



# AGENDA

**Ordinary Meeting of Council**  
**To be held on Tuesday 26 March 2024**  
At 12:00 pm  
Civic Centre, Council Chambers  
24 Stuart Highway, Katherine NT 0850

The Chief Executive Officer of Katherine Town Council hereby provides notice of the Ordinary Meeting of Council in accordance with Section 92 of the *Local Government Act 2019*



**ELECTED MEMBERS**

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

**OFFICERS**

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Amanda Haigh – Manager Governance and Risk

**VISION:**

**Katherine is a place of opportunities. We celebrate diversity as we live, work, learn and grow together.**

**MISSION:**

**Together, we will work effectively today to shape our exceptional future tomorrows.**

**VALUES:**

- 1. Accepting of diversity**
- 2. Sense of community**
- 3. Respect for people, environment, and culture.**

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## **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**

## **4 ATTENDANCE**

### **4.1 PRESENT**

### **4.2 APOLOGIES**

### **4.3 LEAVE OF ABSENCE**

## **5 DECLARATION OF INTEREST**

Members Disclosure Conflict of Interest

Elected Members must declare any conflicts of interest in accordance with Councils Conflict-of-Interest Policy. A copy of this policy can be downloaded from [www.katherine.nt.gov.au](http://www.katherine.nt.gov.au) or obtained by emailing [records@ktc.nt.gov.au](mailto:records@ktc.nt.gov.au)

## **6 PRESENTATIONS FROM EXTERNAL AGENCIES**

## **7 CONFIRMATION OF PREVIOUS MINUTES**

### **7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 27 FEBRUARY 2024**

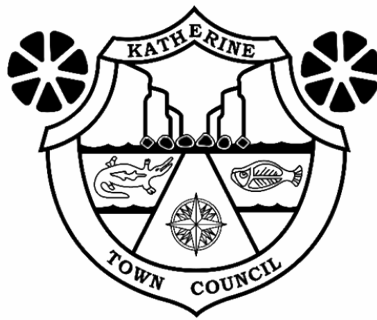
Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council - 27 February 2024 - Minutes - Unconfirmed [7.1.1 - 15 pages]

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### **Recommendation**

That Council confirm the minutes of the Ordinary Meeting of Council held on 27 February 2024 as a true and accurate record.



# MINUTES

**Ordinary Meeting of Council  
Held on Tuesday 27 February 2024**

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



**1 ACKNOWLEDGEMENT OF COUNTRY**

We would like to acknowledge that this meeting is being held on the traditional lands of the first nations people of the Katherine township and surrounding council communities. We recognise the first nations culture as one of the longest surviving cultures in the world and we pay our respects to Elders both past, present and future.

**2 OPENING PRAYER**

Grant O God to this Council wisdom, understanding and sincerity of purpose in the Governance of this Municipality. Amen

**3 OPENING OF THE MEETING**

Mayor Clark declared the Ordinary Meeting of Council - 27 February 2024 open at 12:00 pm.

**4 ATTENDANCE**

**4.1 PRESENT**

**ELECTED MEMBERS**

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Denis Coburn
- Councillor Amanda Kingdon
- Councillor Peter McDougall
- Councillor Kerrie Mott

**OFFICERS**

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Amanda Haigh – Governance and Executive Officer (minute taker)
- Staff x 5

**PUBLIC - 3**

**4.2 APOLOGIES**

**COUNCIL RESOLUTION OMC-2024-21**

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

That Council accepts the apology of Councillor Maddy Bower and Councillor Jeremy Trembath.

**CARRIED 5|0**

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





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## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 23 JANUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-22**

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 23 January 2024 as a true and accurate record.

**CARRIED 5|0**

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

AGAINST: Nil

UNCONFIRMED



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## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION UPDATE JANUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-23**

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

That Council receive and note the Action update.

**CARRIED 5|0**

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

AGAINST: Nil

UNCONFIRMED



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES JANUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-24**

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

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

**CARRIED 5|0**

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

#### Discussion

Acknowledged the new Chief Minister visit and that we are fortunate to have her come to Katherine from time to time.

The PFAS independent review team advised they were still to meet with indigenous communities then release the review.

The remote power system briefing on the sustainable power options that are being rolled out in the remote communities. Raised be good to get an update on Katherine supply with the power outages that occur and that the solar farm is not switched on.

## 10 CORRESPONDENCE AND DOCUMENTS

### 10.1 CORRESPONDENCE INCOMING

#### **COUNCIL RESOLUTION OMC-2024-25**

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

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - Minister for LG - RE ratatability charities and PBIs - 16 February 2024 - 188493 [10.1.1 - 2 pages]
  2. tabled paper 1074 - NT remuneration tribunal report on determination no 1 of 2024 Allowance for Councils [10.1.2 - 9 pages]
  3. tabled paper 1076 - NT remuneration tribunal report on determination no 1 of 2024 Allowances for Local Authorities [10.1.3 - 3 pages]

**CARRIED 5|0**

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

### 10.2 CORRESPONDENCE OUTGOING

#### **COUNCIL RESOLUTION OMC-2024-26**

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

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - T 20-08 - Katherine Sportsground - Pavilion - Defects - 25.01.2024 - 187503 [10.2.1 - 2 pages]

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2. T 20-08 - Defects Rectification Register - 15.01.2024 - 187503 [10.2.2 - 2 pages]
  3. Letter - Prime Minister - Bring a Plate - 16 February 2024 - 188544 [10.2.3 - 2 pages]
- CARRIED 5|0**

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

## 11 PETITIONS

## 12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

There were no Questions from the Gallery at the Ordinary Meeting of Council - 27 February 2024.

## 13 NOTICE OF MOTION

## 14 REPORTS OF OFFICERS

### 14.1 GRANT ACQUITTAL - IMMEDIATE PRIORITY GRANT 2022-23 SPORTSGROUND FENCING STAGE 1

**COUNCIL RESOLUTION OMC-2024-27**

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

That Council endorse the funding acquittal for the Local Government Immediate Priority Grant Program 2022-23, IPG2300022, \$160,220 for the Katherine sports precinct fencing renewal Phase 1.

**CARRIED 5|0**

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

Discussion

Noted that the fence looks fabulous and looking forward to the next stage when extra funding is available. The fence will secure outside of the lot, once complete suggest reviewing the inside fences to replace or remove if not required.

### 14.2 PARTNERSHIP AGREEMENT - KATHERINE SHOW SOCIETY

**COUNCIL RESOLUTION OMC-2024-28**

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

That Council endorses and approves of the two (2) year Partnership Agreement between Katherine Town Council and the Katherine Show Society.

**CARRIED 5|0**

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

Discussion



**KATHERINE**  
TOWN COUNCIL

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The extra funding is in line with other partnerships that the council has offered. The council understands the costs are increasing to do business just like council face. This is a small amount and a good business decision for these groups. Noted the show last year was very successful and bigger than previous years. Katherine is one of the few places that still have a country show and we need to support them.

### 14.3 MEMORANDUM OF UNDERSTANDING - KATHERINE TENNIS CLUB

#### **COUNCIL RESOLUTION OMC-2024-29**

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

That Council endorses the ongoing MOU (Memorandum of Understanding) From 1 July 2024 to 30 June 2025 with Katherine Tennis Club under the terms and provisions of previous years.

**CARRIED 5|0**

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

#### Discussion

The 2 public courts that are normally open all the time are closed during the night due to the security risk. Council is working with the Tennis Club, to make sure the whole facility is safe before they are fully open again.

Current security includes lighting and screamer alarm, there is no CCTV.

### 14.4 GRANT FUNDING AGREEMENT - TERRITORY TOURISM DISCOUNT SCHEME 2024

#### **COUNCIL RESOLUTION OMC-2024-30**

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

That Council approves the signing and affixing of the Common Seal to the Grant Funding Agreement: Schedule 'D' to the Visitor Information Services Partnership Agreement 2023 – 2025 with the Northern Territory Government.

**CARRIED 5|0**

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

#### Discussion

This is very exciting and great to see tourism initiatives again.

The Katherine Visitor Information Centre can book for anywhere in the territory using the 25% discount on bookings.

Suggestion to approach the Chief Minister to see if the NTG will continue the MyKatherine vouchers. Katherine had the highest number of visitors during COVID and recently been named the fourth place in the 2024 Aussie Town of the Year.

### 14.5 SHARED SERVICES AGREEMENT - WEST ARNHAM REGIONAL COUNCIL

#### **COUNCIL RESOLUTION OMC-2024-31**

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

That Council authorise the Chief Executive Officer to enter into a Shared Service Agreement with West Arnhem Regional Council to acquire services for Record Management.

**CARRIED 5|0**

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

Discussion

A shared agreement can be with different councils depending on need and what benefits can we gain. Records management is very important, and we know we can do better through continuous improvement. We are negotiating the costs proposed with West Arnhem Regional Council (WARC). Katherine Town Council has and will continue to share knowledge with our local government counterparts and hoping WARC will have a similar approach.

**14.6 FINANCE REPORT FOR THE MONTH OF JANUARY 2024**

**COUNCIL RESOLUTION OMC-2024-32**

**Moved:** Councillor McDougall; **Seconded:** Councillor Kingdon

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

**CARRIED 4|1**

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

Discussion

The Total Non Cash Items include depreciation, outflows, capital funding, sale of asset adjustments from calculations done in December. They are not funds flowing in or out of organisation, just adjustment of the books.

The WMF make good provision is allocated for capping at end of life. We are required to put the land back as close as possible to the quality before you begin, as a requirement of EPA.

Noted that some of the investments are with unethical banks with them having significant holding in gas and mining. Although we are currently enjoying the benefits but recognise that this is not good.

The parking debts are actioned for recuperating following due process then go to debt collection agency which will increase the costs.

Request for capital grants breakdown - taken on notice

Councillor Mott advised that she would will write a report to table at the next month's EMIS the reason why for repeatedly voting against the monthly financial report each month.

**14.7 CORPORATE SERVICES REPORT - JANUARY 2024**

**COUNCIL RESOLUTION OMC-2024-33**

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

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



**CARRIED 5|0**

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

Discussion

Congratulations on the Snap Send Solve awards, noting this is the second year in a row. Council thanked the team for the good work done to achieve this.

The Multiple Dwelling policy was rescinded last year now legislation will be applied correctly to all rateable properties.

Thanked the Corporate Services department especially for keeping up with all requests. Noted that there is only one ranger at the moment.

**14.8 COMMUNITY SERVICES REPORT FOR THE MONTH OF JANUARY 2024**

**COUNCIL RESOLUTION OMC-2024-34**

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

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

**CARRIED 5|0**

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

Discussion

Thanks again to the library team for great work.

With the closure of roads and rains impacts on access to Katherine. This also created people being stuck in town so able to capitalise on therefore the VIC noticed a slight increase from previous years. Noted that there are limited products available this year.

Thanked Community Services department and Director Rosemary Jennings.

**14.9 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR DECEMBER 2023**

**COUNCIL RESOLUTION OMC-2024-35**

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

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

**CARRIED 5|0**

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

Discussion

Council has not received any recent feedback regarding closing laneways. All feedback received has been positive.

Council cannot remove graffiti from private property so packs will be available to owners at less than cost



price, \$40 .00, with social media communications being pushed out soon. Anyone who comes into the Civic Centre can purchase a graffiti pack.

Hot Springs sprinklers were recently tested therefore being on during the day. They are scheduled to come on at night.

Works will commence soon at the Hot Springs for erosion control with the installation of a barrier that will be an outdoor art gallery. The project is to stop erosion impact and to save the Hot Springs. The art work will entice people to stay on the path.

Verge mowing is in response to the New Years storm to assist residents as much as possible. Recognised that residents have a lot to clean up in their own yards let alone the council verge. Also noticed that fencing is a natural barrier to maintaining verges so attempt on a goodwill but huge cost on rate payers so this will be reviewed for the future.

52 metres of the identified bird breeding area is DIPL land. The star picket fencing aims to preserving the finches habitat during the wet season. It is noted that weeds are growing in the breeding area.

## 15 REPORTS FROM COMMITTEES

### 15.1 MINUTES FROM COMMITTEES

### 15.2 REPORTS FROM COMMITTEES

## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES JANUARY 2024

#### **COUNCIL RESOLUTION OMC-2024-36**

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

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

**CARRIED 5|0**

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

#### Discussion

Councillor Kingdon advised that she attended Australia Day celebrations but that it was missed transferring to the report and will be included in next month.

Councillor McDougall apologised for not submitting his activities as he had been away.

## 17 LATE AGENDA

## 18 GENERAL BUSINESS

The Heritage Church will be holding an International Womens Day event on the evening 8th March, everyone bring a plate.

Katherine Town Council's upcoming Community Events for March:

#### **Clean Up Katherine Campaign**

Date: 1<sup>st</sup> March – 31 March 2024

Time: Month long campaign

Campaign Details:





**KATHERINE**  
TOWN COUNCIL

MINUTES - Ordinary Meeting of Council - 27 February 2024

- Month long campaign.
- Those who want to participate need to collect rubbish bags and gloves from CIVIC Centre.
- Those wanting to participate can collect rubbish when and where they choose throughout the month of March.
- If they would like the incentive (\$20 local café voucher or movie pass with small popcorn and drink) they need to submit a picture via the Snap, Send, Solve App.
- Filled bags can be left on the verge in town for council to pick up or rural people can take to the Waste Management Facility free of charge.

**International Women’s Day**

Date: Friday, 8<sup>th</sup> March 2024

Time: 10am-12pm

Location: GYRACC

Event is fully booked

Event Details:

- Our panel will include the National Australian Senior Citizen of the year attend (Yalmy), along with Selena Uiibo and Michelle Duggan.
- The event is free to attend, but tickets are essential.
- Morning tea provided.
- Optional free professional portrait.
- Lucky seat prize from Outstation Interior + Design.

**Come & Try Sports Expo**

Date: Saturday, 16<sup>th</sup> March 2024

Time: 9am-12pm

Location: The Y

Event Details:

- Free event.
- Over 20 sporting groups in attendance.
- Collect a map from the KTC table, visit all the stalls and go into the draw to win sporting prizes.
- Zaki Zaki café attending.

**Harmony Day Citizenship Ceremony**

Date: Thursday, 21<sup>st</sup> March 2024

Time: 12pm-1pm

Location: GYRACC

**Bombing of Katherine – Commemorative Event**

Date: Friday, 22<sup>nd</sup> March 2024

Time: 10am-11am

Location: Katherine Museum

**19 CLOSURE OF MEETING TO PUBLIC**

**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 the public.

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

The time being 1.02pm

## 20 CONFIDENTIAL ITEMS

### 20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

#### 20.1.1 Confirmation of Previous Confidential Minutes 23 January 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 <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.

### 20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

#### 20.2.1 Confidential Action Update

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

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 CONFIDENTIAL REPORTS OF OFFICERS

#### 20.3.1 CEO Performance Review



Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**20.3.2 Centenary of Katherine Advisory Committee Expression of Interest**

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-2024-42**

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

1. That Council approves the appointments of Robbie Friel and Jake Quinlivan to the Centenary of Katherine 2026 Advisory Committee.
2. That Council approve the resolution to the open meeting.

**CARRIED 5|0**

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

**20.3.3 Katherine Aquatic Centre Upgrade**

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.

**COUNCIL RESOLUTION OMC-2024-43**

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

1. That Council selects pool construction contractor Sitzler for design and construction of the Aquatic Centre Upgrade.
2. That the resolution is moved to the open minutes.

**CARRIED 5|0**

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

**20.3.4 Complaint of Councillor**



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:	(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

## 20.4 CONFIDENTIAL LATE AGENDA ITEMS

### 20.4.1 Leave of Absence

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.

## 21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 2:34 pm.

## 22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 27 February 2024 was declared closed at 2:34 pm.

The next Ordinary Meeting of Council will be held on 26 March 2024.



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

### **8.1 ACTION UPDATE**

Report Type: For noting

Attachments: 1. Action Report - 18 March 2024 [**8.1.1** - 7 pages]

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#### **Officer Recommendation**

That Council receive and note the Action update.

# Action Register

## Search Criteria

**Showing Completed Items:** No

**Generated By:** Amanda Haigh

**Generated On:** 18/03/2024 at 12:47pm

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
23/01/2024	Ordinary Meeting of Council - 23 January 2024	10.1	Correspondence Incoming December 2023	Awaiting external response	<p>Please action as per resolution.</p> <p><b>COUNCIL RESOLUTION OMC-2024-4</b>  <b>Moved:</b> Councillor Kingdon; <b>Seconded:</b> Councillor Bower</p> <p>That Council receive and note the Incoming Correspondence:</p> <p>Attachments:</p> <ol style="list-style-type: none"> <li>1. Letter - Administrator - Co 2023 - 185698 [10.1.1 - 1 p</li> <li>2. Letter - LGANT - DIPL Resp 186265 [10.1.2 - 2 pages]</li> <li>3. Letter - Shadow Minister f December 2023 - 186708 [</li> <li>4. Letter - Minister DIPL - Re [10.1.4 - 2 pages]</li> <li>5. Email - LGANT - Nominatio 187213 [10.1.5 - 2 pages]</li> </ol> <p style="text-align: center;"><b>CARRIED 7   0</b></p> <p style="text-align: center;">FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath  AGAINST: Nil</p> <p>Discussion  Noted that the proposed alternate route appears to be NTG second priority being still in the 10 to 20 year pipeline. Raised that there is a lot of development occurring on Bicentennial Road and Zimin Drive for trucks and that this</p>	Executive Assistance Governance, Manager Governance and Risk	<p><b>16/02/2024 Manager Governance and Risk</b></p> <p>Invitation to Louise McCormick to come and discuss with council the alternate route, infrastructure audit and other infrastructure related topics is being finalised.</p>	05/04/2024	

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>should be considered for a second bridge and route to utilise these two roads as the entrances. A request will be sent to Louise McCormick to come and discuss with council the alternate route, infrastructure audit and other infrastructure related topics.</p> <p>Suggestion for the trivia signs to include messaging around flooding.</p>				
23/01/2024	Ordinary Meeting of Council - 23 January 2024	14.3	ALGA 2024 National General Assembly	Awaiting internal response	<p>Please action as per resolution.</p> <p><b><u>COUNCIL RESOLUTION OMC-2024-8</u></b>  <b>Moved:</b> Councillor Trembath; <b>Seconded:</b> Deputy Mayor Coburn</p> <p>1) That Council approve the Mayor, Councillor McDougall and CEO to attend the National General Assembly 2 to 4 July 2024 and Australian Council of Local Government 5 July 2024 in Canberra.</p> <p style="text-align: center;"><b>CARRIED 7 0</b></p> <p style="text-align: center;">FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath                      AGAINST: Nil</p> <p>Discussion                      Council will discuss motions and the CEO will discuss with Roper Gulf Regional Council and</p>	Manager Governance and Risk	<p><b>16/02/2024 Manager Governance and Risk</b>                      Registrations and travel bookings completed</p> <p><b>18/03/2024 Manager Governance and Risk</b>                      Motion to NGA must be submitted by 29 March 2024. Council must by resolution decide on any motions to be submitted.</p>	29/03/2024	



Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
					Victoria Daly Regional Council. Ideas included kerbside recycling challenges in regional areas to be economically viable and access to town planners for smaller councils.				
23/01/2024	Ordinary Meeting of Council - 23 January 2024	14.5	Lease and Licence - Amplitel Pty Ltd - 28 Second Street	Awaiting external response	<p>Please action as per resolution.</p> <p><b>COUNCIL RESOLUTION OMC-2024-10</b>  <b>Moved:</b> Councillor Trembath; <b>Seconded:</b> Deputy Mayor Coburn</p> <p>That Council authorise the Mayor and Chief Executive Officer to affix the Common Seal and execute a five (5) year lease and license agreement, with the option for renewal for an additional term of five (5) years, to Amplitel Pty Ltd for a designated portion of Lot 73, 28 Second Street, Katherine NT.</p> <p style="text-align: right;"><b>CARRIED 6   1</b></p> <p style="text-align: center;">FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall and Councillor Trembath  AGAINST: Councillor Mott</p>	Administration Manager	<p><b>05/02/2024 Administration Manager</b></p> <p>HWLE have been advised that Council has endorsed the Lease and Licence. Will await for the finalised documents to be returned for affixing Common Seal and signatures.</p>	06/02/2024	<b>Overdue by: 41 days</b>
27/02/2024	Ordinary Meeting of Council - 27 February 2024	14.2	Partnership Agreement - Katherine Show Society	In Progress	<p><b>COUNCIL RESOLUTION OMC-2024-28</b>  <b>Moved:</b> Councillor Kingdon; <b>Seconded:</b> Deputy Mayor Coburn</p> <p>That Council endorses and approves of the two (2) year Partnership Agreement between</p>	Administration Manager	<p><b>18/03/2024 Administration Manager</b></p> <p>Partnership Agreement sent on 11/03/2024. Follow up email sent 18/03/2024.</p>	12/03/2024	<b>Overdue by: 6 days</b>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
					<p>Katherine Town Council and the Katherine Show Society.</p> <p style="text-align: center;"><b>CARRIED 5   0</b></p> <p style="text-align: center;">FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Kingdon, Councillor McDougall and Councillor Mott AGAINST: Nil</p> <p>Discussion The extra funding is in line with other partnerships that the council has offered. The council understands the costs are increasing to do business just like council face. This is a small amount and a good business decision for these groups. Noted the show last year was very successful and bigger than previous years. Katherine is one of the few places that still have a country show and we need to support them. Please action as per resolution.</p>				
27/02/2024	Ordinary Meeting of Council - 27 February 2024	14.3	Memorandum of Understanding - Katherine Tennis Club	Not yet started	<p>Please action as per resolution.</p> <p><b><u>COUNCIL RESOLUTION OMC-2024-29</u></b> <b>Moved:</b> Councillor Kingdon; <b>Seconded:</b> Deputy Mayor Coburn</p> <p>That Council endorses the ongoing MOU (Memorandum of Understanding) From 1 July 2024 to 30 June 2025 with Katherine Tennis</p>	Administration Manager		12/03/2024	<b>Overdue by: 6 days</b>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
					<p>Club under the terms and provisions of previous years.</p> <p style="text-align: center;"><b>CARRIED 5   0</b></p> <p style="text-align: center;">FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Kingdon, Councillor McDougall and Councillor Mott AGAINST: Nil</p> <p>Discussion The 2 public courts that are normally open all the time are closed during the night due to the security risk. Council is working with the Tennis Club, to make sure the whole facility is safe before they are fully open again. Current security includes lighting and screamer alarm, there is no CCTV.</p>				
27/02/2024	Ordinary Meeting of Council - 27 February 2024	14.5	Shared Services Agreement - West Arnhem Regional Council	Awaiting internal response	<p>Please action as per resolution.</p> <p><b><u>COUNCIL RESOLUTION OMC-2024-31</u></b> <b>Moved:</b> Councillor Kingdon; <b>Seconded:</b> Deputy Mayor Coburn</p> <p>That Council authorise the Chief Executive Officer to enter into a Shared Service Agreement with West Arnhem Regional Council to acquire services for Record Management.</p> <p style="text-align: right;"><b>CARRIED 5   0</b></p>	Administration Manager	<p><b>18/03/2024 Administration Manager</b></p> <p>CEO's will need to discuss the payable amount for WARC services.</p>	12/03/2024	<b>Overdue by: 6 days</b>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignees	Action Taken	Due Date	Completed (Overdue)
					<p>FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Kingdon, Councillor McDougall and Councillor Mott AGAINST: Nil</p> <p>Discussion A shared agreement can be with different councils depending on need and what benefits can we gain. Records management is very important, and we know we can do better through continuous improvement. We are negotiating the costs proposed with West Arnhem Regional Council (WARC). Katherine Town Council has and will continue to share knowledge with our local government counterparts and hoping WARC will have a similar approach.</p>				



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES FEBRUARY 2024

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

To provide an update on the Mayoral activities and engagements since the last Council meeting. The elected member reporting obligation forms part of the Katherine Town Council's Annual Report to the community, outlining elected members contribution to the Town council's service delivery.

#### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine's strategic direction.**

1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.

1.1.3 Improve transparency around issues affecting the community.

**1. STRONG LEADERSHIP - 1.2 Partner in progress - Provide strategic leadership on economic development issues to promote Katherine's reputation and improve business confidence.**

1.2.2 Act as a connector on key issues affecting the community as a member in key reference groups.

**6. BIG RIVERS INTER-GOVERNMENT COLLABORATION – 6.1 Katherine is a Services Hub - Highlight and leverage Katherine as a services hub.**

6.1.1 Collaborate with the Big Rivers Regional Councils.

**6. BIG RIVERS INTER-GOVERNMENT COLLABORATION – 6.2 Collaborate with Regional Councils - Work collaboratively with other councils and government to ensure we are achieving the best outcomes for the Big Rivers Region.**

6.2.1 Work in partnership with the Big Rivers regional councils on primary issues affecting the region.

6.2.2 Ensure a sound understanding of existing policies or agreements on critical matters impacting Katherine.

**6. BIG RIVERS INTER-GOVERNMENT COLLABORATION – 6.3. Inter-Government Collaboration and Advocacy - Collaborate with Territory and federal governments.**

6.3.1 Advocate for the interests of our community.

6.3.4 Membership on regional committees.

6.3.5 Develop an elected member-led advocacy agenda on key areas of concern including housing, homelessness, liveability, native title.

<b>Mayor Lis Clark</b>	
<b>Date</b>	<b>Activity attended</b>
1 <sup>st</sup> February	Department of the Chief Minister and Cabinet
2 <sup>nd</sup> February	NT Legacy
5 <sup>th</sup> February	Crime and ASB Committee
5 <sup>th</sup> February	Centenary of Katherine
6 <sup>th</sup> February	Meeting with Assistant Commissioner
7 <sup>th</sup> February	LGANT – Local Buy
8 <sup>th</sup> February	LGANT Strategic Planning Review & Training
9 <sup>th</sup> February	LGANT Board Meeting
12 February	Elected Member Information Session (EMIS)
15 <sup>th</sup> February	Meeting with Roper Gulf Regional Council and Victoria Daly Regional Council
16 <sup>th</sup> February	Katherine Times
19 <sup>th</sup> February	EMIS
20 <sup>th</sup> February	82 <sup>nd</sup> Commemorative Service Adelaide River
23 <sup>rd</sup> February	Meeting with SADFO and Warrant Officer RAAF
26 <sup>th</sup> February	Presentation from Place Names Chair
26 <sup>th</sup> February	EMIS
26 <sup>th</sup> February	Department of the Chief Minister and Cabinet
27 <sup>th</sup> February	Ordinary Meeting of Council
28 <sup>th</sup> February	Meeting with YMCA Acting CEO



## **10 CORRESPONDENCE AND DOCUMENTS**

### **10.1 CORRESPONDENCE INCOMING FEBRUARY 2024**

Report Type: For decision

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#### **Recommendation**

1. That Council receive and note the Incoming Correspondence:

- Attachments:
1. 2024 Water License Allocation for Katherine Early Notice - 16 February 2024 - 188728 [**10.1.1** - 3 pages]
  2. Letter - Minister for LG - Approved LG Immediate Priority Grants - 2023-24 - 20 February 2024 - 188729 [**10.1.2** - 1 page]
  3. Letter - Leader of the Opposition - Congratulations - Territory Tidy Town Award - 22 February 2024 - 189288 [**10.1.3** - 1 page]
  4. Letter - LGANT - General Meeting Constitution changes and call for motions - 4 March 2024 - 189287 [**10.1.4** - 1 page]
  5. LGANT Calls for Motions - 4 March 2024 - 189287 [**10.1.5** - 4 pages]

2. That Council submit the following motions to the LGANT General Meeting 19 April 2024:
  - a.

# Katherine-Daly-Roper Regional Update December 2023

This update provides information on the predicted and actual river flows in 2023-2024, and provides an outlook for 2024-2025, for the Katherine, Daly and Roper water resource systems.

## Looking back

### 2023 Announced allocation outcomes

In April 2023 the Controller of Water Resources announced 100 per cent allocations for water resources in the Katherine, Daly and Roper regions. This announcement was informed using modelling of predicted river flows to ensure environmental flow thresholds would be met at the end of the dry season.

A comparison of modelled river flows and measured flows at 1 November 2023 are shown in Figure 1 below. Minimum environmental flow thresholds, which correspond to the ecological functioning of the water resource, have been set for sites located at Wilden (1.6 m<sup>3</sup>/s), Dorisvale (6 m<sup>3</sup>/s), Theyona (12 m<sup>3</sup>/s) and Mount Nancar (12 m<sup>3</sup>/s).<sup>1</sup>

- ✓ At all reporting locations the measured river flows were greater than the modelled predicted flows. This was partly due to rainfall that occurred after the April announcement.
- ✓ Both measured and modelled predicted flows exceeded the minimum environmental flow thresholds at all reporting locations during the 2023 dry season.

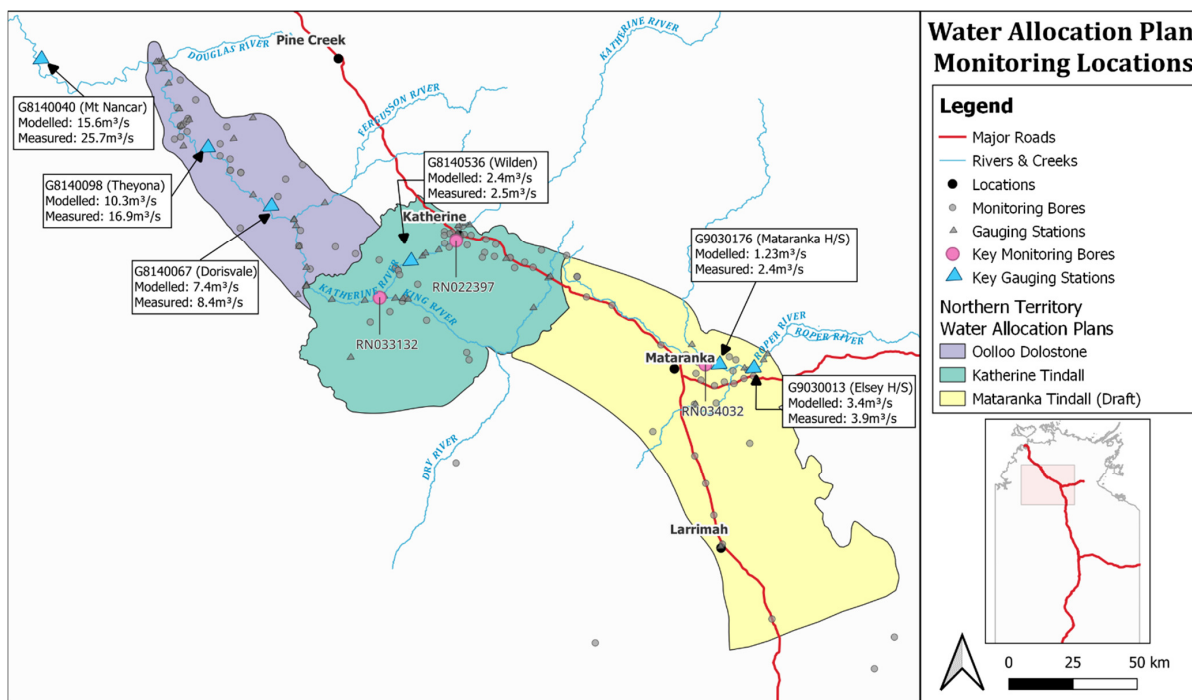


Figure 1 Comparison of modelled predicted river flows and measured flows at 1 November 2023

<sup>1</sup>The Mataranka Tindall Limestone Aquifer Water Allocation Plan is currently under development  
ATT: 10.1.1 2024 Water License Allocation for Katherine Early Notice - 16 February 2024 - 188728



## 2023 Water use

Licensed water extraction reported across the regions for the period 1 May to 30 November 2023 has remained relatively consistent with the same period of the previous year, as shown in Figure 2.

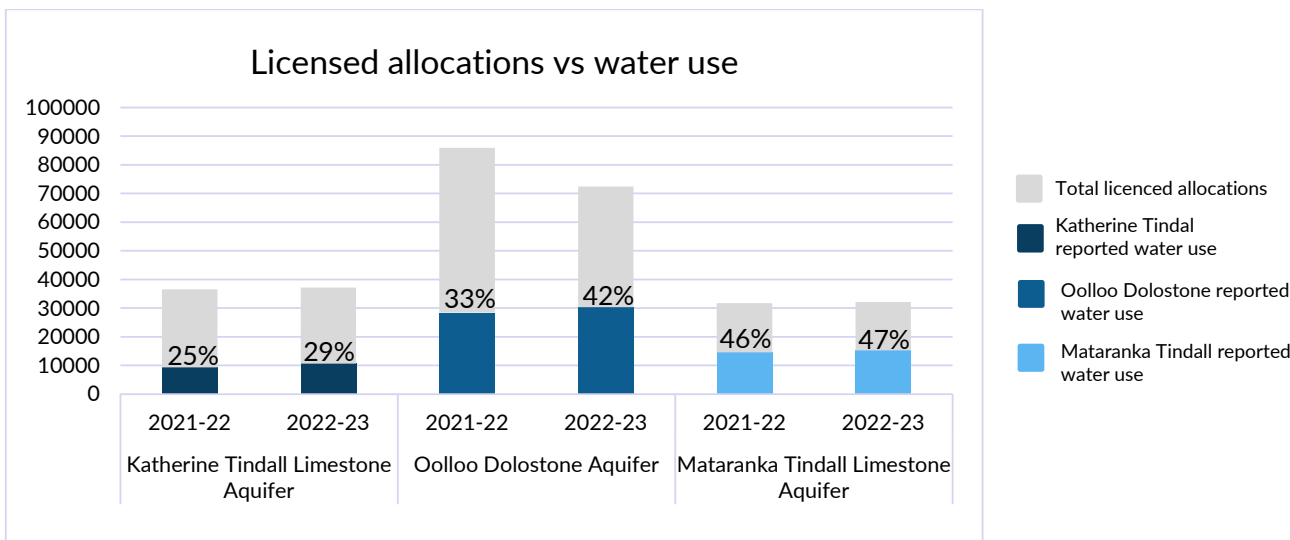


Figure 2 Comparison of reported water use

## Rainfall outlook

The BoM climate outlook for the 2023-2024 northern Wet season as at 6 December 2023 are for **below median rainfall in December and median rainfall from January to March** across the Northern Territory.

### Recent Rainfall

Conflicting climate drivers have led to mixed rainfall conditions across the Northern Territory since September, resulting in median rainfall conditions up to 1 December 2023, with the exception of the north-west Top End, including Darwin, which experienced below median rainfall for the period. Figure 3 show rainfall deciles for the 3-month period to 1 December 2023.

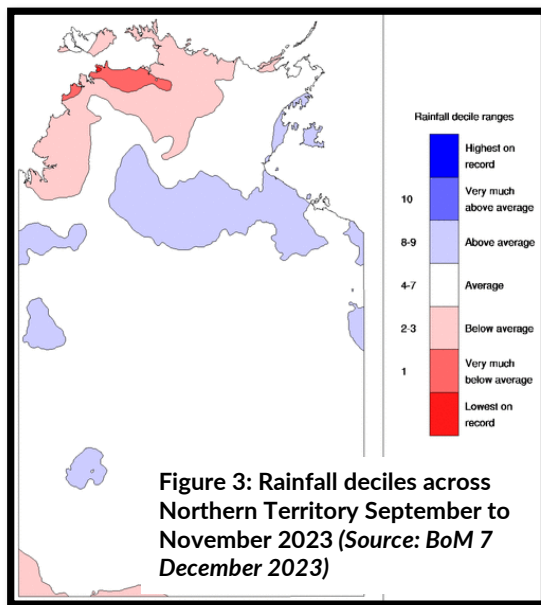
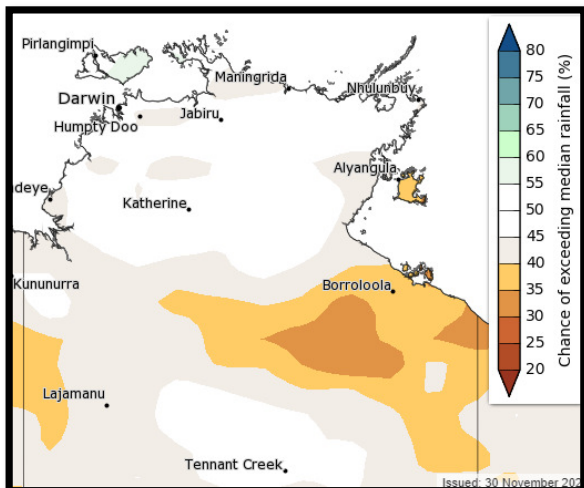


Figure 3: Rainfall deciles across Northern Territory September to November 2023 (Source: BoM 7 December 2023)



### Climate Outlook

BoM predictions are for **below median rainfall** across the Northern Territory during **December**, with **median rainfall** conditions across the Northern Territory between **January and March 2024**. Figure 4 shows rainfall outlook for the area north of Tennant Creek, for the period of January to March 2024.

Figure 4: Chance of median rainfall January-March 2024 (Source: BoM 7 December 2023)

## Groundwater levels

Groundwater levels in the Katherine, Ooloo and Mataranka water allocation plan areas are higher than the same time last year. Higher groundwater levels in 2023 are due to the 2022-2023 wet season which provided greater total rainfall, as well as rainfall occurring later in the year, with unseasonal rainfall in July 2023.

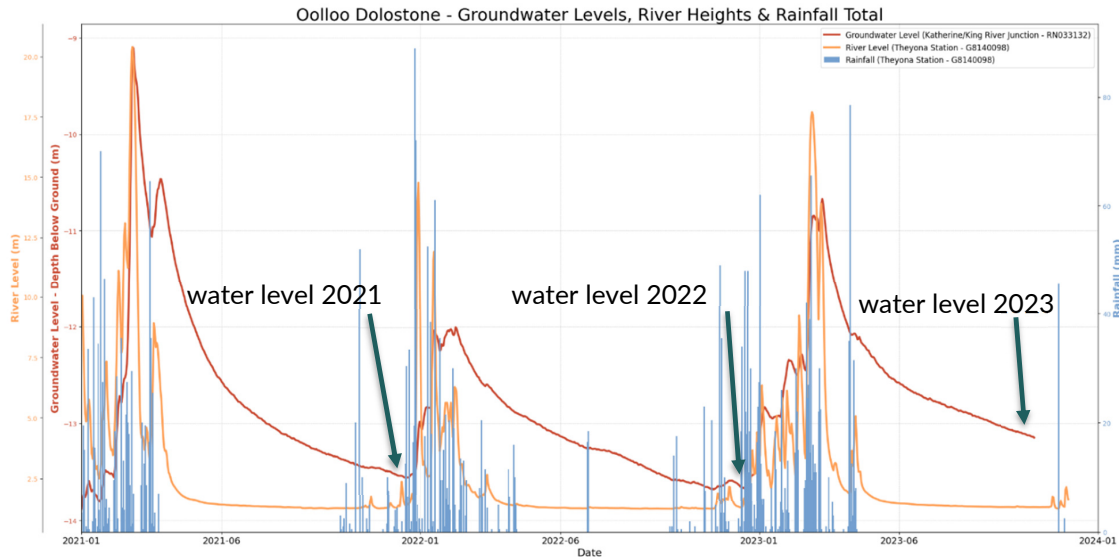


Figure 5. Groundwater levels for a representative bore in the Ooloo Dolostone Aquifer (last 3-years)

## Looking forward

### 2024 Water licence allocations

The Controller of Water Resources will provide advice to relevant licence holders on their 2024-2025 annual announced allocation before 1 May 2024.

With the median rainfall outlook provided by the BoM and the existing higher groundwater levels, it is **likely** that allocations for the 2024-2025 year will be 100 per cent in the following water resources:

- ✓ Katherine Tindall Limestone Aquifer
- ✓ Mataranka Tindall Limestone Aquifer
- ✓ Flora Tindall Limestone Aquifer
- ✓ Ooloo Dolostone Aquifer
- ✓ Jinduckin Formation
- ✓ Edith River
- ✓ Adelaide River
- ✓ Katherine River upstream of Donkey Camp weir

Modelling will be undertaken in January 2024 to inform an Early Notice to licence holders in February 2024, and again in March and April 2024 to inform a decision and announcement by the Controller of Water Resources, before 1 May 2024.

## Contact us

If you have any enquiries about this update, please contact Water Resources on 08 8999 4455 or by emailing [waterresources.DEPWS@nt.gov.au](mailto:waterresources.DEPWS@nt.gov.au).

RECEIVED  
20 FEB 2024

BY: .....



DEPUTY CHIEF MINISTER  
MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.paech@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Ms Ingrid Stonhill  
Chief Executive Officer  
Katherine Town Council  
PO Box 1071  
KATHERINE NT 0851

Dear Ms Stonhill *Ingrid,*

Thank you for the funding applications submitted for the Local Government Immediate Priority Grants for 2023-24.

I am pleased to advise that I have approved the following Local Government Immediate Priority Grants to your council:

- \$250 000 - towards the construction of a new animal impound facility for the region; and
- \$250 000 - towards phase two of the Katherine sportsground fencing renewal project.

Your council will receive further correspondence from the Department of the Chief Minister and Cabinet regarding payment of this grant.

Yours sincerely  
*[Handwritten Signature]*

CHANSEY PAECH  
12 FEB 2024





RECEIVED  
28 FEB 2024

BY: .....

LEADER OF THE OPPOSITION

Parliament House  
State Square  
Darwin NT 0800  
[Opposition.Leader@nt.gov.au](mailto:Opposition.Leader@nt.gov.au)

GPO Box 3700  
DARWIN NT 0801  
Telephone: 08 8936 5659  
Website: [www.liafinocchiaro.net](http://www.liafinocchiaro.net)

Ms Ingrid Stonhill  
Chief Executive Officer  
Katherine Town Council  
PO Box 1071  
Katherine NT 0851

Dear Ms Stonhill

*Ingrid*

**Territory Tidy Town Sustainability Community Awards**

I would like to extend my warmest congratulations to you on your recent success at the 2023 Territory Tidy Town Sustainable Community awards, winning the Circular Economy award.

These awards are a great way to showcase the hard work undertaken by remote and regional communities in the Territory and recognising the importance of encouraging a more sustainable community through innovation, collaboration and commitment.

I am glad that the remarkable work and achievements of your community have been acknowledged in this way and you should be rightly proud.

Please pass on my personal congratulations to all those who contributed to this project.

My Opposition team and I are fighting for a safe and strong Northern Territory. If we can ever be of any assistance, please do not hesitate to contact us.

Yours sincerely

*Lia*

Lia Finocchiaro MLA  
**Leader of the Opposition**

*22* February 2024

Stay up to date on our social media



@liafinocchiaromla



Lia Finocchiaro MLA



Lia Finocchiaro MLA



4 March 2024

Mayor Elisabeth Clark  
Katherine Town Council  
[elisabeth.clark@ktc.nt.gov.au](mailto:elisabeth.clark@ktc.nt.gov.au)

Dear Mayor Clark,

**NOTICE OF GENERAL MEETING, CONSTITUTION CHANGES, AND CALL FOR MOTIONS**

In accordance with the LGANT Constitution, I am writing to provide notice of LGANT's next General Meeting. It will be held in Darwin on 19 April 2024.

I am also writing to provide the necessary six weeks' written notice of proposed amendments to LGANT's Constitution. The main proposed amendment is to enable an allowance (or sitting fee) for LGANT Board members as per agenda item 7.12 of the 10 November 2023 General Meeting. The Board cannot be paid an allowance until the amendments are approved by members.

Other proposed amendments to the Constitution include:

- removing reference to LGANT being a charity. Advice received is that LGANT does not meet the criteria;
- providing clarity on the winding up of the company; and
- adding a section on the order of voting of Board positions as, until now, this has somewhat been corporate knowledge.

The proposed changes will be emailed to member councils for feedback once endorsed by the Board at its 20 March 2024 meeting. LGANT can receive feedback via email but will also hold an online discussion and Q&A for members before the General Meeting to talk through the changes.

I also call for motions for the 19 April 2024 General Meeting and have attached the template that must be used. As you would be aware, motions are proposals for action so are important for setting the direction of LGANT. The closing date for the submission of motions is 28 March 2024.

In closing, we plan to have registrations open for the April conference and General Meeting soon. I'll let you know when ready via email.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mary Watson', is written over a light blue horizontal line.

Mary Watson  
A/CEO



# LGANT CALL FOR MOTIONS

---

**P** (08) 8944 9697  
**E** [info@lgant.asn.au](mailto:info@lgant.asn.au)  
**W** [lgant.asn.au](http://lgant.asn.au)

**A** 21 Parap Rd, Parap NT 0820  
PO Box 2017, Parap NT 0804

ABN: 53 069 465 021

**We are local. We connect.**



## CALL FOR MOTIONS

### About this document

LGANT's purpose, as per the Strategic Plan 2021-2024, is to support and represent member councils to drive economic and social development for NT communities by providing:

- Advocacy and representation
- Capacity building
- Promotion of the sector
- Governance development
- Service delivery and infrastructure

The purpose of *this* document is to provide a template for member councils to submit motions to LGANT on issues for consideration, such as governance, policy positions and advocacy efforts, at either the April or November General Meetings.

Policy positions are a statement or declaration of an organisation's stance on a particular topic(s). Further, LGANT seeks to influence public policy which is laws, guidelines and actions decided and taken by governments. Motions from councils help LGANT form its policy positions and statements that in turn, assist with advocacy efforts. LGANT's current policy statements can be found [here](#).

Advocacy is a broad term encompassing endeavours to achieve change. For LGANT, advocacy is activity undertaken to promote and influence issues that collectively effect local government.

### Timeframes

This 'call for motion' template will usually accompany LGANT's notice of a General Meeting, but motions can be submitted at any time.

To make the Agenda of a General Meeting, motions must be submitted in advance. Late motions will not be accepted (unless urgent) and will instead be referred to the next General Meeting.

If the motion is urgent, councils may consider calling a Special General Meeting or request the Board address through their monthly meetings.

### Other important information

There should only be ONE issue per motion. It is suggested that the council submitting the motion first discuss it with LGANT so they can outline existing activity, if any, in the topic area and assist with developing the business case.

Motions need to be approved by resolution of the local government council prior to submission to LGANT.

LGANT will assess the motion for completeness and appropriateness and if necessary, discuss it with the submitting member council and request more information or redrafting before including in the General Meeting Agenda. This process may require the council to re-endorse its motion.

LGANT will draft a cover business paper for each motion and may present the final motions to the Board for review, before distribution to members via the final General Meeting Agenda.

By submitting a motion, your council has the opportunity to move and speak to the motion at the General Meeting it is going to.

The better your council's argument or case, the more likely it is to be resolved by members. Resolved motions are minuted following the General Meeting, allocated to LGANT staff for action, and reported on at monthly Board meetings.



## TEMPLATE CALL FOR MOTIONS

*Councils are invited to submit motions for debate to be included at General Meetings using this template.*

**Name of Council:**

Click or tap here to enter council name.

---

**Contact person and title:**

Click or tap here to enter your full name and position.

---

**Phone:**

Click or tap here to enter text.

**Email:**

Click or tap here to enter text.

---

**Date of Council resolution on the motion:** Click or tap to enter a date.

**Motion to be presented at:**

**LGANT General Meeting date** - Click or tap to enter a date.

**Motion title:**

Click or tap here to enter text.

---

**Resolution sought (Motion):**

- Motions should be clear and concise and limited to one subject matter/ issue.
- Consider the action your council wants LGANT to do for your council or the members as a collective e.g.,
  - "...Council calls on LGANT to advocate...."
  - "...Council calls on LGANT to assist with...."
  - "...Council calls on LGANT to develop a policy position on...."
  - "...Council calls on LGANT to review its policy position on...."
  - "...Council calls on LGANT to change the Constitution to...."

Click or tap here to enter council name. **calls on LGANT to** Click or tap here to enter text.





**Background and supporting information:**

Include here:

- Background to the issue e.g. how this issue came to light and how your council has tried to deal with it to date?
- If the subject matter or issue is strategic in nature e.g. housing supply or planning legislation?
- Is the motion relevant to your council solely or local government sector more broadly e.g. a collection of, or all LGANT members?
- If your council has tested the issue and proposed motion with other member councils e.g. through the relevant LGANT Strategic Priority Working Group?
- Has your council reviewed LGANT’s Constitution, Governance Charter and Policy Statements in preparing this motion?
- Evidence, research, and data to support the motion and to provide members with enough information for a considered discussion, response and/or decision.

Maximum 600 words. If additional information is required, provide as attachment/s.

Click or tap here to enter text.



## **10.2 CORRESPONDENCE OUTGOING FEBRUARY 2024**

Report Type: For noting

---

### **Recommendation**

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - RSPCA Katherine - Support for funding application - 21 February 2024 - 188685 [**10.2.1** - 1 page]
  2. Letter - Australian Institute of Architects - Support for funding application - 21 February 2024 - 188686 [**10.2.2** - 1 page]



24 Stuart Highway  
PO Box 1071  
Katherine NT 0851  
records@ktc.nt.gov.au  
Ph: 08 8972 5500  
Fax: 08 8971 0305  
ABN 4783 6889 865

21 February 2024

RSPCA Katherine Incorporated  
PO Box 1301  
KATHERINE NT 0851

To whom it may concern

**LETTER OF SUPPORT**

I am pleased to provide RSPCA Katherine Incorporated with this letter of support towards the application for funding from the Community Benefit Fund for the completion of the two kennels to enable the opening of the shelter.

The project will support RSPCA Katherine Incorporated to provide a service to reduce dumped and unwanted animals, and educate the community on all welfare needs.

I commend RSPCA Katherine Incorporated on their application which if successful, will bring significant benefits to the community and the residents of Katherine.

Yours Sincerely

Elisabeth Clark  
**HER WORSHIP THE MAYOR**



24 Stuart Highway  
PO Box 1071  
Katherine NT 0851  
records@ktc.nt.gov.au  
Ph: 08 8972 5500  
Fax: 08 8971 0305  
ABN 4783 6889 865

21 February 2024

Australian Institute of Architects  
L 16 / 19 Smith Street Mall  
DARWIN NT 0800

To whom it may concern

**LETTER OF SUPPORT**

I am pleased to support the Executive of the NT Architecture Awards Chapter 2024 as a destination and tourism event to be held in the region of Katherine to support their community benefit fund submission. This event will include a full-day symposium on housing and design with a specific focus on indigenous design, a welcome cocktail function, architectural site tours, cultural tours, tour incentives, and accommodation incentives.

I strongly support the Australian Institute of Architects NT Chapter submission for the NT Chapter Awards and Symposium program.

I commend Australian Institute of Architects on their application which if successful, will bring significant benefits to the community of Katherine.

Yours Sincerely



Elisabeth Clark  
**HER WORSHIP THE MAYOR**



## **11 PETITIONS**

## **12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)**

Questions relating to the agenda, that you would like addressed, can be submitted via email at [records@ktc.nt.gov.au](mailto:records@ktc.nt.gov.au), over the phone at 08 8972 5500, in person at the Civic Centre, or through an electronic submission via the [website](#).

Please submit your question/s pertaining to the current Ordinary Meeting of Council agenda. These will be responded to in full and in a public setting.

## **13 NOTICE OF MOTION**



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## 14 REPORTS OF OFFICERS

### 14.1 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE TERMS OF REFERENCE

Author: Sinead Te Wake, Events Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Centenary of Katherine 2026 Advisory Committee Terms of Reference [14.1.1 - 4 pages]

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#### **Officer Recommendation**

That Council endorses the Centenary of Katherine Advisory Committee Terms of Reference.

#### **Purpose of Report**

That Council endorses the Centenary of Katherine Advisory Committee Terms of Reference.

#### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine's strategic direction.**

1.1.2 Ensure strong internal governance with updated policies and procedures in place.

#### **Municipal Plan**

**1.1 Governance - Governance and Elected Members**

1.1.2 Ensure compliance with local government legislation.

**3.1 Community Services - Community Events and Collaboration**

3.1.4 Coordinate celebrations and civic events.

#### **Consultation Process**

The Terms of Reference was drafted and submitted to the Centenary of Katherine Advisory Committee for review and endorsement on 9 October 2023. The Terms of Reference were carried unanimously by all present Committee members as detailed within previously supplied advisory committee minutes.

#### **Policy Implications**

The Centenary of Katherine Advisory Committee is required to adhere to endorsed Terms of Reference as well as Council's Advisory Committee Policy.

#### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal or legislative requirements.

#### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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



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



**COUNCIL POLICY**

**DRAFT**

**TERMS OF REFERENCE - CENTENARY OF KATHERINE ADVISORY COMMITTEE**

Type:	Terms of Reference		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:		Next Review:	
Records Number:		Council/CEO Decision:	Council
Legislation Reference:	Local Government Act 2019 Advisory Committee Policy		

**1 INTENT**

Katherine Town Council encourages input from the community about its services, operations and facilities. Council Advisory Committees are one way for the community to provide input or advice to Council on a specific topic or the strategic management of a facility on an ongoing basis

The purpose of the Centenary of Katherine Committee is to give representatives from the community, government and business the opportunity to provide advice and feedback to Council on matters relevant to the centenary celebration of the township of Katherine (Centenary of Katherine 2026).

The Committee will assist Council by providing guidance on infrastructure, events and funding opportunities which are complimentary to celebrations.

These Terms of Reference are to be read in conjunction with Council’s Advisory Committee policy.

**2 SCOPE**

These terms of reference apply to all Centenary of Katherine Advisory Committee members.

**3 POWERS OF COMMITTEE**

This committee is an advisory committee to Council pursuant to section 82 of the *Local Government Act 2019* and Council’s Advisory Committee Policy.



## 4 DETAILS

### PURPOSE

The functions of the Advisory Committee shall include but not be limited to:

- Planning and policy development
- Strategic program reviews
- Facilitation of partnerships, community and user participation programs
- Provision of support to specific project working groups established by Council from time to time

The Advisory Committee may form sub-groups for addressing particular tasks and may choose the membership of such sub-groups by consensus.

### MEMBERSHIP

Membership of the Advisory Committee shall consist of:

- The Mayor
- One (1) Councillor and one (1) alternate
- Up to 10 community and organisational memberships consisting of representation from:
  - Community residents,
  - Community organisations
  - Business sector
  - Local indigenous organisations
  - RAAF Tindal
- A representative from the Northern Territory Government
- The Director of Community Services (Advisory Capacity only)

The position of Chairperson will be held by the Mayor.

Councillors will be appointed to the Advisory Committee by resolution at an Ordinary or Special Council Meeting.

The external membership selection process for this Advisory Committee will include Expressions of Interest sought through a range of channels as decided by the Mayor, Councillors, Chief Executive Officer or relevant Director Community Services with appointment to the Advisory Committee by resolution at an Ordinary or Special Council Meeting.

Relevant Council staff will assist in providing information in an observer capacity but will not be voting members of the Advisory Committee.

### COMMITTEE TERMS

Membership of the Committee shall be until December 2026, unless a recommendation to the contrary is adopted by Council at an Ordinary or Special Council Meeting.

### MEETINGS

The Advisory Committee will meet a minimum of four (4) times per annum. A schedule of committee meetings will be developed and agreed to by the members and additional meetings shall be convened at the discretion of Council.

Attendance may be available through electronic means.

If a voting member is absent for two consecutive meetings, the Chairperson will write to that member seeking an explanation on why they should remain on the Committee.

### CENTENARY OF KATHERINE TERMS OF REFERENCE

The quorum for the Advisory Committee shall be half the number of members of the Committee, plus one

If the Chair is unable to attend a meeting the Chairperson shall nominate an acting chair for that meeting.

Discussion at the Advisory Committee meetings will be managed through an agenda. Agenda items can be submitted for consideration by any member and should be submitted seven days prior to the meeting. The agenda will be circulated to all members five (5) days prior to the meeting.

The responsibility for normal day to day operational matters relating to the Centenary of Katherine 2026 will be handled through the normal management structure of Council.

The Advisory Committee will formulate and make recommendations in a consensus decision making approach.

Accurate and concise minutes will be recorded at each meeting and all agreed actions will include responsible person's name and an action due date. The minutes will be distributed to each member prior to the next meeting for confirmation as a true and accurate record at the meeting.

Minutes will be reported to the next available Ordinary Meeting of Council.

### **PERFORMANCE EVALUATION**

The Advisory Group will undertake an annual performance assessment against the Terms of Reference and Council's Advisory Committee's Policy.

### **RESPONSIBILITIES**

Council is responsible for the adoption, amendment and repeal of these Terms of Reference.

Advisory Committee Members are responsible for:

- Attending meetings
- Preparing and presenting reports as requested by the Chairperson
- Assisting with development of strategies or policies
- Actively promoting discussion within the community and source feedback

The Centenary of Katherine Committee does not have the power to incur expenditure.

The Advisory Committee makes recommendations to Council.

All Advisory Committee members, as well as other participants are expected to observe the following protocols:

- Be courteous to other participants, Council staff and Councillors
- Help to create an environment that is free of harassment and discrimination
- Protect the health, safety and welfare of yourself and others at meetings and related activities
- Actively participate with the events promotion in mind

Katherine Town Council will provide administrative support to the functions of the Advisory Committee through:

- Preparation and distribution of Agendas for Meetings
- Administrative arrangements for meetings
- Ensure the maintenance of associated records in Council's Electronic Record Management System (ERMS)
- Ensure information is accessible to all group members and minutes taken and distributed in a timely manner.

**5 ASSOCIATED POLICIES/DOCUMENTS**

Advisory Committee Policy

Privacy Policy

Confidential Information Policy

[Revision History](#)

Version	Approval date	Details of change	Responsible officer

DRAFT



## 14.2 COUNCIL ADVISORY COMMITTEE MEMBERSHIP APPOINTMENT OF ELECTED MEMBER VACANCIES

Author: Amanda Haigh, Manager Governance and Risk  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: Nil

### Officer Recommendation

1. That Council appoints .... to the Administrative Review Committee for the period to 31 January 2025.
2. That Council appoints .... to the Audit and Risk Management Committee as alternate member for the period to 31 January 2025.
3. That Council appoints .... to the Katherine Showgrounds and Multi-purpose Centre Advisory Committee for the period to 31 January 2025, and .... be the Chair of the Katherine Showgrounds and Multi-purpose Centre Advisory Committee for the period to 31 January 2025.
4. That Council appoints .... to the Greening Advisory Committee as alternate member for the period to 31 January 2025.

### Purpose of Report

To appoint an elected member to vacant positions of the Council Advisory Committees that were held by Councillor Amanda Kingdon.

### Strategic Plan

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine’s strategic direction.**

1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.

**3. SPORTS AND CIVIC EVENTS - 3.1 Sports and Civic Events - Provide sporting infrastructure and appropriate events to encourage community connectedness.**

3.1.2 Improve participation in user advisory groups and improve coordination of these groups on Council land.

### Municipal Plan

**1.1 Governance - Governance and Elected Members**

1.1.4 Support elected members to participate in community engagement forums.

1.1.9 Develop an elected member-led advocacy agenda on key areas of concern.

### Background

Vacant elected member appointments have occurred due to Council decision to remove Councillor Amanda Kingdon from Council Advisory Committees for a period of 12 months.

Current elected appointments include:

Council Advisory Committee	Council Representatives	Appointment
Administrative Review Committee	Mayor Elisabeth Clark (Chair) Cr Jeremy Trembath <b>Vacant</b>	Appointment to 31 January 2025



Audit and Risk Management Committee	Mayor Elisabeth Clark Deputy Mayor Denis Coburn Alternate - <b>Vacant</b>	Appointment to 31 January 2025
Katherine Sportsground Advisory Committees	Deputy Mayor Denis Coburn (Chair) Cr Jeremy Trembath	Appointment to 31 January 2025
Katherine Showgrounds and Multi-Purpose Centre Advisory Committee	<b>Vacant - Chair</b> Cr Peter McDougall	Appointment to 31 January 2025
Centenary of Katherine	Mayor Elisabeth Clark Deputy Mayor Denis Coburn Cr Madeleine Bower Cr Jeremy Trembath Cr Kerrie Mott Cr Peter McDougall	Appointment ex-officio for the duration of the committee
Greening Advisory Committee	Deputy Mayor Denis Coburn Cr Jeremy Trembath Alternate - <b>Vacant</b>	Appointment to 26 September 2025
Community Grants Assessment Panel	Mayor Elisabeth Clark Cr Madeleine Bower Alternate Cr Peter McDougall	Appointment to 31 January 2025

**Discussion**

The following Council Advisory Committees require appointment of an elected member to vacant positions:

**Administrative Review Committee** - only meets upon receiving an application for review of a reviewable decisions. There is vacant elected member position.

**Audit and Risk Management Committee (ARMC)** - The role of the Committee is to monitor Compliance by the Council with proper standards of financial management; and Compliance by the Council with the regulations and the Accounting Standards. The ARMC meets a minimum of (4) times per annum. The next meeting is scheduled to occur on 20 June 2024. The alternate position is vacant for an elected member.

**Katherine Showgrounds and Multi-Purpose Centre Advisory Committee** - This committee contributes to the development of the Showgrounds and is an advisory committee to Council. Meetings are scheduled bi-monthly with the next meeting scheduled in May 2024. There is vacant elected member position and council is required to appoint the Chair of the committee.

**Greening Advisory Committee** - This committee is to provide Council with strategic guidance and/or recommendations in relation to the development of an environmental sustainability strategy including tree-planting strategy, greening initiatives, and provide cool and shaded spaces. The alternate position is vacant for an elected member.

**Consultation Process**

There was no consultation process required for this report.

**Policy Implications**

As per the Advisory Committee Policy each year on the twelve-month anniversary of the establishment of an Advisory Committee, Council may resolve to provide the opportunity to rotate the existing members (including Councillor/s) of that Advisory Committee with other Councillor/s and members.

**Budget and Resource Implications**

There are no budget and resource requirements.



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

An Advisory Committee must be appointed in accordance with Section 82 of the *Local Government Act 2019* and:

- may only be appointed by Council resolution,
- may include in its members persons who are not Councillors, and
- must have terms of reference, approved by council resolution, that set out its membership and functions.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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



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## 14.3 FINANCE REPORT FOR THE MONTH OF FEBRUARY 2024

Author: Jasjit Rai, Finance Manager  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Monthly Report - Finance - February 2024 [14.3.1 - 9 pages]

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### **Officer Recommendation**

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

### **Purpose of Report**

This report is to present to the Council the Financial Report for February 2024.

### **Strategic Plan**

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

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

### **Municipal Plan**

#### **2.1 Corporate Services - Financial Services**

- 2.1.1 Adhere to internal financial procedures.
- 2.1.2 Comply with legislative requirements.
- 2.1.3 Prudent financial management for stronger returns for ratepayers.
- 2.1.4 Sustainable long-term finances and current risk management practices.

### **Background**

In accordance with the Local Government (General) Regulations 2021 – Part 2 (Division 7), the below monthly report must be presented to the Council at their Ordinary Monthly Council Meeting. Accordingly, the commentary attached presents the preliminary financial position of the council at the end of February 2024 with the Chief Executive Officer (CEO) Certification.

### **Discussion**

- Total YTD operating income is 24.08% above the budget.
- Interest revenue is above budget due to growth in the investment portfolio and higher interest rates.
- Operating grants revenue is below the budget mainly due to the timing, as majority of the grants are paid in second half of the financial year.
- Total YTD operating expenditure is 15.19% below the budget.
- Employee Costs are below budget by 29.13% as some positions remained vacant.
- Monthly creditor payments have been made to all approved suppliers with payments made weekly.
- 25.97% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
- 25.35% of our outstanding rate balance reflects rates outstanding for prior financial years (2022/2023 FY and prior).

### **Consultation Process**

CEO, Directors, and Departmental Managers.



**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

The Report and attachment provide a comparison of Council's YTD actual performance against the budget.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



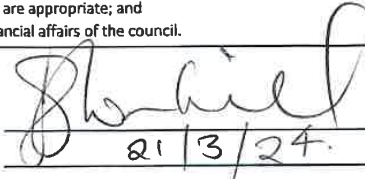
**Certification by the CEO to the Council**

<b>Council Name:</b>	Katherine Town Council
<b>Reporting Period:</b>	29/02/2024

That, to the best of the CEO's knowledge, information and belief:  
(1) The internal controls implemented by the council are appropriate; and  
(2) The council's financial report best reflects the financial affairs of the council.

CEO Signed

Date Signed

  
21/3/24

*Note: The monthly financial report to council must either be accompanied by a written certification by the CEO to the council, as set out above, or the CEO is to provide written reasons for not providing the certification. (Regulation 17(5) of the General Regulations)*

**Table 1.1 Monthly Income and Expenditure Statement**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>OPERATING INCOME</b>				
Rates	9,003,016	5,837,825	3,165,192	8,756,737
Waste Charges	1,475,739	959,337	516,402	1,439,006
Fees and Charges	1,598,755	1,531,763	66,992	2,297,644
Operating Grants and Subsidies	611,147	1,481,000	( 869,853)	2,221,500
Interest / Investment Income	651,589	300,000	351,589	450,000
Commercial and Other Income	50,533	56,950	( 6,417)	85,425
<b>TOTAL OPERATING INCOME</b>	<b>13,390,779</b>	<b>10,166,875</b>	<b>3,223,904</b>	<b>15,250,312</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	3,248,816	4,195,055	( 946,239)	6,292,582
Materials and Contracts	4,459,745	4,939,881	( 480,136)	7,409,822
Elected Member Allowances	155,333	158,667	( 3,333)	238,000
Elected Member Expenses	14,975	40,139	( 25,164)	60,208
Council Committee & LA Allowances	9,547	16,000	( 6,453)	24,000
Council Committee & LA Expenses	-	4,000	( 4,000)	6,000
Depreciation, Amortisation and Impairment	1,840,967	2,318,348	( 477,381)	3,477,522
Finance Costs	-	93,871	( 93,871)	140,806
Other Expenses	485,264	-	485,264	
<b>TOTAL OPERATING EXPENDITURE</b>	<b>10,214,647</b>	<b>11,765,960</b>	<b>( 1,551,313)</b>	<b>17,648,940</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>3,176,131</b>	<b>( 1,599,085)</b>	<b>4,775,217</b>	<b>( 2,398,628)</b>

**Table 1.2 Monthly Operating Position**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>3,176,131</b>	<b>( 1,599,085)</b>	<b>4,775,217</b>	<b>( 2,398,628)</b>
<b>Remove NON-CASH ITEMS</b>				
<i>Less</i> Non-Cash Income			-	
<i>Add Back</i> Non-Cash Expenses	2,211,814	2,412,219	( 200,404)	3,618,328
<b>TOTAL NON-CASH ITEMS</b>	<b>2,211,814</b>	<b>2,412,219</b>	<b>( 200,404)</b>	<b>3,618,328</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure	1,097,554	1,479,733	( 382,180)	2,219,600
Borrowing Repayments (Principal Only)	-	-	-	
Transfer to Reserves	-	-	-	
Other Outflows	-	-	-	
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>( 1,097,554)</b>	<b>( 1,479,733)</b>	<b>382,180</b>	<b>( 2,219,600)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	-	666,667	( 666,667)	1,000,000
Prior Year Carry Forward Tied Funding	296,669	-	296,669	
Other Inflow of Funds	53,010	-	53,010	
Application of Retained Earnings	747,875	-	747,875	
Transfers from Reserves				
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>1,097,554</b>	<b>666,667</b>	<b>430,887</b>	<b>1,000,000</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>5,387,945</b>	<b>67</b>	<b>5,387,879</b>	<b>100</b>

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

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	Current Financial Year (Annual) Budget * \$
Land and Buildings	158,774	341,217	( 182,443)	511,825
Improvements	240,678	62,333	178,344	93,500
Plant & Machinery		762,750	( 762,750)	1,144,125
Fixtures	104,608	46,767	57,842	70,150
Fleet <sup>(1)</sup>	174,646	-	174,646	-
Infrastructure Paths & Cycleways	-	-	-	-
Infrastructure Roads	352,464	266,667	85,797	400,000
Infrastructure Storm water & Drainage	66,384	-	66,384	-
Infrastructure Streetlights	-	-	-	-
			-	
<b>TOTAL CAPITAL EXPENDITURE*</b>	<b>1,097,554</b>	<b>1,479,733</b>	<b>(382,180)</b>	<b>2,219,600</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Operating Income (amount allocated to fund capital items)	408,250	813,067	( 404,816)	1,219,600
Capital Grants	296,669	666,667	( 369,997)	1,000,000
Utilisation of Retained Earnings	339,624	-	339,624	-
Transfers from Cash Reserves	-	-	-	-
Borrowings	-	-	-	-
Sale of Assets (Including Trade-In)	53,010	-	53,010	-
Other Funding	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>1,097,554</b>	<b>1,479,733</b>	<b>(382,180)</b>	<b>2,219,600</b>

(1) Budget for Fleet acquisitions is included with Plant & Machinery and will be separated as part of the Budget Review

**Table 2.2. Quarterly Report on Planned Major Capital Works**

Class of Assets	By Major Capital Project *	Total Prior Year(s) Actuals \$ (A)	YTD Actuals \$ (B)	Total Actuals \$ (C = A + B)	Total Planned Budget ** \$ (D)	Total Yet to Spend \$ (E = D - C)	Expected Project Completion Date
Buildings Structures	Aquatic Centre	\$ -	\$ -	\$ -	\$ 10,300,000.00	\$ 10,300,000.00	3/02/2025
Plant & Equipment	Waste Handler Loader	\$ -	\$ -	\$ -	\$ 600,000.00	\$ 600,000.00	18/03/2024
<b>TOTAL ***</b>		\$ -	\$ -	\$ -	\$ 10,900,000.00	\$ 10,900,000.00	

\* A council must, by resolution, adopt a minimum threshold as the basis for including planned major capital works projects in Table 2.2 (for example, Council resolved major capital works projects are projects that are expected to cost more than \$150 000 in total). Nothing precludes a council from including capital works projects lower than the threshold value in Table 2.2 (for example, where a capital project is of significant public interest.)

THIS NEEDS A COUNCIL RESOLUTION

\*\* The capital project's total planned budget is the most recently approved budget, that is, the original budget plus approved variations covering the entire life of the project. (For example: the Refurbish Building XXX Construction Works project had one material budget variation for an additional \$50 000 expenditure approved on 20/04/20XX to change all doorways to be wheelchair access compliant.)

**Table 3. Monthly Balance Sheet Report**

BALANCE SHEET AS AT XXXX 20XX			YTD Actuals \$	Note Reference*
<b>ASSETS</b>				
Cash at Bank				(1)
Tied Funds			14,955,113	
Untied Funds			7,299,074	
Accounts Receivable				
Trade Debtors			277,193	(2)
Rates & Charges			2,965,101	(2)
Other Current Assets			350,955	
<b>TOTAL CURRENT ASSETS</b>			<b>25,847,436</b>	
Non-Current Financial Assets			-	
Property, Plant and			119,781,775	
<b>ASSETS</b>			<b>119,781,775</b>	
<b>TOTAL ASSETS</b>			<b>145,629,211</b>	
<b>LIABILITIES</b>				
Accounts Payable			8,417	(3)
ATO & Payroll Liabilities			(14,429)	(4)
Current Provisions			583,439	
Accruals				
Other Current Liabilities			264,713	
<b>TOTAL CURRENT LIABILITIES</b>			<b>842,140</b>	
Non-Current Provisions			74,922	
Other Non-Current Liabilities			7,053,377	
<b>LIABILITIES</b>			<b>7,128,299</b>	
<b>TOTAL LIABILITIES</b>			<b>7,970,439</b>	
<b>NET ASSETS</b>			<b>137,658,772</b>	
<b>EQUITY</b>				
Asset Revaluation Reserve			98,854,086	
Reserves			6,688,161	
Accumulated Surplus			32,116,525	
<b>TOTAL EQUITY</b>			<b>137,658,772</b>	

**Note 1. Details of Cash and Investments Held**

<i>Cash at Bank consists of Term Deposites of \$19.90M with maturities as detailed below, with the remaining \$2.34M available at CBA Bank.</i>	
<b>GENERAL FUND</b>	<b>\$</b>
Commonwealth Bank	
Balance as per bank statement, 29 February 2024	2,343,861
Credit card balances	1,800
Balance of Imprest and Petty Cash	1,128
Plus net outstanding deposits/(withdrawals)	-
<b>Adjusted cash at bank balance, 29 February 2024</b>	<b>2,347,302.97</b>

INVESTMENTS						
FINANCIAL INSTITUTION	PRINCIPAL \$	INTEREST RATE	EFFECTIVE DATE	MATURITY DATE	FINANCIAL TOTALS	FINANCIAL INSTITUTION %
NAB	3,500,000	4.70%	10-Mar-23	12-Feb-24		
NAB	1,000,000	5.00%	11-Jan-24	11-Nov-24		
NAB	500,000	5.00%	11-Jan-24	11-Jul-24	5,000,000	25.12%
BOQ	500,000	5.15%	9-Oct-23	8-Oct-24		
BOQ	1,000,000	5.15%	4-Oct-23	4-Sep-24		
BOQ	1,000,000	5.15%	4-Oct-23	5-Aug-24		
BOQ	500,000	5.20%	3-Nov-23	4-Nov-24	3,000,000	15.07%
AMP	1,500,000	5.30%	14-Dec-23	14-Nov-24		
AMP	1,000,000	5.30%	2-Nov-23	2-Oct-24		
AMP	500,000	5.25%	28-Sep-23	28-Aug-24		
AMP	1,400,000	5.50%	31-Jul-23	28-Jun-24		
AMP	500,000	5.35%	13-Nov-23	14-Oct-24		
AMP	1,000,000	5.55%	27-Jul-23	27-Jun-24		
AMP (oncall)	537,581		on call	on call	6,437,581	32.34%
Commonwealth Bank	500,000	5.31%	19-Jun-23	14-May-24		
Commonwealth Bank	500,000	4.97%	6-Sep-23	1-Aug-24		
Commonwealth Bank	1,000,000	5.20%	31-Jul-23	25-Jun-24		
Commonwealth Bank	2,500,000	5.40%	28-Aug-23	23-Aug-24		
Commonwealth Bank (oncall)	969,817.39		on call	on call	5,469,817	27.48%
<b>Total Investments</b>					<b>19,907,398</b>	<b>100%</b>
<b>Total Funds</b>					<b>22,254,187</b>	

**Note 2. Statement on Debts Owed to Council (Accounts Receivable)**

Council's Debtor Summary	Current	Past Due 1 - 30 Days	Past Due 31 - 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Rates Debtors	-	2,211,989	-	-	753,112	2,965,101
Trade Debtors	82,653	57,704	58,793	6,051	71,992	277,193
<b>TOTAL</b>	<b>82,653</b>	<b>2,269,693</b>	<b>58,793</b>	<b>6,051</b>	<b>825,104</b>	<b>3,242,294</b>

**Note 3. Statement on Trade Creditors**

<i>(Council can select timing of the age of creditors)</i>	<b>Current</b>	<b>Past Due 1 – 30 Days</b>	<b>Past Due 31 – 60 Days</b>	<b>Past Due 61-90 Days</b>	<b>Past Due 90+ Days</b>	<b>Total</b>
Trade Creditors		7,318	-	-	-	<b>7,318</b>
Other Creditors		1,099	-	-	-	<b>1,099</b>
<b>Total Accounts Payable</b>	<b>0</b>	<b>8,417</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,417</b>

KTC processes Accounts Payable weekly. Balance owing will be paid in the next payment run after the end of the month.

**Note 4. Statement on Australian Tax Office (ATO) and Payroll Obligations**

*Council is a large withholder for PAYG purposes and consequently remits withholdings to the ATO on the day of payroll. As its revenue is GST Free monthly net GST is generally an amount payable to Council unless significant grants are received in the period. Payroll liabilities include Superannuation payable and Salary Sacrifice deductions.*

KTC is due for refund this amount from ATO	58,852
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**Note 5. Current Ratio**

Current Ratio	30.69
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<b>Table 4. Member and CEO Council Credit Card Transactions for the Month</b>			
<i>Where a council credit card has been issued to an Elected Member and/or the CEO, a list per cardholder of all credit card transactions in the month is to be published including the name of the supplier, the amount for each transaction and the reason for the transaction.</i>			
Cardholder Name: <u>Ingrid Stonhill</u>			
<b>Transaction Date</b>	<b>Amount \$</b>	<b>Supplier's Name</b>	<b>Reason for the Transaction</b>
7-Feb-24	222.71	OFFICEWORKS 0801 STUART PA	Stationary strategic planning day
15-Feb-24	73.8	RIVER BLEU PTY LTD KATHERINE	Morning/afternoon teas strategic planning day
15-Feb-24	126.1	LS The Black Russian C Katherine A	staff lunches strategic planning day
<b>Total</b>			



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## 14.4 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR FEBRUARY 2024

Author: Kimberly Worrigan, Administration Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

That Council receive and note the report of the Infrastructure and Environment Department for December 2023.

### **Purpose of Report**

To provide the Elected Members an update regarding the Infrastructure and Environment Department's activities and projects for the month of December 2023.

### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine's strategic direction.**

1.1.3 Improve transparency around issues affecting the community.

**2. COMMUNITY AND FAMILIES - 2.1 Safe Community - Foster a safer community.**

2.1.2 Provide safe and accessible public amenities throughout Katherine.

2.1.3 Improve street lighting for safety.

**3. SPORTS AND CIVIC EVENTS - 3.3 Accessibility and Mobility - Improve the accessibility of facilities and transport infrastructure and provide alternative transport solutions.**

3.3.2 Provide and maintain footpaths and bike paths for ease of movement around town, with a shared pathway strategy.

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

4.2.1 Keep up to date with workplace health and safety training and be safety conscious when carrying out tasks.

4.2.2 Keep up to date with workplace health and safety training and be safety conscious when carrying out tasks.

**4. GROWTH AND SUSTAINABILITY - 4.3 Attract Skilled Workers - Attract and retain skilled workers.**

4.3.1 Offer Council staff training and development opportunities.

4.3.3 Provide the right conditions and right opportunities.

**7. ENVIRONMENTAL SUSTAINABILITY - 7.4 Reduce Our Footprint - Optimise Council's products, services, and operations to increase efficiencies and reduce our emissions.**

7.4.4 Investigate installing electric car chargers.

### **Municipal Plan**

**4.2 Infrastructure and Environment - Roads, Footpaths, Nature Strips and Cycleways**

4.2.1 Provide and maintain a safe network of road, cycleway and footpath infrastructure.

4.2.6 Make potholes safe and repair in accordance with the Customer Service Charter.

4.2.7 Make trip hazards safe and repair in accordance with the Customer Service Charter.

#### **4.3 Infrastructure and Environment - Storm Water Management**

4.3.2 Maintain all-weather access to sealed rural roads in flood prone areas and at non-permanent creek crossings through culverts and open channels.

4.3.6 Make Side Entry Pit (SEP) lids and grates safe and repair in accordance with the Customer Service Charter.

#### **4.5 Infrastructure and Environment - Weed Management**

4.5.1 Compliance with legislative requirements with the control of noxious weeds.

4.5.2 Track weed infestations.

4.5.3 Non-urgent service requests actioned when a minimum of five requests received.

#### **4.9 Infrastructure and Environment - Open Spaces**

4.9.1 Complete scheduled grounds maintenance of playgrounds, parks, gardens and reserves.

### **Background**

Katherine Town Council's (KTC) Infrastructure and Environment Department continues to provide core services through various service deliverables to the Katherine Community and Municipality.

### **Discussion**

During the festive period and among staffing changes, many projects have been temporarily paused. Updates on these initiatives are anticipated to be available in the forthcoming January 2024 report.

### **Projects Updates:**

#### **Stuart Hwy Fencing**

The garrison security fencing along the Stuart Highway is nearing completion, with the installation of a gate scheduled for mid-March at the Adventure Playpark to finalise the first phase of the sports precinct boundary fencing.

#### **Solar Lighting**

The solar lighting project has made rapid progress, with the Stage 1 lights now installed to enhance lighting around the Adventure Playpark, the Skate Park, and the pedestrian path connecting Lindsay St & Chambers Drive. Starting from mid-March, another section of the Riverlink Trail along Oshea and Giles Street will also be illuminated. Additionally, Stage 2, which includes 18 more solar lights will be installed along the Riverlink Trail by late April.

#### **Lockers**

Secure lockers are currently planned to be installed within the outdoor shelter at O'Shea Park which will provide secure storage facilities for Katherine's transient community members. Lockers have been delivered and are undergoing additional works in preparation for installation in Mid-March 2024.



### Water Bubblers

Chilled Water Bubblers have been installed at key locations such as the visitor information centre, Railway Terrace, and Ryan Park. Each bubbler features a cold water drinking fountain, water bottle fill tap, animal drinking tray, and a pushbutton for your dog. Final visual enhancements and path concreting will be completed by the end of March 2024.



### Civic Centre

The architects have measured up the internal structure of the Civic Centre and provided a return brief. The next step is to provide existing conditions plans in order for the design of the civic centre upgrade to start taking shape.

### Aquatic Centre

The Aquatic Centre's final design phase is currently in progress, with architects already working on their designs and engineers having conducted a recent site visit. Land surveyors and geotechnical engineers are scheduled to begin their work next week. Updates on the design progress will be presented to the council shortly for additional decision-making.

## **Infrastructure and Environment Updates:**

### Rural Weed Spraying and Slashing:

The rural weed spraying program has been successfully executed, with all KTC-managed rural road reserves having undergone two rounds of spraying. The impact of this initiative has been observed. Council has also initiated rural slashing operations; however, inclement weather has posed challenges, resulting in delays in the process.

### Storm Water Drains and Side Entry Pits:

As the wet season has progressed, there has been a surge in reports concerning blocked stormwater drains. Council is actively evaluating and enlisting contractors to address these blockages on a case-by-case basis.

Some of the older systems have been identified as having persistent major blockages due to deteriorating infrastructure and tree roots entangling debris. We are committed to collaborating with contractors to continue to resolve these issues.

In February, we contracted workers to repair and replace three (3) additional collapsed side entry pits that fall outside the scope of depot workers' capabilities. Since September 2023, a total of eleven (11) side entry pits have been identified and repaired. Furthermore, four (4) pits in Katherine North and South have sustained significant damage, posing a safety concern to the public. These will be addressed promptly to ensure public safety.



#### Adventure Play Park Amenities Vandalism

Repairs have begun on the Adventure Playpark Amenities, which suffered severe damage in a fire in September 2023. Contractors have provided quotes, received insurance approval, and ordered replacement parts. The building has been gutted and cleaned to conduct a thorough assessment. The area has been cordoned off from the public to minimise risks to playpark users. We aim to complete these repairs by the end of April. In the meantime, the opposite side of the amenities building remains accessible to playpark users, with measures in place to secure the access gate for children's safety.

#### Minor Infrastructure Upgrades at Council Depot

Worksite Inspections have been conducted at the Depot and Waste Management Facility worksites, leading to the identification of several occupational health and safety (OHS) concerns. The majority of these issues have been addressed, with actions taken such as the installation of extra signage, sensor lights, upgrades to motors on Depot Roller Doors, and the establishment of emergency exit points.

The Infrastructure and Environment team will persist in their efforts to fulfill all our Occupational Health and Safety (OHS) commitments.

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

There are no policy implications resulting from the decision.

#### **Budget and Resource Implications**

There are no budget and resource requirements.

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



There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



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## 14.5 CORPORATE SERVICES MONTHLY REPORT - FEBRUARY 2024

Author: Casey Anderson, Administration Manager  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

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

### **Purpose of Report**

To present the report for the Corporate Services Department for the month of February 2024.

### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine's strategic direction.**

1.1.2 Ensure strong internal governance with updated policies and procedures in place.

1.1.3 Improve transparency around issues affecting the community.

**2. COMMUNITY AND FAMILIES - 2.1 Safe Community - Foster a safer community.**

2.1.2 Provide safe and accessible public amenities throughout Katherine.

### **Municipal Plan**

**2.2 Corporate Services - Administration Services**

2.2.1 Action service requests in line with customer service charter.

2.2.3 Deliver positive customer service.

### **Background**

The monthly report of the Corporate Services Department highlights key developments in the Administration Services at Katherine Town Council.

### **Discussion**

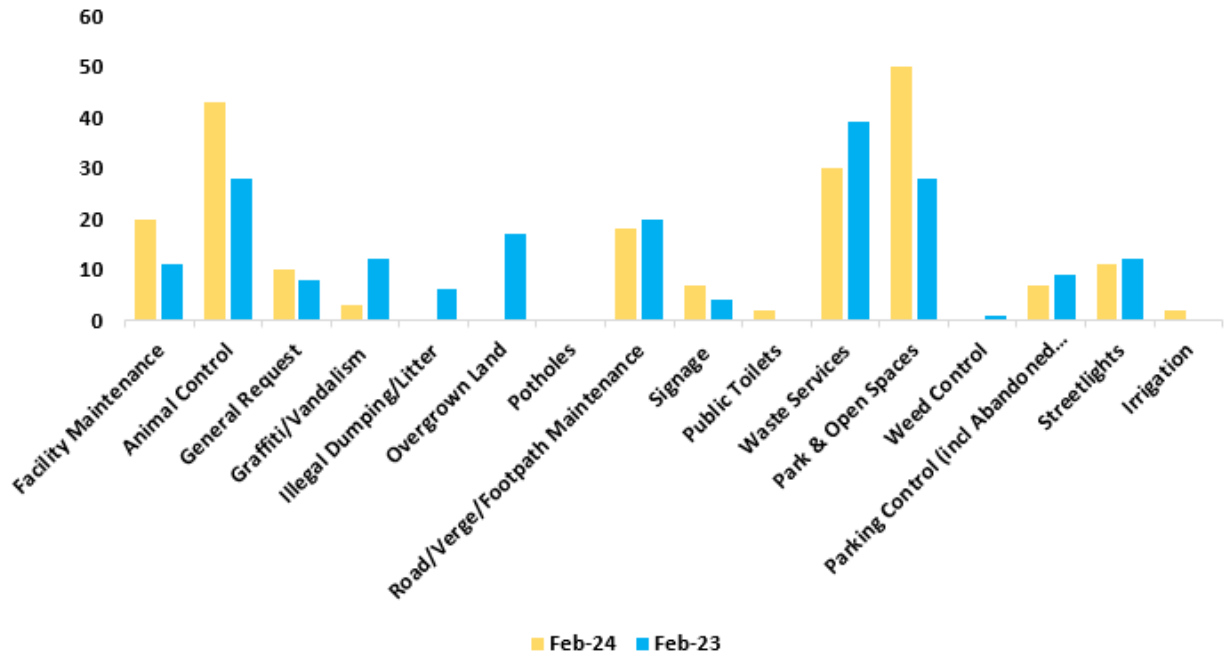
#### **Customer Service Requests**

In February, the Council received a total of 203 service requests. Out of these, 89 were satisfactorily completed, 76 service requests are still in progress, while 38 remain overdue and await resolution.

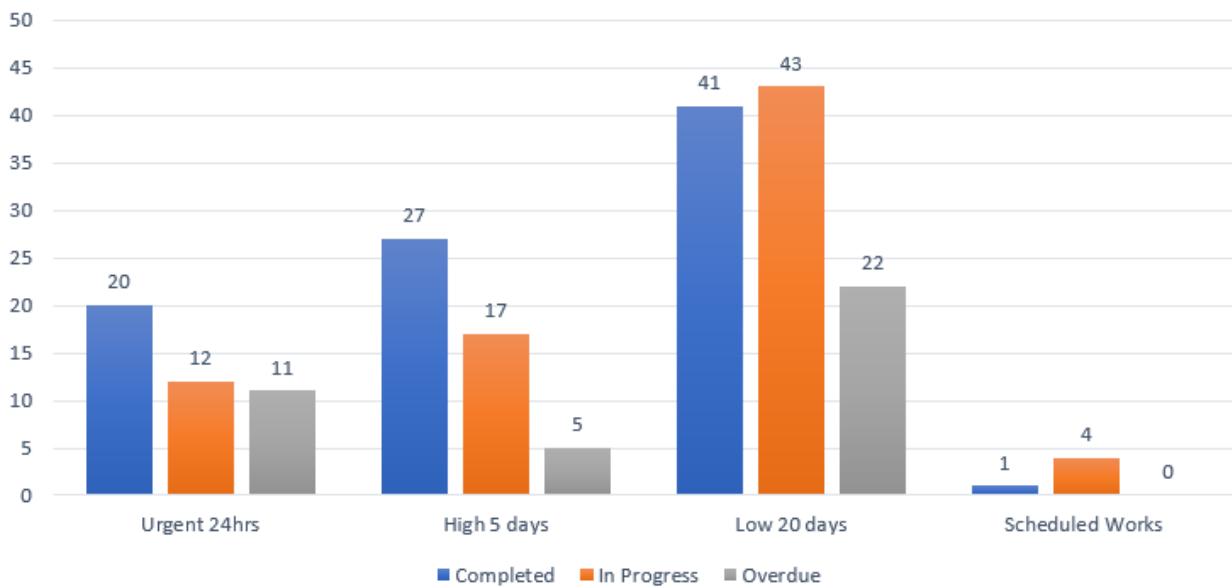
For the month of February, a total of 99 Snap Send Solve (SSS) reports were submitted. The predominant incident types reported were related to Parks and Open Spaces (Overgrown Areas and Trees), Animal and Waste Services.



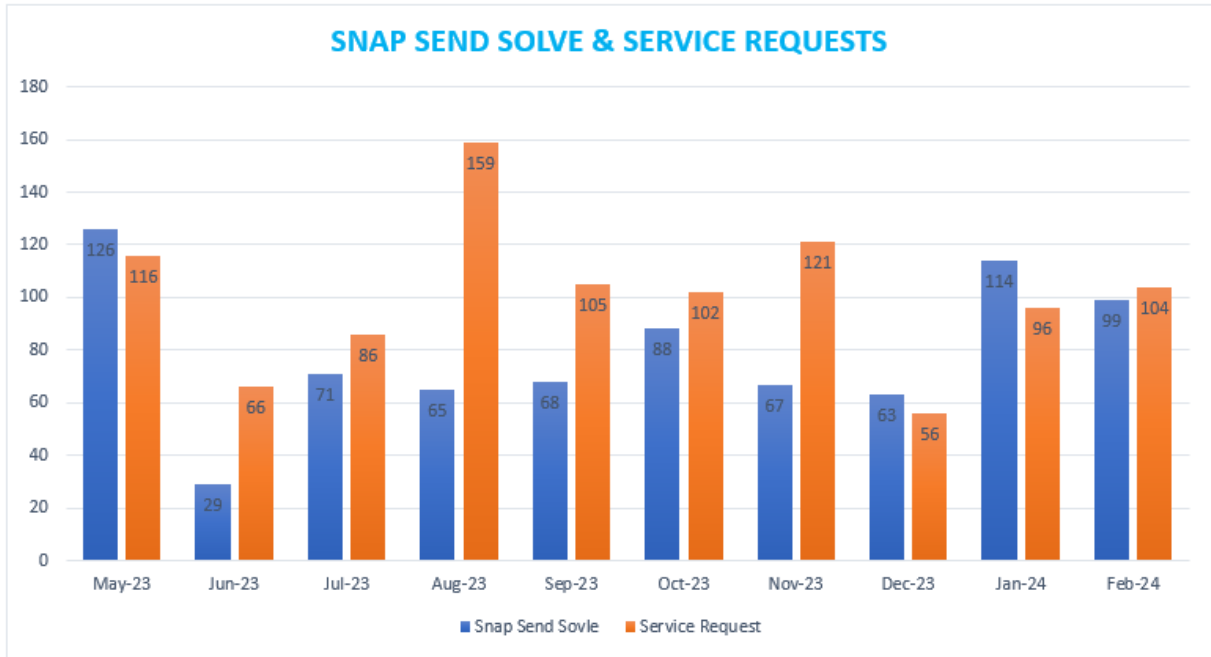
### INCIDENT TYPES COMPARISON FEBRUARY



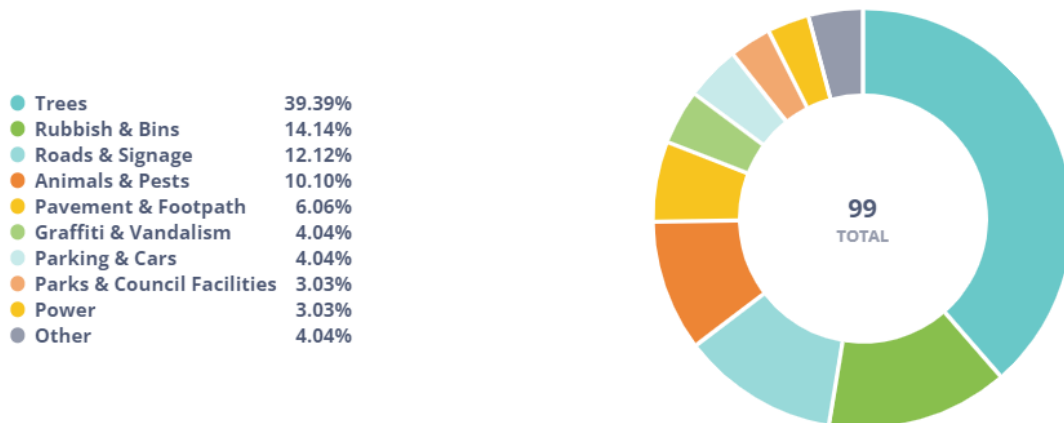
### 203 SERVICE REQUESTS - TRIAGING RESULTS - FEBRUARY







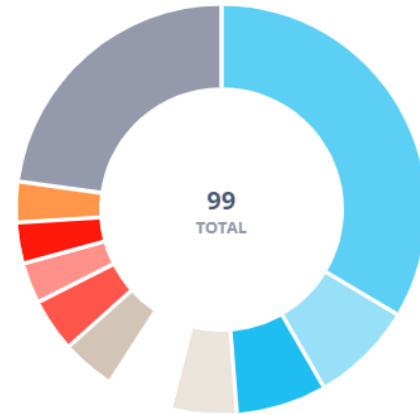
**Snap Send Solve – Reports by Category**



**Snap Send Solve - Reports by Incident Type**



● Overgrown Vegetation	34.34%
● Animal - Domestic	8.08%
● Rubbish and Bins - General	7.07%
● Pothole	5.05%
● Request Bin Repair or Replacement	5.05%
● Pavement - Damaged	4.04%
● Vandalism - General	4.04%
● Damaged Street Sign	3.03%
● Fallen Tree	3.03%
● Street Light - General	3.03%
● Other	23.23%



**Snap Send Solve – Direct Messaging**

KTC has investigated direct messaging via the portal, and we are now in the process of setting up a trail with the messaging template. This initiative will enable KTC actioning officers to respond consistently and efficiently, ensuring timely updates are provided.

**Insurance Claim Updates**

**Sportsground Oval Lighting – Lightening Damages:**

The claim has been resolved, with a summary of the settlement indicating \$186,488.10 in damages and repair costs.

**New Years Eve Storm – Katherine Municipality**

The claim is currently in progress with repairs ongoing. It is anticipated that the final claim estimate will amount to \$320,000.00.

**Adventure Playpark Toilet – Unlawful Entry and Fire**

Repairs are currently underway, but progress is hindered by slow product availability. The contractor has informed us that the completion period will be extended by six weeks.

**Rates Debtors**

As at 01/03/2024

Council's total rates balance sits at **\$2,965,468.41**, of which includes \$2,213,861.85 of the 2023/2024 rates levy, and an overdue amount of approximately \$1,795,673.05.

\$85,223.77 worth of interest has accrued since 1/07/2023 and is included in the above total rates balance and overdue amounts.

Councils' rates debtor under legal action currently sits at a balance of \$661,422.38.

Out of the rates debtor under legal action balance, approximately \$531,698.22 in arrears including any penalties or costs has been secured by the registration of Overriding Statutory Charges (OSC) pursuant to Section 256 of the Local Government Act against 34 assessments.

Council officers continue the pursuit of approximately \$43,820.93 with the official serving of statutory notices and request for vacant possession against one (1) assessment.

\$18,055.50 of the debt is being maintained through approved Financial Hardship - Special Payment Arrangements and/or Payment Extensions.

The remaining rates debt currently under legal action in the amount of approximately \$129,724.16 including any penalties or costs, will be pursued through final demand letters and/or the registration of Overriding Statutory Charges.

\$1,116,195.17 of the remaining overdue rates balance will be pursued through formal legal action if the debt is 6 months or older.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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



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## 14.6 COMMUNITY SERVICE REPORT FOR THE MONTH OF FEBRUARY 2024

Author: Rosemary Jennings, Director Community Services  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

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

### **Purpose of Report**

To provide an overview of the Community Services Department for the month of February 2024.

### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.4 Enhance Customer Experiences - Deliver positive customer experiences for visitors and residents.**

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

**2. COMMUNITY AND FAMILIES - 2.2 Prioritise Recreation - Collaborate and innovate with the private and public sectors for positive social, economic, and environmental outcomes.**

2.2.3 Promote an active community with family events, festivals, live music and sports.

**3. SPORTS AND CIVIC EVENTS - 3.2 Brand Identity - Develop and implement a brand identity that is uniquely Katherine's**

3.2.2 Capture Katherine's profile as a desirable travel destination for long and short stays.

3.2.4 Collaborate with Tourism NT on its tourism strategy for the NT.

**4. GROWTH AND SUSTAINABILITY - 4.3 Attract Skilled Workers - Attract and retain skilled workers.**

4.3.4 Enhance Katherine's liveability so that people want to live here.

### **Municipal Plan**

#### **3.1 Community Services - Community Events and Collaboration**

3.1.1 Provide vibrant calendar of events that promote diversity and accessibility.

3.1.2 Collaborate with community partners.

#### **3.2 Community Services - Visitors Information Services**

3.2.1 Increase total sales.

3.2.2 Deliver positive customer experiences.

3.2.4 Collaborate with Tourism NT on its tourism strategy for the NT.

#### **3.3 Community Services - Library Services**

3.3.1 Provide interactive library programs and initiatives to engage patrons.

3.3.2 Provide a safe space.

#### **3.4 Community Services - Regulatory Services**

3.4.1 Action service requests in accordance with the Customer Service Charter.

3.4.2 Audit unkept properties.

3.4.3 Complete annual controlled parking audit.

### 3.4.5 Educate public on updated KTC Bylaws.

#### **Background**

The Community Services department is responsible for the delivery of public library service, visitor services, community events and engagement, and regulatory education and enforcement.

#### **Discussion**

##### LIBRARY SERVICES

ACTIVITY	TOTALS	
Patron Count	1875	
Public Computer Use (hours)	313	
Conference Room (hours)	21.5	
Circulation	1027	
Programs	# Programs	# Attendance
Wriggle & Rhyme	4	24
Toddler Rhyme Time	4	15
Storytime	4	46

Through the month of February the Katherine Public Library continued its program delivery including Wriggle and Rhyme, Toddler Rhyme Time, Storytime and Dungeons and Dragons. With four sessions of each of the regular children's programs being run this month we have had a whopping 85 attendances across Toddler Rhyme Time, Storytime and Wriggle and Rhyme.

Of particular note is the increase in our Wriggle and Rhyme program with attendance of 24 for this month alone.

The library was also pleased to continue its partnership with the Kintore Street School visits, allowing students to enjoy the quiet space, engaging in social interaction and immersing themselves in the wide range of books.

##### VISITOR SERVICES

With the commencement on 29 February of the NT Tourism Discount program, funded by the Northern Territory Government, the Centre has seen immediate bookings looking to take advantage of the discount program. This has contributed to a reasonably strong sales period for the Centre.

Whilst still experiencing limited product availability due to seasonal attractions closures and weather impacting some current products, excluding the Tourism Voucher period, this has been the strongest February in terms of sales for Centre in at least 6 years. The centre is also beginning to see an increase in forward booking enquiries for the 2024 Dry Season.

##### COMMUNITY EVENTS AND ENGAGEMENT

With no events scheduled for February, this time was utilised to continue event development and preparations for the Councils calendar of events with particular focus on the following upcoming activities:

- International Womens Day
- Clean Up Australia Day Campaign (Redeveloped)
- Come & Try Sports Expo
- Festivals of the Dry Program Development
- ANZAC Day (Dawn Service & Community March)
- Harmony Day Citizenship Ceremony
- Bombing of Katherine Commemorations (in partnership with Katherine Museum, Katherine RSL Sub-Branch & RAAF Tindal)
- Multicultural Festival

### REGULATORY SERVICES

#### *Regulatory Animal Summary*

Council Rangers received 43 animal related service requests for the month of February. 28 of these requests were resolved and 15 requests require further follow-up and/or investigation to complete.

Katherine community members reported 23 dogs at large. Concurrently the rangers undertook 128 hours of animal patrols for the month. Two (2) Notice to Complies (NTC) were issues for unregistered/at large dogs. February saw 16 dogs impounded with eight (8) dogs returned to their owners and two (2) dogs being rehomed.

#### *Regulatory Parking Summary*

Council Rangers have continued addressing parking issues within the Municipality. This action has resulted in nine (9) infringements issued, generally in relation to exceeding time limits.

Rangers have issued 39 Notice to Complies in relation to abandoned vehicles, as a result, 27 of these have been removed by their owners.

Rangers undertook 78 hours of parking patrols for the month whilst officers also received seven (7) service requests.

#### *Unkempt Land*

February sees the continuation of the municipal wide overgrown/unkempt lots audit. Council Rangers have undertaken an additional 229 inspections and received 14 service requests. As a result, 224 Unkept Lot Notices have been issued to owners and occupiers.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

There are no budget and resource requirements.



**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



**15 REPORTS FROM COMMITTEES**

**15.1 MINUTES FROM COMMITTEES**





### **15.1.1 Centenary of Katherine Advisory Committee - Minutes - 5 February 2024**

Author: Sinead Te Wake, Events Coordinator

Authoriser: Ingrid Stonhill, Chief Executive Officer

Report Type: Advisory Committee Minutes

Attachments: 1. Centenary of Katherine Advisory Committee Minutes 5 February 2024 U [15.1.1.1 - 4 pages]

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#### **Recommendation**

That Council receive and note the minutes of the Centenary of Katherine Advisory Committee held on Monday 5 February 2024.



# MINUTES

**Centenary of Katherine Advisory Committee  
Held on Monday 5 February 2024**

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



## 1 ATTENDANCE

### 1.1 PRESENT

#### COMMITTEE MEMBERS

- Mayor Elisabeth Clark (Chair)
- Councillor Amanda Kingdon
- Councillor Peter McDougall
- Toni Tapp Coutts
- Jenny Duggan
- Lauren Reed
- Christine Butler

#### OFFICERS

- Ms Rosemary Jennings – Director Community Services
- Sinead Te Wake – Events Coordinator (minute taker)

### 1.2 APOLOGIES

Eric Vaughn Holowacz, Fiona Pearce, Jason Pyke, Trent de With, Ushani Loku Arumage

## 2 OPENING OF THE MEETING

Mayor Clark declared the Centenary of Katherine Advisory Committee - 5 February 2024 open at 5:07 pm.

## 3 DECLARATION OF INTEREST

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

Nil conflicts declared.

## 4 CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CONFIRMATION OF PREVIOUS MINUTES 9 OCTOBER 2023

#### COMMITTEE RESOLUTION

**Moved:** Toni Tapp Coutts; **Seconded:** Councillor McDougall

That Council confirm the minutes of the Centenary of Katherine 2026 Advisory Committee held on 9 October 2023 as a true and accurate record.

**CARRIED 5|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Jenny Duggan and Christine Bulter  
AGAINST: Nil



## 5 BUSINESS ARISING FROM PREVIOUS MINUTES

### 5.1 CENTENARY OF KATHERINE 2026 EVENT CONCEPT

#### **COMMITTEE RESOLUTION**

**Moved:** Toni Tapp Coutts; **Seconded:** Christine Butler

That the Committee review the proposed Centenary of Katherine 2026 Event Concept and provide further feedback to Council.

**CARRIED 5|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Jenny Duggan and Christine Bulter  
AGAINST: Nil

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

## 7 ITEMS FOR DISCUSSION

Discussion of the item included:

Noted other events/elements that can be incorporated:

- Fishing Competitions
- AFL
- Camp Draft/Rodeo's
- Heritage Run (April-May)
- National Apology Day (13 February)
- National Healing Day (14 May)
- NAIDOC Week
- Youth Week
- Welcome to Katherine/Tindal Expo
- School Holiday Programs
- Seniors Month
- Short Films
- Katherine Show Weekend
- Katherine Community Radio (past music and fun fact of the day)
- Engaging local sporting stars to participate in events (D'Arcy Short, Mathew Sinclair, Stephanie Talbot)
- Young Authors Award
- Country Music Muster
- 100 Year Flagtrax

Noted other stakeholders/targeted audiences to be included:

- Katherine Schools



- NT Cattleman Association
- NT Farmers Association
- Katherine District Show Society
- Katherine Regional Arts
- National Trust Katherine (NT)
- Religious Groups
- Mimi Arts
- Police and Emergency Services

## **8 COMMITTEE MEMBER BUSINESS**

NIL

## **9 CLOSURE OF THE MEETING**

The Centenary of Katherine Advisory Committee - 5 February 2024 was declared closed at 6:00 pm.

The next Centenary of Katherine Advisory Committee will be held on 13 May 2024.

## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES FEBRUARY 2024

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

To provide an update on the elected member activities and engagements since the last Council meeting. The elected member reporting obligation forms part of the Katherine Town Council's Annual Report to the community, outlining elected members contribution to the Town council's service delivery.

#### **Strategic Plan**

**1. STRONG LEADERSHIP - 1.1 Strong Leadership - Lead a strong local democracy with a community that is actively engaged in Katherine's strategic direction.**

1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.

**3. SPORTS AND CIVIC EVENTS - 3.1 Sports and Civic Events - Provide sporting infrastructure and appropriate events to encourage community connectedness.**

3.1.1 Hold events throughout the year that acknowledge themes that are important to our town and its residents, such as memorial days.

### Deputy Mayor Denis Coburn

Date	Activity attended
13 February	NLC new building opening
19 February	Elected Member Information Session (EMIS)
27 February	Ordinary Meeting of Council

### Councillor Madeleine Bower

Date	Activity attended

### Councillor Amanda Kingdon

Date	Activity attended
26 January	Australia Day Ceremony
5 February	Centenary of Katherine 2026 Advisory Committee
12 February	Elected Member Information Session (EMIS)
19 February	EMIS
26 February	EMIS
27 February	Ordinary Meeting of Council

### Councillor Peter McDougall

Date	Activity attended
14 December	Clyde Fenton graduation
22 January	Elected Member Information Session (EMIS)
23 January	Ordinary Meeting of Council
26 January	Australia Day Ceremony
5 February	Centenary of Katherine 2026 Advisory Committee
12 February	EMIS
19 February	EMIS
26 February	EMIS
27 February	Ordinary Meeting of Council

Councillor Kerrie Mott	
Date	Activity attended
2 November	Special Council Meeting - Financial Audited Statements
27 November	Elected Member Information Session (EMIS)
28 November	Ordinary Meeting of Council
12 December	Ordinary Meeting of Council
23 January	Ordinary Meeting of Council
27 February	Ordinary Meeting of Council

Councillor Jeremy Trembath requested to be removed from the elected member reporting obligation.





**17 LATE AGENDA**

**18 GENERAL BUSINESS**

**19 CLOSURE OF MEETING TO PUBLIC**

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**

**20.1.1 Confirmation of Previous Confidential Minutes 27 February 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 <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

**20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES**

**20.2.1 Confidential Business Arising from Previous minutes**



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

## 20.3 CONFIDENTIAL REPORTS OF OFFICERS

### 20.3.1 Organisation Restructure

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.

### 20.3.2 Nitmiluk Regional Precinct and Partnership Application

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 CONFIDENTIAL REPORTS FROM COMMITTEES

## 20.5 CONFIDENTIAL LATE AGENDA ITEMS

## 21 RESUMPTION OF OPEN MEETING

## 22 CLOSURE OF THE MEETING

The next Ordinary Meeting of Council will be held on 23 April 2024.