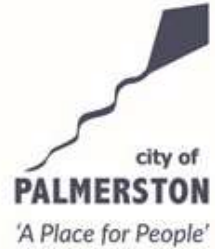


# MINUTES

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## 2nd ORDINARY COUNCIL MEETING

TUESDAY 15 SEPTEMBER 2026

The Ordinary Meeting of City of Palmerston held in the City of Palmerston Library, Goyder Square, The Boulevard, Palmerston NT 0830.

Council business papers can be viewed on City of Palmerston's website [palmerston.nt.gov.au](http://palmerston.nt.gov.au)

UNCONFIRMED



Minutes of Council Meeting  
held in City of Palmerston Library,  
Goyder Square, 12 The Boulevard, Palmerston  
on Tuesday 15 September 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

**STAFF**

Chief Executive Officer, Nadine Nilon  
Acting General Manager Infrastructure, Michael Williams  
General Manager Finance and Governance, Chris Fearon  
General Manager Community, Konrad Seidl  
General Manager People and Place, Emma Blight  
Minute Secretary, Pania Withnall

**GALLERY**

5 members of the public  
6 members of staff

Initials: \_\_\_\_\_

# 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING OF MEETING

The Chair declared the meeting open at 5:33pm.

## 3 APOLOGIES

Moved: Councillor Morrison  
Seconded: Councillor Fraser

THAT the apology received from Councillor Kanyai for 15 September 2026 be received and noted.

CARRIED (7/0) - 11/0605 – 15/09/2026

## 4 DECLARATION OF INTEREST

### 4.1 Elected members

Nil

### 4.2 Staff

Nil

## 5 CONFIRMATION OF MINUTES

### 5.1 Confirmation of minutes

Moved: Councillor Waters  
Seconded: Councillor Henderson

THAT the Minutes of the Council Meeting held on 1 September 2026 pages 12303 to 12312 be confirmed.

CARRIED (7/0) - 11/0606 – 15/09/2026

Initials: \_\_\_\_\_

## 5.2 Business arising from previous meeting

Nil

## 6 MAYORAL REPORT

Moved: Mayor Pascoe-Bell  
Seconded: Deputy Mayor Bayliss

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

CARRIED (7/0) - 11/0607 – 15/09/2026

## 7 DEPUTATIONS AND PRESENTATIONS

Nil

## 8 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

## 9 CONFIDENTIAL ITEMS

### 9.1 Moving confidential items into open

#### 9.1.1 Leave of Absence Request

Moved: Deputy Mayor Bayliss  
Seconded: Councillor Fraser

2. THAT the leave of absence request received from Councillor Fraser for 7 September 2026 to 8 September 2026 inclusive, for the reason of work, be approved.
3. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

CARRIED (7/0) - 11/0600 – 1/09/2026

Initials: \_\_\_\_\_

### 9.1.2 Waste Contract Update

**Moved:** Deputy Mayor Bayliss  
**Seconded:** Councillor Henderson

1. THAT Report entitled Waste Contract Update be received and noted.
2. THAT Council approves up to \$250,000 to be transferred from the Waste Management Reserve to enable tender award of the 2026 Pre Cyclone Clean Up, if required.
3. THAT this decision is moved to open following the award of the contract for the 2026 Pre Cyclone Clean Up.

**CARRIED (7/0) - 11/0602 - 1/09/2026**

### 9.1.3 Leave of Absence Request

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

2. THAT the leave of absence request received from Councillor Hale for 7 to 9 September 2026 inclusive, for the reason of work-related travel, be approved.
5. THAT each decision be moved to the Open Minutes at expiry of the leave of absence.

**CARRIED (7/0) - 11/0621 - 15/09/2026**

### 9.1.4 SWELL Operations

**Moved:** Mayor Pascoe-Bell  
**Seconded:** Councillor Morrison

1. THAT Report entitled SWELL Operations be received and noted.

**CARRIED (7/0) - 11/0624 - 15/09/2026**

Initials: \_\_\_\_\_

Moved: Councillor Henderson  
Seconded: Councillor Hale

2. THAT Council endorse the revised minimum service levels for SWELL operations as outlined in the table below, commencing on 1 January 2027.

| MINIMUM SERVICE LEVELS (FITNESS CENTRE, POOLS, SPLASH PAD, AND CAFÉ)                                                 |                   |
|----------------------------------------------------------------------------------------------------------------------|-------------------|
| Monday – Friday                                                                                                      | 5:30 am – 7:30 pm |
| Saturday & Sunday                                                                                                    | 7:30 am – 7:30 pm |
| NT Public Holidays                                                                                                   | 8:00 am – 4:00 pm |
| The facility <b>will be</b> closed on Christmas Day, New Year’s Day, and Good Friday.                                |                   |
| MINIMUM SERVICE LEVELS (ADVENTURE PLAY OPERATION)                                                                    |                   |
| Hours of operation, including a 3-month annual closure period for maintenance, following the January school holidays |                   |
| One weekday                                                                                                          | 4 hours           |
| Saturday                                                                                                             | 4 hours           |
| Sunday                                                                                                               | 4 hours           |
| Adventure Play <b>will be</b> closed on all NT Public Holidays.                                                      |                   |

3. THAT Council notes the commencement of a new tender process commencing in November 2026.
4. THAT these decisions be moved to the Open Minutes of this meeting.

**CARRIED (7/0) - 11/0625 – 15/09/2026**

Initials: \_\_\_\_\_

### 9.1.5 Chief Executive Officer Recruitment

Moved: Deputy Mayor Bayliss

Seconded: Councillor Waters

1. THAT Report entitled Chief Executive Officer Recruitment be received and noted.
2. THAT Council approves the engagement and appointment of professional recruitment agency, Robert Walters to recruit to the role of Chief Executive Officer.
3. THAT Council approves the Chief Executive Officer Position Description as per **Attachment 26.1.3.4**.
4. THAT Council approves the salary range applicable to the Chief Executive Officer recruitment is \$300,000 - \$340,000 as detailed within **Attachment 26.1.3.5**.
5. THAT Council appoints a Selection Panel, inclusive of the Mayor as Chair, and up to three Councillors being Councillor Morrison, Councillor Waters and Councillor Henderson.
6. *Decision 6 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.*
7. THAT decisions 1 to 5 be moved to the open minutes of this Ordinary Meeting on acceptance of quote.

CARRIED (7/0) - 11/0626 - 15/09/2026

### 9.2 Moving open items into confidential

Nil

Initials: \_\_\_\_\_

## 9.3 Confidential items

Moved: Councillor Waters  
Seconded: Deputy Mayor Bayliss

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

| Item   | Confidential Category                                    | Confidential Clause                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26.1.1 | Council Committee Recommendations                        | This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.                                                                              |
| 26.1.2 | Contract and Tender Matters                              | This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.                                           |
| 26.1.3 | 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. |

Initials: \_\_\_\_\_

|        |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26.2.1 | Contract and Tender 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)(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) - 11/0608 – 15/09/2026

## 10 PETITIONS

Nil

## 11 NOTICES OF MOTION

Nil

## 12 OFFICER REPORTS

### 12.1 Action reports

#### 12.1.1 Risk Management and Audit Committee Open Minutes 25 August 2026

Moved: Deputy Mayor Bayliss  
Seconded: Councillor Fraser

1. THAT Report entitled Risk Management and Audit Committee Open Minutes 25 August 2026 be received and noted.
2. THAT the Unconfirmed Risk Management and Audit Committee meeting minutes provided at **Attachment 12.1.1.1** to report entitled Risk Management and Audit Committee Open Minutes 25 August 2026 be received and noted.

Initials: \_\_\_\_\_

3. THAT Council adopts the following recommendation from the Risk Management and Audit Committee meeting held Tuesday 25 August 2026:
- a. THAT the following actions are marked as complete on the Action Report:
    - i. Annual Audit Committee Self-Assessment (RMA11/007).
    - ii. Additional Risk Management and Audit Committee meetings (RMA11/041).
4. THAT Council notes the following recommendation from the Risk Management and Audit Committee meeting held Tuesday 25 August 2026, which is the subject of a separate report to Council:
- a. THAT the amended Risk Management and Audit Committee Terms of Reference at Attachment 9.1.2.2 to Report entitled Policy Review - Risk Management and Audit Committee Terms of Reference are endorsed.

**CARRIED (7/0) - 11/0609 - 15/09/2026**

#### **12.1.2 Council Policy Review - Risk Management and Audit Committee Terms of Reference**

**Moved: Deputy Mayor Bayliss**  
**Seconded: Councillor Morrison**

1. THAT Report entitled Council Policy Review - Risk Management and Audit Committee Terms of Reference be received and noted.
2. THAT Council rescind the Risk Management and Audit Committee Terms of Reference Policy at **Attachment 12.1.2.1** to Report entitled Council Policy Review - Risk Management and Audit Committee Terms of Reference.
3. THAT Council adopt the amended Risk Management and Audit Committee Terms of Reference at **Attachment 12.1.2.2** to Report entitled Council Policy Review - Risk Management and Audit Committee Terms of Reference.

**CARRIED (7/0) - 11/0610 - 15/09/2026**

Initials: \_\_\_\_\_

### 12.1.3 New Council Strategy - Communication and Engagement Strategy

Moved: Deputy Mayor Bayliss

Seconded: Councillor Henderson

1. THAT Report entitled New Council Strategy - Communication and Engagement Strategy be received and noted.
2. THAT Council endorses the Communication and Engagement Strategy provided as **Attachment 12.1.3.1** noting that final design elements will be finalised prior to publication.
3. THAT the Communication and Engagement Strategy 2026 supersedes the existing Communication Strategy 2022 and Social Media Strategy 2022-2023.

**CARRIED (7/0) - 11/0611 - 15/09/2026**

### 12.1.4 Local Government Representation Review 2026

Moved: Councillor Henderson

Seconded: Councillor Waters

1. THAT Report entitled Local Government Representation Review 2026 be received and noted.
2. THAT Council endorse the submission to the Representation Review Committee, at **Attachment 12.1.4.1**, as amended:
  - a. under the heading 'East Arm', to highlight that the incorporation of East Arm would support the diversification of Council's rates base, away from residential, which was previously identified as the main consideration for Northcrest Stage 1 not being incorporated into City of Palmerston.
  - b. under the heading 'Greater Holtze Area', for the incorporation of the Greater Holtze areas, including Kowandi, into the City of Palmerston boundary to be considered, highlighting the benefit of the communities of interest and incorporating the Palmerston Regional Hospital and Palmerston Regional Fire Station into City of Palmerston.

**CARRIED (7/0) - 11/0612 - 15/09/2026**

Initials: \_\_\_\_\_

## 12.2 Receive and note reports

### 12.2.1 Major Capital Projects Update

Moved: Councillor Fraser  
Seconded: Deputy Mayor Bayliss

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

CARRIED (7/0) - 11/0613 - 15/09/2026

### 12.2.2 Financial Report for the Month of August 2026

Moved: Councillor Fraser  
Seconded: Councillor Hale

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

CARRIED (7/0) - 11/0614 - 15/09/2026

## 13 INFORMATION AND CORRESPONDENCE

### 13.1 Information

Nil

### 13.2 Correspondence

#### 13.2.1 LGANT Circular Economy Award 2026 - Nominations

Moved: Deputy Mayor Bayliss  
Seconded: Councillor Henderson

1. THAT correspondence dated 25 August 2026 entitled LGANT Circular Economy Award 2026 - Nominations be received and noted.
2. THAT Council endorse nominations to the LGANT Circular Economy Award 2026 for the following projects:
  - a. Archer Waste Management Facility recycling area.
  - b. Reboot Your Loot repair workshop.

CARRIED (7/0) - 11/0615 - 15/09/2026

Initials: \_\_\_\_\_

## 14 REPORT OF DELEGATES

**Moved:** Mayor Pascoe-Bell  
**Seconded:** Councillor Fraser

THAT the verbal report provided by Mayor Pascoe-Bell regarding the Australian Public Sector Anti-Corruption Conference 2026 be received and noted.

**CARRIED (7/0) - 11/0616 – 15/09/2026**

## 15 QUESTIONS BY MEMBERS

**Moved:** Councillor Fraser  
**Seconded:** Mayor Pascoe-Bell

1. THAT the question asked by Councillor Morrison regarding the lake weed harvesting schedule, be taken on notice by the Acting General Manager Infrastructure.
2. THAT the question asked by Councillor Morrison regarding the feral pigs in Durack, and the response provided by the Acting General Manager Infrastructure be received and noted.
3. THAT the question asked by Deputy Mayor Bayliss regarding antisocial behaviour in the laneways off Chung Wah Terrace, and the response provided by the Chief Executive Officer be received and noted.
4. THAT the question asked by Deputy Mayor Bayliss regarding the Men's Shed grant funding, be taken on notice by the Chief Executive Officer.
5. THAT the question asked by Councillor Hale regarding the lights on Lakeview Boulevard, and the response provided by the Chief Executive Officer be received and noted.
6. THAT the question asked by Councillor Hale regarding Goyder Square grass maintenance, and the response provided by the Chief Executive Officer be received and noted.
7. THAT the question asked by Councillor Fraser regarding the Pre-Cyclone Clean Up digital map, and the response provided by the Chief Executive Officer be received and noted.

**CARRIED (7/0) - 11/0617 – 15/09/2026**

Initials: \_\_\_\_\_

## 16 GENERAL BUSINESS

### 16.1 Review of Alcohol and Drug Practices and Policies

Moved: Mayor Pascoe-Bell  
Seconded: Deputy Mayor Bayliss

THAT a report is presented to Council by November 2026 that outlines the existing alcohol and drugs policies in place for staff and Elected Members and makes recommendation on contemporary practices for incorporation into council policy.

CARRIED (7/0) - 11/0618 – 15/09/2026

## 17 NEXT ORDINARY COUNCIL MEETING

Moved: Deputy Mayor Bayliss  
Seconded: Councillor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 6 October 2026 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (7/0) - 11/0619 – 15/09/2026

## 18 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Hale  
Seconded: Councillor Fraser

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

CARRIED (7/0) - 11/0620 – 15/09/2026

Initials: \_\_\_\_\_

## 19 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6:19pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7:25pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Initials: