



# MINUTES

**Ordinary Meeting of Council  
Held on Tuesday 23 April 2024**

Civic Centre, Council Chambers  
24 Stuart Highway, Katherine NT 0850



## 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 OPENING OF THE MEETING

Mayor Clark declared the Ordinary Meeting of Council - 23 April 2024 open at 12:00 pm.

## 4 ATTENDANCE

### 4.1 PRESENT

#### ELECTED MEMBERS

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Denis Coburn - via videoconference
- Councillor Maddy Bower
- Councillor Amanda Kingdon
- Councillor Peter McDougall
- Councillor Kerrie Mott
- Councillor Jeremy Trembath

#### OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Emily Jones – Executive Assistant Governance (minute taker)
- Staff x 10

#### PUBLIC - 7

### 4.2 APOLOGIES

Nil

### 4.3 LEAVE OF ABSENCE

Nil

## 5 DECLARATION OF INTEREST

The Chair reminded members of their responsibility to declare any conflicts of interest.

Nil conflicts declared.

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES



UNCONFIRMED



## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 26 MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-64**

**Moved:** Deputy Mayor Coburn; **Seconded:** Councillor Bower

That Council confirm the minutes of the Ordinary Meeting of Council held on 26 March 2024 as a true and accurate record.

**CARRIED 6|1**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath

AGAINST: Councillor Kingdon

#### Discussion

It was queried why the Previous Minutes from the Ordinary Meeting of Council - 26 March 2024 are unsigned by the Mayor. This process was removed in September 2022. CEO taken on notice.



## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION UPDATE

#### **COUNCIL RESOLUTION OMC-2024-65**

**Moved:** Councillor Trembath; **Seconded:** Councillor McDougall

That Council receive and note the Action update.

**CARRIED 6|1**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and  
Councillor Trembath

AGAINST: Councillor Kingdon

UNCONFIRMED



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-66**

**Moved:** Councillor Mott; **Seconded:** Councillor Trembath

That Council receive and note the Mayoral activities for March 2024.

**CARRIED 7|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

#### Discussion

Meeting with Northrop Grumman - Contractor for Tindal, was to discuss the American families coming to town and issues around their accommodation. The question was asked regarding if contracts will provide any support or donations to the community outside of Tindal. CEO taken on notice.

Briefing on Traffic Management Meeting with LGANT was about Council Staff needing to undertake training as the requirements for closing of roads will be updated.

Meeting with the Acting CEO of DIPL was in relation to the concerns that have been identified and raised due to no communication regarding projects happening in Katherine. There has been no further response since this meeting.

Meetings with public members are not recorded. Councillor requested that elected members are briefed on topics discussed with public members. Sharing conversations is at the discretion of those involved, not a right.

## 10 CORRESPONDENCE AND DOCUMENTS

### 10.1 CORRESPONDENCE INCOMING MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-67**

**Moved:** Councillor Trembath; **Seconded:** Councillor Bower

That Council receive and note the Incoming Correspondence:

Attachments: 1. Letter - TFaHC - Letter from Acting CEO regarding Changing Places Grant - 2 April 2024 [10.1.1 - 2 pages]

**CARRIED 7|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

#### Discussion

Clarification that the correspondence is regarding a grant that is available for public amenity facilities.



10.2 CORRESPONDENCE OUTGOING MARCH 2024

COUNCIL RESOLUTION OMC-2024-68

Moved: Councillor Trembath; Seconded: Councillor McDougall

That Council receive and note the Outgoing Correspondence:

- Attachments: 1. Letter - Jon Raynor - Response to Question at Council Meeting - 3 April 2024 [10.2.1 - 1 page]

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  
 AGAINST: Nil

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Question	Response
Jon Raynor - Under 10.2 Outgoing Correspondence, you have voted on a letter which I have not received.	Letter was sent to the email address listed on the top of the letter. Confirmed that this is the best email address. Will follow up.
Jon Raynor - Are there going to be more houses built for the American RAAF Families that are coming over?	It is unknown, and cannot speak on behalf of RAAF
Jon Raynor - Has Katherine Town Council partitioned for the RAAF to have an open day for Katherine? There has been no open day within Katherine since 2004.	This was acknowledged, however cannot speak on behalf of RAAF.

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 FINANCE REPORT FOR THE MONTH OF MARCH 2024

COUNCIL RESOLUTION OMC-2024-69

Moved: Councillor Trembath; Seconded: Councillor Kingdon

That Council endorses the Finance Report for the Month of March 2024.

CARRIED 6|1

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall and Councillor Trembath  
 AGAINST: Councillor Mott

Discussion



Question of where the garden supplies were used from the transaction on the CEO Credit Card at Bunnings on 11 March. CEO taken on notice.

Full funding for the Aquatic Centre project has been sourced. Potential to advocate for more funding in the future for further works within the Aquatic Centre.

Acknowledgment of the improvement in sourcing grants.

As there is no grant officer, it was advised that various staff apply for the grants.

## 14.2 SECOND BUDGET REVIEW

Author: Jasjit Rai, Finance Manager  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Second Budget Review 2023-24 [14.2.1 - 2 pages]

### Officer Recommendation

1. That Council:

(a) Adopt the 2023-2024 amended budget as presented in this second budget review and included on the attached Revised Annual Budget Income & Expenditure, Annual Budget Operating Position, Capital Expenditure and Funding, Budget by Planned Major Capital Works.

(b) Authorise management to upload 2023-2024 amended budget as presented in the attached Financial Statements and the Capital Expenditure and Funding on Council's website.

### Purpose of Report

The purpose of this report is to present Council the second budget review 2023-2024.

### Strategic Plan

4. GROWTH AND SUSTAINABILITY - 4.2 Lead with Best Practice - Lead by example and set a high benchmark.

4.2.4 Be prudent with our financial management for stronger returns for ratepayers and sustainable long-term finances with current risk management practices current at all times.

### Background

In accordance with the Local Government (General) Regulations, Council is required to undertake two budget reviews during the financial year. Accordingly, Council's management have conducted a second review of the 2023-2024 budget. This report presents Council with the second budget review.

### Discussion

During the financial year circumstances change. The purpose of this Budget Review is to provide the Council with a better representation of the prospective financial outcome for the 2023-24 year, including impacts of changing economic conditions, new grant funding and initiatives.

This review recommends the following adjustments/amendments to Council's current approved 2023-2024 budget.

Table 1.1 Annual Budget Income and Expenditure

1. A net adjustment in income of \$29,686 made up of:
  - \$262,198 increase in Rates and \$517,741 Waste Charges reflecting a growth in the underlying property base.





- A small reduction in Fees and charges of \$126,063.
  - A reduction in Operating Grants of \$1,537,268, principally due to 2023-24 Federal Assistance Grants (FAGs) being received in June and forming part of income for the 2022-23 Financial Year.
  - \$603,309 increase in Interest / Investment Income as a result of increased interest rates and a larger cash base from FAGs grants, such as and Scoping for the Aquatic Centre being received in advance. The revised Budget is based on Interest received to date, extrapolated to the end of the Financial Year; and
  - \$309,796 increase in Commercial and Other income from the Visitor Information Centre, Electricity Recoveries and a \$61,000 insurance pay out for storm damage.
2. Operating Expenditure is also budgeted to increase by \$113,981, after excluding depreciation, which increased dramatically as a consequence of asset revaluations, and made up of:
- A net decrease of \$200,466 across employment and materials and contracts, reflecting the difficulties faced in recruiting and retaining staff, partially offset by increased outsourcing. Finding and retaining a skilled workforce is challenging right across the NT and Australia as a whole.
  - A \$31,180 in Council and Committee Allowances and operation costs with two vacant Council positions for part of the year and a reconstituted Audit and Risk Management Committee commencing and being budgeted separately in accordance with regulatory requirements.
  - A reduction in Operating Grants of \$1,537,268, principally due to 2023-24 Federal Assistance Grants (FAGs) being received in June and forming part of income for the 2022-23 Financial Year.
  - An increase in other expenses, primarily due to a write down in some asset values that need to be expenses in the operating statements.
  - \$309,796 increase in Commercial and Other income from the Visitor Information Centre, Electricity Recoveries and a \$61,000 insurance pay out for storm damage.

Table 1.2 Annual Budget Operating Position

The Budgeted Operating Surplus (Deficit) is budgeted to increase by \$125,122 and is broken down to reflect the current capital investment position including greater certainty around sources of funds.

Table 2.1 Capital Expenditure and Funding by class of infrastructure, property, plant and equipment

This Table provides a segregated Breakdown of the capital investment by class of asset.

### **Consultation Process**

CEO and Managers

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

As discussed above and reflected in the attachments.

### **Risk, Legal and Legislative Implications**

Council is required to undertake its second budget review\* between 1 January and 30 April each year as per the *Local Government Act 2019*:

- s203(2) - Amended Budget; and
- r9(1)(a) Regulations – Minimum Number of Reviews

\* A review of the budget may not always result in an amendment to the budget.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

### **Council Officer Conflict of Interest**

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

### **COUNCIL RESOLUTION OMC-2024-70**



**Moved:** Councillor Trembath; **Seconded:** Councillor Bower

1. That Council:

(a) Adopt the 2023-2024 amended budget as presented in this second budget review and included on the attached Revised Annual Budget Income & Expenditure, Annual Budget Operating Position, Capital Expenditure and Funding, Budget by Planned Major Capital Works.

(b) Authorise management to upload 2023-2024 amended budget as presented in the attached Financial Statements and the Capital Expenditure and Funding on Council's website.

**CARRIED 5|2**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall and Councillor Trembath  
AGAINST: Councillor Kingdon and Councillor Mott

Discussion

No explanation offered for voting against the budget review by Councillor Kingdon or Councillor Mott.

### 14.3 COMMUNITY SERVICES REPORT FOR THE MONTH OF MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-71**

**Moved:** Councillor McDougall; **Seconded:** Councillor Trembath

That Council receive and note the Community Services Department report for the Month of March 2024.

**CARRIED 7|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,  
Councillor Mott and Councillor Trembath  
AGAINST: Nil

Discussion

The unkempt lot audit is through the entire Katherine municipality with the inspections occurring more on residential and urban blocks.

Thank you to the library staff for all the hard work. It is a shame to see the library close for Health and Safety reasons.

Come & Try Sports Expo stall was manned by the Mayor and Deputy Mayor.

International Women's Day event was well received.

Clean Up Katherine Campaign was more successful running for the whole month in comparison to the 1 day. Congratulations to the community for the strong engagement. There were over 100 bags of rubbish collected, but how many people did these bags? CEO taken on notice.

NT Tourism Discount program finishes 30 April. This was an incentive given by the government. Currently there is no other plans to assist tourism, however happy to look at other programs

### 14.4 CORPORATE SERVICES REPORT FOR THE MONTH OF MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-72**

**Moved:** Councillor Trembath; **Seconded:** Councillor Bower

That Council receive and note the Corporate Services Report for the month of March 2024.



**CARRIED 7|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

#### Discussion

There is no figure in the report for supplementary rates notice (multiple dwellings). Officers are still currently undertaking inspections, reviewing assessments and advising rate payers of the outcome. Update on the number of supplementary rates notice has been taken on notice.

Vetting process issuing overdue rates notices for small amounts (ie. 3 cents.). The rates system exports a data file that is sent to the printers. This data file will stipulate any amounts that are overdue because any outstanding amount, regardless of the amount, will still accrue interest. For any late payments of installments, rate payers are advised to call Council for an up-to-date payable amount. Officers understand that receiving paper notices regarding these small amounts overdue can be unpractical and Council's messaging is to encourage rate payers to sign up to Ezybill for electronic notices.

There has been an increase in Waste Service Requests due to missing and damaged bins.

An update on the lease of the Meeting Place has been taken on notice.

### 14.5 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-73**

**Moved:** Councillor McDougall; **Seconded:** Councillor Trembath

That Council receive and note the report of the Infrastructure and Environment Department for March 2024.

**CARRIED 7|0**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Nil

#### Discussion

If the Waste Management Facility (WMF) were to be relocated, the current location could become a transfer station. Approximately 10 years away from having to cap the facility. Council is looking how to utilise space at the WMF.

Majority of the cost of moving the dog pound to the WMF is being done through funding.

Nil further communications regarding the requests for SunCable to use the WMF.

Very exciting to see trees being planted at the RV Service Area. Great work to the team.

Great to see progress on Aquatic Centre and on track. Project is currently only to upgrade existing infrastructure.

Slashing after wet season has not been very swift due to failing machinery . Consideration of engaging a second contractor to undertake roadside slashing.

Installation of lockers are only in a trial phase. Once the trial is complete, feedback will be composed.



## 15 REPORTS FROM COMMITTEES

## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES MARCH 2024

#### **COUNCIL RESOLUTION OMC-2024-74**

**Moved:** Councillor McDougall; **Seconded:** Deputy Mayor Coburn

That Council receive and note the Elected Member activities for March 2024.

**CARRIED 6|1**

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath  
AGAINST: Councillor Kingdon

#### Discussion

Councillor Bower submitted activities for this month's report however these were not displayed. Will follow up for next month's meeting.

Elected Members responsibility to submit their activities attended each month.

Mayor provides a weekly update of upcoming events that Elected Members can attend.

## 17 LATE AGENDA

## 18 GENERAL BUSINESS

Elected Members who are attending the ANZAC Day March are to meet in the middle of the strip. The Administrator and Ms Jones will be in attendance for this event.

Katherine Christian convention is being held at the Showgrounds from 3 to 6 May 2024. This is usually well attended by remote communities and Darwin, resulting in an increase of visitors in town.

Katherine Markets are on of a Saturday, come down and support the community.

Multicultural Festival is upcoming and to be held at YMCA.

## 19 CLOSURE OF MEETING TO PUBLIC

#### **COUNCIL RESOLUTION**

**Moved:** Mayor Clark; **Seconded:** Deputy Mayor Coburn

Members, pursuant with Section 99(2) and 293(1) of the *Local Government Act 2019* gives power to the council to close a meeting to the public to discuss the following confidential items, in relation to matters referred to in regulations 51 of the *Local Government (General) Regulations 2021*. This means that all members of the public are now asked to leave the Council Chambers.

I now move a motion to close the meeting to public.



Your Worship, I wish to second that the meeting be closed to public.

## 20 CONFIDENTIAL ITEMS

### 20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 26 MARCH 2024

Section Under the Act	The grounds on which part or the Council of Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

### 20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

### 20.3 DIPL INDEPENDENT COMPLIANCE AUDITOR PILOT PROGRAM

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

## 21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 1:16 pm.

## 22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 23 April 2024 was declared closed at 1:18 pm.

The next Ordinary Meeting of Council will be held on 28 May 2024.