



# **Ordinary Council Meeting Minutes**

**Tuesday 22 November 2016  
Ordinary Meeting 6:20PM**

Council Chambers, Civic Centre,  
Stuart Highway, Katherine

To be Confirmed

## ORDINARY COUNCIL MEETING MINUTES 22 NOVEMBER 2016

### MINUTES OF THE ORDINARY MEETING OF KATHERINE TOWN COUNCIL HELD AT THE KATHERINE CIVIC CENTRE TUESDAY 22 NOVEMBER 2016

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**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 Henry Higgins  
Alderman Peter Gazey  
Alderman Steven Rose

**In attendance**

Mr Robert Jennings – Chief Executive Officer  
Mr David Moore – A/Director of Works and Services  
Ms Sophie Henderson – Community Services Executive Manager  
Ms Rosemary Jennings – Community Support Officer  
Ms Collen Kerr – Library Manager  
Ms Sarah Bevington – Executive Assistant (Minute Taker)

Video Link

Ms Claire Johansson - Director of Corporate and Community Services

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

**4. Apologies and Leave of Absence**

The apologies of Alderman Robert Phillips were received and noted.

**5. Confirmation of Previous Minutes**

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

MOVED: Tapp-Coutts / Clark

That the Minutes of the Ordinary Council Meeting held on the 25 October 2016 be confirmed as true and accurate.

CARRIED: 6 / 0

MOVED: Clark / Gazey

That the Minutes of the Confidential Council Meeting held on the 25 October 2016 be confirmed as true and accurate.

CARRIED: 6 / 0

## ORDINARY COUNCIL MEETING MINUTES 22 NOVEMBER 2016

### 6. Business Arising from Previous Minutes

Nil

### 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 October 2016**

Elected Members Workshop x 2  
Brolga Award Judging – Darwin x 2  
Meeting with member of the public x 4  
ABC Grassroots Radio Interview  
Environment Transport & Infrastructure Reference Group Meeting – Local Government Association Northern Territory  
Brolga Award Judging Dinner – Darwin  
Funeral – Iris MacNamara  
Katherine October Business Month Dinner  
Meeting Parks and Wildlife – Sarah Kerin  
Meet and Greet – Betty Asbestos Awareness  
Parliament House Event – Leader of the Opposition  
Parliament Sittings – New Ministers Sworn In  
Australian Local Government Women's Association Northern Territory Meeting – Darwin  
Meeting with Northern Land Council  
Katherine Neighbourhood Precinct Meeting  
Northern Australia Development Office – Video Conference – Population Summit  
Meeting with Katherine Town Council Chief Executive Officer x 3  
Katherine Carers Morning Tea  
Faith Williams (Katherine Visitor Information Centre Manager) Farewell  
Funeral Maureen Dunham  
Customer Service Awards – Chamber of Commerce – Business Dinner  
Territory Economic Summit Series – Meeting  
Open Forum  
Citizenship Ceremony  
Council Meeting  
Meeting with Coffey  
Katherine Senior Citizens Morning Tea  
Meeting with Police Commander – Mathew Hollamby  
Kaye Melcalf – TIO  
Meeting with Department Infrastructure, Planning and Logistics  
Meeting with Steven Edgington – Department of the Chief Minister  
Meeting with Barunga Festival Committee  
Meeting with Jean – Top End Rumble  
World Teachers Day Celebrations – Katherine Golf Club  
Annual Toy Run  
Motor Vehicle Enthusiasts Club – Show and Shine  
Katherine Swimming Carnival x 2 Days

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### 9. Correspondence and Documents to be Tabled

#### 9.1 Letter from Minister Gerry McCarthy – Housing Northern Territory

Alderman Henry Higgins made comment to the tabled letter from Gerry McCarthy and referenced the second and third paragraph and the devolution of tenancy management and decision making back to communities and those we moved to housing and why are we now going back.

### 10. Petitions

Family Friendly Aquatic Centre Katherine

MOVED: Tapp-Coutts / Clark

CARRIED: 6 / 0

### 11. Questions

File: Local Governance / Council Meetings / Questions

#### 11.1 With Notice

Nil

#### 11.2 Without Notice

Nil

### 12. Notice of motion

Nil

### 13. Report of Officers

#### 13.1 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF OCTOBER 2016

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

MOVED: Higgins / Gazey

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

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

CARRIED: 6 / 0

- Mayor Miller is pleased that the work is starting to pick up at the Hot Springs again.
- Deputy Mayor Tapp-Coutts passed a well done to the Chief Executive Officer for this work.
- Alderman Higgins reminded of the per- and poly-fluoroalkyl substances (PFAS) information's sessions at Knotts Crossing Wednesday 23 November.

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- Mayor Miller strongly recommended Elected Members attend.
- Alderman Clark made comment to the number of contaminations going of the PFAS report that was issued.

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

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

MOVED: Clark / Tapp-Coutts

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

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

CARRIED: 6 / 0

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

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

MOVED: Higgins / Gazey

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

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

CARRIED: 6 / 0

- Alderman Gazey made comment to the increase in total sales and a 75% increase and invested and he thinks the calculations are wrong, Alderman Gazey thinks there has been a 130% increase and looked at the visitor number increase is actually greater as well approximately 246%.
- The Chief Executive Officer noted that we will check these figures.
- Mayor Miller agreed with the changes in the Wriggle and Rhyme and that it has been a successful program.

### 13.4 MONTHLY FINANCIAL REPORT – OCTOBER 2016

File: Local Governance / Council Meetings / Finance Manager Reports

MOVED: Clark / Tapp-Coutts

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

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

CARRIED: 6 / 0

- Alderman Gazey questioned what the purchase for Colofraf pen on page 34 on 28 October 2016 was.
- The Library manager noted the library goes to a company where the Library purchases a bulk supply of pens for giveaway and promotional merchandise at the library. This purchase was for 1000 pens.

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### 13.5 ACQUITTAL SPECIAL PURPOSE GRANT – REVITALISATION OF HOT SPRINGS

File: Finance / Grant Funding / Department of Local Government and Community Services

MOVED: Clark / Tapp-Coutts

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

That the corrected acquittal for the 2015/2016 Special Purpose Grant be received and noted and the acquittal be forwarded to the Department of Local Government and Community Services.

CARRIED: 6 / 0

### 13.6 COMMUNITY GRANTS ALTERNATE FUNDING PROPOSAL

File: Finance / Grant Funding / KTC Community Grants 2016

MOVED: Tapp-Coutts / Clark

#### **That it be recommended that Council:**

That Council redirects the remaining funds in to identified projects and events that maintain the intended purpose of the grants.

Project / Event	Amount
Contribution to Katherine Christmas Street Parade 2016	\$2,000
Kids Art and Craft Activities – Carols by Candlelight 2016	\$1,000
Purchase of Commercial Christmas Decorations	\$4,000
Reinstate Doggy Day - 2017	\$2,000
Construction of storage shed/green room at the Lindsay Street Complex	\$14,078.64
<b>TOTAL</b>	<b>\$23,078.64</b>

CARRIED: 6 / 0

- Aldermen Higgins agreed the construction of a storage shed at Lindsay Street is well overdue.
- Deputy Mayor Tapp-Coutts agreed to Doggy Day and it is a good opportunity for people to get their dogs registered.
- Alderman Rose believes that in the next rounds we can further encourage and educate the community to apply for this funding.
- Mayor Miller noted we can with the new Facebook and website and that this money is still going to community use.
- Alderman Gazey made comment that a community group was knocked back because of the criteria and that the shed amount is more than three (3) times to any grant given.
- Mayor Miller noted that this is a multipurpose shed and green room and benefits the community.
- Deputy Mayor Tapp-Coutts supports that it is a community benefit.
- Alderman Clark agreed that it is a community benefit.

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### 13.7 DISPOSAL OF OBSOLETE PROPERTY – MINOR PLANT

File: Works / Reports / Reports 2016 / OCM General Reports

MOVED: Higgins / Tapp-Coutts

**That it be recommended to Council:**

That Elected Members approve the disposal of the above listed equipment.

CARRIED: 6 / 0

### 13.8 PROCUREMENT OF LED LIGHTING SPORTS OVAL TWO

File: Works / Asset Management / Street Lighting

MOVED: Clark / Higgins

**That it be recommended to Council:**

That Local Buy process and purchase be noted.

CARRIED: 6 / 0

### 13.9 RENAIMING OF SHOWGROUNDS PRECINCT

File: Committee Meetings / Katherine Showgrounds Advisory Committee / Reports/2016 Agenda Reports / Report – Showgrounds Advisory Committee Meeting

MOVED: Clark / Tapp-Coutts

**That it be recommended to Council:**

1. That Elected Members note and review the minuted decision of the Showgrounds Advisory Committee and approve the name change to ***“Katherine Showgrounds and Multi-Purpose Centre”***.
2. Current signage is being reviewed and the name change will not impact on Council budgets.

CARRIED: 6 / 0

- Alderman Gazey noted in the minutes there wasn't many more options for renaming other the Katherine Showgrounds and Multi-Purpose Centre.
- Alderman Clark noted there were many names but this was best suited and agreed on.
- Alderman Higgins commented as a committee member that there were several names that came up, including renaming under a person's name rather than what goes on there and that the Katherine Showgrounds and Multi-Purpose Centre was agreed by everyone.
- Mayor Miller questioned when the trial period was for the electronic gate and swipe card.
- The Acting Director of Works and Services made comment that Council is waiting on the electrician and then we will start the trial.

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### 13.10 KATHERINE TOWN COUNCIL – RATES – MULTIPLE DWELLING POLICY AND PROCEDURE

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

MOVED: Gazey / Tapp-Coutts

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

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

CARRIED: /

- Alderman Gazey made comment that he has been approached by community members about having different amount on percentages, he has since found out this isn't possible under the rating structure, and page 57 multiple dwelling definitions point 5.1 closed against whether and if that's where we are doing our decisions making.
- Mayor Miller advised something that has doors and walls and windows.
- Alderman Higgins advised that this is to be read with the other four (4) dot points.
- The Chief Executive Officer noted that we could clarify it saying a roof structure.
- Alderman Gazey noted that a covered BBQ area with a pool, shower and has running water.
- The Chief Executive Officer noted there is further work to be done.

MOVED: Higgins / Gazey

Alderman Higgins laid the item on the table till further definitions were confirmed.

CARRIED: 6 / 0

### 13.11 KATHERINE PUBLIC LIBRARY – POLICY DOCUMENT

File: Library Services / Policies and Procedures

MOVED: Clark / Gazey

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

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

CARRIED: /

- Alderman Higgins made comment to page 72 paragraph two (2) that the number of borrows may be allowed to borrow be determined by the manger and that we should define that to not open the library manager up to abuse.
- Mayor Miller questioned if this is a standard policy.
- The Community Services Manager noted that policies are updated to bring this into line with the new library system and there is no limit set and that we have put the discretion to the library.
- Mayor Miller agreed with Alderman Higgins that the wording needs to change.
- The Chief Executive Officer noted we could say a nominal amount of ten (10).



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- The Community Services Manager noted the system won't remind the staff that there are ten (10) items and stop and that the library manager needs to be able to have discretion so that everything isn't loaned out at once.
- Alderman Higgins noted we have to support the library manager and look at how the policy is worded needs to protect the library manager.
- Alderman Gazey questioned if someone went in every day and took ten (10) items would the system not notify them.
- The library manager advised that the system does display this information.

MOVED: Higgins / Clark

Alderman Higgins laid the item on the table till further definitions were confirmed.

CARRIED: 6 / 0

Alderman Clark made comment to the on typo page 64.

### 13.12 KATHERINE TOWN COUNCIL PROCUREMENT POLICY

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

MOVED: Clark / Higgins

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

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

CARRIED: 6 / 0

- Alderman Gazey requested Council can have tracked change attachments for updated policies.
- The Chief Executive Officer noted we can do this with future reports.

### 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 October:

#### **Deputy Mayor Toni Tapp-Coutts**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Chamber of Commerce – Customer Service Awards  
ALGWA  
Opening of Parliament  
Katherine Spectacular Performance

#### **Alderman Peter Gazey**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Katherine Community Markets  
YMCA Board Meeting  
Development Consent Authority

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### **Alderman Steven Rose**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Chamber of Commerce Board Meeting  
Development Consent Authority  
Senior Citizens Morning Tea  
Chamber of Commerce AGM  
Meeting with Sophie Henderson (Council Community Services Executive Manager)

### **Alderman Rob Phillips**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Showgrounds Advisory Committee  
Katherine Historic Society

### **Alderman Donald Higgins**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Chamber of Commerce – Customer Service Awards  
Katherine Community Markets

### **Alderman Lis Clark**

Elected Members Workshop x 2  
Open Forum  
Council Meeting  
Katherine Showgrounds Advisory Committee  
Katherine Community Markets  
Audit Committee Meeting  
Seniors Morning Tea  
Funeral – Iris MacNamara

## **15. Late Agenda**

MOVED: Rose / Gazey

CARRIED: 6 / 0

### **15.1 ACQUITTAL – SPECIAL PURPOSE GRANT**

File: Finance / Grant Funding / Department of Local Government and Community Services

MOVED: Higgins / Clark

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

1. That the acquittal for the 2015/2016 Special Purpose Grant be received and the acquittal be forwarded to the Department of Local Government and Community Services.

CARRIED: 6 / 0

## ORDINARY COUNCIL MEETING MINUTES 22 NOVEMBER 2016

### 16. General Business

#### 16.1 Early Bird Rates Draw

- Early Bird Winner Ms L J George assessment number 758.
- Mayor Miller had the pleasure in September and October of being one of a panel of Judges for the 2016 Brolga Northern Territory Tourism Awards. The gala awards event was held at the Darwin Convention Centre on Saturday 12<sup>th</sup> November. Mayor Miller congratulated all the entries for 2016 it takes a mammoth effort to prepare and submit an entry that meets national criteria.
- Mayor Miller congratulated Tony Clementson General Manager of Nitmiluk Tours who was the very worthy recipient of the George Dunne Award for Outstanding Contribution by an individual. The award recognises the contribution and commitment to tourism over many years. Well done Tony. Nitmiluk Tours received a Highly Commended in the Qantas Award for Excellence in Aboriginal & Torres Strait Islander Tourism. Cicada Lodge was the winner for Luxury Accommodation. All in all a very successful and happy event for Nitmiluk and in turn, the Katherine region. Well done.
- Mayor Miller reminded everyone of the Carol's by Candle Light, Christmas Street Parade and PFAS sessions on Wednesday 23 November at Knotts Crossing.
- The Community Support Officer noted that the Street Parade is on Thursday 1 December from 6:00PM on Railway Terrace and the Carol's will start at 6:30PM on Saturday 3<sup>rd</sup> December with the community markets starting from 4pm, Santa and face painting will be there along with a lucky door prize.
- Alderman Gazey questioned if to win the prize you need to be in attendance.
- The Community Support Officer advised yes you have to be in attendance.
- Alderman Higgins questioned why Cicada doesn't look at the eco category as well in the Brolga submissions.
- Mayor Miller noted next time they probably will and that it was a record number of submissions this year and 20 judges.

### 17. Confidential Items

Nil

### 18. Next Ordinary Council Meeting

The eleventh Ordinary Council Meeting for 2016 will be held on Tuesday 13 December 2016.

### 19. Meeting Closed

The meeting was closed 7:02PM.

Fay Miller  
**MAYOR OF KATHERINE**