



# **MINUTES**

## **Ordinary Meeting of Council**

**Tuesday, 27 June 2023**

Council Chambers,  
Civic Centre, Stuart Highway, Katherine

## 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 12.00PM

## 4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 4.1 ATTENDANCE

<b>ELECTED MEMBERS</b>	<ul style="list-style-type: none"><li>- Mayor Elisabeth Clark (Chair)</li><li>- Deputy Mayor Denis Coburn</li><li>- Councillor Amanda Kingdon</li><li>- Councillor Jeremy Trembath</li></ul>
<b>OFFICERS</b>	<ul style="list-style-type: none"><li>- Ms Ingrid Stonhill – Chief Executive Officer</li><li>- Ms Rosemary Jennings – Director Community Services</li><li>- Mr Brendan Pearce – Director Infrastructure and Environment</li><li>- Casey Anderson – Administration Manager (minute taker)</li><li>- Staff x 3</li></ul>
<b>PUBLIC</b>	<ul style="list-style-type: none"><li>- 6</li></ul>

### 4.1 APOLOGIES

The Mayor acknowledged Councillor Maddy Bower as an apology.

### 4.2 LEAVE OF ABSENCE

Nil

## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Nil

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 Minutes of the Ordinary Council Meeting held On 23 May 2023

---

#### **COUNCIL RESOLUTION**

**OCM-045-2023**

**Moved:** Councillor Kingdon

**Seconded:** Deputy Mayor Coburn

That the minutes of Ordinary Meeting of Council on 23 May 2023 be confirmed as true and accurate.

**CARRIED 4/0**

### 7.2 Minutes of the Special Council Meeting held On 6 June 2023

---

#### **COUNCIL RESOLUTION**

**OCM-046-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Trembath

That the minutes of Special Meeting of Council on 6 June 2023 be confirmed as true and accurate.

**CARRIED 4/0**

## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION UPDATE

#### **OFFICER RECOMMENDATION**

1. THAT COUNCIL RECEIVE AND NOTE THE UPDATE FOR BUSINESS ARISING FROM PREVIOUS COUNCIL MEETINGS AS AT 19 JUNE 2023.

## 9 MAYORAL BUSINESS

### 9.1 MAYORAL ACTIVITIES

**COUNCIL RESOLUTION****OCM-047-2023****Moved:** Councillor Kingdon**Seconded:** Councillor Trembath

1. That Council receive and note the Mayoral activities for the period to May 2023.

**CARRIED 4/0**

Cr. Kingdon thanked the Mayor for being very active since returning from her leave.

**10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED****10.1 CORRESPONDENCE AND DOCUMENTS****COUNCIL RESOLUTION****OCM-048-2023****Moved:** Councillor Trembath**Seconded:** Deputy Mayor Coburn

1. That Council receive and note the Outgoing Correspondence:
  - (a) Letter – Member for Katherine – Advocacy for Katherine’s infrastructure needs – 19 June 2023
  - (b) Letter – Member for Arnhem – Advocacy for Katherine’s infrastructure needs – 19 June 2023

**CARRIED 4/0**

Cr. Kingdon thanked the CEO for sending the correspondence it was much needed.

**11 PETITIONS**

Nil

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

Question	Response
Has the Council got a quorum to undertake the meeting.	Yes – Mayor. A quorum mean majority of members present.

Is Council looking at re-establishing the livestreaming for community attendance and transparency.	Yes we are looking at upgrading our existing IT as part of the 2023/24 Municipal Plan budget – CEO.
--	---

### 13 NOTICE OF MOTION

Nil

### 14 REPORTS OF OFFICERS

#### 14.1 CHIEF EXECUTIVE OFFICER REPORT

##### COUNCIL RESOLUTION

OCM-049-2023

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Kingdon

1. That Council receive and note the Chief Executive Report.

**CARRIED 4/0**

Night Owl Program is on hold pending stakeholders meeting.

#### 14.2 POLICY - CEO CODE OF CONDUCT

##### COUNCIL RESOLUTION

OCM-050-2023

**Moved:** Councillor Trembath

**Seconded:** Councillor Kingdon

1. That Council approve the Policy – CEO Code of Conduct – Version 2.

**CARRIED 4/0**

Secondary Employment is standard clause in Council's employment contracts and permission is required from the Council before undertaking secondary employment arrangements.

#### 14.3 MOBILE FOOD VAN POLICY

##### COUNCIL RESOLUTION

OCM-051-2023

**Moved:** Councillor Kingdon

**Seconded:** Deputy Mayor Coburn

1. That Council approves the Mobile Food Van Policy Version 3.

**CARRIED 4/0**

Noted that the policy activates Council owned spaces and the request for inclusion of Katherine Cinema Carpark and Hotsprings Carpark be added as an approved site. In addition to the above, the information bay may not be appropriate due to safety and space restrictions.

#### **14.4 ELECTED MEMBER POLICIES REVIEWED**

##### **COUNCIL RESOLUTION**

**OCM-052-2023**

**Moved:** Councillor Trembath

**Seconded:** Deputy Mayor Coburn

1. That Council approve the following reviewed Policies:
  - (a) Filling Casual Vacancies Policy – version 2;
  - (b) Attendance at Meetings via Audio or Audiovisual Conferencing System Policy - version 2;
  - (c) Gifts and Benefits Received by Council Members Policy - version 2;
  - (d) Other Reasonable Expenses and Non-Monetary Benefits Received by Council Members Policy - version 2;
  - (e) Reasonable Expenses for Travel and Accommodation by Council Members Policy - version 2;
  - (f) Caretaker Policy - version 2; and
  - (g) Breach of Code of Conduct Policy - version 2

##### **AMENDMENT**

**Moved:** Councillor Trembath

**Seconded:** Deputy Mayor Coburn

1. That Council approve the following reviewed Policies:
  - (a) Filling Casual Vacancies Policy – version 2;
  - (b) Attendance at Meetings via Audio or Audiovisual Conferencing System Policy - version 2;
  - (c) Gifts and Benefits Received by Council Members Policy - version 2;
  - (d) Other Reasonable Expenses and Non-Monetary Benefits Received by Council Members Policy - version 2; With the amendment to include that the portable

attractive items are to be return within seven (7) days upon an Elected Member ceasing their position within Council.

- (e) Reasonable Expenses for Travel and Accommodation by Council Members Policy - version 2;
- (f) Caretaker Policy - version 2; and
- (g) Breach of Code of Conduct Policy - version 2

**CARRIED 4/0**

Other Reasonable Expenses and Non-Monetary Benefits Received by Council Members Policy has been amended to include that the portable attractive items are to be return within seven (7) days upon an Elected Member ceasing their position within Council.

Council requested ensuring that meeting business papers are available to members of the Council when attending via audio and conferencing.

#### **14.5 KATHERINE TOWN COUNCIL COMMUNITY GRANT GUIDELINES**

##### **COUNCIL RESOLUTION**

**OCM-053-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Trembath

1. That Council approve the Katherine Town Council Community Grant Guidelines 2023/24

**CARRIED 4/0**

The grant funding amount has been included within the budget for approximately 10 years. Discussion reinforced that eligibility would align with the strategic plan and community organisations that do not receive operational grant funding from Council will have preferred preference.

#### **14.6 MONTHLY REPORT OF CORPORATE SERVICES FOR THE MONTH OF MAY 2023**

##### **COUNCIL RESOLUTION**

**OCM-054-2023**

**Moved:** Councillor Trembath

**Seconded:** Deputy Mayor Coburn

1. That Council receive and note the Corporate Services Report for the month of May 2023.

**CARRIED 4/0**

**14.7 FINANCE REPORT FOR THE MONTH OF MAY 2023****COUNCIL RESOLUTION****OCM-055-2023****Moved:** Councillor Kingdon**Seconded:** Councillor Trembath

1. That Council endorse the Finance Report for the Month of May 2023.

**CARRIED 4/0****14.8 REPORT OF THE COMMUNITY SERVICES DEPARTMENT FOR THE MONTH OF MAY 2023****COUNCIL RESOLUTION****OCM-056-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Kingdon

1. That Council receive and note the Community Services Department report for the Month of May 2023.

**CARRIED 4/0**

Cr.Kingdon request statistics regarding illegal dumping, taken on notice.

**14.9 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF MAY 2023****COUNCIL RESOLUTION****OCM-057-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Kingdon

1. That the Operations report of the Infrastructure and Environment Department for the month of May 2023 be received and noted.

**CARRIED 4/0**



Recycling kerbside trial, 260 bins were delivered to east-side properties. MT Bins reported that the first collection (21 June) collected approximately half of the bins and that they were happy with recyclable materials.

## 15 REPORTS FROM REPRESENTATIVES ON COMMITTEES

Nil

## 16 ELECTED MEMBERS ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES

#### COUNCIL RESOLUTION

OCM-058-2023

**Moved:** Councillor Trembath

**Seconded:** Councillor Kingdon

1. That Council receive and note the Elected Member activities for May 2023.

**CARRIED 4/0**

## 17 LATE AGENDA

Nil

## 18 GENERAL BUSINESS

Deputy Mayor Coburn noted that the Hotsprings signage is fantastic and would like to see it rolled out to other areas of Council such as the library.

Cr. Trembath noted that the Katherine Show is on next month.

Cr. Kingdon noted that Territory Day is on 1 July and advised of the Keep Australia Beautiful campaign, post Territory Day. Mission Australia and other outreach agencies are doing a fantastic job with providing essentials such as food and accommodation to those who are in need. Katherine Film Society will also be showing a film next week about protecting the environment.

Mayor noted that doggy day is coming up, the foodvan collective is on this Thursday. Blue Sky ball is on in August and Community grants information session will be held on 11 July. Five (5) nominations for the by-election. Meet the candidates at the Katherine Community markets this Saturday 1<sup>st</sup> July 9am-11am, then at the Civic Centre 6 July at 5.30 pm.

## 19 CLOSURE MEETING TO PUBLIC

## 20 CONFIDENTIAL ITEMS

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.

---

### **COUNCIL RESOLUTION**

**OCM-059-2023**

**Moved:** Mayor Clark

**Seconded:** Deputy Mayor Coburn

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:

#### **20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES**

This matter is considered to be confidential under Section 99(2) - a and ciii 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 and information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

**CARRIED 4/0**

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 meeting was closed at 1.03PM.

Open meeting was resumed at 1.18PM.

## 11 RESUMPTION OF OPEN MEETING

## 12 NEXT ORDINARY MEETING OF COUNCIL

That the next meeting of the Ordinary Meeting of Council will be held on 27 July 2023.

### **13 CLOSURE OF MEETING**

The meeting was closed at 1.18PM.

Unconfirmed