



KATHERINE  
TOWN COUNCIL



# FEES & CHARGES 2021/2022

Effective 1st July 2021

The object of the Katherine Town Council Fees & Charges is:

To provide a fair and equitable system for allocating and charging for the use of Katherine Town Council facilities, resources and equipment;

To ensure consistency and transparency in decision making;

To encourage efficient and effective use of Katherine Town Council's resources;

To allow Katherine Town Council to proactively manage Council facilities, ensuring the long-term sustainability of Council facilities;

To enable allocations of facilities and resources appropriately; and

To promote positive user attitudes and responsibility towards Council facilities.

For the purpose of Katherine Town Councils Fees & Charges the following definitions apply:

Commercial

Prices are established in accordance with the existing market.

User Contributes

Prices are set at what Council considers to be a reasonable cost for the user to bear. The balance of necessary funds is sourced from general revenues.

Cost Recovery

Prices are set to cover the total cost of providing the goods or service.

Fixed Penalty

Prices are set by Legislation.

# FACILITY HIRE

Katherine Town Council maintains and manages a variety of facilities available for hire for various purposes (please refer to attached full list of hireable facilities).

All facilities are available for hire by not-for-profit groups and private users. Selected facilities are also available to commercial users.

Facilities range from sporting venues and halls to meeting and conference facilities and can be hired on a half day, full day, short term seasonal (excluding commercial) or long-term seasonal basis (excluding commercial).

## General Hire Terms

All hirers are to be advised that the Council's requirements for meetings, events etc. must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule. If this occurs an alternative venue will be provided where possible.

All items are to be returned to their original position at the completion of the hire/use.

Hirers are responsible for any damage that occurs or if the facility is left in an excessively dirty state. All rubbish is expected to be deposited into bins provided. If the facility is left in an excessively dirty state, the hirer will be notified and given a specific time limit to remedy the situation. Otherwise, Council will organise the cleaning and the fees incurred in doing so will be taken from the Hirer's deposit.

Any additional days added to a hire will incur additional cleaning costs.

## Community Group (Not-For-Profit)

Community Groups (Not-For-Profits) are groups who are not operating for the profit or gain of its individual members. This means that the group operate exclusively for charitable, civil or social purposes and does not share or allocate its funds or profits to its owners, shareholders or executives. A not-for-profit community group must be incorporated or partner with an incorporated group.

## Commercial Group

A commercial organisation is any group with a particular set of skills, priorities, strategies, and resources that organize to collectively achieve the specific aim of making a profit. This type of hire is only available on a half day or daily basis.

## Private

Private use is an individual who wishes to hire a Council facility for a non-business (private) reason. This type of hire is only available on a half day or daily basis. The personal hire must include notification to the Northern Territory Police (Katherine branch) of any event if alcohol is to be consumed.

## Daily Hire

Daily hire allocations will be made on a half or full day basis. A half day hire is defined as any 4-hour period and a full day hire is any period exceeding 4 hours and no more than 24 hours.

Daily hires are subject to fees and charges as per the Katherine Town Council's Fees & Charges.

Daily Hires are available to not-for-profit groups, private users and commercial users (selected facilities).

## Short Term Hire

Short term hire allocations will be made on a 10-week basis (sporting season). If additional weeks are required a weekly hire cost can be arranged with Council. Allocation of specific grounds is made for both training and match playing purposes (maximum of three facilities per hire plus one ablution block). A short-term hire does not provide clubs and/or associations with exclusive use of the facility. Each individual short-term hire is for one organisation only. Short term hires are only available for consistent/regular users.

Short term hires are not guaranteed from year to year and will be subject to the application process. Short term hires are subject to fees and charges as per the Katherine Town Council's Fees & Charges. Short term hires are only available to community groups.

## Long Term Hire

Long term hire allocations will be made on a yearly calendar basis. Allocation of specific grounds is made for the designated application purpose only (maximum of three facilities per hire plus one ablution block). A long-term hire does not provide clubs and/or associations with exclusive use of the facility. Each individual long-term hire is for one organisation only. Long term hires are only available for consistent/regular users. A long-term hire applies to the calendar year i.e. 1 January to the 31 December – payment required financial year basis

Long term hires are not guaranteed from year to year and will be subject to the application process. Long term hires are subject to fees and charges as per the Katherine Town Council's Fees & Charges. Long term hires are only available to community groups.

## Key Deposits

Where indicated, key deposits are required at a cost of \$45.00 per key and \$180.00 per set of keys required to complete the hire.

Keys are available for collection on the working day prior to the event/hire – unless approved by prior arrangement.

Keys are to be returned at the completion of the hire (daily, short term, long term hire). If keys are not returned Council will invoice the hirer for the cost of replacement of locks and keys.

An additional charge of \$22.00 per key will be levied in addition to keeping the deposit for keys that are not returned at the completion of any hire

## Facility Deposits

Every facility hire will require a deposit of \$520. Katherine Town Council will accept purchase orders for payment of facility hires. The deposit will be held by Council until the completion of the hire and all inspections have occurred. Once inspections are completed the deposit will be returned to the hirer.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility Council reserves the right to increase the amount of deposit. (For example: Circus could be \$1,500.00)

## Power/Water Charges

### *Low User*

A hire type that uses minimal power and water. Minimal use of power and water can be determined by the negligible use of the product that would constitute the hirer meeting the probable cost of power and water for that hire. Negligible use can be defined as to be so small as to be nearly inconsequential.

A low user will be billed \$4.55 per item hired per day.

### *Medium User*

A hire type that uses a moderate amount of power and water. Moderate use of power and water can be determined by the reasonable use of the product that would constitute the hirer meeting the expected costs of power and water for that hire. Reasonable use can be defined as to be moderate and within the limits of reason.

A medium user will be billed \$9.20 per item hired per day.

### *High User*

A hire type that uses an extensive amount of power and water. Extensive use of power and water can be determined by the copious use of the product that would constitute the hire meeting all costs associated with power and water for that hire. Copious use can be defined as to be in large amounts.

A high user will be billed \$25.40 per item hired per day.

## Public Liability Insurance

All hirers must provide proof that they hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at the hire location. Minimum cover \$10,000,000.

## COUNCIL FUNCTIONS & TRAINING ROOMS

Katherine Town Council have facilities suitable to hire for corporate functions, training and public events.

### **Committee Room**

Location: Katherine Town Council, 24 Stuart Highway  
Seating Capacity: Max 16ppl  
Infrastructure Available: Teleconference facilities

### **Council Chambers**

Location: Katherine Town Council, 24 Stuart Highway  
Seating Capacity: Max 50ppl (Theatre setting)  
Infrastructure Available: Teleconference facilities, computer and 2x TV screens.

### **Visitor Information Centre Training Room**

Location: Visitor Information Centre, Cnr Lindsay Street and Stuart Highway  
Seating Capacity: Max 30ppl (Theatre setting)

### **Library Training Room**

Location: Katherine Public Library, Level 1, Randazzo Centre, Katherine Terrace  
Seating Capacity: Max 14ppl  
Infrastructure Available: Executive boardroom table and seating; in-table GPO's; videoconferencing facilities, corporate wi-fi, computer and 2 x TV screens

## FEES & CHARGES — FUNCTIONS / TRAINING ROOMS

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>NOT-FOR-PROFIT</b>				
Half day	\$53.35	Per half day	Y	User Contributes
Full day	\$110.23	Per Day	Y	User Contributes
Facility deposit (fully refundable)	\$520.00	Per hire	N	Bond
Key deposit (fully refundable)	\$45.00	Per key	N	Bond
	\$180	Per set		Bond
Tea and coffee	\$3.15	Per person	Y	Cost Recovery
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>COMMERCIAL</b>				
Half day	\$160.06	Per half day	Y	Commercial
Full day	\$320.13	Per day	Y	Commercial
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Tea and coffee	\$3.15	Per person	Y	Cost Recovery
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>PRIVATE</b>				
Half day	\$71.16	Per half day	Y	Cost Recovery
Full day	\$141.93	Per day	Y	Cost Recovery
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Tea and coffee	\$3.15	Per person	Y	Cost Recovery
Power/water charges	As per determined category	Per day	N	Cost Recovery

## LINDSAY STREET COMPLEX

The Lindsay Street Complex is located on Lindsay Street near the Visitor Information Centre, it is a multi-purpose complex utilised by many organisations, groups and schools in Katherine. The complex has a storage shed, ablutions and a stage.

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>NOT-FOR-PROFIT</b>				
Half day	\$53.35	Per half day	Y	User Contributes
Full day	\$106.71	Per Day	Y	User Contributes
Short term seasonal	\$341.47	Per Season	Y	User Contributes
Long term seasonal	\$570.90	Per Season	Y	User Contributes
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
	\$180	Per set	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>PRIVATE</b>				
Half day	\$71.16	Per half day	Y	Cost Recovery
Full day	\$141.93	Per day	Y	Cost Recovery
Short term seasonal	\$341.47	Per Season	Y	User Contributes
Long term seasonal	\$570.90	Per Season	Y	User Contributes
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

# SHOWGROUNDS & SPORTSGROUNDS

## The Showgrounds – Facilities Available:

- Showgrounds Arena/ Australian Rules Football Oval with competition grade lighting
- Grandstand
- Stuart Memorial Hall
- Jim Jackson Racecourse
- Buntine Pavilion
- Norforce Pavilion
- Horse stalls and cattle yards
- Rodeo/campdraft arena
- Polocrosse field
- Model Airplane landing ground
- Office space
- Changerooms
- Multiple ablution blocks
- Powered and non-powered camping areas

## Terms & Conditions – Showgrounds

No parking within the grounds is permitted without prior Council approval.

Some lighting is supplied via a token system. Tokens can be purchased from Katherine Town Council for \$5.70 each. Please note that each token system within Council owned property operates differently. Council will advise on how the token system operates on request.

Hires for the Showgrounds includes free un-powered camping and stock stabling two (2) days prior to an endorsed event, during competitions and one (1) day following. Hires must advise numbers of campers during competitions.

Camping at the Showgrounds is intended for hirers of the facility only.

Department of Defence camping applications are to include buildings/facilities that they require.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

## The Sportsgrounds – Facilities Available:

- Four multipurpose ovals, 2 of which are illuminated for night time use;
- Newly upgraded BMX track;
- Basketball/Netball Courts;
- Tennis Courts;
- Skate Park;
- Children's Adventure Playground;
- Don Dale Centre (including canteen facilities, storage, meeting room, change rooms etc.)
- Aquatic Centre
- Several ablutions blocks

## Terms & Conditions – Sportsgrounds

No parking within the grounds is permitted without prior Council approval.

Some lighting is supplied via a token system. Tokens can be purchased from Katherine Town Council for \$5.70 each. Please note that each token system within Council owned property operates differently. Council will advise on how each token system operates on request.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

# FEES & CHARGES — SPORTSGROUNDS & SHOWGROUNDS

Prices include up to three (3) facilities and one (1) ablution.

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>NOT-FOR-PROFIT</b>				
Half day	\$53.35	Per half day	Y	User Contributes
Full day	\$106.71	Per day	Y	User Contributes
Short term seasonal	\$341.47	Per season	Y	User Contributes
Long term seasonal	\$570.90	Per season	Y	User Contributes
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
	\$180	Per set		Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>COMMERCIAL</b>				
Half day	\$160.06	Per half day	Y	Commercial
Full day	\$320.13	Per day	Y	Commercial
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>PRIVATE</b>				
Half day	\$71.16	Per half day	Y	Cost Recovery
Full day	\$141.93	Per day	Y	Cost Recovery
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

## PARKS & RESERVES

Parks and reserves are available to the general public at no charge. If you would like to book a park or reserve for an organised event please contact [records@krc.nt.gov.au](mailto:records@krc.nt.gov.au) to apply.

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>NOT-FOR-PROFIT</b>				
Half day	\$53.35	Per half day	Y	User Contributes
Full day	\$106.71	Per Day	Y	User Contributes
Short term seasonal	\$341.47	Per Season	Y	User Contributes
Long term seasonal	\$570.90	Per Season	Y	User Contributes
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery
<b>PRIVATE</b>				
Half day	\$71.16	Per half day	Y	Cost Recovery
Full day	\$141.92	Per day	Y	Cost Recovery
Short term seasonal	\$341.47	Per Season	Y	User Contributes
Long term seasonal	\$570.90	Per Season	Y	User Contributes
Facility deposit (fully refundable)	\$520	Per hire	N	Bond
Key deposit (fully refundable)	\$45	Per key	N	Bond
Power/water charges	As per determined category	Per day	N	Cost Recovery

Parks and reserves cannot be hired exclusively as they are public areas.

All equipment assembled within a park is to be dismantled and removed at the completion of the hire.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

Please refer to Appendix 1 – Parks and Reserves for available facilities.

## EXERCISE CLASSES – PUBLIC SPACE

In order to promote healthy lifestyles and activate community spaces, Council will allow use of identified parks and reserves to commercial operators for the purposes of running personal training and/or group fitness classes. Parks and reserves cannot be hired exclusively as they are public areas.

Permit fee payable on application. Application valid for period of applications i.e. annual, 6-monthly, 3 monthly.

The sites set out in the schedule below are available for the personal training and/or group fitness classes, that such site be available upon application for a permit and subject to the following conditions:

1. That the applicant has completed an application for approval to operate form, available from Council.
2. That no objections are received from or on behalf of permanent business providing similar services.
3. That the permit holder must ensure that the area surrounding the site is kept free of litter.
4. That the permit holder holds current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

Sites, operating days and times – As approved by Chief Executive Officer.

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>ANNUAL PERMIT</b>				
Under 3 classes per week	\$827.00	Per annum	Y	Commercial
4+ sessions per week	\$1173.80	Per annum	Y	Commercial
<b>6 MONTH PERMIT</b>				
Under 3 classes per week	\$426.84	Per 6 months	Y	Commercial
4+ sessions per week	\$640.25	Per 6 months	Y	Commercial
<b>3 MONTH PERMIT</b>				
Under 3 classes per week	\$266.77	Per 3 months	Y	Commercial
4+ sessions per week	\$373.48	Per 3 months	Y	Commercial

## CAMPING

Camping is available at the Katherine Showgrounds for those travelling with livestock (year-round) as well as big rigs too large for commercial caravan parks. During peak demand periods the Katherine Showgrounds is also available as an overflow camping area ONLY when commercial caravan parks are full.

Camping arrangements are to be made with the Katherine Town Council Civic Centre 08 8972 5500 during business hours – Monday to Friday, 8am – 4pm.

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>DAILY CAMPING FEES</b>				
Unpowered site – 2 adults (children free)	\$25.61	Per day	Y	Cost recovery
Unpowered site – additional adult	\$ 9.17	Per day	Y	Cost recovery
Powered site – 2 adults (children free)	\$43.75	Per day	Y	Cost recovery
Powered site – additional adult	\$9.17	Per day	Y	Cost recovery
Defence force – per head	\$9.17	Per day	Y	Cost recovery
<b>WEEKLY CAMPING FEES</b>				
Unpowered site – 2 adults (children free)	\$151.53	Per week	Y	Cost recovery
Unpowered site – additional adult	\$ 54.85	Per week	Y	Cost recovery
Powered site – 2 adults (children free)	\$263.57	Per week	Y	Cost recovery
Powered site – additional adult	\$ 54.85	Per week	Y	Cost recovery
Defence force – per head	\$ 54.85	Per week	Y	Cost recovery
<b>STOCK FEES</b>				
Stock – per head – daily	\$1.87	Per day	Y	Cost recovery
Stock – per head - weekly	\$11.21	Per week	Y	Cost recovery

## ADMINISTRATION

The community can access administrative service at the Katherine Town Council Civic Centre, Visitor Information Centre and Public Library during business hours. For a full list of services please refer to the below price list:

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>MUNICIPAL PLAN</b>				
Municipal plan – electronic copy	Free	Per document		N/a
Municipal plan – hard copy – (black and white only)	\$16.50	Per document	Y	Cost recovery
<b>ANNUAL REPORT</b>				
Annual report – electronic copy	Free	Per document		N/a
Annual report – hard copy (black and white only)	\$16.50	Per document	Y	Cost recovery
<b>BY-LAWS</b>				
Katherine town council by-laws – electronic copy	Free	Per document		N/a
Katherine town council by-laws – hard copy (black and white only)	\$16.50	Per document	Y	Cost recovery
<b>THE KATHERINE TOWN COUNCIL MUNICIPAL PLAN, ANNUAL REPORT AND BY-LAWS ARE AVAILABLE FOR INSPECTION, FREE OF CHARGE AT ALL COUNCIL OFFICES AS WELL AS THE KATHERINE TOWN COUNCIL WEBSITE: <a href="http://WWW.KATHERINE.NT.GOV.AU">WWW.KATHERINE.NT.GOV.AU</a></b>				
<b>BINDING</b>				
Up to 50 pages (small)	\$6.60	Per document	Y	Cost recovery
Over 50 pages (large)	\$12.00	Per document	Y	Cost recovery
<b>LAMINATING</b>				
A4 page	\$6.60	Per page	Y	Cost recovery
A3 page	\$12.00	Per page	Y	Cost recovery
Other laminating (katherine public library only)	\$24.30	Per metre	Y	Cost recovery
<b>PHOTOCOPYING</b>				
Black – a4	40c	Per side	Y	Cost recovery
Black – a3	50c	Per side	Y	Cost recovery
Colour – a4	50c	Per side	Y	Cost recovery
Colour – a3	\$1.85	Per side	Y	Cost recovery
<b>FACSIMILE</b>				
Outgoing – entire document	\$2.00	Per document	Y	Cost recovery
Incoming – entire document	Free	Per document		N/a
<b>SCANNING</b>				
Colour – entire document	\$2.00	Per document	Y	Cost recovery

## RATES ADMINISTRATION

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>RATE SEARCH</b>				
Rate search application fee	\$74.40	Per application	Y	Commercial
<b>DISHONOURED TRANSACTIONS</b>				
Dishonoured direct debit (per transaction)	\$22.75	Per transaction	N	Cost recovery
Dishonoured cheque (per transaction)	\$22.75	Per transaction	N	Cost recovery
<b>RATES NOTICE - REPRINT</b>				
Current year	\$22.75	Per reprint	N	Cost recovery
Previous year	\$22.75	Per reprint	N	Cost recovery
<b>SUPPLEMENTARY RATES NOTICE (CURRENT YEAR ONLY)</b>				
Hard copy	Free	Per reprint	N	N/a
Electronic copy	Free	Per reprint	N	N/a

## FREEDOM OF INFORMATION

The *Information Act* gives people the right to access information from Northern Territory Government agencies, including councils, subject to several exemptions to protect public and private interests. This does not include information that is already available under an existing "access arrangement", such as council minutes, which are available without applying under the Act.

The Act has three main aims, which fall into the following categories:

### **Availability**

Council is required to make available to you documents about its functions and operations. This includes information about its structure, decision-making processes, public participation through boards, councils or committees, and policy documents. You can download some of these documents, from Council's website. You can also ask to see such documents or purchase copies at the Civic Centre.

### **Access**

The Act also gives you the right to apply for documents, including those about you, held by Council. You can examine and have copies of these documents. You also have rights of appeal if Council does not give you access to documents you want to see.

### **Amendment**

You can apply for information about your personal affairs to be changed if you believe it is inaccurate, incomplete, out-of-date or misleading.

Some documents are exempt under the Act to protect essential public interests or the personal or business affairs of others. Sometimes part of a document may not be available if it contains information which is exempt (e.g. name and address of complainant/s). If you are refused access to a document or given partial access only, Council must give you written reasons for the decision. Council must also tell you of your rights of appeal.

### **Application Costs**

There is no application fee to look at documents about your personal affairs. You can also ask for copies of these documents for .40c per A4 page.

However, there is an application fee of \$33.00 for requests for access to non-personal affairs documents (i.e. complaints made by another person) and other charges for processing and making photocopies.

See <http://www.oaic.gov.au/> for the fee structure under the Act.

The Act requires that your application be made in writing, please address your letter to:

Director – Corporate Services  
 Katherine Town Council  
 PO Box 1071  
 KATHERINE NT 0850

## FEES & CHARGES FREEDOM OF INFORMATION

<b>SERVICE DESCRIPTION</b>	<b>2021/22 \$FEE</b>	<b>UNIT OF MEASURE</b>	<b>GST</b>	<b>CHARGE MODE</b>
<b>FREEDOM OF INFORMATION</b>				
Personal affairs – visual inspection	Free	Per inspection		N/A
Personal affairs – hard copy	.40c	Per A4 page		Cost recovery
Application fee – non-personal affairs documents	\$33	Per application		Prescribed cost

Personal affairs refer to documentation, held on file by council relating directly to the enquirer i.e. Home owner etc.

# KATHERINE PUBLIC LIBRARY SERVICES

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>MUNICIPAL PLAN</b>				
Municipal plan – electronic copy	Free	Per document		
Municipal plan – hard copy – (black and white only)	\$16.50	Per document	Y	Cost recovery
<b>ANNUAL REPORT</b>				
Annual report – electronic copy	Free	Per document		
Annual report – hard copy (black and white only)	\$16.50	Per document	Y	Cost recovery
<b>BY-LAWS</b>				
Katherine town council by-laws – electronic copy	Free	Per document		
Katherine Town Council by-laws – hard copy (black and white only)	\$16.50	Per document	Y	Cost recovery
The Katherine Town Council municipal plan, annual report and by-laws are available for inspection, free of charge at all council offices as well as the Katherine Town Council website: <a href="http://www.katherine.nt.gov.au">www.katherine.nt.gov.au</a>				
<b>LIBRARY BAGS</b>	\$5.00	Per bag	Y	Cost recovery
<b>TEMPORARY BORROWERS</b>				
Deposit (limit 2 books)	\$60.00	Per borrower	N	
<b>INTER LIBRARY LOANS</b>				
Local loan	Free	Per item		
Local loan - (research only)	Free	Per item		
<b>INTER LIBRARY LOAN – LOST/DAMAGED ITEMS</b>				
Replacement/repair fee – inter library loans	Value of Item plus Administrative Fee	Per item	Y	
Administrative fee – inter library loan	\$46.50	Per item	Y	Cost recovery
<b>LOST/DAMAGED/OVERDUE ITEMS</b>				
Replacement/repair fee	Value of Item plus Administrative Fee	Per item	Y	
Administrative fee	\$8.25	Per item	Y	Cost recovery

## COMPUTER AND INTERNET USE

Library computer – no internet	Free	Per session		N/A
Library computer – internet – member	Free	Per session		N/A
Library computer – internet – non member	\$2.00	Per hour	Y	User contributes
Internet access – wi-fi	Free	Per 1 hour every 24-hour period		N/A

## BINDING

Up to 50 pages (small)	\$6.60	Per document	Y	Cost recovery
Over 50 pages (large)	\$11.60	Per document	Y	Cost recovery

## LAMINATING

A4 page	\$6.40	Per A4 page	Y	Cost recovery
A3 page	\$12.00	Per A3 page	Y	Cost recovery
Other laminating (katherine public library only)	\$24.30	Per metre	Y	Cost recovery

## PHOTOCOPYING

Black – a4	40c	Per side	Y	Cost recovery
Black – a3	50c	Per side	Y	Cost recovery
Colour – a4	50c	Per side	Y	Cost recovery
Colour – a3	\$1.85	Per side	Y	Cost recovery

## FACSIMILE

Outgoing – entire document	\$2.00	Per document	Y	Cost recovery
Incoming – entire document	Free	Per document		N/A

## SCANNING

Colour – entire document	\$2.00	Per document	Y	Cost recovery
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## BANNERS

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>BANNER POSTS (TOWN ENTRY X 3)</b>				
Application fee	Free	Per application		N/A
Stuart highway (north)	Free	Per banner		N/A
Stuart highway (south)	Free	Per banner		N/A
Victoria highway (west)	Free	Per banner		N/A
<b>MAIN STREET FLAGS</b>				
Application fee	Free	Per application		N/A
Weekly fee	\$5.16	Per banner	Y	Cost recovery
Erection and removal of banners	\$129.12	Per application	Y	Cost recovery

All banner posts and message boards are reserved exclusively for not for profit community groups and community service announcements (i.e. Police, fire etc.)

Banners displayed on the Councils banner posts (town entries) are the responsibility of the hirer to erect and remove.

Due to safety and access issues, main street flags must be erected and removed by suitably qualified council staff.

# WASTE CHARGES

It is Council's policy that a levy is charged for the dumping of rubbish at the Katherine Waste Management Facility.

## COMMERCIAL WASTE

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>GENERAL COMMERCIAL DISPOSAL – MIXED</b>	\$129.13	Per tonne	Y	Commercial
<b>GENERAL COMMERCIAL DISPOSAL – SEPARATED</b>				
Building timber	\$20.66	Per tonne	Y	Commercial
Concrete	\$20.66	Per tonne	Y	Commercial
Steel – Degas A	\$20.66	Per tonne	Y	Commercial
General (Packaging)	\$103.30	Per tonne	Y	Commercial
Greenwaste	\$51.65	Per tonne	Y	Commercial
<b>TYRES</b>				
Tyres – whole (bulk)	\$805.74	Per tonne	Y	Commercial
Tyres – shredded (bulk)	\$805.74	Per tonne	Y	Commercial
Tyres - Bicycle	\$ 5.68	Per tyre	Y	Cost recovery
Tyres – Quadbike	\$13.43	Per tyre	Y	Cost recovery
Tyres - Motorbike	\$10.33	Per tyre	Y	Cost recovery
Tyres – passenger	\$12.40	Per tyre	Y	Cost recovery
Tyres – 4wd/lt	\$13.43	Per tyre	Y	Cost recovery
Tyres – truck	\$25.83	Per tyre	Y	Cost recovery
Tyres - Tractor	\$30.99	Per tyre	Y	Cost recovery
Tyres – with Rims – Additional	\$20.66	Per tyre	Y	Cost recovery
<b>DISPOSAL OF ANIMAL CARCASSES</b>				
Large animal	\$154.95	Per animal	Y	Cost recovery
Small animal (initial animal)	\$102.27	Per animal	Y	Cost recovery
Subsequent small animals	\$10.33	Per animal	Y	Cost recovery
Operator/machinery hire to bury/move/destroy waste at facility	\$227.26	Per hour	Y	Cost recovery
<b>FRIDGE/FREEZERS/AIRCONDITIONERS</b>				
Degassed (proof required)	\$20.66	Per tonne	Y	Cost recovery
With gas or no documentation	\$61.98	Per item	Y	Cost recovery
<i>Proof of degassing is a certificate from a suitably qualified tradesperson</i>				
Gas bottles/fire extinguishers	\$51.65	Per item	Y	Cost recovery
Oil	\$516.50	Per tonne	Y	Cost recovery
Scrap metal	\$20.66	Per tonne	Y	Cost recovery
DrumMuster	Free	Per item	N	N/A
Car batteries	Free	Per item	N	N/A
E-waste	Free	Per item	N	N/A
Clean fill (per tonne)	Free	Per tonne	N	N/A
<b>Clean fill must have proof of testing</b>				

# ASBESTOS

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
Disposal Application	Free	Per application		N/A
Asbestos Disposal	\$516.50	Per tonne	Y	Commercial
<u>(minimum charge of 1 tonne per applications)</u>				

# DOMESTIC WASTE

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>GENERAL DOMESTIC DISPOSAL MIXED (AT WMF)</b>	Free	Per tonne		N/A
<b>GENERAL DOMESTIC DISPOSAL – SEPARATED</b>				
Building timber	Free	Per tonne	Y	N/A
Concrete	Free	Per tonne	Y	N/A
Steel – Degas A	Free	Per tonne	Y	N/A
General (Packaging)	Free	Per tonne	Y	N/A
<b>TYRES</b>				
Tyres - Bicycle	\$ 5.68	Per tyre	Y	Cost recovery
Tyres – Quadbike	\$13.43	Per tyre	Y	Cost recovery
Tyres - Motorbike	\$10.33	Per tyre	Y	Cost recovery
Tyres – passenger	\$12.40	Per tyre	Y	Cost recovery
Tyres – 4wd/lt	\$13.43	Per tyre	Y	Cost recovery
Tyres – truck	\$25.83	Per tyre	Y	Cost recovery
Tyres - Tractor	\$30.99	Per tyre	Y	Cost recovery
Tyres – with Rims – Additional	\$20.66	Per tyre	Y	Cost recovery
<b>DISPOSAL OF ANIMAL CARCASSES</b>				
Large Animal	Free	Per animal	N	N/A
Small Animal (initial animal)	Free	Per animal	N	N/A
Subsequent Small Animals	Free	Per animal	N	N/A
Operator/Machinery hire to bury/move/destroy waste at facility	\$227.66	Per hour	Y	Cost recovery
<b>FRIDGE/FREEZERS/AIRCONDITIONERS</b>				
Degassed (proof required)	Free	Per tonne	Y	N/A
With Gas or no documentation	\$61.98	Per item	Y	N/A
<i>Proof of degassing is a certificate from a suitably qualified tradesperson</i>				
Gas Bottles/ Fire Extinguishers	\$51.65	Per item	Y	N/A
Oil	Free			
Drum/Muster	Free	Per container		N/A
<b>All containers must be empty and triple rinsed. Must make appointment with WMF for disposal – 08 8971 2014</b>				
Car Batteries	Free	Per item		N/A
E-Waste	Free	Per item		N/A
Additional 240 litre garbage bin – Weekly Kerbside Collection service	\$370.09	Per annum, per additional garbage bin	Y	Cost Recovery

# KATHERINE CIVIL AIRPORT

The fee for landing an aircraft at the airport is based on the certified maximum take-off weight of the aircraft. The fee is calculated and charged by AvData. It applies to the entry to or departure from the leased area by the aircraft.

All Fees include GST, unless otherwise indicated.

All Fees are for the period of time specified, or part there of.

A day is a period of 24 hrs, starting from the time of the aircraft beginning its landing.

Additional parking fee for aircraft over 5.7 tonnes is calculated on the entire weight of the aircraft, not just that amount above 5.7 tonnes.

Sites for Vending Machines are inclusive of electricity

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>AIRCRAFT MANAGEMENT FEES</b>				
Aircraft landing fee	\$25.61	per tonne per event	Y	Commercial
Aircraft parking fee - incidental charge (overnight to seven days)	\$10.46	per day	Y	Commercial
Aircraft parking fee - permanent (longer than seven days)	\$183.54	per month	Y	Commercial
Additional parking fee for aircraft over 5.7 tonne	\$5.88	per tonne per day	Y	Commercial
<b>Ground handling fees</b>				
Ground service fees - monday to friday 8.00am to 4.36pm	\$245.34	per hour	Y	Commercial
Ground handling service - weekends, public holidays, out of business hours	\$291.82	per hour	Y	Commercial
Spillage clean up charge	\$516.50	per event	Y	Commercial
Luggage handling	\$258.82	per event	Y	Commercial
Passenger aid (eg assist disabled, provide transport, crowd control)	\$103.30	per event	Y	Commercial
Other (as negotiated)	\$258.25	per event	Y	Commercial
<b>AIRPORT MAINTENANCE FEES</b>				
Cleaning and repairs	trade invoice	per event	Y	Commercial
Administration of cleaning and repairs	\$72.31	per event	Y	Commercial
<b>TENANCY FEES</b>				
Warehouse space (eg long term storage)	\$10.33	per m <sup>2</sup> per month	Y	Commercial
Terminal building - secure counter/storage space	\$206.60	per month	Y	Commercial
Terminal building - office space	\$20.66	per m <sup>2</sup> per month	Y	Commercial
Terminal building - use of baggage handling area	\$51.65	per month	Y	Commercial

Site for private buildings (offices, hangars, fuel depots, storage)	\$1.43	per m <sup>2</sup> per month	Y	Commercial
Site for vending machines	\$82.64	per month	Y	Commercial
Site for advertising	\$10.33	per m <sup>2</sup> per month	Y	Commercial
Reserved car park	\$10.33	per month	Y	Commercial

## EQUIPMENT HIRE

Council has a range of equipment available for hire to not-for-profit organisations, private users and commercial groups. The use of the equipment is subject to the following conditions:

- The equipment is only available for hire in the Katherine Municipality;
- The hirer must have public liability insurance not less than \$10,000,000; and
- The equipment cannot be loaned until the hire agreement, payment and public liability insurance certificate of currency have been provided to Council.

Equipment Deposits will be refunded to the hirer following an inspection and verification by Council that the equipment has been fully returned and undamaged. Council may deduct an amount from the Equipment Deposit to cover the cost of any expenses arising from the need to repair, replace or clean the equipment. All transportation of the equipment (if necessary) is the responsibility of the hirer.

SERVICE DESCRIPTION	2021/22 \$ FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>MOBILE COOL ROOM</b>				
<b>NOT-FOR-PROFIT</b>				
Full day fee	\$ 149.39	Per day	Y	User contributes
Equipment deposit	\$1000.00	Per hire	N	Bond
<b>COMMERCIAL</b>				
Full day fee	\$ 941.18	Per day	Y	Commercial
Equipment deposit	\$1,000.00	Per hire	N	Bond
<b>PRIVATE</b>				
Full day fee	\$ 941.18	Per day	Y	Commercial
Equipment deposit	\$1,000.00	Per hire	N	Bond

**If in council's opinion there is a possibility of higher risk of damage to Council equipment, Council reserves the right to increase the amount of deposit.**

**It is the hirer's responsibility to collect and return the cool room to the council depot in Crawford street by 8.00am on the first working day after the hire.**

<b>LECTERN</b>				
<b>NOT-FOR-PROFIT</b>				
Half day fee	\$8.26	Per half day	Y	User contributes
Full day fee	\$18.59	Per day	Y	User contributes
Equipment deposit	\$250.00	Per hire	N	Bond
<b>COMMERCIAL</b>				
Half day fee	\$18.59	Per half day	Y	Commercial
Full day fee	\$34.09	Per day	Y	Commercial

Equipment deposit	\$258.25	Per hire	N	Bond
<b>PRIVATE</b>				
Half day fee	\$18.59	Per half day	Y	Commercial
Full day fee	\$34.09	Per day	Y	Commercial
Equipment deposit	\$258.25	Per hire	N	Bond
<b>PORTABLE PROJECTOR SCREEN</b>				
<b>NOT-FOR-PROFIT</b>				
<b>HALF DAY FEE</b>	\$8.26	Per half day	Y	User contributes
<b>FULL DAY FEE</b>	\$18.59	Per day	Y	User contributes
<b>EQUIPMENT DEPOSIT</b>	\$250.00	Per hire	N	Bond
<b>COMMERCIAL</b>				
<b>HALF DAY FEE</b>	\$18.59	Per half day	Y	Commercial
<b>FULL DAY FEE</b>	\$34.09	Per day	Y	Commercial
<b>EQUIPMENT DEPOSIT</b>	\$250.00	Per hire	N	Bond
<b>PRIVATE</b>				
<b>HALF DAY FEE</b>	\$18.59	Per half day	Y	Commercial
<b>FULL DAY FEE</b>	\$34.09	Per day	Y	Commercial
<b>EQUIPMENT DEPOSIT</b>	\$250.00	Per hire	N	Bond
<b>PORTABLE STAGE (8 PIECES–3M X 1.2M)</b>				
<b>NOT-FOR-PROFIT</b>				
Half day fee	\$86.77	Per half day	Y	User contributes
Full day fee	\$172.51	Per day	Y	User contributes
Equipment deposit	\$250.00	Per hire	N	Bond
<b>COMMERCIAL</b>				
Half day fee	\$178.71	Per half day	Y	Commercial
Full day fee	\$346.06	Per day	Y	Commercial
Equipment deposit	\$250.00	Per hire	N	Bond
<b>PRIVATE</b>				
Half day fee	\$172.51	Per half day	Y	Commercial
Full day fee	\$346.06	Per day	Y	Commercial
Equipment deposit	\$250.00	Per hire	N	bond

**The hirer is responsible for arranging collection and return of portable stage from the Katherine Town Council. Hire of the stage includes steps and ramp.**

**CHAMBERS / COMMITTEE ROOM  
EQUIPMENT**

Teleconference telephone	Free	Per hire	N	N/A
Electronic whiteboard	Free	Per hire	N	N/A
Digital televisions x 2	Free	Per hire	N	N/A

The teleconference telephone, electronic whiteboard and the digital televisions listed above are available for hire at no cost during chamber and committee room hires – however, any damage that occurs will be the responsibility of the hirer to repair and/or replace.

# ANIMAL MANAGEMENT

## Pound Operating Hours

Residents are advised that the Pound operates by appointment only. Please call the Katherine Town Council Civic Centre on 08 8972 5500 to make an appointment with the Ranger.

An Afterhours drop off cage is available (for dogs only). Please contact Katherine Town Council for further details.

## Dog Registration

**As per Katherine Town Council By-Laws all dogs must be registered with the Council.**

Katherine Town Council offers both yearly registrations (based on financial year) and lifetime registration (conditions apply). Discounts apply to yearly registrations for desexed dogs and concession card holders. Discounts apply to lifetime registrations for concession card holders.

Pro-Rata registration is available for new dogs only (applicable to yearly registrations only). In all other circumstances the owner is to pay the full amount for the yearly registration fee (i.e. Fined for unregistered dog)

Guide/Service Dogs are exempt from Councils registration requirements.

## Lifetime Dog Registration

Lifetime dog registration is available for dogs that are both desexed and microchipped. Proof of desexing and microchipping (vet certificate) must be provided as evidence at time of registration (unless dog is already in Council's system). Statutory Declarations will not be accepted as a suitable form of evidence.

Lifetime dog registration is non-refundable.

## Dog Registration – Refund

The following are acceptable to approve refund:

- proof of dog re-registration at a new location – i.e. outside Katherine Town Council municipality
- or formal proof of animal's status (i.e. death certificate)

Refund is to be in line with Council's pro-rata guide.

## Dog Licence (more than 2 dogs)

An application, pursuant to the current By Law 47, is to be lodged.

A licence fee per annum is to be paid on receipt of application.

The written consent of the registered proprietor of the property is to be lodged with the application.

A maximum of four dogs per property can be licenced.

The residential property is to be inspected by Ranger staff to ensure adequate facilities are provided prior to an application being approved.

The licence is to be endorsed with the condition that the property may, after written notice, be inspected to confirm the conditions of the licence are being complied with.

The Council reserves the right to cancel a licence at any time and refund, on a pro-rata basis, any outstanding fees.

The applicant is to be notified in writing, pursuant to By Law 15, and the fee refunded in full within 28 days when an application for a licence is refused.

## **Policy on use of the Pound by Council Elected Members, Employees, Contractors, Residence**

Council does not allow Elected Members, Employees, Contractors or Residence to use the Pound for the kenneling of their personal dogs and/or cats for the purpose of holidays, trips, work events, etc.

## **Policy on Purchasing Dogs housed in the Pound**

Dogs that are housed in the Pound may be purchased at the cost of registration.

## **Surrender of Dogs to the Pound**

A fee of **\$218.76** is levied to assist in covering costs.

A declaration form and proof of ownership must be signed by the owner(s) on the surrender of the animal.

The Council will accept only dogs of good health and wellbeing.

No dog that is apparently whelping or 'in pup' will be accepted.

No dog shall be kept for more than four working days and, at the completion of which if the dog is not rehoused, the dog shall be euthanized (By Law Section 40 - Destruction of Impounded Dogs).

Any Dog will be impounded or released only during normal Pound operating hours.

This Policy will only be applicable to the owner of the dog, who wishes to surrender the animal.

## **Policy on use of the Pound by approved animal welfare organisations**

The Council will accept only dogs that are of good health and wellbeing.

No dog that is apparently whelping or 'in pup' will be accepted.

All costs, including veterinary care when required or euthanizing of dogs, will be borne by the organisation.

Cost of goods will be offset by organisations supplied food donations.

The Council will provide shelter and reasonable care with appropriate security levels maintained within the Pound.

Any responsibility for loss or injury to any dog will be borne by the organisation.

Any dog shall be kept for no longer than eight working days at which point the dog will be euthanized or removed by the organisations personnel from the pound.

Any dog released must be registered with the Council if housed within the Municipality.

Any dogs will be impounded or released only during normal Pound operating hours.

Any service provided outside of these hours for the organisation will be subject to the appropriate call out fees or costs incurred by the Council.

## Pound / Impound Fees

### *Registered Dog*

**\$112.05** initial impound fee (first 24-hour period)

**\$20.11** every subsequent 24-hour period or part thereof (excluding weekends and public holidays)

Release of an animal is conditional upon payment of impound fees, registration and any other outstanding infringements in accordance with By Law 67.

### *Unregistered Dog*

**\$188.29** initial impound fee (first 24-hour period)

**\$20.11** every subsequent 24-hour period or part thereof (excluding weekends and public holidays)

Release of an animal is conditional upon payment of impound fees, registration and any other outstanding infringements in accordance with By Law 67.

### *Other Animal (i.e. cattle, bird, etc)*

**\$112.05** initial impound fee (first 24-hour period)

**\$20.11** every subsequent 24-hour period or part thereof (excluding weekends and public holidays)

In addition to the initial impound fee (as above), any further expenses incurred will be passed on the animal's owner, in line with By Law 40.

## Anti-Bark Collars

Anti-Bark collars are available for hire from the Katherine Town Council Civic Centre. Collars will only be hired to the owners of dogs registered with Katherine Town Council. Collars can be hired during normal operating hours for the Civic Centre.

It is the hirer's responsibility to collect and return the collars to the Civic Centre during normal operating hours.

Collars are available for a maximum of two (2) weeks only.

An additional fee will be levied when late returning of the collar occurs.

## Policy on use of Dog Traps

Dog traps are available for hire from the Katherine Town Council Civic Centre.

Dogs caught in Council traps will only be collected between normal Pound operating hours.

It is the hirer's responsibility to collect and return traps to the Civic Centre during normal operating hours.

Additional fees apply if Council staff are required to collect dogs caught in traps outside of normal Pound operating hours.

Where deemed necessary by the Chief Executive Officer, the Manager – Compliance, Environment & Regulatory Services will be authorised to set dog traps on private land after gaining permission of the owner and on public land, the cost of delivery, collection and servicing of these traps to be borne by the Council.

Traps are available for a maximum of two (2) weeks only for no fee with an equipment deposit fee of \$145.

An additional fee will be levied when late returning of the traps occurs

## Policy on use of Cat Traps

Cat traps are available for hire from the Katherine Town Council Civic Centre.

Cats caught in Council traps will only be collected between normal Pound operating hours.

It is the hirer's responsibility to collect and return traps to the Civic Centre during normal operating hours.

Additional fees apply if Council staff are required to collect cats caught in traps outside of normal Pound operating hours.

Where deemed necessary by the Chief Executive Officer, the Manager – Compliance, Environment & Regulatory Services will be authorised to set cat traps on private land after gaining permission of the owner and on public land, the cost of delivery, collection and servicing of these traps to be borne by the Council.

Traps are available for a maximum of two (2) weeks only for no fee with an equipment deposit fee of \$145.

An additional fee will be levied when late returning of the traps occurs.

<b>SERVICE DESCRIPTION</b>	<b>2021/22 \$FEE</b>	<b>UNIT OF MEASURE</b>	<b>GST</b>	<b>CHARGE MODE</b>
<b>DOG REGISTRATION</b>				
<b>Yearly registration – financial year</b>				
Entire dog	\$ 61.68	Per dog	N	Cost Recovery
Desexed dog	\$ 27.53	Per dog	N	Cost Recovery
Entire dog – concession holder	\$ 30.84	Per dog	N	Cost Recovery
Desexed dog – concession holder	\$ 13.77	Per dog	N	Cost Recovery
<b>PRO-RATA DOG REGISTRATION</b>				
<b>Entire Dog</b>				
July	\$ 61.68	Per dog	N	Cost Recovery
August	\$ 56.56	Per dog	N	Cost Recovery
September	\$ 51.43	Per dog	N	Cost Recovery
October	\$ 46.26	Per dog	N	Cost Recovery
November	\$ 41.13	Per dog	N	Cost Recovery
December - June	\$ 35.96	Per dog	N	Cost Recovery
<b>Desexed Dog</b>				
July	\$ 27.53	Per dog	N	Cost Recovery
August	\$ 25.18	Per dog	N	Cost Recovery
September	\$ 22.94	Per dog	N	Cost Recovery
October	\$ 20.70	Per dog	N	Cost Recovery
November	\$ 18.36	Per dog	N	Cost Recovery
December - June	\$ 16.01	Per dog	N	Cost Recovery

<b>LIFETIME REGISTRATION</b>					
Standard	\$136.06	Per dog	N	Cost Recovery	
Concession holder	\$ 68.02	Per dog	N	Cost Recovery	
<b>DOG LICENCE (OVER 2 DOGS)</b>					
Annual fee	\$104.57	Per year	N	Cost Recovery	
<b>PRO RATA DOG LICENCE FEE</b>					
July	\$104.57	Per year	N	Cost Recovery	
August	\$ 95.82	Per year or part thereof	N	Cost Recovery	
September	\$ 87.07	Per year or part thereof	N	Cost Recovery	
October	\$ 78.44	Per year or part thereof	N	Cost Recovery	
November	\$ 69.68	Per year or part thereof	N	Cost Recovery	
December -June	\$ 61.04	Per year or part thereof	N	Cost Recovery	
<b>SURRENDER OF DOG TO POUND</b>					
Surrender levy	\$218.76	Per dog	N	Cost Recovery	
<b>IMPOUND FEES</b>					
<b><i>Unregistered dog</i></b>					
Initial impound fee (first 24 hours)	\$188.29	Per impound	N	Cost Recovery	
Additional day (subsequent 24-hour period or part thereof)	\$ 20.11	Per day	N	Cost Recovery	
<b><i>Registered dog</i></b>					
Initial impound fee (first 24 hours)	\$112.05	Per impound	N	Cost Recovery	
Additional day (subsequent 24-hour period or part thereof)	\$20.11	Per day	N	Cost Recovery	
<b><i>Other animals (egg. Livestock, birds etc.)</i></b>					
Initial impound fee (first 24 hours)	\$112.05	Per impound	N	Cost Recovery	
Additional day (subsequent 24-hour period or part thereof)	\$ 20.11	Per day	N	Cost Recovery	

**ANTI-BARK COLLARS**

Collar hire (max 2 weeks)	\$ 37.35	Per week	Y	Cost Recovery
Equipment deposit	\$230.00	Per hire	N	Bond

**CAT TRAPS**

Trap hire (max 2 weeks)	Free	Per week		N/A
Equipment deposit	\$145.00	Per hire	N	Bond

**OUT OF HOURS ANIMAL COLLECTION**

	\$180.34	Per collection	Y	Cost Recovery
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**DOG TRAPS**

Trap hire (max 2 weeks)	Free	Per week		N/A
Equipment deposit	\$230.00	Per hire	N	Bond

# REGULATORY SERVICES

## Infringements

Katherine Town Council's Authorised Officers are responsible for enforcing By-Laws in the Katherine Municipality. A full copy of the Council's By-Laws can be found in all Council offices as well as Council's website: [www.katherine.nt.gov.au](http://www.katherine.nt.gov.au) .

## Vacant land

Where, in the opinion of Council, there is on land:

- a) plants, grass or weeds:
  - a. that are, or are likely to become injurious, flammable, or noxious; or
  - b. that have become unkempt; or
- b) litter (including unsightly car bodies, machinery or other chattels), the Council may cause a notice under By Law 10 to be served on:
- c) the occupier of the land; or
- d) where the Council unable to ascertain the identity of the occupier, the owner of the land, requiring the land to be cleared or tidied, litter to be place in a vermin proof receptacle of a kind specified or any other action set out in the notice to be taken.

The period within which the work will be carried out is to be specified in the notice, being a period not less than 2 days and not more than 21 days after the date of service of the notice.

NOTE:

Any area within the municipality that is deemed to require maintenance attention in line with By Law 31 – i.e. Private owned vacant land, will be charged at the cost of the necessary work plus and administration fee.

## Vendors

### *Street/Roadside vendors*

Permit fee payable upon application. Application valid for one (1) month.

The sites set out in the schedule below are available for use by 'roadside' vendors for the purpose of selling fruit and vegetables and other general merchandise, that such site be available upon application for a permit and subject to the following conditions:

1. That the applicant has completed an application for approval to operate stall form, available from Council.
2. That no objections are received from or on behalf of permanent business selling similar goods/merchandise.
3. That the permit holder must ensure that the area surrounding the site is kept free of litter.
4. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

Street/Roadside Vendor Sites – As approved by Chief Executive Officer.

## **Display goods in a public place/handbill permit**

Permit fee payable on application. Application valid for a 12-month period.

The sites set out in the schedule below are available for the display of goods in a public place/handbill permit holder, that such site be available upon application for a permit and subject to the following conditions:

1. That the applicant has completed an application for approval to display goods in a public place form and/or Handbill permit, available from Council.
2. That no objections are received from or on behalf of permanent business selling similar goods/merchandise.
3. Goods do not obstruct pedestrians.
4. That the permit holder must ensure that the area surrounding the site is kept free of litter.
5. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

Sites – As approved by Council’s CEO

## **Mobile Food Vendors**

Permit fee payable on application. Application valid for a one (1) month period.

The sites set out in the schedule below are available for the operation of Mobile Food Vans, that such site be available upon application for a permit and subject to the following conditions:

1. Advertising of Mobile Food Van must occur prior to application approval.
2. That the applicant has completed an application for approval to operate a Mobile Food Van form, available from Council.
3. An applicable Department of Health Food Licence be sighted.
4. That no objections are received from or on behalf of permanent business selling similar goods/merchandise.
5. That the permit holder must ensure that the area surrounding the site is kept free of litter.
6. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

Location and timeframe of the Mobile Food Van is subject to approval by the Council’s CEO.

## **Fixed Food Vendors**

Permit fee payable on application. Application valid for a twelve-month period.

A Fixed Food Vendor can be described as a pop-up café that is situated at an approved site and on Council land.

An application to operate a Fixed Food Vendor is subject to the following conditions:

1. Advertising must occur prior to application approval.
2. That the applicant has completed an application for approval to operate a Fixed Food Vendor form, available from Council.
3. An applicable Department of Health Food Licence be sighted.

4. That no objections are received from or on behalf of permanent business selling similar goods/merchandise.
5. That the permit holder must ensure that the area surrounding the site is kept free of litter.
6. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

Location and timeframe of the Mobile Food Van is subject to approval by the Council's CEO.

## Sidewalk Cafes

Permit fee payable on application. Application valid for a twelve-month period.

A permit to operate a Sidewalk cafe is subject to the following conditions:

1. A maximum of four (4) chairs per table.
2. That the permit holder must ensure that the area is not causing an obstruction.
3. That the permit holder must ensure that the area surrounding the site is kept free of litter.
4. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00

## Busking

Permit fee payable on application. Application is valid for one calendar month.

A permit to busk is subject to the following conditions:

1. Permits are valid only between 10am and 6pm daily or as otherwise determined by Council.
2. Permit are valid for a maximum of four (4) sessions per permit.
3. Permits are not transferable.
4. Buskers must avoid behaviours which may cause annoyance to the general public at any one place.
5. Periods of activity are not to be longer than 60 minutes at any one place.
6. Use of illegal drugs including alcohol is not permitted.
7. The use of amplification is not permitted unless specifically approved by Council.
8. If a busking act involves more than one (1) person, permits must be obtained for each person.
9. All permits are issued at the discretion of the Chief Executive Officer or their delegate.
10. Permits must be available for inspection at all times.
11. That the permit holder hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at this location. Minimum cover \$10,000,000.00
12. Failure to comply with these conditions may cause permits to be revoked.

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>INFRINGEMENTS - DOGS</b>				
Keeping a dog which is not registered – by law 52(1)	\$ 100.00	Per offence	N	Fixed Penalty
Dog, when at large, is not under effective control – by law 56(1)				
<i>First offence</i>	\$100	Per offence	N	Fixed Penalty
<i>Second and subsequent offence</i>	\$200	Per offence	N	Fixed Penalty
Dog attacks a person or animal – by law 58(1)(a)				
<i>Attack on person</i>	\$600	Per offence	N	Fixed Penalty
<i>Attack on animal</i>	\$200	Per offence	N	Fixed Penalty
Dog menacing person or animal – by law 58(1)(b)				
<i>Menace on person</i>	\$300	Per offence	N	Fixed Penalty
<i>Menace on animal</i>	\$100	Per offence	N	Fixed Penalty
Dog is present in a restricted area and the presence of the dog is prohibited – by law 54(2)				
<i>First offence</i>	\$100	Per offence	N	Fixed Penalty
<i>Second and subsequent offence</i>	\$200	Per offence	N	Fixed Penalty
Unauthorised removal of a registration tag from a registered dog – by law 55(1)	\$100	Per offence	N	Fixed Penalty
Enticing a dog to act in a manner that may render owner liable to prosecution – by law 57	\$150	Per offence	N	Fixed Penalty
Dog chasing vehicles – by law 59	\$150	Per offence	N	Fixed Penalty
Dog that, either by itself or in concert with other dogs, is a nuisance – by law 60(1)	\$150	Per offence	N	Fixed Penalty
Abandoning a dog within the municipality – by law 61	\$150	Per offence	N	Fixed Penalty
Obstructing pound supervisor in the execution of his/her duties – by law 62(1)	\$150	Per offence	N	Fixed Penalty
Keeping more than 2 dogs unless premises are licensed – by law 53	\$100	Per offence	N	Fixed Penalty

Infringements - litter				
Depositing litter on land or allowing litter to remain on land – by law 30(1)	\$100	Per offence	N	Fixed Penalty
Infringements - parking				
Parking for longer than indicated – Australian road rule 2015 (1)	\$40	Per offence	N	Fixed Penalty
Stopping within 10m from the nearest point of an intersection – Australian road rule 170 (3)	\$50	Per offence	N	Fixed Penalty
No stopping within 1m of a fire hydrant – Australian road rule 194 (1)	\$50	Per offence	N	Fixed Penalty
No stopping in an area to which a no parking sign applies – Australian road rule 167	\$50	Per offence	N	Fixed Penalty
Stopping on a path. No stopping on a path, dividing strip or nature strip – Australian road rule 197 (1)	\$50	Per offence	N	Fixed Penalty
No stopping in an area to which a no stopping sign applies – Australian road rule 167	\$50	Per offence	N	Fixed Penalty
Stopping in a taxi zone – Australian road rule 182 (1)	\$50	Per offence	N	Fixed Penalty
Stopping in a loading zone – Australian road rule 179 (1)	\$50	Per offence	N	Fixed Penalty
No stopping on a road with a yellow edge line – Australian road rule 169	\$50	Per offence	N	Fixed Penalty
Stopping in a parking area for people with disabilities – Australian road rule 203 (1)	\$135	Per offence	N	Fixed Penalty
Park on road positioning vehicle to face direction of travel – Australian road rule 208 (2) (a)	\$40	Per offence	N	Fixed Penalty
Position the vehicle so the vehicle does not unreasonably obstruct other vehicles – Australian road rule 208 (8)	\$40	Per offence	N	Fixed Penalty
Infringements – miscellaneous				
Camping in a public place other than in a caravan park – by law 93 (1) (a) (d)	\$100	Per offence	N	Fixed Penalty

Burn or heat any material, thing or substance giving off an offensive odour – by law 32	\$100	Per offence	N	Fixed Penalty
Light or causes to be lit a fire in the open air without a permit – by law 33 (1) (2)	\$100	Per offence	N	Fixed Penalty
Break or cause to break glass in a public place – by law 35 (1)	\$100	Per offence	N	Fixed Penalty
Spit in a public place – by law 36 (4)	\$100	Per offence	N	Fixed Penalty
Throws or discharges a stone or other object into, from or in a public place – by law 37 (1) (a)	\$100	Per offence	N	Fixed Penalty
<b>IMPOUNDED VEHICLES</b>				
Towage fees	At cost	Per occasion	Y	Cost Recovery
Storage fees	\$ 38.42	Per week	Y	Cost Recovery
Administration fees	\$ 74.70	Per occasion	Y	Cost Recovery
Advertisement costs	\$ 115.24	Per advert	Y	Cost Recovery
Inspectors costs	\$ 192.08	Per occasion	Y	Cost Recovery
Council vehicle use	\$ 17.08	Per occasion	Y	Cost Recovery
Note: Katherine Town Council is required to adhere to the <i>uncollected goods act</i> , part 4 sections 26-30				
<b>SALE OF VEHICLES</b>				
Administration fee	\$ 74.70	Per occasion	Y	Cost Recovery
Advertisement costs	\$ 115.24	Per advert	Y	Cost Recovery
Inspectors costs	\$ 192.08	Per occasion	Y	Cost Recovery
Council vehicle use	\$ 17.08	Per occasion	Y	Cost Recovery
<b>VACANT LAND</b>				
Maintenance of land (mowing, rubbish removal etc.)	At cost plus administrative Fee	Per occasion	Y	Cost Recovery
Administrative fee	\$ 74.70	Per occasion	Y	Cost Recovery
<b>VENDORS</b>				
Street/roadside vendors	\$ 352.14	Per Month	Y	Commercial
Street/roadside vendors	\$4225.67	Per Annum	Y	Commercial
Display goods in public place/handbill permit - commercial	\$ 154.73	Per Month	Y	Commercial
Display goods in public place/handbill permit – not-for-profit	\$ 16.01	Per Month	Y	User contributes
Display goods in public place/handbill permit - commercial	\$1856.73	Per Annum	Y	Commercial
Display goods in public place/handbill permit – not-for-profit	\$ 192.08	Per Annum	Y	User contributes
Mobile food vendors	\$ 352.14	Per Month	Y	Commercial

Mobile food vendors	\$4225.67	Per Annum	Y	Commercial
Fixed food vendors	\$ 426.48	Per Month	Y	Commercial
Fixed food vendors	\$5122.03	Per Annum	Y	Commercial
Sidewalk cafes – per table and 4 chairs	\$ 154.73	Per Annum	Y	Commercial
Busking	\$ 30.95	Per Month	Y	Commercial
Photography/filming permit	Free	Per Month	N	N/A
<b>SIGNS</b>				
<i>Cluster signs /information bays</i>				
Annual fee	\$ 73.84	Per annum	Y	Commercial
<b>Pro rata</b>				
July	\$ 73.84	Per annum or part thereof	Y	Commercial
August	\$ 67.68	Per annum or part thereof	Y	Commercial
September	\$ 61.46	Per annum or part thereof	Y	Commercial
October	\$ 55.38	Per annum or part thereof	Y	Commercial
November	\$ 49.29	Per annum or part thereof	Y	Commercial
December - June	\$ 43.11	Per annum or part thereof	Y	Commercial
<b>ROAD OPENING/CLOSING</b>				
Application fee	\$ 112.05	Per application	Y	Commercial
<b>Payment of fees does not guarantee approval for commencement of on-site works. Applicants are required to be fully compliant with Council’s permit to work documentation.</b>				

# CEMETERY

The Katherine Cemetery is to be maintained as a high standard Lawn Cemetery. Grass length will be kept below 70mm and Glyphosate or equivalent will be applied to keep headstones and plinths free of grass and weeds. The Cemetery grounds will be irrigated during the dry season.

Toilet facilities will be provided and maintained at the Cemetery. The Rotunda will be maintained as a shady retreat for families and visitors.

A mobile shade structure will be provided and maintained by Council. Deployment of the shade structure for funerals will be the responsibility of the Funeral Director.

## Graves

The digging of graves will be approved by Council. The staggering of grave sites will be undertaken as follows:

XXXX	UNUSED
UNUSED	XXXX
XXXX	UNUSED
UNUSED	XXXX
XXXX	UNUSED

Unused sites will not be allocated until a minimum of 12 months after the use of the neighbouring sites. All graves will be dug to a minimum depth of 2.1 metres to accommodate a double grave. Backfilling will be carried out using the original excavated material. When the grave begins to settle the site will be speared and topped up with soil as required. Grass seed will be sown. Double burials in graves will be pursuant to Regulation 19 of the Cemeteries Regulations 1981 and the *Northern Territory Cemeteries Act 1980*. Council will supply each grave site with a single head stone measuring at the base 600mm x 200mm and at the top 100mm x 600mm and 300mm high. Relatives of the deceased may purchase headstones of marble or similar material. However, they must be of the same dimensions.

## Plaques

Council will supply each grave site with an identification plaque measuring 137mm x 102mm made of bronze. Relatives may order larger plaques at their own cost. Plaques will be attached as soon as possible after burial.

## Old Katherine Cemetery

Council assumed control of the Katherine Cemetery on the first day of July 1978 and acknowledges that precise identification of some specific grave sites prior to this date has proved difficult. In these cases, Council will supply a plaque measuring 203mm x 76mm of bronze that will be mounted in the rotunda at the Cemetery.

## Cremated Remains

Council will provide a specific area at the Cemetery in which cremated remains may be interred, either permanently or temporarily. A plaque, measuring 229mm x 229mm will be provided for these internments. A request to remove cremated remains must be in writing to the Chief Executive Officer and must be in the form as required by the Council.

## Cemetery Fees

Cemetery fees will be reviewed annually in line with the *Cemeteries Act* and Regulations and be set on a cost recovery basis. Where relatives, at their own cost provide alternative headstones and plaques, burial fees will be adjusted accordingly.

## Fencing

In order to maintain the visual amenity of the Lawn Cemetery and enable effective maintenance, fencing or the erection of private decorative gardens at gravesites in the Katherine Cemetery is prohibited

SERVICE DESCRIPTION	2021/22 \$FEE	UNIT OF MEASURE	GST	CHARGE MODE
<b>BURIAL CHARGES</b>				
Adult	\$2,600.06	Per burial	Y	Commercial
Child	\$1,952.37	Per burial	Y	Commercial
<b>Burial of ashes</b>				
	\$578.48	Per burial	Y	Commercial
<b>Exclusive right of burial (reservation of site – cemetery regulations 29 (1))</b>				
	\$10.33	Per gravesite	Y	Commercial
<b>UNDERTAKERS FEES</b>				
<b>Annual licence</b>				
	\$1,333.60	Per annum	Y	Commercial
<b>COUNCIL RESEARCH SERVICES</b>				
	Free	Per enquiry	N	N/A

# APPENDIX 1

## Katherine Town Council – Hireable Facilities

### Civic Centre and Miscellaneous:

- Civic Centre – Committee Room
- Katherine Public Library - Training Room
- Visitor Information Centre – Training Room
- Lindsay Street Complex
- Showgrounds – Stables/Pens
- Showgrounds – Sturt McDowell Building (McDouall Stuart Hall)
- Showgrounds – Trading Pavilion
- Showgrounds – Transport and Works Pavilion

### Showgrounds:

- Showgrounds – Ablutions (Disabled)
- Showgrounds – Ablutions (Near Old Secretaries Office)
- Showgrounds – Ablutions (Near Poultry Pavilion)
- Showgrounds – Ablutions (Camping Area - Demountable)
- Showgrounds – Ablutions (Rodeo Arena)
- Showgrounds – Ablutions (Norforce)
- Showgrounds – Ablutions (Rotary)
- Showgrounds – Ablutions (Stables)
- Showgrounds – Agricultural Pavilion
- Showgrounds – Buntine Pavilion
- Showgrounds – Camp Grounds
- Showgrounds – Commercial Pavilion
- Showgrounds – Cooking Pavilion
- Showgrounds – Equestrian Storage Shed
- Showgrounds – Grandstand (Kiosk 1)
- Showgrounds – Grandstand (Kiosk 2)
- Showgrounds – Grandstand (Change Rooms)
- Showgrounds – Model Aero Club Field
- Showgrounds – Needlework Pavilion
- Showgrounds – Oval
- Showgrounds – Parks and Wildlife Timber Pavilion
- Showgrounds – Polocrosse Field
- Showgrounds – Poultry Pavilion
- Showgrounds – Racecourse
- Showgrounds – Rodeo Arena
- Showgrounds – Rodeo Secretaries Office
- Showgrounds – Rotary Pavilion
- Showgrounds – Dog Arena

### Sportsgrounds:

- Oval No 1
- Oval No 2
- Oval No 3 (Baseball Field)
- Oval No 4 (Cricket Oval)
- Ablutions (BMX Track) (No 3)
- Ablutions (Near Stuart Hwy) (No 1 A)
- Ablutions (Near Netball Courts) (No 2)
- Ablutions (Softball Oval) (No 1 B)
- Baseball Kiosk (Near Oval No 3)
- Baseball Shed (Near Oval No 3)
- BMX Facility
- Cricket Storage Shed (Near Oval No 4)
- Multi-Sports Shed
- Netball Kiosk
- Basketball Kiosk
- Skate Park
- Sportsground – Storage Facility (Near Play Park) (No 1)
- Sportsground – Storage Facility (Near end of Oval No 1) (No 2)

## Parks and Reserves:

- Dakota Park
- DeJulia Park
- Fordham Park
- Forscutt Park
- Fuller Park
- Giles Park
- Glencoe Park
- Grevillea Park
- Jukes Park
- Knott's Crossing
- Lockheed Park
- Maluka Park
- Morris Park
- O'Shea Park
- Prior Park
- Ronan Park
- Roney Park
- Rundle Park
- Ryan Park (Ablutions)
- Styles Park
- Town Square
- Wallace Park
- Walter Young Park