

**MINUTES OF THE KATHERINE SHOWGROUNDS ADVISORY COMMITTEE MEETING  
HELD AT THE KATHERINE CIVIC CENTRE THURSDAY 11 FEBRUARY 2016 AT 5.30PM**

**1. WELCOME**

Meeting opened at 5:30pm.

In Attendance:

Jai Hunt	Katherine Model Aero Club
Suzanne Sinclair	Katherine District Show Society
Anna Kerwin	Katherine District Show Society / Australian Stock Horse Society
Vicki Williams	NT Appaloosa & Western Performance Club
Sharyn Innes	Sharyn Innes Consultancies
Alderman Phillips	KTC Elected Member (SHG Chair)
David Moore	KTC Operations Manager

**2. APOLOGIES**

Lee Hunt                      Katherine Model Aero Club

**3. CONFIRMATION OF PREVIOUS MINUTES - 10 DECEMBER 2015**

Moved:                      /

Confirmation of previous minutes dated 10 December 2015 deferred until the next meeting.

Carried:                      /

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

- 4.1      Speedway Fence - no funding for fence upgrade with their grant controlled by DoI.
- 4.2      Turf Club Building and Development - replacement of the destroyed gazebo is at the design and funding stage.
- 4.3      Update - Automatic Gates Funding Application - gates have arrived and will be installed by Council.

**5. GENERAL BUSINESS**

- 5.1      Sharyn Innes Consultancies - Sharyn discussed the Biodiversity Project around the Showgrounds precinct, Briefing Paper attached.  
Suggested the committee look at naming solutions.
- 5.2      Update - Proposed Relocation of Rodeo and Campdraft Arena - a Rodeo meeting to be scheduled, 2 ideas/groups; email to be sent out.
- 5.3      Caretaker Agreement to be reviewed at the next meeting.
- 5.4      Show Society to gauge interest from its committee of having a MOU with Council.

**7. DATE OF NEXT MEETING**

5.30pm, Thursday 14 April 2016.

**8. MEETING CLOSED**

The meeting closed at 7.03pm.

## **Katherine Sportsground and Showgrounds Advisory Committee**

### **Discussions with the Advisory Committee**

Discussions with the Advisory Committee is part of a great consultation and series of reports to the Department of the Chief Minister regarding improving the viability of the Show Societies and the Reserves on which the shows hold their events. Copy of the Overview attached.

As the Users of the Showgrounds Reserve it is important to have discussions around the future direction of the community facilities, to understand the role of the group and to gain an insight into the groups views about the marketing, current uses and future use of the area.

During the meeting we would like to discuss:

- Future infrastructure developments plan for the Showground Reserve
- Gainer a greater understanding of User Group numbers
- Estimates volunteer hours for each User Group
- Overall visitor number to the venue
- Repositioning of the venue as community facility in the eyes of the Government to attract additional funding
- Any other ideas to make the Reserve's position stronger.

Separately

- Biodiversity Project next stages

Look forward to the discussion

Regards

Sharyn Innes

**Sharyn Innes Consultancies Pty Ltd**

# **Consultancy for Enhancing Governance and Facilities Management at Territory Show Societies and Reserves**

## **Overview of Consultancy**

Further to initial discussions with Sue regarding the Northern Territory Government consultancy, we would like to formally brief both the Katherine Show Society and the Katherine Showground's Advisory Committee.

There are three consultancy practices involved in the project being Sharyn Innes Consultancies Pty Ltd, Peter Shepherd from Business and Community Development Pty Ltd and Colin Hall for 5P Consultants Pty Ltd. Each consultant has general and high level expertise in critical areas of governance, marketing, finance, risk management and policies and procedures.

As part of this process the consultants will be working with each of the Show Ground and Show Reserve entities through five phases of the project being:

- Preliminary assessment of corporate structures, governance documents and policies and procedures
- Development of agreed action or transition plans (were required)
- Developing the required standard templates/documents or assisting in gaining specialist expertise to address areas of concern that have been raised by the Boards/Committee or management teams
- Capacity building in specific agreed areas within the Boards/Committees or management teams
- Updating or development of Strategic Plans with budgets

In many cases the Boards/committees will have robust policies and procedures and in other cases substantial work will be required.

The previous consultancy investigated reported on the infrastructure which was required to operator shows and the reserves on which the shows where held. The consultancy also informed government of the various corporate structures and provided Government a solid overview of what was required to ensure the grounds and the infrastructure was brought up to the required standard.

This consultancy will enable Government to have confidence that the entities, both show societies and the property management groups, are well operated organisations with solid strategic direction.

## **Outcomes**

We will work with all entities and their stakeholders to:

- identify areas and opportunities to improve their financial sustainability
- provide support to entities to assist in the development of robust policies and procedures
- improve entities profiles within Government
- make policy recommendations to Government
- provide some governance and skills based training
- Develop or update entities Strategic Plans.

With some entities the process will be quite quick and with others the process will take more time. Much will depend on the ability of Boards/Committees to meet and whether the entities have paid staff or are primarily volunteers.

The consultancy group has been contacting all entities over the past month and will now make suitable times to meet with the Management Teams and the various Boards and committees to move the project into the first and second phases of the project.

We look forward to working with each of the entities enable to address the areas they feel will be of most value to them.

Our contact details are as follows:

Sharyn Innes	0400 626 065	Sharyn.innes@bigpond.com
Peter Shepherd	0427 189 522	busines@bigpond.nat.au
Colin Hall	0422 916 212	colin@5pconsulting.com.au

## Additional information requiring updates

This information was gathered under a previous consultancy undertaken two years ago. The update of the information is an important component of selling the community's social and economic input into these valued community facilities and acknowledging the effort communities invest in their facilities.

The information, once confirmed, then can be used on websites, in grant submissions and general promotion of the Reserves. The community and government are not aware of the importance these spaces play in the life of a community.

### Community Use of Katherine Show Grounds

Katherine Show Grounds	
	Show week activities
	Katherine Turf Club events
	Australian Defence Force camping area
	AFL fixtures
	Secondary evacuation location for regional community events during or post major incidents
	Community events including Territory Day, Australia Day and other activities
	Model Air Plane Club on weekly basis.

### Social and Community Impact

Visitation by competitors, for training, for community events and general activities

Estimated Visitation rates by Show Ground and type of visit for 2014					
	Show Visitation	Event Visitation	User Group Visitation	Total Visitation	% of Total Visitation
Adelaide River	2,000	3,000	2,000	7,000	1%
Borroloola	1,200	1,500	1,000	3,700	1%
Blatherskite Park	18,000	22,000	45,000	85,000	15%
Freds Pass	21,200	30,000	145,000	196,200	34%
Jubilee Park	2,600	2,300	7,540	12,440	2%
Katherine	15,000	5,000	17,000	37,000	6%
Darwin	48,000	140,000	45,000	233,000	41%
<b>Total</b>	<b>108,000</b>	<b>203,800</b>	<b>262,540</b>	<b>574,340</b>	
% of Total Visitation	19%	35%	46%		

**Volunteer Contribution**

Need from each User group to update

Estimated Value In-kind contributions, of Volunteer hours and Equip/Materials by location					
	Volunteer hrs @ \$25	In-kind materials	In-kind Equipment	Total In-kind	% of Total In-kind
Adelaide River	72,800	8,000	8,000	88,800	5%
Borrooloola	13,500	9,500	9,000	32,000	2%
Blatherskite Park	375,000	205,000	133,000	713,000	42%
Freds Pass	250,000	65,000	45,500	360,500	21%
Jubilee Park	140,300	39,000	46,000	225,300	13%
Katherine	60,000	8,000	8,000	76,000	4%
Darwin	158,000	26,000	28,000	212,000	12%
<b>Total</b>	<b>1,069,600</b>	<b>360,500</b>	<b>277,500</b>	<b>1,707,600</b>	
% of Total Volunteer Cont	63%	21%	16%		

**Katherine Grounds Show Reserve**

Figures need to be reviewed and updated

Estimated value of Volunteer and donations of materials and equipment by user group				
	Volunteer Hrs @ \$25	Materials	Equipment	Total Vol Contribution
Katherine	3,000			3,000
Show	10,000	2,000	2,000	14,000
Football	25,000	2,000	2,000	29,000
Turf Club	10,000	2,000	2,000	14,000
ADF	1,000			1,000
Other	1,000	1,000	1,000	3,000
Other	10,000	1,000	1,000	12,000
	<b>60,000</b>	<b>8,000</b>	<b>8,000</b>	<b>76,000</b>