



# MINUTES

**Ordinary Meeting of Council  
Held on Tuesday 25 February 2025**

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 - 25 February 2025 open at 12:00 pm.

## 4 ATTENDANCE

### 4.1 PRESENT

#### ELECTED MEMBERS

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

#### OFFICERS

- Amanda Haigh – A/CEO, Manager Governance and Risk (minute taker)
- Casey Anderson - Manager Corporate Administration (minute taker)
- Desiree Rodgers - Manager Finance
- Irene McCreevy - Manager People and Culture
- Brett Kimpton - Manager Environment and Municipal
- Matt Arnott - Manager Projects Portfolio
- Jo Brosnan - Manager Strategic Communications - - via videoconference
- Melissa Doyle - Manager Community Relations
- Rhett English - Manager Strategic Projects
- Jaime Styles - Business Analyst
- Staff x 1

**PUBLIC** - 8

### 4.2 APOLOGIES

Nil

### 4.3 LEAVE OF ABSENCE



**COUNCIL RESOLUTION OMC-2025-27**

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

Council noted that Councillor Bower is on leave of absence.

**CARRIED 6|0**

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

AGAINST: 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**



## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2025

#### **COUNCIL RESOLUTION OMC-2025-28**

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 28 January 2025 as a true and accurate record.

**CARRIED 6|0**

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



## **8 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **8.1 ACTION UPDATE JANUARY 2025**

#### **COUNCIL RESOLUTION OMC-2025-29**

**Moved:** Councillor Mott; **Seconded:** Councillor McDougall

That Council receive and note the Action update.

**CARRIED 6|0**

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

AGAINST: Nil

UNCONFIRMED



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES JANUARY 2025

COUNCIL RESOLUTION OMC-2025-30

Moved: Deputy Mayor Coburn; Seconded: Councillor Trembath

That Council receive and note the Mayoral activities for January 2025.

CARRIED 6|0

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

10 CORRESPONDENCE AND DOCUMENTS

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Table with 2 columns: Question and Response. Contains 5 rows of questions and answers regarding council policies and projects.

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 ALGA 2025 FEDERAL ELECTION CAMPAIGN

COUNCIL RESOLUTION OMC-2025-31

Moved: Councillor McDougall; Seconded: Deputy Mayor Coburn

That Council



1. Supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA); and
2. Supports and participates in the Put Our Communities First federal election campaign; and
3. Writes to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.

**CARRIED 6|0**

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

#### 14.2 DOG REGISTRATION AMNESTY 2025

**COUNCIL RESOLUTION OMC-2025-32**

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

That Council note the results of the Dog Registration Amnesty 2025.

**CARRIED 6|0**

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

#### 14.3 IMMEDIATE PRIORITY GRANT 2400014 SPORTSGROUND FENCING RENEWAL PHASE TWO ACQUITTAL

**COUNCIL RESOLUTION OMC-2025-33**

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

That Council endorse the grant funding acquittal for the Immediate Priority Grant Program 2023-2024 IPG2400014 for the Sportsground Fencing Renewal Phase Two.

**CARRIED 6|0**

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

#### 14.4 POLICY - DEED OF AGREEMENT FOR ARTWORK ON LOAN

**COUNCIL RESOLUTION OMC-2025-34**

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

That Council endorse and adopt the Policy Deed of Agreement for Artwork on Loan.

**CARRIED 6|0**

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

Discussion

Noted that there has been one valuation in 1998 of \$76,000.



## 14.5 PROCUREMENT POLICY

### **COUNCIL RESOLUTION OMC-2025-35**

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

That Council approves the reviewed Procurement Policy (Version 7).

**CARRIED 6|0**

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

#### Discussion

An overview of the reviewed procurement policy, highlighting updates to definitions, conflicts of interest, local contribution, and the assessment process was provided.

The policy now includes clearer definitions and aligns better with regulations. The policy also has GST provisions, the monetary value has been updated to reflect monetary values of GST exclusive.

The policy now includes a clearer definition of local contribution, aligning with the Buy Local Plan, and sets a weighting of 30% for local contribution in the assessment criteria.

The assessment criteria has been updated to include primary and comparative criteria, allowing for more flexibility in evaluating proposals based on the specific needs of the project.

The policy now includes a specific definition of conflicts of interest, ensuring that any potential conflicts are clearly identified and managed during the procurement process.

## 14.6 PROPOSAL - SPONSORSHIP OF ST JOHN NT KATHERINE YOUTH DIVISION

### **COUNCIL RESOLUTION OMC-2025-36**

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

That Council approves the allocation of \$300 from the remaining Community Grants funding for 2024/2025 to support travel costs for local St John NT Volunteer Youth Members attending the 2025 Northern Territory Youth Competition in Darwin.

**CARRIED 6|0**

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

#### Discussion

It was confirmed that the requested amount was only the \$300.

## 14.7 PROPOSAL - CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEMBERS

### **COUNCIL RESOLUTION OMC-2025-37**

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





1. That Council receive and note the report on nominations for the Centenary of Katherine 2026 Advisory Committee.
2. That the Council approve Alexander Smith, the incoming SADFO, as the nominated representative for RAFF Base Tindal, with the authority to appoint a representative on his behalf
3. That Council accepts the nomination of the Citizen of the Year Ethan Woods-Alum and Simone Croft as members of the Centenary of Katherine 2026 Advisory Committee.
4. That Council approves the current Community Relations Manager Melissa Doyle to replace Rosemary Jennings as the Katherine Town Council representative on the Centenary of Katherine 2026 Advisory Committee. In an advisory capacity only as per the Terms of Reference.
5. That the Council rescinds Jake Quinlivan's membership, as he has left Katherine.
6. That Council approves the relevant updates to the Terms of Reference and the Membership Register.

**CARRIED 6|0**

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

#### 14.8 NATIONAL GENERAL ASSEMBLY 2025

##### **COUNCIL RESOLUTION OMC-2025-38**

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

1. That Council approve the attendance of the Mayor and CEO to the 2025 National General Assembly and Regional Cooperation and Development Forum 24 to 27 June 2025 in Canberra.
2. That Council approve the attendance of Councillor Peter McDougall to the 2025 National General Assembly 24 to 27 June 2025 in Canberra.
3. That Council approve the date change of the Ordinary Meeting of Council Tuesday 24 June 2025 to Tuesday 17 June 2025.

**CARRIED 6|0**

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

##### Discussion

Highlighted the benefits of attending the National General Assembly, including networking with other councils, meeting dignitaries, and discussing issues relevant to Katherine Town Council with Ministers and other officials.

Noted that the cost of attending the assembly was not specified, but the benefits include gaining insights and knowledge from other councils and participating in discussions that impact local governance.

Requested further discussion at EMIS to develop a motion

Councillor Kingdon requested it be noted that she was not aware of the invitation of interest.

#### 14.9 SHOWGROUNDS ADVISORY COMMITTEE - MEMBERSHIP NOMINATION

##### **COUNCIL RESOLUTION OMC-2025-39**



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

1. That Council receive and note the report on membership resignations and nomination applications received for the Showgrounds Advisory Committee.
2. That Council rescind membership of the below representative on the Showgrounds Advisory Committee:
  - a. Tim Delaney - Katherine Camels Football Club Inc
3. That Council accepts the nominations of representatives from the following clubs to the Showgrounds Advisory Committee:
  - a. Cameron Allen – Katherine & District Show Society Inc
  - b. Nick Hobbs – Katherine Camels Football Club Inc

**CARRIED 6|0**

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

#### **14.10 SIGNS CODE REVIEW**

**COUNCIL RESOLUTION OMC-2025-40**

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

That Council approve the reviewed Katherine Town Councils Signs Code for public consultation.

**CARRIED 6|0**

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

#### **14.11 FINANCE REPORT FOR THE MONTH OF JANUARY 2025**

**COUNCIL RESOLUTION OMC-2025-41**

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

That Council endorses the Finance Report for the Month of January 2025.

**CARRIED 5|1**

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

Discussion

Query on tablet 4 credit card transaction at a local cafe, confirmed that the transaction relates to a Local Government Unit meeting on 7 January 2025.

#### **14.12 COMMUNITY RELATIONS REPORT FOR THE MONTH OF JANUARY 2025**

**COUNCIL RESOLUTION OMC-2025-42**

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



That Council receive and note the Community Relations Department report for the Month of January 2025.

**CARRIED 6|0**

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

Discussion

Complimented the staff at the Library and highlighted the high patron count at the library.

#### 14.13 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF JANUARY 2025

*Councillor Bower joined the meeting at 12.57pm*

##### **COUNCIL RESOLUTION OMC-2025-43**

**Moved:** Councillor Trembath; **Seconded:** Councillor Kingdon

That Council receive and note the Corporate Administration Report for the month of January 2025.

**CARRIED 7|0**

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

Discussion

Service requests for litter dumping and collection are a mix of reports about litter dumping and community members using SSS platform to share locations of collected litter for municipal pickup. Service requests for overgrown vegetation primarily relate to alleyways and neglected allotments with excess plant growth.

#### 14.14 ENVIRONMENTAL SERVICES REPORT FOR THE MONTH OF JANUARY 2025

##### **COUNCIL RESOLUTION OMC-2025-44**

**Moved:** Councillor Trembath; **Seconded:** Councillor Kingdon

That Council receive and note the report of the Environmental Services Department for January 2025.

**CARRIED 7|0**

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

Discussion

Noted that there was no warning issued for the storm cell, with wind speeds of up to 130 km/h, that passed through Katherine Civil Airport.



## 14.15 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF JANUARY 2025

### **COUNCIL RESOLUTION OMC-2025-45**

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

That Council receive and note the report of the Infrastructure Services Department for January 2025.

**CARRIED 7|0**

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

Discussion

#### **Aquatic Centre Update:**

Works at the Aquatic Centre remain on track for the scheduled reopening in October. Current activities include underground services, with pressure testing scheduled on the existing pool pipes. If no issues are identified during testing, works will proceed as planned, keeping timeframes on schedule.

#### **Civic Centre Refurbishment:**

An Expression of Interest (EOI) was issued for the Civic Centre Refurbishment project. Based on the responses received, a design and construct tender package will be prepared for release.

## 15 REPORTS FROM COMMITTEES

### 15.1 MINUTES FROM COMMITTEES

## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES JANUARY 2025

#### **COUNCIL RESOLUTION OMC-2025-46**

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

That Council receive and note the Elected Member activities for January 2025.

**CARRIED 7|0**

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

Discussion

Apologise from Deputy Mayor Coburn, Councillor McDougall and Councillor Bower for not submitting their activities.

The meeting of Government Ministers on 11 December was with Minister Edgington and local member Jo

Hersey at the Council Chambers.

## 17 LATE AGENDA

## 18 GENERAL BUSINESS

Noted, there has been no improvement to NTG-managed land within the Katherine Municipality. Community members have raised concerns with the local Member's office regarding the poor condition of these areas, citing issues such as broken glass, overgrown grass, weeds, and the ongoing lack of maintenance and service delivery.

Noted that while heavy vehicles still go through the main street there will be an issue.

LGANT conference will be in Katherine in May.

Clean Up Australia will run for the whole of the month March commencing Sunday 2 March. Residents can collect free rubbish bags and gloves from the Civic Centre and collect rubbish anywhere in the council area. Submit SSS for council to pick up the bag and receive a voucher.

International Women's Day will be held on Saturday 8 March at the GYRACC, register on the council website with a \$10 fee that will go to a charity.

Come and Try Sports day will be held on Saturday 15 March

Bombing of Katherine will be held on 22 March at the Museum.

Centenary of Katherine Logo voting ends 6 March. Also on Your Say Katherine is the cooling of the town square where council are seeking ideas from the public.

## 19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1.15pm.

### **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 28 JANUARY 2025



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) (ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

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.

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:	(d) information subject to an obligation of confidentiality at law, or in equity.

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.

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.

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:	(d) information subject to an obligation of confidentiality at law, or in equity.

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
------------------------	--

### 20.3 CONFIDENTIAL INCOMING CORRESPONDENCE

Section Under the Act	The grounds on which part or 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) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

### 20.4 AQUATIC CENTRE UPDATE

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.

### 20.5 CEO PERFORMANCE REVIEW

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:	(a) 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.

### 20.6 KATHERINE CIVIL AIRPORT COMMUNITY CONSULTATION

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

## 21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 2.23 pm.

## 22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 25 February 2025 was declared closed at 2.24 pm.

The next Ordinary Meeting of Council will be held on 25 March 2025.