



Ordinary Meeting of Council Minutes

**Tuesday 11 December 2018
Ordinary Meeting 6.00 PM**

Council Chambers, Civic Centre,
Stuart Highway, Katherine

**MINUTES OF THE ORDINARY MEETING OF KATHERINE TOWN COUNCIL HELD
AT THE KATHERINE CIVIC CENTRE TUESDAY 11 December 2018**

1. WELCOME TO COUNTRY

I am honoured to be on the ancestral lands of Katherine's Aboriginal peoples. I acknowledge the First Australians as the traditional custodians of the continent, whose cultures are among the oldest living cultures in human history. I pay respect to the Elders of the community and extend my recognition to their descendants who are present.

2. OPENING PRAYER

Grant O God to this Council wisdom, understanding and sincerity of purpose in the Governance of this Municipality. Amen

3. PRESENT

Mayor Miller Fay Miller
Deputy Mayor Toni Tapp Coutts
Alderman Peter Gazey
Alderman Matt Hurley
Alderman Jon Raynor
Alderman Lis Clark

In attendance

Mr Robert Jennings – Chief Executive Officer (CEO)
Mrs Claire Johansson - Chief Operating Officer (COO)
Ms Rosemary Jennings – Executive Manager Corporate &
Community Development (XCCD)
Mr Jamie Craven – Executive Manager Infrastructure &
Environment

Ms Sue Crammond (EA) – Minute Taker

3 x members of the Katherine Community
1 x member of the Media

4. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Alderman John Zelley

Leave of Absence: Alderman Lis Clark – 15 December 2018 to 21 January 2019
Alderman John Zelley – 15 January to 31 January 2019

5. CONFIRMATION OF PREVIOUS MINUTES

File: Local Governance / Council Meetings / Confirmation of Previous Minutes

MOVED: Hurley / Clark

5.1 That the Minutes of the Ordinary Meeting of Council held on the 27 November 2018 be confirmed as true and accurate.

CARRIED 6 / 0

6. BUSINESS ARISING FROM PREVIOUS MINUTES

CEO

- The Tender Weighting Report was lain on table at our November meeting. That report will now be considered in this meeting as a late agenda item.
- The McAdam Road Report was also lain on table at the November meeting. This Report will be held over to a future meeting when further information is received and a site visit by EMs has been completed. I note also that Alderman Clark has provided some additional information on this item, which will be added to the Report.
- A Report on Oval 2 was to come to this meeting however, further information was not made available which would allow us to meet tonight's report deadline and so this item will likely be presented at a Special Meeting of Council.

7. DISCLOSURE OF CONFLICT OF INTEREST

File: Local Governance / Council Meetings / Elected Member Disclosure of Interest and Declared Interest

NIL

8. MAYORAL BUSINESS TO BE CONSIDERED

File: Local Governance / Council Meetings / Mayoral Business to be considered.

Ordinary Meeting of Council
Open Forum
Elected Member Information Session x 2
Big Rivers Regional Economic Development Committee
Family bereavement – Adelaide
Australian Tourism Awards judging – Launceston
Elected members information session
Meeting with Ben Laidlaw – Katherine Youth Action Plan
Dob in a Dealer launch

My sincere thanks to the elected members and staff of Katherine Town Council for the kindness shown to me following the recent death of my mother. I very much appreciate your consideration in what is a difficult time.

I would like to take this opportunity to thank the CEO Robert Jennings, the staff and the elected members for the work that has been put into supporting our community during this past 12 months. Much has been achieved, with more

exciting projects developing in 2019. I very much look forward to seeing them come to fruition.

I wish you all a very Merry Christmas and a safe and Happy New Year with your family and friends

9. CORRESPONDENCE AND DOCUMENTS TO BE TABLED

NIL

10. PETITIONS

NIL

11. QUESTIONS

File: Local Governance / Council Meetings / Questions

11.1 With Notice

NIL

11.2 Without Notice

NIL

12. NOTICE OF MOTION

NIL

13. REPORT OF OFFICERS

13.1 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER – NOVEMBER 2018

File: Local Governance / Council Meetings / Chief Executive Officer Report

MOVED: Tapp Coutts / Clark

CEO – There is an update on the November Highlights table. This has been provided to you as a separate document.

Deputy Mayor Tapp Coutts – Where are we at with the development of Single Use Plastics Policy? I would like to see it fast tracked into the projects for new year.

XCCD – The recent Consultation Policy sets the parameters for developing these types of policies. We must engage in consultation with community.

Deputy Mayor Tapp Coutts – Darwin has gone through this process. Can we learn from some of their experiences?

I also note, some stall holders at the Katherine Show are already using recyclables and bamboo type products and I am sensitive to other stall holders

needing time to change over to alternative products which would comply with a policy when developed. However, I believe Council need to lead from the front in responsible recycling practices and this type of policy would do that.

Alderman Gazey – How will we engage with the community and make sure they are well informed and can provide input into the outcomes.

CEO – Existing User Groups will be the first step in consultation. We will look at a reference group and extend to the broader community through surveys. The XCCD is looking at the Communication Officer's role and the newly appointed Project Manager will also be tasked with some of these consultation activities. We expect the Project Manager will commence in early January and the Communications Officer will work with the Project Manager. There are also key stakeholder meetings in the form of Project Control Groups (PCGs) that form part of the process. Council are keen to get all projects currently in train, done well and to maximum benefit for all.

As a side note, the Sportsgrounds and Showgrounds PCGs have met and we are moving ahead positively.

Mayor Miller – It seems there will be lots of consultations early in the year, especially as we have already been given the money.

CEO – Newsletters will also be available for all our big projects. There will be a number of avenues to find out about project and opportunities to engage with Council.

Mayor Miller – The Project Manager is a new role. Is the Communications Officer – new as well.

CEO – The Comms Officer is an existing role, however we are looking at how that role can be altered to fit with the engagement responsibilities associated with the new projects.

Alderman Gazey – Can we look at using an empty shop in the Oasis complex to engage with the community, similar to that done by DIPL with the Flood Levee consultation?

CEO – The incoming Project Manager has suggested that type of consultation for all our upcoming projects as well, so we can definitely look at doing that. We also want to ensure the consultation is kept going throughout the projects, not just at start up.

Alderman Raynor – with regards to the Knotts Crossing unregistered cemetery. Is there an update? How are we identifying the descendants?

CEO – This is an uncharted area for Council and we are seeking support with regards to the legal framework. Council Officers have been in contact Dept of Housing and Community Development (DHCD) who are the authority. We have contacted some of the known descendants to seek additional information around the circumstances of why this space was used for the purpose. Some we have contacted have not gotten back to us yet.

Alderman Raynor – Will we look at having the remains removed and re-interred?

CEO – Officers can't answer that question at this stage. We need further advice from the authorities.

Mayor Miller – Do we know who is there?

CEO – We know some information as a result of speaking to the descendants. However, not all the remains are identified yet. Council are treating this with the highest level of respect possible and we must follow the correct legal advice. This is a very important matter and we must ensure it is handled correctly.

That it be recommended to Council:

That the Chief Executive Officer Report for the month of November 2018 be received and noted.

CARRIED: 6 / 0

13.2 MONTHLY REPORT FOR CORPORATE AND COMMUNITY DEVELOPMENT – NOVEMBER 2018

File: Local Governance / Council Meetings / Corporate and Community Services Reports

MOVED: Gazey / Clark

Mayor Miller – I note a large decrease in visitor numbers. Maybe that drop off in numbers tells us the weather is really heating up? However, the spend is still very good and indicates what a great job the staff are doing. Very impressive.

Deputy Mayor Tapp Coutts – Does this spend figure indicate visitors maybe buying online?

XCCD – Visitors can use BookEasy online services, however, this is not account for a large proportion of sales vs over the counter sales.

Deputy Mayor Tapp Coutts – Can we get the online vs in-store shopper figures broken down? The Visit Katherine site is a fantastic site and I do get a lot of bookings through it.

XCCD – Yes, we can provide a breakdown of online shopper figures to EMs.

That it be recommended to Council:

That the report of the Corporate and Community Development Report for the month of November 2018 be received and noted.

CARRIED: 6 / 0

13.3 MONTHLY REPORT FOR INFRASTRUCTURE AND ENVIRONMENT SERVICES - NOVEMBER 2018

File: Local Governance / Council Meetings / Works and Services Division Reports

MOVED: Clark / Gazey

Alderman Clark - Repairs to Camel Shed wall? What building is that?

XCCD - This is also referred to as the Commerce Pavilion.

Alderman Clark – Removal of Safety House signs. Why is this?

Mayor Miller – Neighbourhood Watch no longer identify Safe Houses.

Alderman Clark – Pg 15 – What signs were reinstated?

XIE – Florina Road, 60km hr sign at damaged culvert. Lindsay Street pedestrian crossing sign.

Deputy Mayor Tapp Coutts – Congratulation to the Rangers, with a total of eighteen dogs returned to their homes, 1 given to rehoming and 2 adopted/purchased. This is a good result.

Alderman Gazey – I would like to address the comment in the Open Forum about the perception of decreased Council services. How do we capture that this is simply not the case? This Report clearly shows we are doing a lot of work in a lot of areas that the public don't necessarily see. Officers are to be commended for their work. Perhaps more information could be released on social media?

Alderman Gazey - Illegal dumping on pg18. One incident recorded in October and 6 in November. We initially were concerned that dump fees would see this figure increase. Has any data been collected on the type of items being dumped, i.e. whitegoods etc? Do we need to target that area? Good to see there is no commercial illegal dumping happening.

XIE – No specific feedback is available on items being dumped. However, whitegoods dumping was a problem prior to the fee introduction. I can provide a breakdown of dumping to EMs.

Mayor Miller – Dumping of rubbish is always going to be a challenge with or without fees being charged. Dumping is an act of laziness.

Deputy Mayor Tapp Coutts – I have received complaints that locals are dumping rubbish in bins at Knotts Crossing etc.

Mayor Miller – Yes, I have witnessed that too. Though it is very annoying I comfort myself with the fact that at least it is going into a bin and not being left in an untidy mess at the roadside or elsewhere.

Alderman Raynor – How are we managing the dumping into overflowing bins?

XIE – Knotts Crossing bin is possibly being removed. We will monitor other areas.

XCCD – Our initial focus has been to monitor incidences of commercial dumping into bins and not so much on domestic waste. This is reflected in nil recording of commercial waste dumping. We can now monitor domestic dumping.

Alderman Raynor - Pg14 – Why did we hire an excavator to dig graves at the cemetery? Don't Council have an excavator?

CEO – Yes, we do own one.

XIE – Will take that question on notice.

Alderman Raynor – Pg 14 - Septic pump out at the airport. This seems to be happening a bit?

XIE – This instance was for rainwater infiltration. We are considering tapping into Defences' sewage system. However, we will need to negotiate with Defence to get that happening. In the meantime, we will continue to monitor the sewage and pump out as required.

Mayor Miller – Can we get some background information on this to the EMs?

XIE – Yes, we can do that.

CEO – We will let EMs know what will need to happen next as well as look at the longer term solution with Defence.

That it be recommended to Council:

That the report of the Infrastructure and Environment Services Report for the month of December 2018 be received and noted.

CARRIED: 6 / 0

13.5 TENDER 18/09 – ZIMIN DRIVE EDGE BREAK REPAIRS

File: Tenders / Tenders 2018 / T18-09 – Zimin Road Edge Break

MOVED: Hurley / Tapp Coutts

Alderman Raynor – Price seems very low. What does the contract say with regards to variations / amendments?

CEO – Remote Civil have been good on previous projects with Council. Things that are acceptable variables are items outside of the contractor's control i.e. where there is an error in the design of the project. If the contractor make an error, i.e. incorrect quotes, it is their responsibility to cover any additional costs. We did have a large price differential from tender respondents. This indicates that tenderers read the tender differently. However, based on our research, we are confident in Remote Civil's pricing.

XIE – Council would have preferred a more consolidated price range, but we have no control over that. However, as our previous experience with Remote Civil is positive, we are confident in their price estimate. This is a lump sum tender and variations should be limited as stated by the CEO.

Alderman Clark – I would like to point out that Council does not necessarily have to take lowest tender.

Mayor Miller – Yes that is correct. We are not obliged to take the lowest quote.

Alderman Gazey – That is both sides of the road?

XIE – Yes, I have spoken to Remote Civic to ensure we have clarity. They have been given an opportunity to make any necessary corrections prior to our acceptance of their tender.

That it be recommended to Council:

That Tender 18-09 – Zimin Road Edge Break Repairs, be awarded to Remote Civil at their submitted schedule of rates price of \$111,060.51 (GST inclusive).

CARRIED: 6 / 0

13.6 TENDER 18/012 – SLASHING OF ROADSIDE VEGETATION

File: Tenders / Tenders 2018 / T18/12 - Slashing of Roadside Vegetation

MOVED: Clark / Tapp Coutts

Alderman Gazey – Budget estimate for slashing was \$55K. The tenders have come in 1/3 higher again. Doing roadside verges does do damage to equipment – I assume contractors have factored that into their tender prices? Council has received good feedback on their verges recently and I feel this work should stay with Council. We would require additional staff to continue to provide that service, but we have equipment already, including a \$16K weed spray unit. I would like Council to continue to do the verges rather than contracting it out. I believe it is a more productive and sustainable model. Therefore, I would like to amend the recommendation to state that Katherine Town Council will take on this role again.

Alderman Raynor – Agree with Alderman Gazey. Whether we do it for \$55K or not, we are doing it ourselves and we do already have the appropriate equipment. We should keep it inhouse.

Alderman Clark – I did this work for a number of years. The price is high, however, how many times are we going to get them to slash and how many passes?

XIE – Three times before end April, with minimum of 5 week in between, unless directed otherwise. A 9 m verge will be achieved with 2 – 3 passes.

Alderman Clark – If a contractor has the job, part of the deal is they have to redo it if we are not satisfied with end results.

Mayor Miller – Pg 28 – Recommended Submission says "Council staff will be completing slashing operations on the southern side of the River so a comparison can be made afterwards as what the best value of money is. The shortfall will need to come out of the rural roads budget which will mean a slightly reduced shoulder maintenance grading program."

CEO – Council Officers must follow what Council resolve to do. Do I understand you want to reject the recommendation Alderman Gazey?

Alderman Gazey – Yes.

CEO – We will need to check the code for tendering to see if there is a clause that states we do not have to award a tender.

Mayor Miller – Can we take the vote now on the existing recommendation to ascertain the way Aldermen are leaning?

Alderman Gazey – Yes.

That it be recommended to Council:

That tender 18/12 – Slashing of Roadside Vegetation be awarded to Katherine Tree Maintenance at their submitted schedule of rates prices of \$72,910.20 (GST inclusive).

CARRIED: 4 / 3

A casting vote, in favour of the recommendation, was exercised by Mayor Miller.

14. REPORTS FROM REPRESENTATIVES ON COMMITTEES

Deputy Mayor Tapp Coutts

Ordinary Meeting of Council

Open Forum

Elected Member Information Sessions x 2

Tindal PFAS Update – KTC

Kintore Street School Presentation Night

ASBAS Business Launch

Regional Community Engagement Group – Top End Health Services

Churchill Fellowship Awards Darwin

GYRACC Board and AGM

MotoScouts Graduation at KTC

St Joseph's College Liturgy and School Presentations

Escort Administrator NT to a range of events and orgs.

Katherine Region of Writers – Library

Carols by Candlelight

RCEG Meeting

Story Time – Library

Senior Citizens Lunch – Katherine Club

Katherine Museum AGM

Hydraulic Fracturing Update NT Gov with Roper Gulf CEO / Mayor – KTC

GYRACC Poppy Searle, Craig Lambert, Presentation – KTC

Dob in a Dealer launch

Alderman Gazey

Ordinary Meeting of Council

Open Forum

Elected Members Information Session x 2

Special Meeting of Council

Development Consent Authority

Dob in a Dealer launch

Alderman Clark

Ordinary Meeting of Council

Open Forums

Elected Members Information Session x 2

KTC Christmas Party

Carols by Candlelight

Showgrounds Advisory Committee Meeting

Hydraulic Fracturing Presentation

GYRACC Presentation

Water Advisory Committee

Dob in a Dealer launch

Alderman Raynor
Ordinary Meeting of Council
Open Forum
Elected Members Information Session x 1
Rate Payers Meeting
Dob in a Dealer launch

Alderman Zelley
Ordinary Meeting of Council
Open Forum
Elected Members Information Session x 2

Alderman Hurley
Ordinary Meeting of Council
Open Forum
Elected Members Information Session x 2
Dob in a Dealer launch

15. LATE AGENDA ITEMS

To accept the late agenda items to the meeting

MOVED: Tapp Coutts / Clark

CARRIED: 6 / 0

15.1 AMENDMENT TO TENDER ASSESSMENT CRITERIA WEIGHTING

File: Tenders /Administration / Tender Assessments

MOVED: Hurley / Clark

That it be recommended to Council:

That the following criteria be adopted:

Percentage Weightings and Assessment Criteria From Response Schedules	
Past Performance	15%
Local Development	30%
Value Adding	5%
Capacity	20%
Price	30%
Total	100%

CARRIED: 6 / 0

16. GENERAL BUSINESS

Deputy Mayor Tapp Coutts

- I refer to comments made by Mrs Crane at the Open Forum regarding antisocial and aggressive behaviours at the Oasis Shopping Centre. I request Council meet with the Centre owners. Topics for discussion would include shaded areas, more seating, additional security and lighting, street art, covered parking. It is key to point out that NTG and KTC have committed to the revitalization of the CBD and Centre owners should be encouraged to participate in that process by providing these upgrades.
- Author and actor Samuel Johnson has released his latest book entitled "Dear Santa". All money raised goes to the "Love Your Sister Foundation". I was privileged to be asked to contribute to the book. Just a note Samuel coming up next year as part of his promotional tour and has committed to coming to Katherine.
- Lastly, Merry Christmas to all and thank you for your hard work. Thanks to people who come to our meetings and to the Katherine Times.

Alderman Raynor

- How many times have we lobbied with the Centre owners? Perhaps twice a year with little result. I would like to add to the Deputy Mayor's list and include solar as part of covered parking.
- Santa will be arriving at Katherine Airport at approx. 8am tomorrow. For those with kids particularly, it would be great to see you there to welcome Santa.

Alderman Clark

- We still have problems with people driving the wrong way at the Hot Springs, which is very dangerous. Tourists are also parking under the shade area near the school. Can we look at strategies to fix these issues? Thanks to staff and Merry Christmas to all.
- CEO – I have noticed an increase in people driving the wrong way at the Hot Springs. There is sufficient signage. Police are about the last option we have as they can issue fines.
- Alderman Clark – Police do come but it doesn't seem to have a lasting effect.
- Mayor Miller – Can we request a concerted effort from Police? A week long campaign perhaps?

Alderman Gazey

- Would a round-a-bout at the end of the Hot Springs road provide the option to do a U-turn, allowing a clear and easy exit in the correct direction? This may be better than a "No Entry" sign. Other option, install a camera on a signpost to identify drivers doing the wrong thing.
- I believe the Edith Farms Survey has gone out. However, one resident I spoke to has checked their post (Friday) but hasn't received it. They are the rate payer for that property.
- XCCD – Yes, the survey has gone out. If you provide me the name, I will follow up.
- Alderman Gazey – Have you received any responses yet?
- XCCD – Not yet. The closing date is 25 January. This is to allow for those residents who may already be on holiday over the Christmas period. Results should be tallied for the February Council meeting.
- Alderman Gazey – Merry Christmas to all and thank you everyone for the year.

Mayor Miller

- Referring back to the Oasis Centre, the previous management were happy to meet with us. We will set up meeting with the new management.
- Attendance via teleconference at the LGANT Executive meeting will exclude me seeing Santa's arrival at the airport, which I am very disappointed about.

-
- I have spent approximately fifty (50) hrs in November judging submissions for the Australian Tourism Awards. I attended a three (3) day workshop in Launceston from last Wednesday with other judges, to go through all our awards notes, compare our results and ensure a consensus on winners was reached. It was a very enjoyable process and provided a really good opportunity to talk about the Katherine product and to put Katherine on the tourism map. On the 1st March 2019, the Australian Tourism Awards ceremony will be held in Launceston at Cataract Gorge. It should be a truly special event.
 - I would like to again thank Robert for his amazing work this year and to the Executive staff for their continued support. To all Council's staff I extend my thanks for all the hard work, to Katherine Times for their support and to the members of the public who come to our meetings. Lastly, thank you to our Elected Members who continue to provide their services our Community. Your contributions are very much valued and appreciated.

17. CONFIDENTIAL ITEMS

NIL

18. NEXT ORDINARY MEETING OF COUNCIL

The first Ordinary Meeting of Council for 2019 will be held on Tuesday 22 January 2018.

19. Meeting Closed

The meeting closed at 7:02 pm.

Fay Miller

MAYOR MILLER OF KATHERINE

Officer Title Abbreviations

CEO	Chief Executive Officer
COO	Chief Operating Officer
XCCD	Executive Manager Corporate and Community Development
XIE	Executive Manager Infrastructure and Environment
MCERS	Manager Compliance Environment & Regulatory Services
MIE	Manager Infrastructure & Environment
MCFAS	Manager Customer Finance Administration Services
MVIC	Manager Visitor Information Centre
CO	Communications Officer
EA	Executive Assistant
CLO	Community Liaison Officer
SO	Sustainability Officer
GO	Governance Officer