



# **Ordinary Meeting of Council Minutes**

**Tuesday 12 September 2017  
Ordinary Meeting 6:00 PM**

Council Chambers, Civic Centre,  
Stuart Highway, Katherine

TO BE CONFIRMED

## ORDINARY COUNCIL MEETING MINUTES 12 September 2017

### MINUTES OF THE ORDINARY MEETING OF KATHERINE TOWN COUNCIL HELD AT THE KATHERINE CIVIC CENTRE TUESDAY 25 July 2017

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**1. Welcome to 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**

Alderman Lis Clark  
Alderman Peter Gazey  
Alderman Matt Hurley  
Alderman Jon Raynor  
Alderman Toni Tapp-Coutts  
Alderman John Zelle

**In attendance**

Mr Robert Jennings – Chief Executive Officer  
Mrs Claire Johansson – Director Corporate & Community Services  
Mr Andrew Wilson – Acting Operations Manager  
Ms Sue Crammond – Executive Assistant to CEO (Minute Taker)

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

**4. Apologies and Leave of Absence**

Apologies: Fay Miller -1 September to 8 October 2017.

MOVED: Tapp Coutts / Clark

**Recommendation:**

That the apology be accepted and noted.

CARRIED: 6 / 0

**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 25 July 2017 be confirmed as true and accurate.

CARRIED 6 / 0

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### 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

### 8. Mayoral Business to be Considered

File: Local Governance / Council Meetings / Mayoral Business to be considered.

#### **Calendar of Events – August (provided at 25 July meeting)**

Events for August were recorded at the Ordinary Meeting of Council held on 25 July. The October meeting will contain the events calendar for September 2017.

### 9. Correspondence and Documents to be Tabled

Letter from Top News shop owners, Brett Stephenson and Sondra Barry to the CEO.

### 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

### 13. Report of Officers

#### 13.1 **ORDINARY MEETING OF COUNCIL – ESTABLISHING DATES**

File: Local Governance / Council Meetings / General Business

**MOVED:** Clark / Zelle

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### That it be recommended to Council:

1. That pursuant to the *Local Government Act* the approved meeting dates remain as noted above.

CARRIED: 6 / 0

### 13.2 TITLE FOR CHAIR AND POLICY TO ALLOW THE CHAIR TO EXERCISE A CASTING VOTE

File: Local Governance / Policy / Council Meeting Policies

MOVED: Tapp Coutts / Clark

Alderman Clark supports a casting vote for the Chair.  
Alderman Gazey supports a casting vote for the Chair.  
Alderman Tapp Coutts supports a casting vote for the Chair.  
Alderman Zellej supports a casting vote for the Chair.

Alderman Raynor is not supportive of a casting vote for the Chair.

### That it be recommended to Council:

1. That the Chair be known as the Mayor as per parameters noted in the *Local Government Act*.
2. Adopt the policy as noted above in order to establish that the Mayor can exercise a second, or casting vote as noted in the *Local Government Act* and under the conditions as noted above.

CARRIED: 5 / 1

### 13.3 APPOINTMENT OF DEPUTY MAYOR

File: Local Governance / Elections / Deputy Mayor

MOVED: Clark/ Tapp Coutts

Alderman Clark would like to change the Deputy Mayor dates “for the period 13 September 2017 to the 30 May 2018” to “for the period of 12 September 2017 to the 30 May 2018”.

Alderman Clark suggested that the order of Deputy Mayor reflects the order the Aldermen appeared on the Electoral Ballot. The exception being that of Alderman Gazey who was Deputy Mayor previously and has relevant current experience and that he be appointed to the first period.

Alderman Gazey accepted the appointment after first consulting with Alderman Tapp Coutts and the other Alderman with Deputy Mayor experience. Alderman Tapp Coutts stated she was happy for Alderman Gazey to be Deputy Mayor in the first period.

### That it be recommended to Council:

That **Alderman Gazey** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 12 September 2017 to the 30 May 2018.

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That **Alderman Tapp Coutts** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 1 June 2018 to the 31 January 2019.

That **Alderman Clark** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 1 February 2019 to the 30 September 2019.

That **Alderman Raynor** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 1 October 2019 to the 30 May 2020.

That **Alderman Hurley** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 1 June 2020 to the 31 January 2021.

That **Alderman Zelley** is appointed as Deputy Mayor in accordance with Section 46 (2) of the *Local Government Act* for the period 1 February 2021 to the 30 September 2021.

CARRIED: 6 / 0

Robert Jennings stepped down as the Chair and handed over to Deputy Mayor Gazey at 6.40pm to Chair the meeting.

### 13.4 **COUNCIL REPRESENTATIVES ON COMMITTEES**

File: Community Relations / Committees / Council Representatives of Committees

MOVED: Hurley / Clark

**That it be recommended to Council:**

That Council nominate Representatives on Committees as per the attached listing (Attachment 1).

CARRIED: 6 / 0

### 13.5 **ELECTED MEMBERS – ALLOWANCES AND EXPENSES**

File: Finance / Allowances / Elected Member Expenses

MOVED: Tapp Coutts / Clark

**That it be recommended to Council:**

1. That pursuant to Section 71 of the *Local Government Act* the approved allowances continue to be paid in arrears to Elected Members for 2017/18.
2. That pursuant to Section 72 of the *Local Government Act* conveyance and subsistence expenses for Members attending meetings/conferences/functions be paid as follows:

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- Travel within the Municipality as a consequence of attendance at a function or activity on the business of Council will be at the Elected Member's own expense.
- Travel outside the Municipality as a consequence of attendance at a function or activity on the business of Council will be met by Council but only if such attendances have been approved by Council.
- The conveyance component will be paid as per Australian Taxation Guidelines on a per kilometre rate if and when a Council vehicle or suitable commercial travel is unavailable.
- Actual and necessary expenses incurred by Members in attending functions or activities on Council business outside the Municipality will be reimbursed. Examples of such expenses include registration fees, accommodation and taxi fares and in accordance with Council's Travel Policy. Attendance to be approved by Council.
- That any Elected Member who is a representative on a committee will be reimbursed for attendance at committees only to the extent that their expenses are not covered by that committee. Council's purchase orders or credit cards are not to be issued for any reason except those directly relating to Council business. Representatives on committees shall seek the reimbursement of expenses directly from the committee involved and not via Council.

CARRIED: 6 / 0

### 13.6 APPOINTMENT OF AUTHORISED PERSONS

File: Local Governance / Authorisation

MOVED: Clark / Zelle

Alderman Clark questioned the assigning of authority of "Removal of persons from swimming pools &c." to Colleen Kerr, Library Manager?

A/OM responded that it was to allow Council to have sufficient female and male officers authorised to attend the pool.

**That it be recommended to Council:**

1. That pursuant to Part 9.6, Division 1 of the *Local Government Act* that Council appoints:

To Exercise the Powers of authorised person under the Local Government Act	Person									
	Robert Jennings	Claire Johansson	David Moore	Sophie Henderson	Andrew Wilson	Karmen Thomas	Steven Jackson	Scott Mannion	Colleen Kerr	Philip Beane

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To Exercise the Powers under other relevant Acts as appropriate to the role		Person										
		Robert Jennings	Claire Johansson	David Moore	Sophie Henderson	Andrew Wilson	Karmen Thomas	Steven Jackson	Scott Mannion	Colleen Kerr	Philip Beane	
To Exercise the Powers under the Katherine Town Council By Laws		Person										
		Robert Jennings	Claire Johansson	David Moore	Sophie Henderson	Andrew Wilson	Karmen Thomas	Steven Jackson	Scott Mannion	Colleen Kerr	Philip Beane	
10	Requirements for execution of works	X	X	X	X	X			X			
19	Power of arrest or removal	X	X	X		X	X	X				
21	Fixed penalties	X	X	X	X	X	X	X	X		X	
42	Interpretation	X	X	X	X	X	X	X	X	X	X	
64	Seizure, &c., of animals	X	X	X		X	X	X				
86	Signs, hoardings and advertising	X	X	X		X	X	X				
87	Handbills	X	X	X		X	X	X				
93	Camping or sleeping in public space	X	X	X		X	X	X	X		X	
94	Shopping trolleys	X	X	X		X	X	X	X		X	
96	Removal of persons from reserve or mall	X	X	X		X	X	X				
100	Control of vehicular traffic, &c., in malls	X	X	X		X	X	X	X		X	
102	Dress and conduct at public swimming pools, &c.	X	X	X	X	X	X	X	X	X	X	
103	Removal of persons from swimming pools,	X	X	X	X	X	X	X	X	X	X	

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	&c.											
107	Obligations of stallholders associations	X	X	X								
109	Obligations of stallholders	X	X	X		X	X	X				
120	Powers of librarians	X	X		X					X		

As an authorised person/s for the purpose of exercising the powers under the *Local Government Act* and the Katherine Town Council's By Laws in accordance with the *Local Government Act*.

2. That pursuant to Part 9.6, Division 1 of the *Local Government Act* that Council revokes all previous appointment/s.

CARRIED: 6 / 0

### 13.7 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTHS OF JULY & AUGUST 2017

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

MOVED: Tapp Coutts / Hurley

Alderman Raynor – Page 20 “Signing of the Airport Lease by the Department of Defence”. When can we expect the lease to be signed?

The CEO stated is on the desk of the appropriate persons within the Department of Defence for signing. That is the latest information we have been given by the Department.

Deputy Mayor Gazey – Page 23, 43 employees and 20 days lost in leave.

CEO – will take that on notice but is thought to be a calculation error.

Alderman Raynor – Page 21 “Edith Farms Community Kerbside Collection Proposal”. Are the residents looking for kerbside collection or skip bins?

CEO – will take on notice. The suggestion is Council will survey Edith Farms Community on both methods of collection.

Alderman Tapp Coutts – Has had requests for skip bins out on Cossack Road.

Alderman Clark stated kerbside collection was already occurring in the area.

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

That the Chief Executive Officer Report for the months of July & August 2017 be received and noted.

CARRIED: 6 / 0

### 13.8 MONTHLY CORPORATE AND COMMUNITY SERVICES DIVISION REPORT FOR THE MONTHS OF JULY & AUGUST 2017

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



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MOVED: Zelley / Hurley

Alderman Clark expressed her congratulations to the VIC for their hard work and excellent figures.

**That it be recommended to Council:**

That the report of the Corporate and Community Services Division for the months of July & August 2017 be received and noted.

CARRIED: 6 / 0

### 13.9 **MONTHLY WORKS AND SERVICES DIVISION REPORT FOR THE MONTHS OF JULY & AUGUST 2017**

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

The CEO noted a typographic error on page 42, "Andy Hams" should read "Andy Harris".

MOVED: Hurley / Clark

Alderman Tapp Coutts noted sprinkler costs are rising. Would like to see a comparison of the previous financial year's figures (refer VIC graphs), on Sprinkler Replacement and Litter Collection graphs.

Alderman Raynor commented that he believed the brushes on the Sweepers used at the airport were set too low and suggested they be raised. He also commented that it was good to see there was no asbestos in the buildings and the installation of air conditioning had improved the inside environments.

Alderman Raynor commented that impounding of dogs was an ongoing problem.

Alderman Tapp Coutts stated that the report explains how much money/work the Council provide to local contractors. Council does a good job at spreading the work and the contractors are excellent with responding to call outs and emergency repairs etc.

**That it be recommended to Council:**

That the report of the Works and Services Division Report for the months of July & August 2017 be received and noted.

CARRIED: 6 / 0

### 13.10 **CORPORATE SERVICES (FINANCIAL) MEETING MINUTES HELD ON AUGUST 2017**

File: Local Governance / Council Meetings / Financial Report

MOVED: Clark / Tapp Coutts

Alderman Clark asked what was the composition of the Weighbridge debtors? Are they commercial contractors?

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Alderman Raynor asked what was the level of liability Council are carrying?

Alderman Gazey suggested the debtors are commercial contractors as tourists/visitors would be cash sales and would not have a weighbridge account.

**That it be recommended to Council:**

1. That Council receives notes and endorses the minutes of the Corporate Services (Financial) Committee meeting held on 8 August 2017.

CARRIED: 6 / 0

### 13.11 CORPORATE SERVICES (FINANCIAL) COMMITTEE MEETING FOR THE MONTH OF AUGUST

File: Local Governance / Council Meetings / Financial Report

MOVED: Clark / Zelle

Alderman Raynor was nominated to attend the Financial Corporate Services Committee Meeting.

**That it be recommended to Council:**

1. That Council convene on the 26 September 2017 at 5.30pm, a Corporate Services (Financial) Committee Meeting to ensure that the authorised account for August 2017 are reconciled with income and expenditure; and
2. Nominate at least one (1) Elected Member to attend the Corporate Services (Financial) Committee Meeting.

CARRIED: 6 / 0

### 13.12 DISPOSAL OF OBSOLETE PROPERTY

File: Property Management / Disposal / Asset Disposal and Auctions

MOVED: Hurley / Clark

Alderman Raynor questioned the disposal of Ipads?

CEO – Elected members keep their Council issued Ipads at the end of their term of office as the resale value at the end of a four year term is negligible.

Alderman Gazey asked about the 6 library computers being disposed of and wondered if there would be any interest in these, again due to their age?

DCCS responded that Council doesn't expect much response from the tender process.

The CEO offered to check into the age of the computers and if they could be of any benefit to anyone.

Deputy Mayor Gazey would like to see an analysis around the costs associate with the disposal process, i.e. advertising, tender preparation etc. vs the price achieved by their sale.

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

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

CARRIED: 6 / 0

### **13.13 LGANT NOMINATIONS TO REPRESENT ON COMMITTEES**

File: Government Relations / Meeting / Local Government Association of the Northern Territory (LGANT)

MOVED: Tapp Coutts / Hurley

The Aldermen decided to list the committees in order of importance via a show of hands. They were rated as:

1. Heritage Council: Alderman Tapp Coutts (5), Clark (1)
2. Animal Welfare Committee: Alderman Clark
3. Multicultural Advisory Committee on Multicultural Affairs: Alderman Zelle

Where two or more Aldermen wished to nominate for the position, a vote was taken. The result is represented by a bracketed number.

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

1. Determine if nominations are to be and;
2. Endorses the nomination of Alderman Tapp Coutts to the Heritage Council.
3. Endorses the nomination of Alderman Clark to the Animal Welfare Advisory Committee
4. Endorses the nomination of Alderman Zelle to the Ministerial Advisory Committee on Multicultural Affairs.

CARRIED: 6 / 0

### **14. Reports from Representatives on Committees**

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

Activities up to and including 31 August 2017 were recorded at the Ordinary Meeting of Council held on 25 July. The October meeting will contain the events and activities for September 2017

### **15. Late Agenda**

MOVED: Clark/ Tapp Coutts

To accept the late agenda item

CARRIED: 6 / 0

MOVED: Tapp Coutts / Clark

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### **Recommendation:**

That it supports the nomination of Mayor Fay Miller to the position of Vice President Municipals on the LGANT executive.

CARRIED: 6 / 0

### **16. General Business**

#### Response by DCCS to Top News' letter to Council

- The VIC historically runs at a loss, meaning \$212K of rates are allocated to resourcing the VIC.
- The VIC generates ~\$1M of sales to Katherine tourism businesses per year, of which \$110K is retained by Council.
- Visitors to the VIC are primarily there to obtain tourism related information and spending on souvenirs are impulse buys, which provide \$14,503 p.a. or \$279/week in income to Council.

Alderman Tapp Coutts welcomed the new Council and stated she was looking forward to the next 4 years and working on some of the great projects coming up for Katherine.

### **17. Confidential Items**

NIL

### **18. Next Ordinary Meeting of Council**

The ninth Ordinary Meeting of Council for 2017 will be held on Tuesday 24 October 2017.

### **19. Meeting Closed**

The meeting closed at 7.43pm

Peter Gazey  
**DEPUTY MAYOR OF KATHERINE**

## ORDINARY COUNCIL MEETING MINUTES 12 September 2017

### Attachment 1

COUNCIL REPRESENTATIVES ON COMMITTEES AS AT 12 SEPTEMBER 2017						
ADVISORY COMMITTEES	GOVERNING BODY	INTERNAL / EXTERNAL	COUNCIL REPRESENTATIVE(S)	ALTERNATE	APPOINTED BY	MEETING
Katherine Sportsground Advisory Committee	Council	Internal Advisory	Alderman Zelley Alderman Hurley		Council	Bi Monthly
Katherine Showgrounds and Multi-Purpose Centre Advisory Committee	Council	Internal Advisory	Alderman Clark Alderman Gazey	Alderman Hurley	Council	Bi Monthly
Katherine Town Council – Community Grants Committee	Council	Internal Advisory	Alderman Clark Alderman Tapp Coutts		Council	As required
Audit Committee	Council	Internal Advisory	Alderman Zelley	Alderman Raynor	Council	As required
Administrative Review Committee	Council	Internal Advisory	Alderman Tapp Coutts	Alderman Hurley	Council	As required
Work Health & Safety Committee	Council	Internal Advisory	Alderman Raynor	Alderman Zelley	Council	Monthly
GYRACC Board of Management	Council	External	Alderman Tapp Coutts	CEO Jennings	Council	As required
Katherine Region Action Group	Department of Justice	External	Mayor Miller	Alderman Gazey	Council	Monthly
Community Helping Action Information Network	Smith Family	External	Mayor Miller		Council	Monthly
Emergency Management Committee	Police, Fire & Emergency Services	External	Mayor Miller CEO Jennings	Alderman Raynor	Council	Monthly
Development Consent Authority	Department of Planning &	External	Mayor Miller	Alderman Zelley	Minister	Monthly

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	Infrastructure		Alderman Gazey			
Katherine Accommodation Action Group	Department of Justice	External	Mayor Miller		Council	Fortnightly
Katherine Chamber of Commerce	Chamber of Commerce	External	Alderman Hurley Mayor Miller	Check with CoC	Council	Monthly
Katherine Historical Society Committee	Historical Society	External	Alderman Tapp Coutts	Alderman Hurley	Council	Monthly
Big Rivers Regional Economic Development Committee	Department of Trade and Innovation	External	Mayor Miller CEO Jennings	Alderman Tapp Coutts	Council	Bi Monthly
Katherine Youth Interagency Committee	Department of Justice	External	Library/Officer level Rosemary Jennings		Council	Monthly
Katherine Water Advisory Committee	Department of Natural Resources	External	Alderman Clark Alderman Hurley		Minister Council	Bi Monthly
Local Government Association of the Northern Territory – Executive Committee	Local Government Association of the Northern Territory	External	Mayor Miller appointed till November 2018		Council	As required
Local Tourism Advisory Committee – Katherine	Tourism NT	External	Mayor Miller VIC Manager Helou		Council	Monthly
Ministers Seniors Advisory Committee	Chief Ministers Office	External	Mayor Miller		Minister	As required
Nitmiluk Park Board	Nitmiluk	External	CEO Jennings		Minister	Quarterly

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	National Park Board					
Nitmiluk Tours Board	Nitmiluk National Park Board	External	Mayor Miller		Minister	Quarterly
Northern Territory Population Reference Group		External	??		Minister	Quarterly
Regional Development Australia – NT Region	Federal Government	External	CEO Jennings		Minister	Quarterly
Rise Venture Katherine Committee	Rise Venture	External	Alderman Clark	Alderman Raynor		
R2R Project NT Reference Group	Federal Government	External	Mayor Miller CEO Jennings		Minister	Quarterly
Savannah Way Board	Savannah Way Board	External	Mayor Miller appointed till Sept 2018	Alderman Tapp Coutts	Council	Monthly
Tourism Top End Katherine Region Group	Tourism Top End	External	Mayor Miller	Alderman Tapp Coutts	Council	Monthly
Katherine Community Safety Committee	Department of the Deputy Chief Minister	External	Mayor Miller		Council	Monthly
YMCA NT Community Advisory Committee for Katherine	YMCA	External	Alderman Gazey Alderman Hurley		Council	Monthly
NT Planning Commission	Northern Territory Planning Commission	External	CEO Jennings		NTPC	Monthly