



# **MINUTES**

## **Ordinary Meeting of Council**

**Tuesday, 28 February 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 6.00pm

## 4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### ELECTED MEMBERS

- Mayor Elisabeth Clark (Chair)
- Councillor Maddy Bower (via zoom)
- Councillor Denis Coburn
- Councillor Amanda Kingdon
- Councillor Jeremy Trembath

### OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Mr Brendan Pearce – Director Infrastructure and Environment
- Mr Avtar Singh – Director of Corporate Services
- Amanda Haigh – Governance and Executive Officer

### PUBLIC

1 media  
16 public

<b>4.1 APOLOGIES</b>
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Nil

<b>4.2 LEAVE OF ABSENCE</b>
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Nil

<b>4.3 APPLICATIONS FOR LEAVE OF ABSENCE</b>
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NIL

## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

NIL

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

NT Planning Commission – Katherine East Area Plan and Residential Land

- Dr David Ritchie, NTPC Chairman
- Karen McGuigan, Manager Project Coordination, DIPL/NTPC
- Anthony Brennan, Director Lands Planning DIPL
- Greg Sharley, Senior Analyst Land Development DIPL
- Jessica Powter, Executive Director Northern Region, DIPL

The presentation covered the NT Planning Commission role, development of the Katherine East Area Plan, residential development in Katherine East, land development review, and Katherine land uptake.

## 7 CONFIRMATION OF PREVIOUS MINUTES

7.1 Minutes of the Ordinary Council Meeting held On 24 January 2023

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### COUNCIL RESOLUTION

**OCM-003-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor Bower

That the minutes of Ordinary Meeting of Council on 24 January 2023 be confirmed as true and accurate.

**CARRIED 5/0**

## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

EV charging station project update – a motor vehicle organisation has advised intending to invest a four bay EV station in Katherine, therefore council will consider repurposing the current funding received.

## 9 MAYORAL BUSINESS

<b>9.1 MAYORAL ACTIVITIES</b>
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**MAYORAL ACTIVITIES FOR THE PERIOD 31 JANUARY 2023**

<b>Her Worship the Mayor Elisabeth Clark</b>	
<b>Date</b>	<b>Activity attended</b>
16 <sup>th</sup> January	CEO Performance Evaluation
16 <sup>th</sup> January	Dept of Chief Minister – Met new CEO
16 <sup>th</sup> January	Meeting with Elected Member
17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>	Meeting with EA
17 <sup>th</sup> January	Meeting with Elected Member
18 <sup>th</sup> January	Radio with Sue
19 <sup>th</sup> January	Dept of Chief Minister Updates
19 <sup>th</sup> January	LGANT Briefing
20 <sup>th</sup> January	Meeting with Elected Member
20 <sup>th</sup> January	National Corrections Day - Museum
20 <sup>th</sup> January	Katherine Times
23 <sup>rd</sup> , 24 <sup>th</sup> , 31 <sup>st</sup> January	Meeting 6 Community Members
23 <sup>rd</sup> January	LGANT CEO and President.
23 <sup>rd</sup> January	Elected Member Information Session
24 <sup>th</sup> January	Meeting President and CEO LGANT
24 <sup>th</sup> January	Meeting Elected Member
24 <sup>th</sup> January	Meeting with New Assistant Base Manager RAAF
24 <sup>th</sup> January	Ordinary Meeting of Council
25 <sup>th</sup> January	Dinner with Australia Day Ambassador
26 <sup>th</sup> January	Australia Day
27 <sup>th</sup> January	ABC Jane Barden
27 <sup>th</sup> January	Glen Bartholomew ABC
30 <sup>th</sup> January	June Council Rural Bank Closures
30 <sup>th</sup> Jan 9 <sup>th</sup> Feb	Mix 104.9 – Katie Woolf
31 <sup>st</sup> January	Photo to promote new Council Safety signs near MacFarlane School.
31 <sup>st</sup> Jan 15 <sup>th</sup> Feb	Radio with Adam Steer
31 <sup>st</sup> January	ABC Television - Roxanne
31 <sup>st</sup> January	Meeting with Elected Member

<b>31<sup>st</sup> January</b>	Radio ABC – Jenmi Veness
<b>31<sup>st</sup> January</b>	NT News

## 10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED

### 10.1 CORRESPONDENCE AND DOCUMENTS JANUARY 2023

#### INCOMING

#	Type	Date	From	Title	MagiQ Id
1	Email	21/02/2023	Jason Hillier, Building Certifier	1993 NT Building Act - 20 Christie Road - Building Order	176752
2	Letter	21/02/2023	Michelle Altaras Acting Manager Audits and Investigations  Building Advisory Services Department of Infrastructure, Planning and Logistics	Director Response to Jason Hillier – 20 Christie Road	176753

#### OUTGOING

#	Type	Date	To	Title	MagiQ Id
1	Email	31/01/2023	Mr Raynor	Question - KTC Ordinary Council Meeting	176151

## 11 PETITIONS

Nil

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

QUESTION	RESPONSE
Item 14.10 – Jo Hersey, Member for Katherine – How will council decide if a property has an extra dwelling for visitors and not rented out be considered exempt to extra rate?	Legislation determines the classification for rateable extra dwellings.

## 13 NOTICE OF MOTION

Nil

## 14 REPORTS OF OFFICERS

### 14.1 APPOINTMENT OF DEPUTY MAYOR

#### COUNCIL RESOLUTION

OCM-004-2023

**Moved:** Councillor Trembath

**Seconded:** Councillor Kingdon

1. That Council:
  - (a) Appoint the Deputy Mayor for the period ending 26 September 2023, with a further nomination and appointment for Deputy Principal Member (Deputy Mayor) occurring on 26 September 2023, for the remaining two years of the council term ending 2025, and
  - (b) Conduct the voting process by secret ballot.
2. That Council endorse the Mayor to call for nominations for the position of Deputy Mayor.
3. That Council appoint Councillor Denis Coburn as Deputy Mayor for the period effective on 29 February 2023 ending 26 September 2023.

**CARRIED 5/0**

Cr Jeremy Trembath nominated Cr Denis Coburn who accepted and seconded by Mayor Elisabeth Clark

Cr Amanda Kingdon nominated herself and seconded by Cr Jeremy Trembath

Voting occurred by secret ballot with Cr Maddy Bower voting via text message to CEO

Result by majority vote to Cr Denis Coburn **4/1**

### 14.2 ELECTED MEMBER REPRESENTATIVES ON COUNCIL ADVISORY COMMITTEES

#### COUNCIL RESOLUTION

OCM-005-2023

**Moved:** Councillor Trembath

**Seconded:** Deputy Mayor Coburn

1. The Council appoints the following members to the Council Advisory Committee:
  - (a) Administrative Review Committee

- (i) Council appoints Councillor Jeremy Trembath to the Administrative Review Committee for the period to 31 January 2024, and
- (ii) Mayor Elisabeth Clark be the Chair of the Administrative Review Committee for the period to 31 January 2024.
- (b) Audit and Risk Management Committee
  - (i) Council appoints Mayor Elisabeth Clark and Deputy Mayor Denis Coburn to the Audit and Risk Management Committee for the period to 31 January 2024.
- (c) Katherine Sportsground Advisory Committee
  - (i) Council appoints Councillor Maddy Bower to the Katherine Sportsground Advisory Committee for the period to 31 January 2024.
- (d) Youth Advisory Committee
  - (i) Council rescind Councillor Jeremy Trembath from the Youth Advisory Committee.
  - (ii) Council appoints Deputy Mayor Denis Coburn and Councillor Maddy Bower to the Youth Advisory Committee for the period to 31 January 2024.

**CARRIED 5/0**

Council suggested rescinding the Youth Advisory Committee and utilising the NTG Youth committee. CEO to investigate and report back to council.

### **14.3 SPORTS GROUND ADVISORY COMMITTEE NOMINATIONS**

#### **COUNCIL RESOLUTION**

**OCM-006-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Trembath

1. That Council receive and note the report on nominations to the Sports Ground Advisory Committee.
2. That Council accept the nominations of representatives from the following Clubs and Associations to the Sports Ground Advisory Committee:
  - a) Katherine Swimming Club – Allen Story
  - b) Katherine Football Club – Nicolle Gadd
  - c) Katherine Rugby League Club – Shayla Rice
  - d) Katherine Athletics Club – Nicole Simmonds
  - e) Katherine Netball Association – Lauren Chapman
  - f) Big Rivers BMX Club – Sue Sinclair
  - g) Katherine Tennis Club – Karin Spain

**CARRIED 5/0**

Council congratulated the members of the user groups that have nominated and been accepted.

#### **14.4 LGANT EXECUTIVE CASUAL VACANCY NOMINATION**

##### **COUNCIL RESOLUTION**

**OCM-007-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Trembath

1. That Council approve the nomination of Mayor Elisabeth Clark for the LGANT Executive Casual Vacancy.

**CARRIED 5/0**

#### **14.5 LGANT 2023 APRIL CONFERENCE AND GENERAL MEETING**

##### **COUNCIL RESOLUTION**

**OCM-008-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor Bower

1. That Council approve the Mayor and CEO to attend the LGANT 2023 April Conference and General Meeting in Alice Springs on the 19 – 20 April 2023.

Council received an email from LGANT on 25 February 2023 calling for motions for the LGANT General Meeting April 2023 due by 10 March 2023. Motion submissions require Council resolution of motion. Therefore the CEO has tabled a motion for a Second Bridge and Alternate Route Crossing of Katherine River.

Cr Kingdon proposed Deputy Mayor also attend. Future conferences attendance of other members are considered if budget allows.

2. That Council submit to the LGANT General Meeting April 2023 the motion:
  - a. 'Katherine Town Council calls on LGANT to seek all NT Councils to support the application to the NTG and Commonwealth Governments to move the second bridge/alternative route crossing of the Katherine River to an immediate priority works position within its recognised infrastructure pipeline projects'.

**CARRIED 5/0**

#### **14.6 2023 NATIONAL GENERAL ASSEMBLY**

##### **COUNCIL RESOLUTION**

**OCM-009-2023**



**Moved:** Councillor Trembath

**Seconded:** Deputy Mayor Coburn

1. That Council approve the attendance of the Mayor and CEO to attend the National General Assembly on the 13th - 16th of June 2023.

**CARRIED 5/0**

Cr Kingdon proposed for other Elected Members to be able to attend.

#### **14.7 COUNCIL DELEGATES AND REPRESENTATION ON EXTERNAL ORGANISATIONS, INCLUDING COMMUNITY GROUPS POLICY**

**COUNCIL RESOLUTION**

**OCM-010-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Kingdon

1. That Council approve the Council Delegates and Representation on External Organisations, including Community Groups Policy V1.

**CARRIED 5/0**

#### **14.8 CONFLICTS OF INTEREST – EMPLOYEES AND CEO POLICY**

**COUNCIL RESOLUTION**

**OCM-011-2023**

**Moved:** Councillor Bower

**Seconded:** Councillor Trembath

1. That Council approves the Conflicts of Interest – Employees and CEO Policy Version 2.

**CARRIED 5/0**

#### **14.9 KATHERINE PUBLIC LIBRARY POLICY**

**COUNCIL RESOLUTION**

**OCM-012-2023**

**Moved:** Councillor Bower

**Seconded:** Deputy Mayor Coburn

1. That Council:
  - (a) approved the Katherine Public Library Policy Version 3, and
  - (b) rescind the Library Donation Policy.

**CARRIED 5/0****14.10 MULTIPLE DWELLING POLICY****COUNCIL RESOLUTION****OCM-013-2023****Moved:** Councillor Kingdon**Seconded:** Deputy Mayor Coburn

1. That Council
  - (a) rescind the Multiple Dwelling Policy 2019, and
  - (b) retain the existing policy applied to properties in the Agriculture zone where seasonal workers accommodation is not considered a separate part or unit of the allotment, and rates are based on the number of ablution facilities.

**CARRIED 5/0****14.11 MEDIA POLICY****COUNCIL RESOLUTION****OCM-014-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Bower

1. That Council approves the Media Policy Version 1.

**CARRIED 5/0**

Council will implement a way for elected members voices to be heard such as a facebook story.

**14.12 SOCIAL MEDIA POLICY****OFFICER RECOMMENDATION****Moved:** Councillor Bower**Seconded:** Deputy Mayor Coburn

1. That Council approves the Social Media Policy Version 2.

**COUNCIL RESOLUTION OCM-015-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Kingdon

1. That Council approve the Social Media Policy Version 2 with the amendment to page 79 Public Comment to include the CEO authorised to speak to the media.

**CARRIED 5/0**

### **14.13 CUSTOMER SERVICE CHARTER**

#### **COUNCIL RESOLUTION**

**OCM-016-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Trembath

1. That Council:
  - (a) Adopt Katherine Town Council's Customer Service Charter, and
  - (b) Authorise the Chief Executive Officer to amend and review the Customer Service Categories and the allocation of service requests when required based on the Council and public's needs and activities.

**CARRIED 5/0**

### **14.14 REPORT OF THE COMMUNITY SERVICES DEPARTMENT FOR THE MONTH OF JANUARY 2023**

#### **COUNCIL RESOLUTION**

**OCM-017-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Bower

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

**CARRIED 5/0**

The Visitor Information Centre will return to normal hours on Monday 6 March 2023.

### **14.15 LANEWAYS CLOSURE**

#### **COUNCIL RESOLUTION**

**OCM-018-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor Kingdon

1. That Council receive and note the report on the proposed trial of Laneways Closures.

**CARRIED 5/0**

**14.16 FINANCE REPORT FOR THE MONTH OF JANUARY 2023****COUNCIL RESOLUTION****OCM-019-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Trembath

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

**CARRIED 5/0****14.17 MONTHLY REPORT OF CORPORATE SERVICES FOR THE MONTH OF JANUARY 2023****COUNCIL RESOLUTION****OCM-020-2023****Moved:** Councillor Kingdon**Seconded:** Councillor Bower

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

**CARRIED 5/0**

Residents are encouraged to take pride by maintaining own verges.

Suggestion to look into how council can provide a service to those residents that don't have access to necessary equipment to maintain verges.

**14.18 REVISED 2021-2022 ACQUITTAL - LG GRANT - BINJARI SERVICES****COUNCIL RESOLUTION****OCM-021-2023****Moved:** Deputy Mayor Coburn**Seconded:** Councillor Kingdon

1. That Council approve the revised acquittal for the 2021-2022 Local Government Grant – Provision of Local Government services to Binjari Community for \$139,100, and the acquittal be forwarded to the Department of the Chief Minister and Cabinet, NT Government.

**CARRIED 5/0**

The Binjari cooling grant was from the Department of Health to install water coolers throughout the Binjari community.

**15 REPORTS FROM REPRESENTATIVES ON COMMITTEES**

Nil

## 16 ELECTED MEMBERS ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES

**COUNCIL RESOLUTION**

**OCM-022-2023**

**Moved:** Councillor Kingdon

**Seconded:** Councillor Bower

1. That council received and note the Elected Member activities for the period ending 31 January 2023.

**CARRIED 5/0**

Councillor Madeleine Bower	
Date	Activity attended
Councillor Denis Coburn	
Date	Activity attended
13- 29 January	Leave of absence
23 January	EMIS
Councillor Amanda Kingdon	
Date	Activity attended

## 17 LATE AGENDA

### 17.1 CEO REPORT - ANTI SOCIAL BEHAVIOUR

**COUNCIL RESOLUTION**

**OCM-023-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor Kingdon

1. That the CEO Anti-Social Behaviour Update Report be received and noted.

**CARRIED 5/0**

CEO commended for council doing their part and everything possible. Noting the short term initiatives are good but need to look at long term solutions in partnership with and ways to support not for profit organisations for real impact.

## 18 GENERAL BUSINESS

Clean Up Australia Day Sunday, 5th March 7.30am – 11.00am at Ryan Park (Near Old Railway Bridge)

International Women’s Day Wednesday, 8th March 2023 9am-11am at GYRACC

ID Care Workshops Friday, 17th March 2023 9am-11am at CIVIC Centre, Chambers – Neighbourhood Watch and Victims of Crime workshops on online scams

Come & Try Sporting Expo Saturday, 11th March 2023 9am-11am at The Y

Multicultural Festival Saturday, 1st April & Sunday, 2nd April 2023 3pm-6pm - First Day: The Joy of Many Colours (Fashion Show and Cultural Performances) at Katherine High School; Second Day: The Taste of Many Colours (All based around different cultures cuisines) at GYRACC

Youth Concert Wednesday, 12th April 2023 6pm-8pm at Town Square (Old Meeting Place)

Youth Week Pool Party Friday, 14th April 2023 3pm-6pm at Katherine Aquatic Centre

By-election proposed to occur in July 2023

## 19 CLOSURE MEETING TO PUBLIC

The meeting was closed at 7.51pm.

## 20 CONFIDENTIAL ITEMS

Members, Council has resolved to use Section 99(2) of the Local Government Act 2019 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.

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### **COUNCIL RESOLUTION**

**OCM-024-2023**

**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 2019:

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

This matter is considered to be confidential under Section 99(2) - a of the Local Government Act 2019, 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.

### **20.2 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING MINUTES**

This matter is considered to be confidential under Section 99(2) - ciii of the Local Government Act 2019, 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 that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

### **20.3 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEMBER APPOINTMENTS**

This matter is considered to be confidential under Section 99(2) - b of the Local Government Act 2019, 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 personal circumstances of a resident or ratepayer;

### **20.4 ECONOMIC DEVELOPMENT PROJECT**

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act 2019, 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 that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**CARRIED 5/0**

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 2019 and regulations 51 of the Local Government (General) Regulations 2021.

Open meeting was resumed at 8.23pm.

## **21 RESUMPTION OF OPEN MEETING**

### **20.2 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING MINUTES**

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#### **COUNCIL RESOLUTION**

**OCM-025-2023**

**Moved:** Councillor Kingdon

**Seconded:** Councillor Trembath

1. That Council:
  - (a) receive and note the Audit and Risk Management Committee meeting minutes held on the 1 November 2022, and
  - (b) move the Council resolution to the open minutes.

**CARRIED 5/0**

### **20.3 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEMBER APPOINTMENTS**

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#### **COUNCIL RESOLUTION**

**OCM-026-2023**

**Moved:** Councillor Kingdon

**Seconded:** Deputy Mayor Coburn

1. That Council appoint all Katherine Town Council Elected Members as ex-officio members of the Centenary of Katherine 2026 Advisory Committee.
2. That Council appoint Toni Tapp Coutts and Peter McDougall to the Centenary of Katherine 2026 Advisory Committee to the positions of Two (2) prominent residents of the Katherine Municipality.
3. That Council appoint the Katherine Town Council Director of Community Services, Rosemary Jennings, to the Centenary of Katherine 2026 Advisory Committee.
4. That Council approve the CEO to seek further memberships through invitation to meet the specific skill sets from:
  - (a) Two (2) prominent representatives from community organisations working with the community,
  - (b) Two (2) representatives from prominent and long-standing business in the region, and
  - (c) a representative from the Northern Territory Government.
5. That Council approve releasing these resolutions for member appointments to the Centenary of Katherine 2026 Advisory Committee to the open minutes.

**CARRIED 5/0**

#### **MOTION OCM-027-2023**

**Moved:** Councillor Bower

**Seconded:** Deputy Mayor Coburn

6. That Council approve additional appointment of Two (2) representatives from local indigenous organisations.

**CARRIED 5/0**

## **22 NEXT ORDINARY MEETING OF COUNCIL**

That the next meeting of the Ordinary Meeting of Council will be held on **28 March 2023** at **12.00PM**.

## **3 CLOSURE OF MEETING**

The meeting was closed at 8.24pm.