



Ordinary Meeting of Council Minutes

**Tuesday 26 June 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 26 JUNE 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 Fay Miller
Deputy Mayor Peter Gazey (video conference)
Alderman Toni Tapp Coutts
Alderman Matt Hurley
Alderman Jon Raynor

In attendance

Mr Robert Jennings – Chief Executive Officer (Chief Executive Officer)
Mrs Claire Johansson – Chief Operating Officer (Chief Operating Officer)
Ms Rosemary Jennings – Executive Manager Corporate & Community Development (EMCCD)
Mr Jamie Craven – Executive Manager – Infrastructure and Environment
Ms Sue Crammond – Minute Taker

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

4. APOLOGIES AND LEAVE OF ABSENCE

Alderman John Zelle
Alderman Lis Clark

5. CONFIRMATION OF PREVIOUS MINUTES

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

MOVED: Hurley / Tapp Coutts

That the Minutes of the Ordinary Meeting of Council held on the 22 May 2018 be confirmed as true and accurate.

CARRIED 5 / 0

MOVED: Raynor / Tapp Coutts

That the Minutes of the Special Meeting of Council held on 12 June 2018 be confirmed as true and accurate.

CARRIED 5 / 0

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Alderman Raynor – Please note, from the minutes of our previous meeting, I did not vote for the first two reports of the meeting, that is the CEO's and Corporate and Community Development reports, yet the minutes does not record that – I did not show my hand.

Mayor Miller – I did not notice that you hadn't raised your hand. Why did you not raise your hand?

Alderman Raynor – I wanted to see what would happen.

Mayor Miller – I will make a note of raised hands and ensure I get a response from Aldermen who maybe joining us on teleconference/videoconference.

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.

NT News interview x 1

Story Time – Katherine Town Council Library

Meeting with Police Commander Hollamby

Edith Farms Community Consultation

Rehoming – Lindsay Street

Men's Shed event – Rocky Ridge

Katherine Night Markets

Funeral x 2

Zimmin Drive Workers Accommodation inspection

2 day Australian Company Directors course – Darwin

Minister Greg Hunt – telephone conversation

ABC radio interview x 3

ABC TV interview

SKY News interview

Channel 9 interview

Top FM interview

3UZ interview

Newcastle media interview

Multiple phone calls and emails in relation to Minister Greg Hunt

Dr Tony Hobbs teleconference

Green Snaps Exhibition opening

Dreaming Under the Stars community fundraiser

Hon Bill Shorten meeting

Mimi Arts reception
Seniors Advisory Committee re Accommodation – Palmerston
Government House – High Tea for Queen’s Official Birthday
Cancer Council Masquerade Ball – Darwin
Glenti Festival x 2 days
LGANT Executive teleconference
Special meeting of Katherine Town Council x 2
Elected Member Information Session x 2
Women in Business luncheon
Big Rivers Regional Economic Development Committee
Meeting with Defence re Freedom of Entry
Meeting with community member x 8
Paralympic Sports Day opening
Katherine Flood Mural meeting
First Aid Training
PFAS update and Walk In Session
Nitmiluk Tours Board meeting
Meeting with Dr Sarah Richards – re PFAS
ABC Grassroots
Sabrina Ride 4 Life fundraiser – Civic Centre lawns
Kintore Street School Annual Croc Race
PFAS monthly catchup with NTG/KTC
Open Forum and Council meeting 26 June

Copy of Greg Hunt meeting notes to be included next meeting.

9. CORRESPONDENCE AND DOCUMENTS TO BE TABLED

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 - MAY 2018**

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

MOVED: Tapp Coutts / Raynor

Mayor Miller – Page 7 – Elected members year to date should be 0. That was a complaint recorded in a previous year.

CEO – Statistics are over financial year not calendar. Change the tag at the end of these tables.

Raynor – Is there an update for the Emungalan Road Bridge?

CEO – We are looking at legal alternatives. Council Officers are working hard to see what can be achieved and we have had a meeting with community recently to keep them informed. The advice seems to indicate a Land use Application (LUA) S24 is potentially the best option to pursue the matter.

DM Tapp Coutts – What is an S24?

CEO – It is a series of prescribed actions that can be used to further matters. An S24 allows a road or piece of essential infrastructure to be acquired, but it is not a straight forward exercise there are a lot of complexities.

DM Tapp Coutts – Could you claim a section of that road under safety aspects, i.e. flooding.

CEO – This has been tried and we are still work through the many issues.

Alderman Raynor – CBD Revitalisation – is there any update available?

CEO – Promising negotiations and we are relying on the NTG over the next few weeks to see what happens.

That it be recommended to Council:

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

CARRIED: 5 / 0

13.2 **MONTHLY REPORT FOR CORPORATE AND COMMUNITY DEVELOPMENT - MAY 2018**

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

MOVED: Hurley / Raynor

Mayor Miller – The Library is continuing to look for innovative ways to encourage usage. Lots of good programs on offer and our staff really deserve a pat on the back for their efforts.

CEO – Yes, the Library is doing great work, as is the Visitor Information Centre (VIC). Though the VIC is experiencing lower visitor numbers they continue to create record sales. Over two consecutive months, they have recorded the best sales figures in a 6 year period. The XCCD will comment further on this next Council meeting.

That it be recommended to Council:

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

CARRIED: 5 / 0

13.3 MONTHLY REPORT FOR INFRASTRUCTURE AND ENVIRONMENT SERVICES - MAY 2018

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

MOVED: Tapp Coutts / Raynor

Mayor Miller – Urban Litter on page 17 - 1260kg in May 2017 and is now 1640kg this May. Can we define what has attributed to the increase?

COO – There are a number of factors – the Katherine East development and Depot employees undertaking litter collection are the two key contributors to the increase.

Alderman Raynor – Katherine Showgrounds – 3 phase power for electric vehicle charging. I have spoken to a visitor who was very happy with the resources – that she could go down to the Showgrounds and recharge her vehicle. However, what would make it easier could be working with local accommodation venues to install charging points at their locations so visitor could easily recharge overnight. Could Council have some conversations with local operators around that?

That it be recommended to Council:

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

CARRIED: 5 / 0

13.4 MONTHLY REPORT FOR FINANCE - MAY 2018

File: Local Governance / Council Meetings / Financial Report

MOVED: Hurley / Tapp Coutts

Mayor Miller – Good to see that the 120 day debtors have been referred to the collection agency. Can they be drawn out?

COO – On a routine basis, debts are forwarded onto the collection agencies. We have done a review on those that can be collected and will write off those that are not financially viable to follow through.

Alderman Gazey – Page 29 - Centre of Racecourse mowing. Was that just the centre of the race course or were other areas mown?

XCCD – That is purely the cost for the centre of the race track.

Alderman Gazey – It seems an excessive bill. Is that a once off or part of a multiple service agreement?

XIE – That was to cut the grass, which had grown to around 1m high. Two passes had to be done to complete the job properly.

Alderman Raynor – Page 30 – Construction of electric gates. What is that?

XIE – The automatic gates at the showgrounds. This was a very late submission of an invoice from the contractor.

Alderman Raynor – Can we have a conversation with suppliers around late invoices? Some are submitted over 12 months past works being done.
CEO – Yes, we have sent a strong letter to suppliers and we are now enforcing the provisions in that letter.
COO – We are following up with suppliers with late invoices on a one to one basis and reiterating our processes. Contractors are informed they won't be awarded jobs until their past invoices have been submitted.

That it be recommended to Council:

That Council endorse the Financial Report for the month of May 2018.

CARRIED: 5 / 0

13.5 SUBMISSIONS RECEIVED AFTER PUBLIC CONSULTATION OF THE MUNICIPAL PLAN AND BUDGET

File: Local Governance / Compliance / Municipal Plan

MOVED: Tapp Coutts / Hurley

Alderman Raynor – I have reviewed the recommendations 1 through to 8 and I feel I can only vote for 1 through 7. I cannot adopt recommendation 8 – Adopt the elected member allowances, especially when we are going to ask rate payers for more.

CEO – We can amend the recommendation to vote on items 1 through 7, the vote on item 8 separately.

Alderman Gazey – Item 8 is reflected in other recommendations, so that would make it difficult to vote on each separately.

CEO – If we go thru this process, the budget won't be adopted today. We will have to move the budget to another meeting of Council.

Alderman Raynor – Do we have a timeframe for the budget adoption?

CEO – We can do the rating element as well as the budget in July. After that we will need to seek advice from the Minister to get an extension.

Alderman Raynor – I will withdraw the idea of an amendment and we will vote on the recommendations as a whole.

That it be recommended to Council that Council:

1. Receive the submissions and note the responses to the Municipal Plan and Budget.
2. Note the attached memo (Appendix 3) relating to layout, spelling and grammar errors.
3. Note the attached memo (Appendix 4) of adjustments to the Budget.
4. Note the attached memo (Appendix 5) of adjustments to the Long Term Financial
5. Note the attached memo (Appendix 6) of adjustments to the KTC Fees & Charges.
6. Adopt the 2018-2019 Municipal Plan including the accepted submissions.
7. Adopt the 2018-2019 Budget.
8. Adopt the Elected Member Allowances

CARRIED: 3 / 2

Aldermen Hurley and Raynor were the against votes.

13.6 DECLARATION OF RATES

File: Finance / Rates / Declaration

MOVED: Tapp Coutts / Gazey

Aldermen Gazey – We have asked for feedback from the community on our rates and charges and I am sure we will receive more feedback when residents get their rates notices. We need to be aware of that but it shouldn't put us off.
Mayor Miller – As with all new rates cycles, an explanation flyer will go out with the rates notices, explaining where we are spending the money etc.

That it be recommended to Council that:

Items 1 to 8 in the attached Declaration of Rates & Charges be approved for the Financial Year ending 30 June 2019, pursuant to Part 11.5 of the Local Government Act.

CARRIED: 5 / 0

13.7 KATHERINE TOWN COUNCIL RATING STRATEGY

File: Local Governance / Policy / Policy Decisions to be Actioned / Policy Manual Updates

MOVED: Raynor / Hurley

That it be recommended to Council:
That the attached amended policy be received, noted and adopted.

CARRIED: 5 / 0

13.8 AUDIT COMMITTEE MEETING MINUTES HELD ON 15 FEBRUARY AND 5 JUNE 2018

File: Finance / Audit / Audit Committee

MOVED: Tapp Coutts / Hurley

Alderman Raynor – The Audit Committee is a very interesting committee to be a part of. I have learned a lot and Mr Swan is very forthcoming with advice.

That it be recommended to Council:

1. That Council receives, notes and endorses the confirmed minutes of the Audit Committee Meeting held on 15 February 2018.
2. That Council receives, notes and endorses the unconfirmed minutes of the Audit Committee Meeting held on 5 June 2018.

CARRIED: 5 / 0

13.9 LEASE – AUSTRALIAN BROADCASTING CORPORATION – LOT 3216

File: Legal Documents / Lease / Australian Broadcasting Corporation

MOVED: Hurley / Tapp Coutts

That it be recommended to Council:

That the Mayor and Chief Executive Officer be authorised to execute a two (2) year lease with a two (2) year renewal option for the office space within the Visitor Information Centre – Lot 3216 – Corner of Lindsay Street and Katherine Terrace and affix the Common Seal as required.

CARRIED: 5 / 0

13.10 CLEANING OF COUNCIL FACILITIES – VARIOUS LOCATIONS

File: Tenders / Works / Cleaning of Council Facilities – Various Locations

MOVED: Tapp Coutts /Raynor

Alderman Raynor – Can we get a bit of a bio on who Yaanma are?

XIE – Yaanma are an established local company who currently have contracts within the town, e.g. cleaning the shopping centre complex. They have recently been re-awarded that contract. They have eight (8) locally based staff, 6 of whom are indigenous. Yaanma are involved in a lot of community programs. Their local supervisor did meet with me to go through the sites in detail and discuss the requirements of the tender. That instilled confidence they knew the scope of the contract. Their price was competitive, they have quality WHS systems in place and their tender bid was well presented.

Alderman Raynor – Does this allow for increase of cleaning schedules aligned with any increases in usage of facilities?

XIE – It did take in to account some additional facilities at sportsgrounds. There are provisions for reduce servicing in the wet season and more servicing in the dry season. The contract covers more services than previous years and is a bit different in scope. For example, the Don Dale Pavilion increases from 2 cleans to 3 cleans per week, which includes a weekend clean (which was needed). The contract is more focussed on when and where to clean, alongside regular scheduling of services.

That it be recommended to Council:

That Tender T18/05 – Cleaning of Council Facilities – Various Locations, be awarded to Yaanma Services Pty Ltd at their submitted schedule of rates price of \$35,074.24 (GST inclusive).

CARRIED: 5/0

13.11 **TENDER 18/07 – MOWING OF KATHERINE EAST PARKS**

File: Tenders / Works / Mowing of Katherine East Parks

MOVED: Tapp Coutts / Hurley

That it be recommended to Council:

That Tender T18/07 – Mowing of Katherine East Parks, be awarded to McCoys Garden Engineering at their submitted schedule of rates price of \$12,439.02 (GST inclusive).

CARRIED: 5 / 0

14. **REPORTS FROM REPRESENTATIVES ON COMMITTEES**

Deputy Mayor Gazey

EMIS

Ordinary Meeting of Council

Open Forum

Special Meeting of Council – Waste Collection

Opening of new Electoral Office – Katherine

Visit by Bill Shorten – and Mimi Arts Function

Walk-in Community PFAS

Health Professionals Presentation

Graduation of the Motoscouts

DCA

Alderman Clark

EMIS

Ordinary Meeting of Council

Open Forum

Special Meeting of Council – Waste Collection

Alderman Raynor

EMIS

Ordinary Meeting of Council

Open Forum

Special Meeting of Council – Waste Collection

3 x Rate payer phone calls

Audit Committee Meeting

PFAS Community Walk-In Session

Alderman Tapp Coutts

EMIS

Ordinary Meeting of Council

Open Forum

Special Meeting of Council – Waste Collection

Biggest Morning Tea at Katherine Museum

Funeral for Tom E Lewis at Beswick

Pine Creek Art Prize

GYRACC Board Meeting

Afternoon tea welcome to new Director Poppy Searle at GYRACC

Function for Bill Shorten – Leader of the Opposition

Katherine Region of Writers – Katherine Library
Full day volunteer work at the Katherine Museum
Barunga Festival
Meeting with CEO and Mari Helou – Museum Grant Application
Katherine Flood Public Art Project – KTC

Alderman Zelle
Ordinary Meeting of Council
Open Forum
EMIS
Special Meeting of Council – Waste Collection

Alderman Matthew Hurley
Ordinary Meeting of Council
EMIS
Open Forum
Special Meeting of Council – Waste Collection

15. LATE AGENDA ITEMS

MOVED: Tapp Coutts / Hurley

15.1 TENDER 18/08 – OPERATIONAL MANAGEMENT OF THE KATHERINE AQUATIC CENTRE

File: Tenders / Works / Operational Management of the Katherine Aquatic Centre

MOVED: Tapp Coutts / Hurley

CEO – The Katherine Aquatic Centre is owned by Council and is currently managed by the YMCA. Council issued a simple tender for management of this facility and had one respondent. A comparison exercise was not a meaningful process and therefore not done. The price of the YMCA tender has gone up 25% but there are a number of reasons provided for this; management fee hasn't increased in 3 yrs; due to PFAS, the pool must be topped up with mains water, not bore water, which comes at a cost; Security is required for after hours; YMCA are seeking quality trained lifeguards that they will retain for longer periods of time. Looking at the amount charge and the amount they make, they are claiming to be just breaking even on this facility.

DM Tapp Coutts – This is a one year contract, so it gives us time to look at what happens into future. We don't want YMCA to lose money. The aquatic centre is an important facility to the town.

Alderman Gazey – I am concerned around free bore water and costly mains water. This should not come as a cost to Council or to the township. The lease should reflect that we seek reimbursement from Defence. Can that part be a part of the tender or the contract?

CEO – There are two options: Future tenders can include that, or elected members can include it as part of this recommendation. Should funding be provided by the Defence, then that would be entered into the tender.

XIE – At the present time, there is no way to measure how much water is being used to top up the pool. We have looked at putting in a submeter to measure that, but currently the infrastructure is not there.

CEO – We note your concerns. This is a one year contract and we can work on that in the next tender. This is a conversation to have with Defence and both parties will need to come to agreement.

Alderman Gazey – I would like Council to actively seek that reimbursement from Defence.

Alderman Raynor – Can we check back on the figures in 6 months. Especially the water usage? The other costs should be included as well.

That it be recommended to Council:

1. That Tender T18/08 – Operational Management of the Katherine Aquatic Centre, be awarded to YMCA of the Northern Territory at their submitted schedule of rates price of \$324,120 annually (GST inclusive).

CARRIED: 5 / 0

15.2 TENDER 18/08 – SWEEPING OF URBAN AND INDUSTRIAL STREETS INCLUDING KERBSIDE WEED ERADICATION

File: Tenders / Works / Sweeping of Urban and Industrial Streets Including Kerbside Weed Eradication

MOVED: Tapp Coutts / Raynor

Alderman Gazey – Does this include Binjari, sweeping of the RPT and GA at the airport

XIE - Regular services for the airport carpark and streets. Tenderers were asked to submit a price for one off apron sweeping as required.

Alderman Gazey – What is the arrangement with Arafura Sweeping?

XIE – They perform sweeping of apron on an as needed basis.

Alderman Raynor – Is that extra or included in this tender?

XIE – In addition to. This is a price for scheduled work.

DM Tapp Coutts – This is a one (1) year contract as well, isn't it?

XIE – Yes, a one year with an option to extend.

DM Tapp Coutts – We have discussed the reduction of street sweep from 12 times to 8 times per year. That extra saving could go into mowing other high-profile areas, Meluca Dr, Giles St etc. Can we please keep on agenda for the next tender process?

Alderman Gazey – Lower price is an advantage. What measures do we have in place if Advanced are unable to fulfil their contractual obligations?

XIE – It will go out to re-tender and in the interim, jobs will be issued on an as needed basis. This is a once a month servicing, so there is time for a operator to schedule in.

CEO – The risk is manageable with the monthly service interval.

Alderman Raynor – How quickly will they come up to speed?

XIE - They will initially bring in a trained operator from the existing organization until they attract a local person to train up. Late July is the anticipated start up time. A local company has been sourced on an interim basis, for services and repairs.

Mayor Miller – Do they meet the requirements of the contract?

XIE – Yes.

That it be recommended to Council:

1. That Tender T18/08 – Sweeping of Urban and Industrial Streets Including Kerbside Weed Eradication, be awarded to Advance Sweepers at their submitted schedule of rates price of \$72,240.83 (GST inclusive).

CARRIED: 5 / 0

16. GENERAL BUSINESS

Tapp Coutts – Agenda item for a future meeting – can we have a policy on single use plastic bags and other plastic items at Council facilities? For example, caterers to use biodegradable containers, bamboo plates and cutlery etc. Request the markets and other operators to comply, by say 1 July 2019. This would also assist with the reduction of litter into the WMF.

Alderman Gazey – The use of the teleconference system has allowed me to attend training in Darwin and to also attend Council meetings. This is a good use of technology.

DM Tapp Coutts – A resident has asked me to mention the amount of rubbish coming from Black Russian café, due to single use items. Their bin is always full to overflowing.

Mayor Miller – Thank you to the Executive Staff and CEO for the incredible amount of work that has gone into the Municipal Plan (a period extending from March to July). This is the best presentation of the MP and easy to read and understand for all community members.

CEO – The quality of the MP is really good. A large number of people have been involved and a lot of consultation feedback was received. This is the best financial planning we have done. Just to note, I understand that the number of Council Officers to community members is lowest in the Northern Territory.

Thank you to Rosemary Jennings for collating the large number of documents and comments into the Plan. Thank you to the elected members for their input and amount of consultation they have been involved in.

17. CONFIDENTIAL ITEMS

NIL

18. NEXT ORDINARY MEETING OF COUNCIL

The seventh Ordinary Meeting of Council for 2018 will be held on Tuesday 24 July 2018.

19. Meeting Closed

The meeting closed at 7.25 pm.



Fay Miller
MAYOR OF KATHERINE

Abbreviations

CEO	Chief Executive Officer
COO	Chief Operating Officer (formerly DCCS)
XCCD	Executive Manager Corporate and Community Development

MCFAS	Manager Customer Finance Administration Services
XIE	Executive Manager Infrastructure and Environment
MCERS	Manager Compliance Environment & Regulatory Services
MIE	Manager Infrastructure & Environment
MVIC	Manager Visitor Information Centre
CO	Communications Officer
EA	Executive Assistant
CLO	Community Liaison Officer