



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 28 January 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 - 28 January 2025 open at 12:00 pm.

The Mayor advised that the meeting was being recorded.

The Mayor welcome new staff Melissa Doyle Manager Community Relations, Rhett English Manager Strategic Priorities, and on videoconferencing Councillor Amanda Kingdon and Jo Brosnan Manager Strategic Communications

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

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

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk (minute taker)
- Desiree Rodgers – Finance Manager
- Brett Kimpton – Manager Environment and Municipal Services
- Casey Anderson – Manager Corporate Administration
- Mel Doyle – Manager Community Relations
- Matt Arnott - Project Portfolio Manager
- Rhett English - Manager Strategic Priorities
- Jo Brosnan - Manager Strategic Communications (via video Conference)
- Jaime Styles - Business Analyst

PUBLIC - 11

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 10 DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-001

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 10 December 2024 as a true and accurate record.

Voting did not occur

Councillor Kingdon provided a statement having connectivity issues during the previous meeting and this would be recorded in the minutes.

UNCONFIRMED



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE DECEMBER 2024

COUNCIL RESOLUTION

Moved: ; Seconded:

That Council receive and note the Action update.

CARRIED 7|0

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

Discussion

Councillor Mott advised having issues sending the statement speech and will do so again.

Councillor Kingdon requested that the resolution to not accept her apology be revoked.

Written instructions will be provided to Elected Members for the process if experiencing connectivity issues when attending via videoconferencing.



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-002

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

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

CARRIED 7|0

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

Discussion

Briefing on the Territory Coordinator advised the role will rebuild economy, attract private investment, prioritise significant projects, and provide certainty to developers. The briefing was attended by three government representatives

Cyclone Tracy was a good event that included a group of survivors sharing their experiences and supporting each other.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING

COUNCIL RESOLUTION OMC-2025-003

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

That Council receive and note the Incoming Correspondence:

Attachments: 1. Letter - Jawoyn - CEO Transition - 15 January 2025 - ID227583 [10.1.1 - 1 page]

CARRIED 7|0

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

10.2 CORRESPONDENCE OUTGOING

COUNCIL RESOLUTION OMC-2025-004

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

That Council receive and note the Outgoing Correspondence:

Attachments: 1. Response to Question Raised at the Ordinary Meeting of Council on 10th December 2024 - Mrs Cummings - Doc ID 227662 [10.2.1 - 2 pages]
2. Responses to Questions Raised at the Ordinary Meeting of Council on 10th December 2024 - Mr Raynor - Doc ID 227663 [10.2.2 - 2 pages]
3. Letter - Hon Jo Hersey MLA - Invite to meet with Katherine Town Council - 20 January 2025 - Doc ID 227891 [10.2.3 - 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

Details of a meeting with Jo Hersey is yet to be received.

Suggestion for eSafety to be considered in future Professional Development Policy.

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Question	Response
Asked if the \$500 fee for lodging complaints applied to the public?	Clarified that the fee only applies to elected members lodging complaints through LGANT, not the public.
Concerns raised about the \$5million loan for building repairs, questioned whether costing options for all options had been provided to the Council?	The matter is still confidential and that the building needs significant works due to its deteriorating condition.
Concern about the ratepayers being guarantors for the loan and requested a public meeting to discuss the financial implications.	Cannot comment as the matter is still confidential.

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 COUNCIL REPRESENTATIVES ON COUNCIL ADVISORY COMMITTEES

COUNCIL RESOLUTION

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

1. That Council appoints and to the Administrative Review Committee for the period to 7 September 2025.
2. That Council appoints, and as alternate to the Audit and Risk Management Committee for the period to 7 September 2025.
3. That Council appoints and to the Katherine Sportsground Advisory Committee for the period to 8 September 2025, and be the Chair of the Katherine Sportsground Advisory Committee for the period to 7 September 2025.
4. Council appoints and to the Katherine Showgrounds Advisory Committee for the period to 7 September 2025, and be the Chair of the Katherine Showgrounds and Multi-purpose Centre Advisory Committee for the period to 7 September 2025.



Discussion

Recognised that due to a short time to the election, to consider rolling over the appointments.

Recommendation by Councillor Jeremy Trembath that Councillor Kerrie Mott be appointed to the Audit and Risk Management Committee as the alternate.

The Mayor reminded Elected Members that they are allowed to attend any of the advisory committee meetings although do not have voting rights.

Mayor confirmed wanting to continue being chair of the Centenary of Katherine 2026 Advisory Committee, noting the error in the report showing that Councillor Peter McDougall as the current chair.

Councillor Kingdon sanction timeframe taken on notice.

AMENDMENT RESOLUTION OMC-2025-005

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

1. That Council approves the current Elected Members membership be reappointed to the end of the term of Council 7 September 2025, with one change being Councillor Kerrie Mott be appointed as alternate to the Audit and Risk Management Committee:
 - a. Councillor Jeremy Trembath. and Peter McDougall to the Administrative Review Committee;
 - b. Mayor Elisabeth Clark, Deputy Mayor Denis Coburn and Cr Kerrie Mott as alternate to the Audit and Risk Management Committee;
 - c. Deputy Denis Coburn and Cr Jeremy Trembath to the Katherine Sportsground Advisory Committee, and Mayor Denis Coburn be the Chair of the Katherine Sportsground Advisory Committee;
 - d. Cr Peter McDougall and Cr Jeremy Trembath to the Katherine Showgrounds Advisory Committee for the period, and Cr Peter McDougall be the Chair of the Katherine Showgrounds Advisory Committee; and
 - e. Mayor Elisabeth Clark as chair of the Centenary of Katherine 2026 Advisory Committee.

CARRIED 6|1

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

14.2 POLICIES

COUNCIL RESOLUTION OMC-2025-006

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

1. That Council approve the reviewed policies below:
 - a) Elected Members Breach of Code of Conduct Policy
 - b) Elected Member Information and Interaction with Staff Policy
 - c) Debt Recovery Policy
 - d) Laneway Management Policy
 - e) Accessing Information held by Council Policy
 - f) Sustainable Events Policy
 - g) Revenue Policy



- h) Accountable Forms Policy
- i) Fraud and Corruption Control Policy Protection Plan
- j) Reasonable Expenses for Travel and Accommodation by Council Members Policy

CARRIED 7|0

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

Discussion

Councillor McDougall proposed the amendment to add words in Section 4.5 "Referral to LGANT, Breach of Code of Conduct Policy after the last sentence, 'This cost will be incurred by the council.' add "At the council's discretion, these costs may be passed on to the elected member(s) who are the complainant."

AMENDMENT RESOLUTION OMC-2025-007

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

1. That Council add words in Section 4.5 "Referral to LGANT, Breach of Code of Conduct Policy after the last sentence, 'This cost will be incurred by the council.' add "At the council's discretion, these costs may be passed on to the elected member(s) who are the complainant."

CARRIED 6|1

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

Discussion

Query was raised, that no interest would apply through the debt recovery policy? Clarification was provided that the debt recovery policy was only to address the sundry accounts. The Rates Concession Policy has its own debt recovery process inline with the Local Government Act. Ratepayers who meet the criteria though a rate concession can be eligible for (rates) interest waivers.

Query was raised, where is the Visitors Information Centre Income? Clarification was provided that the Revenue Policy aligns with the format of the Financial Statements, therefore categorising Katherine Visitors Information Income under "Other" revenue.

The Elected Member Information and Interaction with Staff Policy was noted that it is already approved by Council with minor administrative amendments and strengthens the limitations of the Act and Regulation's.

14.3 PROPOSAL - SPONSORSHIP OF YOUTH CONFERENCE

COUNCIL RESOLUTION OMC-2025-008

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

That Council approves funding YouthworX NT \$5,000 for the 2025 Youth Conference and Festival from the 2024/2025 Community Grants Program.

CARRIED 7|0



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

14.4 PROPOSED COMMUNITY CONSULTATION FOR TOWN SQUARE SHADE SOLUTIONS

COUNCIL RESOLUTION OMC-2025-009

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

That Council approves proceeding with the community consultation to seek feedback to inform the project planning process for shade solutions at the Town Square.

CARRIED 7|0

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

Discussion

Council hope to see community participate in this consultation to give feedback on how we might be able create the Town Square to be more usable. Feedback will be considered for planning and seeking funding in the future.

14.5 PROPOSAL FOR A DOG REGISTRATION AMNESTY

COUNCIL RESOLUTION OMC-2025-10

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

That Council endorses and approves of a Dog Registration Amnesty for one hundred (100) new dog registrations to assist in building an accurate dog register and increase dog registration rates.

CARRIED 7|0

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

Discussion

Discussion on the duration noting that one week was not long enough to have reach into the community and have people come to the Civic Centre to take up the opportunity therefore suggestion for a longer timeframe of 2 to 4 weeks for the amnesty.

Council will manage the operational aspects and set a suitable timeframe to achieve the target of 100 new registrations.

14.6 FINANCE REPORT FOR THE MONTH OF DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-11

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

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



CARRIED 6|1

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

Discussion

Noted the timeframe correction required for the Aquatic Centre completion is October 2025 not June 2025.

14.7 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-12

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

That Council receive and note the Corporate Administration Report for the month of December 2024.

CARRIED 7|0

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

Discussion

Noted the update for tree inspections and termite issues.

Taken on notice to clarify suburbs areas.

14.8 COMMUNITY RELATIONS REPORT FOR THE MONTH OF DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-13

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

That Council receive and note the Community Relations Department report for the Month of December 2024.

CARRIED 7|0

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

Discussion

Highlighted positive feedback about the library's e-book borrowing service.

14.9 ENVIRONMENTAL SERVICES REPORT FOR THE MONTH OF DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-14

Moved: Councillor Bower; **Seconded:** Councillor McDougall

That Council receive and note the report of the Environmental Services Department for December 2024.

CARRIED 7|0



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

Discussion

Noted the work of council over the Christmas period to have areas under council control looking great. Issues identified with mowing and slashing over the holiday period for NTG responsible areas to be raised at the next meeting with the agency.

14.10 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-15

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

That Council receive and note the report of the Infrastructure Services Department for December 2024.

CARRIED 7|0

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

Discussion

Noted the Sportsground fencing along Chambers Drive next section to complete is progressing and funded by Council.

Noted the drainage issues within the Sportsground Precinct to be looked at prior to future infrastructure investment.

14.11 COMMUNITY ENGAGEMENT QUARTERLY REPORT

COUNCIL RESOLUTION OMC-2025-16

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

That Council receive and note the Community Engagement Report for the month of November 2024 – 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 the Reconciliation Action Plan is a first for council and is progressing.

14.12 PEOPLE AND CULTURE QUARTERLY REPORT

COUNCIL RESOLUTION OMC-2025-17

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



That Council receive and note the People and Culture report for the quarter September to December 2024.

CARRIED 7|0

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

AGAINST: Nil

Discussion

Noted there were Mental Fitness sessions for the public and staff. Grant funding received for the public sessions.

The Wellness Strategy confirmed is within budget that provides support to all staff.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

15.1.1 Unconfirmed Minutes - Sportsgrounds Advisory Committee Meeting 12 December 2024

COUNCIL RESOLUTION OMC-2025-18

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

That Council receive and note the minutes of the Sportsground Advisory Committee held on 12 December 2024.

CARRIED 7|0

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

AGAINST: Nil

Discussion

Investigation and due diligence is being undertaken for options regarding the pavilion flooring that will come back to the Council.

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES DECEMBER 2024

COUNCIL RESOLUTION OMC-2025-19

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

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

CARRIED 7|0

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

AGAINST: Nil

Discussion

Councillor Mott advise of technical issues and will resubmit her activities.



Councillor Kingdon advised she will resume her activity reporting obligation.

17 LATE AGENDA

18 GENERAL BUSINESS

Request to re-evaluate the Advisory Committees policy to boost attendance.

Condolences to the families of Mrs N. Camfoo.

National Apology Day on February 13th, 2025.

Condolences to the family on the passing of Steve Budarick.

Australia Day event was a great event with over 100 in attendance

19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1:28 pm.

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 10 DECEMBER 2024

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 Local Government Act 2019.
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 Local Government Act 2019.
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.

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.

20.3 BORROWING FOR CIVIC CENTRE

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

20.4 CIVIC CENTRE UPGRADE - APPROVAL

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.

COUNCIL RESOLUTION OMC-2025-23

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

1. That Council decides to proceed with the Civic Centre Upgrade project.
2. That Council release the resolution to the public minutes.

CARRIED 7|0

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

20.5 BY-LAW AMENDMENTS

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.

COUNCIL RESOLUTION OMC-2025-24

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

1. That Council endorse the recommendations arising from the first draft received, including adjustments



to the proposed By-Law amendments based on the feedback from the Northern Territory Office of Parliamentary Counsel.

2. That Council endorse the proposed By-Law amendments, as outlined in this report, and recommend further drafting by the Northern Territory Office of Parliamentary Counsel.
3. That Council approve the process of community consultation on the amended By-Laws, in accordance with the *Local Government Act 2019*.
4. That Council approve moving the resolutions to the public minutes.

CARRIED 7|0

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

20.6 SOLAR LIGHTS - CONTRACT VARIATION REPORT

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.

COUNCIL RESOLUTION OMC-2025-25

Moved: Councillor McDougall; **Seconded:** Councillor Bower

1. That Council notes the contract variations for Xcel Energy Pty Ltd to the value of \$75,281.15 ex GST.
2. That Council release the resolution to the public minutes.

CARRIED 7|0

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

20.7 KTC - LEASES

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.

COUNCIL RESOLUTION OMC-2025-26

Moved: Councillor Bower; **Seconded:** Councillor McDougall

3. That Council approves affixing the common seal to the renewal leases for:
 - a. Blast Coffee – 78 Victoria Highway, Katherine NT, 30 June 2024 to 1 April 2027
 - b. Dakota Tax – 23 Chambers Drive, Katherine NT, 29 February 2024 to 28 February 2026
 - c. ABC – 23 Chambers Drive, Katherine NT, 1 April 2024 to 20 March 2026
 - d. ChartAir - Katherine Civil Aerodrome, Katherine NT, 1 July 2024 to 30 June 2029.
 - e. Katherine Aviation - Katherine Civil Aerodrome, Katherine NT, 1 November 2022 to 30 September 2027.
 - f. Katherine East Child Care Centre - proceed with renewing the lease retroactively from 30 June



2021 to 30 June 2026.

4. That Council approve moving resolution 3 to the open agenda.

CARRIED 6|0

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

20.8 AUDIT AND RISK MANAGEMENT COMMITTEE CHAIR LETTER

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.

COUNCIL RESOLUTION OMC-2025-27

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

1. That Council receive and note the letter from the Audit and Risk Management Committee Chair – Reflection of the outcomes and achievements of the committee.
2. That Council move the letter from the Audit and Risk Management Committee Chair – Reflection of the outcomes and achievements of the committee ID227999 and resolutions to the open minutes.

CARRIED 7|0

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

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 2:45 pm.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 28 January 2025 was declared closed at 2:45 pm.

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



21 January 2025

Mayor Elizabeth Clark
Katherine Town Council
PO Box 1071
Katherine NT 0851

*By email to: elisabeth.clark@ktc.nt.gov.au
mayor@ktc.nt.gov.au
cc: ingrid.stonhill@ktc.nt.gov.au*

Dear Liz,

AUDIT & RISK MANAGEMENT COMMITTEE – OUTCOMES & ACHIEVEMENTS

I hope your festive period was filled with the joy of family and friends, and you found some time to refresh for the year ahead.

Over this period, as I am sure you have, I have reflected on a number of my professional activities and client outcomes, including those at Katherine Town Council. As there have been a number of achievements and outcomes produced by Council and the Audit & Risk Management Committee, it seemed appropriate to recognise and share these with you.

Over the past three (3) years, the organisation has been in a period of continuous change. In that time, the Committee with the strong support of Elected Members and the CEO, has adopted a proactive, yet independent approach to providing review, mentoring, oversight, enquiry, advice and guidance to management and Council, most notably, in regards to:

- The integrity of financial documents, including the Annual Statutory Financial statements and periodic monthly financial reports.
- Reports from the CEO and senior management on significant strategic, operational and project challenges and opportunities.
- The advancement of a formal Risk Management Framework and development of function and process, together with maturing Risk Registers, and a deeper understanding of Council's risk appetite. In doing so, leading to greater effort being brought forward for risk mitigations in the following areas:
 - Funding, financial sustainability, service delivery, asset management, large-scale project management and procurement risks
 - WH&S risk management awareness, commitment through tone-at-the-top, reporting and visibility
 - Succession planning, key person reliance and impediments to workforce attraction and retention risks and
 - External, political, environmental, policy and cybersecurity risks.
- Oversight of the performance, objectivity and effectiveness of Council's external auditors, including engagement with, briefings from, and review of the interim and final Audit Management letters.
- Council receiving the highest possible Audit outcome, being an Unmodified Audit Opinion in each year, and in FY2024, the most streamlined audit process and earliest audit clearance of any year to date. This ensured Council met its compliance obligations for submission of its FY2024 Annual Report.
- Strategic Project Updates, opportunities and challenges, including sourcing funds for large scale community infrastructure and understanding the prioritisation of essential building works.

In fulfilling its role, the Committee thoroughly and objectively made recommendations to officers and Council on matters we considered required action or improvement. Pleasingly, the working relationship between management and the Committee was characterised by open, forthright communication and transparency.

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CHARTERED ACCOUNTANTS

When considered against the backdrop of competing priorities, these achievements and outcomes show significant progress. It is important to recognise that, without the commitment and support of elected members of the Committee, the CEO, Executive Team and Governance Unit, we could not fulfil our role of objective oversight of Council operations, nor provide assurance to Council to the extent achieved.

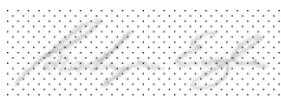
From my role on other Audit & Risk Committees in the Northern Territory, I am confident that Katherine Town Council is operating at a high standard. It is evident that management strive for continuous improvement in Council's governance processes and practices. In my experience, this sets Council apart from peers in the commitment shown to, and the body of work performed by, the Committee.

I am grateful to each member of the Committee, and the many officers that have contributed to these achievements, at times under some very trying circumstances. I particularly wish to recognise the consistent leadership and commitment shown by yourself and the CEO. Not all Mayors are members of these Committees, but in my experience your presence in an official, yet ex-officio, capacity sets the tone at the top for the organisation and is an active demonstration that good governance is paramount.

I look forward to working with you for the remainder of the Council term, as Council and the Committee navigate the opportunities and challenges that 2025 has to offer.

Yours faithfully

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Carolyn Eagle
Director