



# MINUTES

**Ordinary Meeting of Council  
Held on Tuesday 26 March 2024**

Civic Centre, Council Chambers  
24 Stuart Highway, Katherine NT 0850



## **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 OPENING OF THE MEETING**

Mayor Clark declared the Ordinary Meeting of Council - 26 March 2024 open at 12:00 pm.

## **4 ATTENDANCE**

### **4.1 PRESENT**

#### **ELECTED MEMBERS**

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Denis Coburn
- Councillor Maddy Bower - via videoconference
- Councillor Peter McDougall
- Councillor Kerrie Mott
- Councillor Jeremy Trembath

#### **OFFICERS**

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Amanda Haigh – Manager Governance and Risk (minute taker)
- Emily Jones - Executive Assistant Governance
- Staff x 6

**PUBLIC** - 5

### **4.2 APOLOGIES**

Nil

### **4.3 LEAVE OF ABSENCE**

Councillor Kingdon is on leave of absence for this meeting.

## **5 DECLARATION OF INTEREST**

The Chair reminded members of their responsibility to declare any conflicts of interest.



Nil conflicts declared.

## **6 PRESENTATIONS FROM EXTERNAL AGENCIES**



## **7 CONFIRMATION OF PREVIOUS MINUTES**

### **7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 27 FEBRUARY 2024**

#### **COUNCIL RESOLUTION OMC-2024-46**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor McDougall

That Council confirm the minutes of the Ordinary Meeting of Council held on 27 February 2024 as a true and accurate record.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil



## **8 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **8.1 ACTION UPDATE**

#### **COUNCIL RESOLUTION OMC-2024-47**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor Trembath

That Council receive and note the Action update.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and  
Councillor Trembath

AGAINST: Nil

#### Discussion

Regarding item 14.3 the bottom 2 tennis courts are closed due to vandalism and council are in discussion with the user group on a way to resolve so the public courts can be open again at all times.



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES FEBRUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-48**

**Moved:** Councillor Trembath; **Seconded:** Deputy Mayor Coburn

That Council receive and note the Mayoral activities for February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

ASB stands for Antisocial Behaviour.

## 10 CORRESPONDENCE AND DOCUMENTS

### 10.1 CORRESPONDENCE INCOMING FEBRUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-49**

**Moved:** Councillor McDougall; **Seconded:** Councillor Trembath

1. That Council receive and note the Incoming Correspondence:

- Attachments:
1. 2024 Water License Allocation for Katherine Early Notice - 16 February 2024 - 188728 [**10.1.1** - 3 pages]
  2. Letter - Minister for LG - Approved LG Immediate Priority Grants - 2023-24 - 20 February 2024 - 188729 [**10.1.2** - 1 page]
  3. Letter - Leader of the Opposition - Congratulations - Territory Tidy Town Award - 22 February 2024 - 189288 [**10.1.3** - 1 page]
  4. Letter - LGANT - General Meeting Constitution changes and call for motions - 4 March 2024 - 189287 [**10.1.4** - 1 page]
  5. LGANT Calls for Motions - 4 March 2024 - 189287 [**10.1.5** - 4 pages]

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

The water allocation information is from government which compliments recent presentations to Council. LGANT motions deadline is 28 March 2024.

### 10.2 CORRESPONDENCE OUTGOING FEBRUARY 2024



**COUNCIL RESOLUTION OMC-2024-50**

**Moved:** Councillor Trembath; **Seconded:** Councillor Bower

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - RSPCA Katherine - Support for funding application - 21 February 2024 - 188685 [10.2.1 - 1 page]
  2. Letter - Australian Institute of Architects - Support for funding application - 21 February 2024 - 188686 [10.2.2 - 1 page]

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

The letter of support for the Australian Institute of Architects is for a conference they intend to hold in Katherine and are seeking funding for. It was raised that this maybe an opportunity to have conversations regarding town planning if possible. The NT branch of Australian Institute of Architects is based in Darwin.

**11 PETITIONS**

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

Question	Response
Jon Raynor - Within the Centenary of Katherine minutes, minutes do not include discussions, was there any discussions during the meeting?	The minutes are action based.
Jon Raynor - Also noted that the RAAF were not in attendance at the Centenary of Katherine meeting, are they involved?	There are 2 members on the committee but they were unable to attend that meeting.
Jon Raynor - The previous minutes item 14.6 refers to parking fines and waste management fees outstanding, noting no detail is within the finance report, why isn't this being brought up at every meeting?	Taken on notice
Jon Raynor - why is the FAQ a late agenda item and why do council have to move and vote on?	Information only from NTG and the late item allows for it to be tabled to the Council
Jon Raynor - Cr Trembath has opted out of reporting, how do electors and ratepayers know what the activities are of Cr Trembath?	This obligation is up to the individual councillor and used for the Annual report. For further clarification best to ask the Councillor directly.

**13 NOTICE OF MOTION**

## 14 REPORTS OF OFFICERS

### 14.1 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE TERMS OF REFERENCE

#### **COUNCIL RESOLUTION OMC-2024-51**

**Moved:** Councillor Trembath; **Seconded:** Councillor McDougall

That Council endorses the Centenary of Katherine Advisory Committee Terms of Reference.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

#### Discussion

The Terms of Reference were dealt with in the report to the Council at the October meeting within the minutes. This report is to endorse the same document that was supported by the committee.

### 14.2 COUNCIL ADVISORY COMMITTEE MEMBERSHIP APPOINTMENT OF ELECTED MEMBER VACANCIES

#### **COUNCIL RESOLUTION OMC-2024-52**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor McDougall

1. That Council appoints Councillor Peter McDougall to the Administrative Review Committee for the period to 31 January 2025.
2. That Council appoints Councillor Jeremy Trembath to the Audit and Risk Management Committee as alternate member for the period to 31 January 2025.
3. That Council appoints Councillor Jeremy Trembath to the Katherine Showgrounds and Multi-purpose Centre Advisory Committee for the period to 31 January 2025, and Councillor Peter McDougall to be the Chair of the Katherine Showgrounds and Multi-purpose Centre Advisory Committee for the period to 31 January 2025.
4. That Council appoints Mayor Elisabeth Clark to the Greening Advisory Committee as alternate member for the period to 31 January 2025.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

### 14.3 FINANCE REPORT FOR THE MONTH OF FEBRUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-53**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor Bower

That Council endorses the Finance Report for the Month of February 2024.

**CARRIED 5|1**





FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall and Councillor Trembath  
AGAINST: Councillor Mott

Discussion

Councillor Kerrie Mott advised that she was not prepared to discuss why voting against.

#### 14.4 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR FEBRUARY 2024

**COUNCIL RESOLUTION OMC-2024-54**

**Moved:** Councillor McDougall; **Seconded:** Councillor Bower

That Council receive and note the report of the Infrastructure and Environment Department for February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

The lockers are funded from a grant and are a trial for the homeless to store their belongings and will be managed by the Salvation Army. If the trial is successful then will need to find more funding to install more. Complimented on the water bubblers including the water for dogs aswell. Well done for getting over the line and all who involved in the project.

The Aquatic Centre was closed due to an extreme second water leak. We are in the process of signing the contract with Sitzler including time lines and plans. We realise closing the pool earlier is not ideal and did not foresee this coming. The environmental checks this week uncovered lots of rock which requires the plans to adjust where the new pool can go.

Belgravia contractual arrangement has been followed.

The weeding and spraying is being undertaken by a contractor due to not having staff with the expertise. It was raised that the contractor is not using PPE, to be followed up.

#### 14.5 CORPORATE SERVICES MONTHLY REPORT - FEBRUARY 2024

**COUNCIL RESOLUTION OMC-2024-55**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor McDougall

That Council receive and note the Corporate Services Report for the month of February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

Noted that there are 76 service requests with 38 remaining overdue which is due to a combination of factors such as short staff and contractor availability. Also noted that the weather has delayed some of the requests being completed such as there is still works ongoing after the New Years Eve storm and confirmed



by insurers to undertake certain works before commencing.

Noted that there is a second graph showing triaging for the service requests but not for Snap Send Solve. The records management system reporting pulls this data. Triaging data will be looked into for Snap Send Solve.

## 14.6 COMMUNITY SERVICE REPORT FOR THE MONTH OF FEBRUARY 2024

### **COUNCIL RESOLUTION OMC-2024-56**

**Moved:** Councillor McDougall; **Seconded:** Councillor Bower

That Council receive and note the Community Services Department report for the Month of February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath

AGAINST: Nil

Discussion

Congratulations to the Library staff for the great work they do and Angel being promoted to Library Coordinator role. Noted the patron count sits at average number.

The NT Tourism discount scheme commenced on the 29 February therefore not reported in this report.

Have noted an increase in sales due to the scheme but not visits to the VIC yet.

## 15 REPORTS FROM COMMITTEES

### 15.1 MINUTES FROM COMMITTEES

#### 15.1.1 Centenary of Katherine Advisory Committee - Minutes - 5 February 2024

### **COUNCIL RESOLUTION OMC-2024-57**

**Moved:** Councillor McDougall; **Seconded:** Councillor Trembath

That Council receive and note the minutes of the Centenary of Katherine Advisory Committee held on Monday 5 February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath

AGAINST: Nil

Discussion

Noted the meeting was well attended although members from RAAF could not attend.

Events noted in the minutes are only suggestions for the calendar. A detailed events calendar will be tabled at the next committee meeting in May.

## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES FEBRUARY 2024

**COUNCIL RESOLUTION OMC-2024-58**

**Moved:** Councillor McDougall; **Seconded:** Deputy Mayor Coburn

That Council receive and note the Elected Member activities for February 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

Councillor Bower apologised for missing the deadline for activities to be submitted and will do a catch up on activities.

Councillor Trembath explained that he has withdrawn from the reporting obligation as he was doing a poor job and believes not to report rather than do a poor job.

Deputy Mayor 13 February activity confirmed had received an invite from NLC to attend the building opening and commented how good looking the building is and a good asset to the town and main street. Noted the building is owned and built by ABI, with NLC leasing it.

## 17 LATE AGENDA

### 17.1 COUNCIL MEMBERS ALLOWANCES

**COUNCIL RESOLUTION OMC-2024-59**

**Moved:** Councillor Trembath; **Seconded:** Deputy Mayor Coburn

That Council note the attached document of frequently asked questions in relation to changes made in Determination No. 1 of 2024.

**CARRIED 6|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

The report has been tabled as courtesy information for the council as it is about their allowances determination. The NTG Local Government unit requested for this to be tabled at the next council meeting. This is only for elected members information and no decision required, providing a record of being received and acknowledged. The FAQ relates to elected member allowances and may affect you with changes taking affect on the 1st July with further discussion as part of the budget process.

## 18 GENERAL BUSINESS

Council wished all a good Easter.



Come and Try event was well attended by so many groups and should be a good year all round.

An EOI is out for the food collective - if anyone is interested please direct them to council, the event starts on the 2nd May and is held each fortnight.

The Cleanup month long campaign still continues ending this Sunday 31 March. Bags and gloves can be collected from the Civic Centre and you are able to pick up rubbish in any area. Leave the bag on the verge and council will pick it. Submit in Snap Send Solve app the location and you will go into the draw for a voucher or movie pass. Noted there has been a reasonable uptake this year.

Reminder ANZAC dawn service in 25 April at the Centotaph

## 19 CLOSURE OF MEETING TO PUBLIC

**Moved:** Mayor Clark; **Seconded:** Deputy Mayor Coburn

Members, pursuant with Section 99(2) and 293(1) of the *Local Government Act 2019* gives power to the council to close a meeting to the public to discuss the following confidential items, in relation to matters referred to in regulations 51 of the *Local Government (General) Regulations 2021*. This means that all members of the public are now asked to leave the Council Chambers.

I now move a motion to close the meeting to public.

Your Worship, I wish to second that the meeting be closed to public.

The time being 12:48 pm

## 20 CONFIDENTIAL ITEMS

### 20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

#### 20.1.1 Confirmation of Previous Confidential Minutes 27 February 2024

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(a) 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.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.



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Section Under the Act	The grounds on which part or the Council of Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

## 20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

### 20.2.1 Confidential Business Arising from Previous minutes

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

## 20.3 CONFIDENTIAL REPORTS OF OFFICERS

### 20.3.1 Organisation Restructure

Section Under the Act	The grounds on which part or the Council of Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

### 20.3.2 Nitmiluk Regional Precinct and Partnership Application

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – 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

## 20.4 CONFIDENTIAL REPORTS FROM COMMITTEES

## 20.5 CONFIDENTIAL LATE AGENDA ITEMS

## 21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 1:29 pm.

## 22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 26 March 2024 was declared closed at 1:30 pm.



The next Ordinary Meeting of Council will be held on 23 April 2024.