



Ordinary Council Meeting Minutes

Tuesday 26 April 2016
Ordinary Meeting 6.20pm

Council Chambers, Civic Centre,
Stuart Highway, Katherine

Robert Jennings
CHIEF EXECUTIVE OFFICER

ORDINARY COUNCIL MEETING MINUTES 26 APRIL 2016

MINUTES OF THE ORDINARY MEETING OF KATHERINE TOWN COUNCIL HELD AT THE KATHERINE CIVIC CENTRE TUESDAY 26 APRIL 2016 6:20PM

1. Welcome to the Country

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 Toni Tapp-Coutts
Alderman Lis Clark
Alderman Robert Phillips
Alderman Peter Gazey
Alderman Higgins
Alderman Steven Rose

In attendance

Mr Robert Jennings – Chief Executive Officer
Ms Sophie Henderson – Community Services Executive Manger
Mr David Moore – Operations Manager
Ms Sarah Bevington – Executive Assistant (Minute Taker)

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

4. Apologies and Leave of Absence

The absence and apology of the Director of Works and Services Neroli Dickens and Director of Corporate & Community Services Ms Claire Johannsson were received and noted.

5. Confirmation of Previous Minutes

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

MOVED: Clark / Tapp-Coutts

That the Minutes of the Ordinary Council Meeting held on the 22 March 2016 be confirmed as true and accurate.

CARRIED: 7 / 0

MOVED: Gazey / Phillips

That the Minutes of the Confidential Council Meeting held on the 22 March 2016 be confirmed as true and accurate.

CARRIED: 7 / 0

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6. Business Arising from Previous Minutes

6.1 Business Arising from Previous Minutes

The Chief Executive Officer noted the following items to the previous minutes 23 February 2016 will be addressed in the April ordinary council meeting.

- Alderman Gazey questioned what the program is for slashing and road side verges, he noted it has started.
- Alderman Gazey commented on the rural road side strategy being put together so we can see a concrete plan on how things are going to be organised and he is looking forward to seeing this at the next review.
- The Chief Executive Officer noted the draft road side management program had been presented to Elected Members on Tuesday 26 April for Elected Members review and for discussion.

MOVED: Clark / Gazey

CARRIED: 7 / 0

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

Mayor's Calendar of Events for March 2016

- Youth ITCG
- KREDC Meeting
- Year 8 Saint Joseph School visit
- Katherine South Primary School Assembly
- Meeting with the Local Member Willem Westra van Holthe
- Meeting with a member of the public x 4
- Katherine Rugby Union grand final presentation
- Elected Members Workshop
- Tourism Top End Meeting
- Meeting with Department of Local Government
- Katherine Liquor Accord Meeting
- International Women's Day
- Meeting with Lend Lease
- Women of the World planning session
- Meeting Commander Bruce Porter
- NT Parliament House Daly River Flood Volunteer
- Savannah Board Meeting (teleconference)
- World's Greatest Shave Coffee Club
- World's Greatest Shave Civic Centre
- TFS Nursery Opening
- Elected Members Workshop
- 74 Anniversary of the Katherine Bombing
- Open Forum
- Council Meeting
- ABC radio

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- Alcohol Mandatory Treatment Session
Services Evaluation Information
- Meeting with Victoria Daly Chief Executive Officer Stuart Duncan
- 95th Royal Australia Air Force Birthday
- Territory Natural Resources Management Meet and Greet
- Visitor Information Centre Open evening

Mayoral Business

- Mayor Miller thanked Alderman Henry Higgins for his time as Deputy Mayor and welcomed Deputy Mayor Toni Tapp-Coutts as the new Deputy Mayor for the next term.
- Mayor Miller congratulated Deputy Mayor Toni Tapp-Coutts on the success and launch of her book and all the work that has gone into it.

Mayoral Report Business for March

- I had the pleasure of speaking with 2 groups of Year 8 students from St Josephs College when they visited Katherine Civic Centre on Thursday 3 March as part of their curriculum studies. The students all showed great interest and had a series of well thought out questions to ask about local government. I encouraged them as part of their studies to prepare a “mock” council meeting and utilise the chambers should they so wish. It would be very interesting to listen to.
- I met with the Territory Natural Resource Management Board when they held their meeting in Katherine.
- Katherine South Primary School leaders were presented with their badges at an Assembly on 4th March. It was a pleasure to assist with this presentation.
- Katherine Rugby Union Grand Final had a very exciting last few minutes of play before the winner was decided. It was a pleasure to assist with the presentation of medals to all players.
- Saturday 5th March we held an elected members workshop to focus mainly on the Municipal Plan for 2016-2017.
- The CEO Robert Jennings and I had meetings and presentations with the Department of Local Government and Tourism Top End in relation to the upgrade of Katherine Hot Springs.
- Monday 21st March I attended the official opening of the TFS Nursery on Florina Road. Minister Peter Styles, Member for Katherine Willem Westra van Holthe and other senior government officials were also in attendance. The nursery is well established and offers employment to locals. The future for sandalwood is definitely looking prosperous.
- Tuesday 22nd March I attended the Cenotaph to lay a wreath commemorating the 74th Anniversary of the Bombing of Katherine.
- March 24th a morning tea was held to celebrate and congratulate Mark Flynn’s 13 years of employment at Katherine Town Council. Well done Trumby.

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- I am a board member of Savannah Way. Due to the logistics of where board members live (from Cairns to Broome) we hold our board meetings by teleconference 6 times annually. The March meeting was a lengthy but very interesting meeting with representatives from most Shires, Regional and Municipal councils across the 2 states and the Northern Territory participating online. Unfortunately I was the only representative from the Northern Territory, but presented any detail I knew from border to border. Each representative advised of developments and activities in their region which enhanced the tourism experience. The board all agreed that there was good value in sharing this information. As such we plan to continue this link possibly at the beginning and ending of each tourist season.
- The 95th Air Force Birthday celebrations were held at the Latham Club, RAAF Base Tindal on 31st March. This birthday celebration is a great acknowledgement and celebration of RAAF across Australia. I thank SADFO WGCDR Andrew Tatnell for the invitation to all elected members to attend. The Birthday cake was very creative and represented the Australian flag.

9. Correspondence and Documents to be Tabled

9.1 Letter – Minister for Health The Hon Bess Price MLA – Funding Pensioner Concession

9.2 Letter – Minister Primary Industry and Fisheries Working Holiday Makers

- Mayor Miller noted we are waiting to hear back on this from a Federal Level.
- The Chief Executive Officer noted that the NT Farmers are representing the NT in Canberra about a week ago.

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

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13. Report of Officers

13.1 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF MARCH 2016

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

MOVED: Tapp-Coutts / Clark

That the Chief Executive Officer Report for the month of March 2016 be received and noted.

CARRIED: 7/0

- Alderman Gazey noted the feedback on the service request made (page 5) has made it easier to read.
- The Chief Executive Officer advised the grant (page 3) to the Department of Local Government "Family Safe Fund" for solar lighting at the Cricket Oval was successful.

13.2 MONTHLY WORKS AND SERVICES DIVISION REPORT FOR THE MONTH OF MARCH 2016

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

MOVED: Phillips / Rose

That the report of the Works & Services Division for the month of March 2016 be received and noted.

CARRIED: 7/0

- Alderman Gazey questioned (page 8) the temporary closure to Prior Park.
- Mayor Miller noted there was no bats today and passed the question to Operations Manager.
- The Operations Manager noted the bats have been clearing out and we are waiting on advice from Parks and Wildlife's to reopen the park.
- Alderman Gazey queried (page 9) the leaking aircon under the building section, was it a gas leak? Alderman Gazey also queried the second street complex work that has been done and are Council responsible for the maintenance.
- The Operations Manager noted that we have got the building ready for the lease.

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13.3 MONTHLY CORPORATE AND COMMUNITY SERVICES DIVISION REPORT FOR THE MONTH OF MARCH 2016

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

MOVED: Clark / Phillips

That the report of the Corporate and Community Services Division for the month of March 2016 be received and noted.

CARRIED: 7 / 0

- Deputy Mayor Tapp-Coutts questioned if we need the Library and Visitor Information Centre statistics every month.
- The Chief Executive Officer noted that the sales and visitor numbers are important and that we could look at reporting it quarterly.
- The Community Service Executive Manager noted that we are currently looking into the reporting of these statistics.
- Alderman Rose said we needed the reports when there is a change.
- The Chief Executive Officer noted we would look into a solution.

13.4 MONTHLY FINANCIAL REPORT – MARCH

File: Local Governance / Council Meetings / Finance Manager Reports

MOVED: Clark / Higgins

That Council endorse the Financial Report for the month of March 2016.

CARRIED: 7 / 0

- Alderman Clark questioned page 28 & page 29 Arafura Street Sweeping had two (2) payments for the same amount.
- The Community Services Executive Manager advised one is for February and the second is for March.

13.5 KATHERINE TOWN COUNCIL CARETAKER PERIOD POLICY

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

MOVED: Clark / Phillips

That the attached draft policy be received, noted and adopted.

CARRIED: 7 / 0

- Alderman Higgins questioned how long the caretaker period is from.
- Mayor Miller advised from nomination date to elections.
- The Chief Executive Officer advised that we didn't know to know the exact timing as it varies.

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- Alderman Higgins noted he is hesitant due to not knowing the caretaker period.
- The Community Services Executive Manager noted this is out of the Act and this report was written in line with the Act.
- Alderman Higgins advised his concern is that the elected members doing the budget is the new council elected.
- Alderman Gazey noted that Elected Members have to make the best decision.
- The Chief Executive Officer noted if there was an issue we could look at alternate options and that Alderman Higgins point is noted.

13.6 LEASE – AUSTRALIAN BROADCASTING CORPORATION – LOT 3216

File: Legal Documents / Lease / Australian Broadcasting Corporation

MOVED: Higgins / Phillips

That the Mayor and Chief Executive Officer be authorised to execute a one (1) year lease for the office space within the Visitor Information Centre – Lot 3216 – Corner of Lindsay Street and Katherine Terrace affix the Common Seal as required.

CARRIED: 7 / 0

13.7 QUOTE 16/02 – PROVISION OF EXTERNAL AUDIT SERVICES

File: Finance / Auditors / Appointment of Auditors

MOVED: Phillips / Rose

That Quote 16/02 – Provision of External Audit Services for the financial years 2015/16 to 2017/18 be awarded to Lowrys Accountant at a price of \$16,000 + CPI (GST Inclusive)

CARRIED: 7/0

- Alderman Higgins complemented the way the report was laid out to ensure it is clear.

13.8 TENDER 16/03 FLORINA ROAD – WIDENING OF ROAD SHOULDER AND CULVERT INFRASTRUCTURE

File: Tenders / Works / Florina Road – Widening of Roads and Culvert Infrastructure

MOVED: Tapp-Coutts / Clark

That Tender 16/03 – Florina Road – Widening of Road and Shoulder & Culvert Infrastructure, be awarded to Aldebaran Contracting Pty Ltd at their submitted schedule of rates price of \$505,885.00 (GST Exclusive)

CARRIED: 7 / 0

- Alderman Rose said it is great that we have surplus.

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- Alderman Gazey noted the information and the way the report was laid out.

13.9 **KATHERINE TOWN COUNCIL – DEBT RECOVERY POLICY**

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

MOVED: Phillips / Higgins

That the attached draft policy be received, noted and adopted.

CARRIED: 7 / 0

- Alderman Higgins noted he is happy to see the extended period in letter writing to rate payers.

13.10 **DISPOSAL OF OBSOLETE PROPERTY**

File: Property Management / Disposal / Asset Disposal and Auctions

MOVED: Higgins / Tapp-Coutts

That the Mayor and Chief Executive Officer be authorised to dispose of the obsolete items as listed above.

CARRIED: 7 / 0

13.11 **LEASE – KATHERINE EAST CHILD CARE CENTRE INCORPORATED – LOT 2974**

File: Legal Documents / Lease / Katherine East Child Care Centre

MOVED: Clark / Tapp-Coutts

That the Mayor and Chief Executive Officer be authorised to execute a five year lease of the Katherine East Child Centre – Lot 2974 – 16 Grevillea Road to Katherine East Child Care Centre incorporated and affix the Common Seal as required.

CARRIED: 7/0

- Alderman Gazey questioned if it should represent a CPI increase.
- Mayor Miller thanked Alderman Gazey.
- The Chief Executive Officer noted this feedback.

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13.12 MUNICIPAL PLAN – QUARTERLY REVIEW

File: Local Government / Compliance / Municipal Plan

MOVED: Clark / Phillips

That Council notes the status of the quarterly review of the Municipal Plan for 2015/2016 as at the 31st March 2016

CARRIED: 7 / 0

- Alderman Higgins questioned the asset management plan and if have we sourced a valuer to do the schedules.
- The Chief Executive Officer noted he would confirm.
- The Community Services Manager noted it is now closed and there will be a report next month to Council

13.13 DRAFT MUNICIPAL PLAN – 1 JULY 2016 – 30 JUNE 2017

File: Local Government / Compliance / Municipal Plan

MOVED: Higgins / Tapp-Coutts

That council approve the draft municipal plan 1 July 2016 to 30 June 2017 for public exhibition.

CARRIED: 7 / 0

- Alderman Higgins noted the way the Municipal Plan was presented and complimented staff on all there effort in compiling the report.
- Mayor Miller agreed.
- Alderman Gazey noted the Municipal Plan is great and that he has some feedback for the report which he will pass on to Council staff.

14. **Reports from Representatives on Committees**

File: Community Relations / Committees / Elected Member Representatives on Committees

The following meetings/activities were attended by the Elected Members in February:

Alderman Peter Gazey

Elected Members Workshop X 2

Open Forum

Council meeting

Community Forum RAAF Tindal

TFS Nursey Opening

Visitor Information Centre Opening

Clean Up Australia Day

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Alderman Steven Rose

Elected Members Workshop X 2
Open Forum
Council meeting
Katherine Petroleum (Environment) Regulations Workshop
Community Forum RAAF Tindal
TFS Nursey Opening
74th Anniversary of the Bombing of Katherine
Visitor Information Centre Opening
95th RAAF Birthdays

Alderman Toni Tapp-Coutts

Elected Members Workshop X 2
Open Forum
Council meeting
International Women's Day Function
Visitor Information Centre Opening
Community Forum RAAF Tindal

Alderman Rob Phillips

Elected Members Workshop X 2
Open Forum
Council meeting
Katherine Historic Society Meeting
Community Forum – Tindal
Visitor Information Centre Opening

Deputy Mayor Donald Higgins

Elected Members Workshop X 2
Open Forum
Community Forum RAAF Tindal
Council meeting
Visitor Information Centre Opening
95th RAAF Birthdays

Alderman Lis Clark

Elected Members Workshop X 2
Open Forum
Council meeting
Clean Up Australia Day
Community Forum – Tindal
World's Greatest Shave
TFS Nursery Opening
74th Commemoration of the Bombing of Katherine
95th RAAF Birthdays
Katherine Petroleum (Environment) Regulations Workshop

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15. Late Agenda

MOVED: Clark /Higgins

15.1 LINDSAY STREET COMPLEX – COMMUNITY MARKET UPDATE

File: Legal Documents / Lease / Katherine Civil Airport Lease

MOVED: Higgins / Clark

Note the above information and actions completed.

CARRIED: 7 / 0

15.2 DEVELOPMENT CONSENT AUTHORITY – COUNCIL NOMINATED POSITIONS

File: Community Relations / Committees / Development Consent Authority

MOVED: Phillips / Gazey

That Council nominated the current nominees as members of the Development Consent Authority.

CARRIED: 7/0

- Alderman Higgins said he would like to participate as a Council representative.
- Alderman Rose noted that he has been enjoying it and he has done two (2) terms already and he would really like to stay there.
- Mayor Miller noted it is fair that we rotate a bit and that it is a good experience for Elected Members.
- Alderman Higgins would like to step up a bit as he has been the alternate for the last two years and he would like to get off the bench and Alderman Higgins has 2 year experience from his last term as an elected member.
- Deputy Mayor Tapp-Coutts agreed with Alderman Higgins and she is happy to nominate him to step up.
- Alderman Gazey noted would like to be put forward as a member.
- Mayor Miller is happy to step back and let someone else step on.

Mayor Miller noted we are nominating Alderman Higgins, Gazey, Rose.

Alderman Higgins (5 votes)

Alderman Gazey (6 votes)

Alderman Rose (3 votes)

- Mayor Miller noted after this vote we will put forward Alderman Higgins and Alderman Gazey with Alderman Rose to be the alternate.
- Mayor Miller thanked Alderman Rose and that there is more happening in Katherine than ever before and that he is privileged for his time on the Development Consent Authority.

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16. General Business

- Deputy Mayor Tapp-Coutts brought up the marking of the bridge markers and that Department of Infrastructure (DoI) were going to do it last year and that it has dropped of their agenda. As well as Railway Terrace parking that the Director of Works and service had discussions about DoI regarding the pot holes and that we need to follow it up.
- Deputy Mayor Tapp-Coutts noted the Katherine Community Markets on the weekend were very successful and that there were a lot of stores. However, the parking was a disaster. the signage was all knocked over and that we should let people negotiate instead of changing the traffic.
- Alderman Gazey noted the four (4) road close signs at the markets had been knocked over, people were driving around signs and that they were moved.
- Alderman Gazey noted we have to do something and for the pedestrian crossing, and people had commented how good it was to have the safety barrier to cross the road.
- The Chief Executive Officer noted that the issue will be fixed and that this is currently a trial.
- Alderman Higgins noted he was there early to do the early morning shift and that people were parking at the Visitor Information Centre and not having to dodge traffic and easily accessing the complex.
- Alderman Higgins noted that the driveway sign cuts straight across the main entrance gate and that's why that driveway is closed off and that he feels it is the right thing to do.
- Alderman Phillips was the last shift on at the markets, and noted that people were enjoying themselves and they didn't give any bad feedback.
- Mayor Miller said it was very easy to access and she felt very safe and parents were happy so the kids could run around.
- Alderman Gazey noted that at the entrance gate on the northern entrance and there is an exposed lid and an uneven step as you walk out of the toilets.
- Alderman Clark thanked the works and services team for the wonderful job at the back of Woolworths and the footpath is fixed.
- Alderman Phillips noted the clean-up for the ANZAC ceremony and the effort Council staff put it.
- Alderman Rose noted the Mahogany tree incident in Darwin and that the Darwin City Council has been recommended from the coroner to inspect their trees every six (6) months and that we have trees that should be inspected.
- The Chief Executive Officer noted the question.
- Alderman Clark noted that they do not allow people to prune them as they continue to grow.
- Deputy Mayor Tapp-Coutts noted that the Katherine Museum is a classic example and that people were sitting under the trees.
- Alderman Phillips noted that they are great trees and that they provide excellent shade.
- The Operations Manager noted as part of our asset revaluation every tree over 300 (width) will be added to the list as well as a condition report for all the trees.

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Under 65 (2) states that Council is able to close a meeting, which means that all members of the public and press will be asked to leave the Council Chambers, to discuss specific issues in relation to matters referred to in regulations 13 of the Local Government (administration) regulations.

Mayor Miller closed the meeting to the public at 7:00PM

Deputy Mayor Tapp-Coutts moved that the meeting be closed to the public to discuss issues relating to matters as stipulated in regulations 8 of the Local Government (Administration) regulations.

17. Confidential Items

17.1 OUTSTANDING RATES – REGISTRATION OF OVERRIDING STATUTORY CHARGE

MOVED: Clark / Tapp-Coutts

CARRIED: 7 / 0

17.2 SALE OF PROPERTY – FOR UNPAID RATES

MOVED: Clark / Rose

CARRIED: 7 / 0

18. Next Ordinary Council Meeting

The fifth Ordinary Council Meeting is Tuesday 24 May 2016.

19. Meeting Closed

The meeting was closed 7:19PM

Fay Miller
MAYOR OF KATHERINE