



# **MINUTES**

## **Ordinary Council Meeting**

**Tuesday, 23 August 2022**  
**6:00 pm**

Council Chambers,  
Civic Center, Stuart Highway, Katherine

**ELECTED MEMBERS**

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Kym Henderson
- Councillor Maddy Bower
- Councillor Denis Coburn
- Councillor Ben Herdon
- Councillor Amanda Kingdon
- Councillor Jeremy Trembath

**OFFICERS**

- Ms Ingrid Stonhill – Chief Executive Officer
- Mr Brendan Pearce – Director Infrastructure and Environment
- Mr Avtar Singh – Director of Corporate Services
- Ms Donna Warland – Governance and Executive Officer

**WEBCASTING DISCLAIMER**

The Katherine Town Council is live webcasting the Open Section of Ordinary Council Meetings. Audio-visual recording equipment has been configured to avoid coverage of the public gallery area and the Katherine Town Council will use its best endeavours to ensure images in this area are not webcast. However, the Katherine Town Council expressly provides no assurances to this effect and in the event your image is webcast, you will by remaining in the public gallery area be taken to have given the Katherine Town Council a non-exclusive licence to copy and broadcast your image worldwide for no reward.

Every care is taken to maintain privacy and attendees are advised they may be recorded. In the case of livestreaming becomes unavailable due to technical difficulties, Council will attempt every effort to ensure the live streaming issues are rectified promptly. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. Council will take no responsibility for and will not be held liable for the unavailability of live streaming in part or full; due to technical issues beyond its control.

Webcasting of Special or Ordinary Council Meetings and any other public forums and meetings authorised by the CEO remain the property of Katherine Town Council. Access to live streams and recording of meeting is provided for personal and non-commercial use. Video, images, and audio must not be altered, reproduced or republished without the permission of the CEO. Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Katherine Town Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.

## ORDER OF BUSINESS

1	ACKNOWLEDGEMENT OF COUNTRY.....	5
2	OPENING PRAYER.....	5
3	MEETING DECLARED OPEN .....	5
4	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE.....	5
4.1	Apologies .....	5
4.2	Leave Of Absence .....	5
4.3	Applications For Leave Of Absence .....	5
5	DECLARATION OF INTEREST OF MEMBERS AND STAFF .....	5
6	PRESENTATIONS FROM EXTERNAL AGENCIES.....	5
7	CONFIRMATION OF PREVIOUS MINUTES .....	5
7.1	Confirmation of Previous Minutes held 26 July 2022 .....	5
	COUNCIL RESOLUTION OCM-001-2022 .....	6
8	BUSINESS ARISING FROM PREVIOUS MINUTES .....	6
9	MAYORAL BUSINESS.....	6
9.1	Mayoral Business for the Month of July 2022.....	6
10	CORRESPONDENCE AND DOCUMENTS TO BE TABLED .....	7
	Letter from Foodladder to CEO and Mayor	
	Brochures and leaflets from events attended by Mayor	
11	PETITIONS .....	7
12	PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA).....	7
	Nil	
13	NOTICE OF MOTION .....	8
	Nil	
14	REPORTS OF OFFICERS.....	8
14.1	Monthly Report of the Chief Executive Officer for the Month of July 2022 .....	8
14.2	Monthly Report of the Director Infrastructure and Environment for the Month of July 2022.....	8
14.3	Monthly Report of the Director Corporate Services for the Month of July 2022.....	9
14.4	Monthly Financial Report for the Month of July 2022.....	9
14.5	Monthly Major Project Update for July 2022 .....	9
14.6	Monthly Report of Manager Library Services for the Month of July .....	10
14.7	Rates Concession Policy Report .....	10
14.8	Katherine Town Council Risk Register Report.....	11

14.9	Monthly Report of the Manager Katherine Visitor Information Centre for the Month of July 2022.....	11
14.10	Monthly Report of Regulatory Services for the Month of July 2022 .....	11
15	REPORTS FROM REPRESENTATIVES ON COMMITTEES .....	12
	Nil	
16	ELECTED MEMBERS ACTIVITIES .....	12
16.1	Elected Members Activities for the Month of July 2022.....	12
17	LATE AGENDA.....	15
L.1	Christmas Closure.....	15
	GENERAL BUSINESS .....	15
18	CLOSURE MEETING TO PUBLIC .....	16
19	CONFIDENTIAL ITEMS .....	16
L.1	Confidential - Appointment of Chief Executive Officer .....	16
20	RESUMPTION OF OPEN MEETING .....	17
21	NEXT ORDINARY MEETING OF COUNCIL.....	17
22	CLOSURE OF MEETING .....	17

## 1 ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge that **this meeting is being held on the traditional lands of the first nations** people of the Katherine township and surrounding council communities. We recognise the first nations culture as one of the longest surviving cultures in the world and we pay our respects to Elders both past, present and future.

## 2 OPENING PRAYER

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

## 3 MEETING DECLARED OPEN

Mayor Elisabeth Clark declared the meeting open at 6:00pm

## 4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 4.1 APOLOGIES

Nil

### 4.2 LEAVE OF ABSENCE

Nil

### 4.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Nil

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

Claire Brown Department of Infrastructure, Planning and Logistics

Jessica Powter Department of Industry, Tourism and Trade

## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 CONFIRMATION OF PREVIOUS MINUTES HELD 26 JULY 2022

**COUNCIL RESOLUTION**
**OCM-001-2022**
**Moved:** Deputy Mayor Henderson

**Seconded:** Councillor Coburn

That the Minutes of the Ordinary Meeting of Council on 26 July 2022 be confirmed as true and accurate

**CARRIED 7/0**
**8 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**9 MAYORAL BUSINESS**
**9.1 MAYORAL BUSINESS FOR THE MONTH OF JULY 2022**

<b>Mayor Elisabeth Mayor</b> <b>Period 28<sup>th</sup> June 2022 – 26<sup>th</sup> July 2022</b>	
Date	Activity attended
	DIPL MEETING
	Ordinary Meeting of Council
	EMIS X 2
	Meeting with CEO x 4
	Opening of Activate at Cinema Car Park (Food Van Collective)
	Meeting with Deputy Mayor x 4
	Meeting with Executive Assistant x 3
	Katherine Defence Mayoral Ball Meeting x 2
	Katherine Police Meeting – New Commander Kylie Anderson
	Place Activation Insights run by LGANT
	DCA meeting at Godinymayin
	Meeting with Elected Members x 3
	Meeting with CEO Kalano
	Seniors Morning Tea at Museum
	Meeting with CEO and Deputy Mayor
	Katherine Times article x 2

	Big Rivers Regional Growth Plan Launch at Godinymayin
	Launch of Jawoyn Dictionary at Town Square
	Opening of Alice Mitchell Gallery at Nitmiluk
	Meeting with Tourism NT
	Meeting with Dept of Chief Minister x 3
	Learning on Country held at Nitmiluk
	Meeting with Community Members x 4
	Defence and Mayoral Ball held at Museum
	Stories and Games of Yesteryear at the Museum
	Meeting with Local Member
	Meeting with Terry Mills from Foodbank
	Meeting with Foodladder
	Meeting with Katherine Markets – introducing new committee
	Meeting new CEO Neighbourhood Watch
	Meeting with Northrup Grumman about housing for RAAF project
	Try a Trade with Lendlease – Trades for Secondary Schools
	LGANT – CEO Performance Review training
	Meeting with Foodbank NT – Looking at setting up a Katherine hub
	Australian Institute of Architects – Having awards in Katherine next year
	Draft Network PAWA
	Katherine Rural College Open Day
	Katherine FM radio with Sue Moran
	Aboriginal Justice Agreement – Presentation – Leanne Liddle

## 10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED

Letter from Foodladder to CEO and Mayor

Brochures and leaflets from events attended by Mayor

## 11 PETITIONS

Nil

## 12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Nil

## 13 NOTICE OF MOTION

Nil

## 14 REPORTS OF OFFICERS

### 14.1 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF JULY 2022

#### COUNCIL RESOLUTION

OCM-002-2022

**Moved:** Deputy Mayor Henderson

**Seconded:** Councillor Herdon

**That it be recommended to Council to:**

1. Formally receive and note the Chief Executive Officer Report for the Month of July 2022.

**CARRIED 7/0**

#### PURPOSE OF REPORT

To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the period of July 2022.

### 14.2 MONTHLY REPORT OF THE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT FOR THE MONTH OF JULY 2022

#### COUNCIL RESOLUTION

OCM-003-2022

**Moved:** Councillor Coburn

**Seconded:** Councillor Bower

**That it be recommended to Council:**

1. That the report of the Infrastructure & Environment Department for the month of July 2022 be received and noted.

**CARRIED 7/0**

#### PURPOSE OF REPORT

To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure & Environment Department during the month of July 2022.

**14.3 MONTHLY REPORT OF THE DIRECTOR CORPORATE SERVICES FOR THE MONTH OF JULY 2022****COUNCIL RESOLUTION****OCM-004-2022****Moved:** Councillor Kingdon**Seconded:** Deputy Mayor Henderson**That it be recommended to Council to:**

1. Receive and note the Corporate Services report for the month of July 2022.

**CARRIED 7/0****PURPOSE OF REPORT**

To present the report for Corporate Services department for the month of July 2022.

**14.4 MONTHLY FINANCIAL REPORT FOR THE MONTH OF JULY 2022****COUNCIL RESOLUTION****OCM-005-2022****Moved:** Councillor Kingdon**Seconded:** Councillor Herdon**That it be recommended to Council to:**

1. Endorse the Financial Report for the month of July 2022.

**CARRIED 7/0****PURPOSE OF REPORT**

The purpose of this report is to present to Council the Financial Report for July 2022.

**14.5 MONTHLY MAJOR PROJECT UPDATE FOR JULY 2022****COUNCIL RESOLUTION****OCM-006-2022****Moved:** Councillor Coburn**Seconded:** Councillor Bower

1. **That it be recommended to Council to:**

- (a) Receive and note the project update for the month of July 2022.

**CARRIED 7/0**

**PURPOSE OF REPORT**

To inform Elected Members of the current status of major projects undertaken by Infrastructure and Environment during the month of July 2022.

**14.6 MONTHLY REPORT OF MANAGER LIBRARY SERVICES FOR THE MONTH OF JULY**

**COUNCIL RESOLUTION**

**OCM-007-2022**

**Moved:** Councillor Coburn

**Seconded:** Councillor Kingdon

**That it be recommended to Council:**

1. That the report of the Library Services Manager for the month of July 2022 be received and noted

**CARRIED 7/0**

**PURPOSE OF REPORT**

To inform Elected Members of Library Operations for the month of July 2022

**14.7 RATES CONCESSION POLICY REPORT**

**COUNCIL RESOLUTION**

**OCM-008-2022**

**Moved:** Councillor Herdon

**Seconded:** Councillor Kingdon

**That it be recommended to Council:**

To approve the Rate Concession Policy Version 3 (attached).

**CARRIED 7/0**

**PURPOSE OF REPORT**

To seek Council approval of the revised Rate Concession Policy.

**14.8 KATHERINE TOWN COUNCIL RISK REGISTER REPORT****COUNCIL RESOLUTION****OCM-009-2022****Moved:** Councillor Herdon**Seconded:** Councillor Bower**That it be recommended to Council:**

To confirm the updated Risk Register (attached).

**CARRIED 7/0****PURPOSE OF REPORT**

To seek Council confirmation of the updated Risk Register and priority tasks to address key risks.

**14.9 MONTHLY REPORT OF THE MANAGER KATHERINE VISITOR INFORMATION CENTRE FOR THE MONTH OF JULY 2022****COUNCIL RESOLUTION****OCM-010-2022****Moved:** Councillor Kingdon**Seconded:** Councillor Bower**That it be recommended to Council to:**

1. Formally receive and note the Katherine Information Centre Report for the Month of July 2022.

**CARRIED 7/0****PURPOSE OF REPORT**

To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the period of July 2022.

**14.10 MONTHLY REPORT OF REGULATORY SERVICES FOR THE MONTH OF JULY 2022****COUNCIL RESOLUTION****OCM-011-2022****Moved:** Councillor Kingdon**Seconded:** Deputy Mayor Henderson

- That it be recommended to Council to receive and note the Regulatory Services Report for the Month of July 2022.**

**CARRIED 7/0**

**PURPOSE OF REPORT**

Regulatory Services operations for the month of July 2022.

**15 REPORTS FROM REPRESENTATIVES ON COMMITTEES**

Nil

**16 ELECTED MEMBERS ACTIVITIES**

**16.1 ELECTED MEMBERS ACTIVITIES FOR THE MONTH OF JULY 2022**

**COUNCIL RESOLUTION**

**OCM-012-2022**

**Moved:** Councillor Herdon

**Seconded:** Councillor Bower

**That Council make a resolution to:**

- Nominate Deputy Mayor Kym Henderson for a position to the Local Government Association of the Northern Territory Executive Board, at their Annual General Meeting on Friday 18 November 2022

**CARRIED 7/0**

**Deputy Mayor Kym Henderson**

**Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022**

<b>Date</b>	<b>Activity attended</b>
26 July 2022	Ordinary Meeting of Council
28 July 2022	Opening Night of Food Van Collective
29 July 2022	Weekly meeting with Mayor
29 July 2022	Meeting with Community Member
4 August 2022	World Breastfeeding Week Morning Tea
4 August 2022	Meeting with Mayor and CEO
5 August 2022	Meeting with Mayor
6 August 2022	Inaugural Mayoral Defence Ball
8 August 2022	Meeting with Community Member

8 August 2022	EMIS
10 August 2022	Meeting with Dept Chief Ministers & Cabinet
12 August 2022	Meeting with Mayor
18 August 2022	LGANT training
18 August 2022	Veterans Day Commemorative Service
19 August 2022	Meeting with Mayor
19 August 2022	Meeting with CEO
22 August 2022	Council Presentation – Aboriginal Justice Agreement – Leanne Liddle
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

### Councillor Jeremy Trembath

Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022

Date	Activity attended
8 August 2022	EMIS
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

### Councillor Madeleine Bower

Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022

Date	Activity attended
18 – 29 July 2022	Annual Recreation Leave
5 August 2022	Launch of Jawoyn Dictionary
6 August 2022	Inaugural Mayoral Defence Ball
8 August 2022	EMIS
22 August 2022	Aboriginal Justice Agreement – Presentation – Leanne Liddle
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

<b>Councillor Amanda Kingdon</b> <b>Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022</b>	
<b>Date</b>	<b>Activity attended</b>
4 August 2022	Senior's Morning Tea with Mayor
6 August 2022	Inaugural Mayoral Defence Ball
8 August 2022	EMIS
19 August 2022	Meeting with Mayor x 2
22 August 2022	Aboriginal Justice Agreement – Presentation – Leanne Liddle
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

<b>Councillor Ben Herdon</b> <b>Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022</b>	
<b>Date</b>	<b>Activity attended</b>
8 August 2022	EMIS
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

<b>Councillor Denis Coburn</b> <b>Period 26<sup>th</sup> July to 23<sup>rd</sup> August 2022</b>	
<b>Date</b>	<b>Activity attended</b>
3 August 2022	Katherine DCA meeting
8 August 2022	EMIS
22 August 2022	EMIS
23 August 2022	Ordinary Meeting of Council

## 17 LATE AGENDA

### L.1 CHRISTMAS CLOSURE

#### COUNCIL RESOLUTION

OCM-013-2022

**Moved:** Deputy Mayor Henderson

**Seconded:** Councillor Bower

**That it be recommended to Council:**

1. That the proposal for the Christmas closure 2022 be received and noted and accepted.

**CARRIED 7/0**

#### PURPOSE OF REPORT

To advise the Elected Members of the Katherine Town Council's Christmas and New Year arrangements for 2022/2023.

## GENERAL BUSINESS

- Her Worship wished to acknowledge errors in the InfoCouncil Agenda to be rectified (General Business to be added, and Leave of Absence Rosemary Jennings to be removed off attendance).
- Councillor Bower wished to acknowledge and provide thanks to Donna Warland in the role of Governance and Executive Officer, as well as the great work of Ingrid Stonhill as Chief Executive Officer.
- Councillor Bower also acknowledged the loss of 2 stolen generation community members of Friel and Shine family.
- Councillor Herdon wished to recognise the 90<sup>th</sup> birthday of Nellie Camfoo last week, a well known indigenous woman who has had an article in ABC (The Northern Territory's Aboriginal Queen) and also previously written a book with her husband (now deceased).
- Councillor Herdon suggested to Councillors that CEO Ingrid Stonhill needs more support and space to give her adequate time to fulfil her role.
- Councillor Kingdon suggested Council look into a 'Keep Katherine Beautiful' campaign, involving community.
- Councillor Kingdon advised that there are no bollards or guards at the Knotts Crossing recreation area which is allowing public to drive into areas where children and families are.

- Mayor Clark advised members that the Sportsground pavilion opening has been deferred to 20 September 2022
- Mayor Clark advised that screening of 'The Barrumbi Kids' based on the books by Leonie Norrington about kids growing up in a remote NT community is screening at the Katherine Cinema on 20 September 2022.

## 18 CLOSURE MEETING TO PUBLIC

### Mayor:

Members, Council has resolved to use Section 99(2) of the Local Government Act to discuss and resolve confidential Issues which come before it.

Section 99(2) gives power to council to close a meeting for public, which means that all members all public and press will be asked to leave the Council chambers, to discuss specific Issues in relation to matters referred to in regulations 51 of the Local Government (General) Regulations 2021.

I now move a motion that the following items (and items list follows no confidential reason) to close the meeting to public.

### Deputy Mayor:

Your Worship, I wish to second that the meeting be closed to public to discuss issues relating to matters as stipulated in Section 99(2) of the Local Government Act and regulations 51 of the Local Government (General) Regulations 2021.

The Confidential Items meeting was closed at 7:27pm.

## 19 CONFIDENTIAL ITEMS

---

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act 2008:

### L.1 Confidential - Appointment of Chief Executive Officer

This matter is considered to be confidential under Section 99(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

Confidential business concluded at 7:35pm

## 20 RESUMPTION OF OPEN MEETING

Open meeting was resumed at 7:35pm.

### COUNCIL RESOLUTION

**Moved:** Deputy Mayor Henderson

**Seconded:** Councillor Bower

1. That Council confirm the appointment of the Chief Executive Officer made by resolution in Confidential Items be made to the public (outlined below).

**CARRIED 7/0**

### COUNCIL RESOLUTION

**OCM-014-2022**

**Moved:** Deputy Mayor Henderson

**Seconded:** Councillor Herdon

1. That the Council confirm the permanent appointment of Ingrid Stonhill to the role of Chief Executive Officer of Katherine Town Council.
  - (a) That the Council confirm and adopt the revised Employment Contract between Katherine Town Council and the Chief Executive Officer, Ingrid Stonhill.
    - (i) That the Mayor and Deputy Mayor, on behalf of Elected Members write to all Staff, endorsing and congratulating Ms Stonhill on her appointment.

**CARRIED 7/0**

## 21 NEXT ORDINARY MEETING OF COUNCIL

That the next meeting of the Ordinary Council Meeting will be held on 27 September 2022.

## 22 CLOSURE OF MEETING

The meeting was closed at 7:43pm.