



CITY OF PALMERSTON

**Minutes of Palmerston Animal Management Reference Group Meeting
held in the Council Chambers, Civic Plaza, Palmerston
on Thursday 19 July 2018 at 4:10pm**

1 PRESENT

Members:

Chair	Alderman Amber Garden
Top End Rehoming Group	Katrina Stafford
Ex-Officio	Mayor Athina Pascoe-Bell

City of Palmerston Staff:

Director of City Growth and Operations	Gerard Rosse
Ranger Services Manager	Jeff Borella
Senior Ranger	Shane Gartner
Ranger Administration	Kristy Litster
Minutes Secretary	Stacey Towan

2 APOLOGIES

2.1 Apologies

Moved: Katrina Stafford
Seconded: Mayor Pascoe-Bell

THAT the apology received from Wayne Morris for 19 July 2018 be received and noted.

CARRIED PAMRG/0097 - 19/07/2018

3 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes

The Chair asked Ranger Services Manager, Jeff Borella if the minutes from 22 November 2017 are true and correct as the meeting was presided over by the former Director of Technical Services.

Moved: Katrina Stafford
Seconded: Mayor Pascoe-Bell

THAT the minutes of the Palmerston Animal Management Reference Group Meeting held Wednesday 22 November 2017 be confirmed.

CARRIED PAMRG/0098 - 19/07/2018

3.2 Business Arising from Previous Meeting

THAT the following Action Updates be received and noted:

Dec #	Task Date	Action / Topic	Update
PAMRG/0055	24/11/2016	THAT staff assess environment grants that may be available for lake information signage.	THAT signage installation has commenced as advisory signs only.
PAMRG/0054	22/11/2017	THAT a report be prepared for February's meeting on cat management.	THAT a report was not presented due to no meeting held and will be considered as part of the Strategic Plan development

4 CORRESPONDENCE IN / OUT

4.1 Correspondence

Nil.

5 NEW BUSINESS

5.1 Terms of Reference and Membership

Moved: Mayor Pascoe-Bell
Seconded: Katrina Stafford

1. THAT the minutes be presented in Council papers and on the website.
2. THAT the following meeting schedule be confirmed:

- a) Meeting duration to remain at 1 hour with the ability to be lengthened depending on agenda
 - b) Meeting agenda and papers will be circulated one week prior to a meeting
 - c) Meetings will be scheduled at a minimum of bi-monthly with the ability of addition meetings as required
3. THAT the following membership terms be confirmed:
- a) Consideration if membership can be extended to those who either live or operate within Palmerston and incorporate into the membership application
 - b) Clarification of Elected Member Vacancy and to add to membership application
 - c) Suggestions around membership quantity and committee numbers to be determined following nominations
 - d) Discussion of Membership and Terms of Reference to be circulated to members for consideration
4. THAT the following Code of Conduct terms be confirmed:
- a) Clarification and expansion to Role and Expectations and to then circulate to members
5. THAT the draft Terms of Reference and Membership be circulated with the minutes with proposed changes identified.

CARRIED PAMRG/0099 - 19/07/2018

5.2 Cat Management

Moved: Mayor Pascoe-Bell
Seconded: Katrina Stafford

THAT the following be confirmed:

- a) Animal Welfare Grant to be investigated to provide a community desexing program.
- b) Top End Rehoming Group to provide statistics to CoP on cat de-sexing programs.
- c) A report be presented by City of Palmerston at the third meeting of the PAMRG 2018 regarding subsidy options for de-sexing of animals.

CARRIED PAMRG/0100 - 19/07/2018

5.4 Name of Group

Moved: Katrina Stafford
Seconded: Mayor Pascoe-Bell

THAT there be no change to the current name

CARRIED PAMRG/0101 - 19/07/2018



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6 NEXT MEETING

Moved: Alderman Garden
Seconded: Mayor Pascoe-Bell

THAT the next Palmerston Animal Management Reference Group Meeting be held on Wednesday 29 August 2018 at 4.00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMRG/0102 - 19/07/2018

7 CLOSURE

5:07pm