/0556 - 18/08/2026

12.1.5 Community Plan Health Check - Feedback review

Moved: Mayor Pascoe-Bell

Seconded: Councillor Henderson

1. THAT Report entitled Community Plan Health Check - Feedback review be received and noted.
2. THAT Council note the responses to the feedback from the Community Plan Health Check 2025/26 outlined in **Attachment 12.1.5.1.** to Report entitled Community Plan Health Check - Feedback review.

Initials: _____

3. THAT Council continue to deliver on the objectives and outcomes of the Community Plan through the implementation of existing Council strategies and plans, including the Palmerston Local Economic Plan, Reconciliation Action Plan, Disability Inclusion and Access Plan, Play Space Strategy, Creative Industries Plan, and Sustainability Strategy.
4. THAT Council endorse the updates to the Community Plan outlined in **Attachment 12.1.5.2** to Report entitled Community Plan Health Check - Feedback review, with the re-inclusion of the following measure for success; "reduce crime rates - specifically a reduction in alcohol fuelled violence".

CARRIED (7/0) - 11/0557 - 18/08/2026

12.1.6 Proposed Amendment to the NT Planning Scheme to facilitate infill development and subdivision in Zone LR

Moved: Deputy Mayor Bayliss
Seconded: Councillor Fraser

1. THAT Report entitled Proposed Amendment to the NT Planning Scheme to facilitate infill development and subdivision in Zone LR be received and noted.
2. THAT Council endorse the submission at **Attachment 12.1.6.1** to this report entitled Proposed Amendment to the NT Planning Scheme to facilitate infill development and subdivision in Zone LR for submission to the Minister for Lands, Planning and Environment.

CARRIED (7/0) - 11/0558 - 18/08/2026

Initials:

12.1.7 Administrative Review Committee Terms of Reference Review 2026

Moved: Councillor Henderson
 Seconded: Councillor Hale

1. THAT Report entitled Administrative Review Committee Terms of Reference Review 2026 be received and noted.
2. THAT Council endorses the revised Administrative Review Committee Terms of Reference **Attachment 12.1.7.3**, to Report entitled Administrative Review Committee Terms of Reference Review 2026.

CARRIED (7/0) - 11/0559 - 18/08/2026

12.1.8 Palmerston Local Economic Plan Refresh

Moved: Councillor Fraser
 Seconded: Councillor Hale

1. THAT Report entitled Palmerston Local Economic Plan Refresh be received and noted.
2. THAT a further review of the implementation plan is brought back to council considering the re inclusion of NT Government responsibilities and collaborations.

CARRIED (7/0) - 11/0560 - 18/08/2026

12.1.9 Adoption of the Animal Management Plan

Moved: Deputy Mayor Bayliss
 Seconded: Councillor Kanyai

1. THAT Report entitled Adoption of the Animal Management Plan be received and noted.
2. THAT Council adopt the City of Palmerston Animal Management Plan 2026-2030 at **Attachment 12.1.9.1**.

CARRIED (7/0) - 11/0561 - 18/08/2026

Initials: _____

12.2 Receive and note reports

12.2.1 Creative Industries Plan 2023-2027 Annual Update

Moved: Councillor Waters
Seconded: Deputy Mayor Bayliss

THAT Report entitled Creative Industries Plan 2023-2027 Annual Update be received and noted.

CARRIED (7/0) - 11/0562 - 18/08/2026

12.2.2 Palmerston Youth Festival 2026 - Post Event Update

Moved: Councillor Fraser
Seconded: Deputy Mayor Bayliss

1. THAT Report entitled Palmerston Youth Festival 2026 - Post Event Update be received and noted.
2. THAT Council notes the Mayor has sent a Letter of Appreciation to the Chief Minister and Minister Charls, thanking the Northern Territory Government for its continued support of the 2026 Palmerston Youth Festival and seeking future support for funding.

CARRIED (7/0) - 11/0563 - 18/08/2026

12.2.3 Major Capital Projects Update

Moved: Deputy Mayor Bayliss
Seconded: Councillor Henderson

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

CARRIED (7/0) - 11/0564 - 18/08/2026

12.2.4 Financial Report for the Month of July 2026

Moved: Councillor Henderson
Seconded: Councillor Fraser

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

CARRIED (7/0) - 11/0565 - 18/08/2026

Initials: _____

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil

13.2 Correspondence

13.2.1 Remuneration Tribunal Inquiry on Local Government Council and Local Authority members' allowances 2027

Moved: Councillor Waters
Seconded: Deputy Mayor Bayliss

1. THAT correspondence dated 4 August 2026 entitled Remuneration Tribunal Inquiry on Local Government Council and Local Authority members' allowances 2027 be received and noted.
2. THAT Council note that a draft submission Report will be provided to the 1 September 2026 Ordinary Council Meeting.

CARRIED (7/0) - 11/0566 - 18/08/2026

13.2.2 Call for Nominations - LGANT Board Directors

Moved: Councillor Waters
Seconded: Deputy Mayor Bayliss

1. THAT correspondence dated 7 August 2026 entitled Call for Nominations - LGANT Board Directors be received and noted.
2. THAT Council nominate Councillor Kanyai to the position of Vice President - Municipal of the Local Government Association of the Northern Territory Board.
3. THAT Council nominate Councillor Fraser for the position of Board Director - Municipal of the Local Government Association Northern Territory Board.

CARRIED (7/0) - 11/0567 - 18/08/2026

Initials: _____

14 REPORT OF DELEGATES

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the verbal report provided by Mayor Pascoe-Bell regarding the Developing Northern Australia Conference in Alice Springs on the 5-7 August 2026 be received and noted.

CARRIED (7/0) - 11/0568 - 18/08/2026

15 QUESTIONS BY MEMBERS

Moved: Councillor Henderson
Seconded: Councillor Kanyai

1. THAT the question asked by Councillor Henderson regarding rangers wearing body cameras be reviewed, and the response provided by the General Manager Community be received and noted.
2. THAT the question asked by Councillor Henderson regarding information about Zuccoli points of interest, and the response provided by the Acting Chief Executive Officer be received and noted.
3. THAT the question asked by Councillor Kanyai regarding information on Mitchell Creek concept plan, and the response provided by the Acting Chief Executive Officer be received and noted.

CARRIED (7/0) - 11/0569 - 18/08/2026

16 GENERAL BUSINESS

Nil

17 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Kanyai
Seconded: Councillor Henderson

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

CARRIED (7/0) - 11/0570 - 18/08/2026

Initials: _____

18 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Waters

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) - 11/0571 - 18/08/2026

The open section of the meeting closed at 7:56pm for the discussion of confidential matters.

19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Councillor Waters
Seconded: Councillor Fraser

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

CARRIED (7/0) - 11/0572 - 18/08/2026

The meeting adjourned at 7:57pm.

The closed section of the meeting reopened at 8:06pm.

The Chair declared the meeting closed at 8:31pm.

Chair

Print Name

Date

Initials:

MINUTES

SPECIAL COUNCIL MEETING

26 AUGUST 2026

The Special 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 Special Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 26 August 2026 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

Nil

GALLERY

Nil

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5:32pm.

3 APOLOGIES

Nil

4 DECLARATION OF INTEREST

4.1 Elected members

Nil

4.2 Staff

Nil

5 CONFIDENTIAL ITEMS

5.1 Confidential items

Moved: Councillor Morrison

Seconded: Councillor Kanyai

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

Item	Confidential Clause
8.1	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED (8/0) – 11/0581 – 26/08/2026

6 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Bayliss
Seconded: Councillor Morrison

THAT pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

CARRIED (8/0) – 11/0582 – 26/08/2026

The open section of the meeting closed at 5:34pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7:17pm.

Chair

Print Name

Date