

AGENDA

Ordinary Meeting of Council
To be held on Tuesday 22 April 2025
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

- Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk
- Desiree Rodgers – Finance Manager
- Irene McCreevy – Manager People and Culture
- Brett Kimpton – Manager Environment and Municipal Services
- Casey Anderson – Manager Corporate Administration
- Mel Doyle – Manager Community Relations
- Matt Arnott - Project Portfolio Manager
- Rhett English - Manager Strategic Priorities
- Jo Brosnan - Manager Strategic Communications
- Kimberly Worrigal – Contracts Coordinator

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 or obtained by emailing records@ktc.nt.gov.au

6 PRESENTATIONS FROM EXTERNAL AGENCIES

7 CONFIRMATION OF PREVIOUS MINUTES

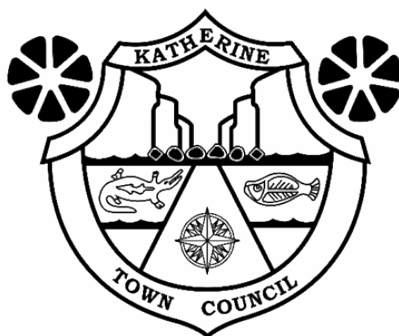
7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 25 MARCH 2025

Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council - 25 March 2025 - Minutes - Unconfirmed [7.1.1 - 17 pages]

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 25 March 2025 as a true and accurate record.



MINUTES

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

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



1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING PRAYER

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

3 OPENING OF THE MEETING

Mayor Clark declared the Ordinary Meeting of Council - 25 March 2025 open at 12:00 pm.

Mayor Clark advised the meeting is being recorded for minute taking purposes and acknowledged the attendees via videoconferencing were Councillor Amanda Kingdon, Jo Brosnan and Department of Housing, Local Government and Community Development staff Sarah Strzelecki and Chris Wade.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

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

OFFICERS

- Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk - minute taker
- Desiree Rodgers – Finance Manager
- Casey Anderson – Manager Corporate Administration
- Mel Doyle – Manager Community Relations
- Matt Arnott - Project Portfolio Manager
- Rhett English - Manager Strategic Priorities
- Jo Brosnan - Manager Strategic Communications - via videoconferencing
- Kimberly Worrigal – Contracts Coordinator
- Staff x 1

PUBLIC - 8

4.2 APOLOGIES



Nil

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST

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

Councillor Trembath declared a conflict to Item 14.6.

6 PRESENTATIONS FROM EXTERNAL AGENCIES



7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 25 FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-56

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 25 February 2025 as a true and accurate record.

CARRIED 7|0

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



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-57

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

That Council receive and note the Action update.

CARRIED 7|0

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

Discussion

Councillor Bower requested to be noted that she wasn't on leave of absence and attended the meeting, coming in late at item 14.7 due to the time differences.

No update from Local Member Jo Hersey at this stage.

Request for outcome on briefing for ALGA campaign - taken on notice



KATHERINE
TOWN COUNCIL

MINUTES - Ordinary Meeting of Council - 25 March 2025

9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-58

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

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

CARRIED 7|0

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

Discussion

Police meeting 17 February - introduction with new Superintendent Terry Zhang who will be acting Commander and informed about new police recruits coming to Katherine. The meeting was primarily a meet and greet to establish communication.

Defence meeting 19 February - Discussed the upcoming Talisman Sabre event, a mock war game exercise by the Defence Force, is scheduled for July. The event will coincide with the show and tourist season, efforts are being made to manage the increased traffic and accommodation needs for Defence personnel.

LGANT board meeting 26-27 February – Informed on the new LGANT Strategic Plan and noted that the LGANT board meetings are confidential. The meeting also incorporated the LGANT CEO performance review.

Meeting with CLP candidate 28 February – advocated for the Katherine future needs such as a new bridge, waste management facility, and cemetery. Candidates focus also discussed the anti-social behaviour in Katherine.

Justice Reinvestment meeting 28 February – advised still working on programs being organised for Katherine.

The new Tindall base commander is Alex Smith.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-59

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

That Council receive and note the Incoming Correspondence:

- Attachments: 1. Report - Determination1 of 2025 Allowances for members local government councils - 13 February 2025 - ID229533 [10.1.1 - 10 pages]



KATHERINE
TOWN COUNCIL

MINUTES - Ordinary Meeting of Council - 25 March 2025

2. Letter - Correspondence from Selena Uiho MLA Leader of the Opposition - 14 February 2025 - ID229557 [10.1.2 - 2 pages]

CARRIED 7|0

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

Discussion

Concern raised regarding the new position of Territory Coordinator and encourages everyone to make themselves aware on legislation and impacts on this municipality.

Councillor Kingdon expressed concern about a 4% increase in allowances for council members, which was determined by the Remuneration Tribunal.

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Questions from the Gallery at the Ordinary Meeting of Council - 25 March 2025

Question	Response
Item 14.6 - Why weren't Katherine Community Markets informed?	As per the report there has been a lot of delay with projects. Consultation has commenced with 3 groups. Katherine Community Markets were informed in March. Taken on notice the communications that have occurred with Katherine Community Markets.
Item 14.6 - With the relocation to the showgrounds, what assurance that the Katherine Community Markets can we confident not be removed when Katherine Show Society take over in July?	Taken on notice
Item 14.6 - Elected members role is to be the conduit to community although the ones spoken to didn't know about the project	Confirmed that the Elected Members have been informed about the project.

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 CBD SPEED CHANGES

COUNCIL RESOLUTION



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

That Council accept the CBD speed changes report.

Discussion

The council discussed noting this is a proposal to reduce the speed limit in the Katherine CBD to 40 km/h expressing concerns about the lack of consultation and potential safety issues.

Concerns raised about the lack of consultation with the community and potential safety issues, including the risk of carjackings and the impact on traffic flow.

Discussion emphasised the need for thorough consultation and consideration of all safety aspects, including the potential for increased carjackings. The council decided to request a meeting with the Department to discuss the proposal further.

COUNCIL RESOLUTION OMC-2025-61

Moved: Councillor Trembath; **Seconded:** Councillor Mott

That Council request a meeting between the NTG appropriate staff and KTC to discuss the proposed Stuart Highway 40km speed limit within Katherine Township.

CARRIED 6|1

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

14.2 DEED OF VARIATION - TERRITORY TOURIST DISCOUNT SCHEME

COUNCIL RESOLUTION OMC-2025-62

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

That Council authorise the Mayor and the Chief Executive Officer of Katherine Town Council to execute the Deed of Variation between Katherine Town Council and the Northern Territory of Australia by affixing the Common Seal of the Council, in accordance with Council's governance requirements.

CARRIED 7|0

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

Discussion

Confirmed that there is no costs to Council associated with these changes.

14.3 KATHERINE EAST STAGE 3 - ALLOCATION OF COMMUNITY DOG PARK

COUNCIL RESOLUTION OMC-2025-63

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



That Council accept and approve the proposal to include a dog park in the Katherine East Development Stage 3.

CARRIED 7|0

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

Discussion

The council approved the proposal to include a dog park in the Katherine East development stage 3, with no initial setup cost to the council.

Community consultation would be up to NTG as it is not a Council proposal.

14.4 KATHERINE TOWN COUNCIL CENTENARY GRANT GUIDELINES 2025/2026.

COUNCIL RESOLUTION OMC-2025-64

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

That Council approve the Katherine Town Council Centenary Grant Guidelines 2025/2026.

CARRIED 7|0

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

14.5 LGANT MOTIONS

COUNCIL RESOLUTION OMC-2025-65

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

That Council approve the submission of the two motions to the Local Government Association of the Northern Territory (LGANT):

1. We, the undersigned, move that LGANT request the NTG take the following actions to enhance waste management practices in the Northern Territory; and
2. We, the undersigned, move that LGANT request the NTG explain what happened to the \$7.2 million Recycling Modernisation Fund for Katherine and the Big Rivers Region.

CARRIED 7|0

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

Discussion

Elected Members reiterated the importance to continue to raise and followup.

14.6 PROPOSAL FOR THE RELOCATION OF THE JUNK FESTIVAL



Councillor Trembath left the meeting at 12:51 pm.

COUNCIL RESOLUTION OMC-2025-66

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

1. That Council:
 - a. Approve the one-off free hire to relocate the 2025 Junk Festival and stage from the Lindsay Street Complex to the Katherine Showgrounds; and

LOST 0|6

FOR: Nil

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

COUNCIL RESOLUTION OMC-2025-67

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

1. That Council:
 - b. Approve that both market hires be relocated to the Katherine Showgrounds from now until 1 July 2025 and be charged at the Lindsay Street Complex hire fee to support continuity for event organisers during the redevelopment period.

CARRIED 6|0

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

Discussion

The council discussed the relocation of the Junk Festival and the offer to relocate both market hires to the Katherine Show Grounds.

Community members expressed concerns about the lack of communication regarding the relocation. The council acknowledged these concerns and reiterated the timing was out of the control of council.

Councillor Trembath returned to the meeting at 1:05 pm.

14.7 FINANCE REPORT FOR THE MONTH OF FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-68



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

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

CARRIED 6|1

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

Discussion

Requested a detailed breakdown of elected members' expenses – Taken on notice.

The council discussed the outstanding rates balance, which is approximately \$3.3 million. This includes overdue rates and statutory charges, with ongoing efforts to recover these amounts that is further explained in the Corporate Administration report.

Clarification that the \$46,000 for Sale of Assets in Table 2.1 is the budget for trade-ins expected and is just a budget expectation.

14.8 COMMUNITY RELATIONS REPORT OF THE MONTH OF FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-69

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

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

CARRIED 7|0

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

Discussion

Commended and appreciation to the library staff.

Discussions on library memberships, currently 1284, the Dungeons and Dragons sessions and other programs that may encourage more community members. (correction noted: the membership number is 1824)

Chris Wade, Department of Housing, Local Government and Community, left the meeting at 1.15pm.



14.9 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-70

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

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

CARRIED 7|0

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

Discussion

Discussions on outstanding rates balances noting that the last instalment is due 31 March.

Concern on the high number of Regulatory Services requests acknowledging that council are doing everything in the power to keep the residents safe guided by the By-Laws and within capacity.

Process of serving a warrant is per the By-Laws, information to be provided.

14.10 ENVIRONMENTAL SERVICES REPORT FOR THE MONTH OF FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-71

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

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

CARRIED 7|0

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

Discussion

Discussions on dog attacks and solar lights in residential streets.

14.11 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-72

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

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

CARRIED 7|0

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

Discussion



Future Playground upgrades are being investigated for next financial year pending budget allocation.

Council is spending a lot of time with resources and effort into replacing, refurbishing, upgrading facilities in this town, commending the staff for the work that we are doing noting that a lot has been achieved in this term of Council.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

15.1.1 Centenary of Katherine 2026 Advisory Committee Meeting - Minutes - Feb 11 2025

COUNCIL RESOLUTION OMC-2025-73

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

That Council receive and note the minutes of the Centenary of Katherine 2026 Advisory Committee held on 11 Feb 2025.

CARRIED 7|0

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

Discussion

Councillor Kingdon requested to be noted that she requested to be invited to the Centenary of Katherine 2026 Advisory Committee meeting although wasn't informed of this meeting.

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES FEBRUARY 2025

COUNCIL RESOLUTION OMC-2025-74

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

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

CARRIED 7|0

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

Discussion

Deputy Mayor Coburn apologised and will submit next month.

Councillor Kingdon requested to be noted that she attended both EMIS's and the Ordinary Meeting of Council for February.



17 LATE AGENDA

17.1 THE 2026 CENTENARY OF KATHERINE WINNING LOGO

COUNCIL RESOLUTION OMC-2025-75

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

That Council accept and note the Centenary of Katherine 2026 the winning logo.

CARRIED 7|0

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

Discussion

Congratulations to the artist, Kim Maskell, that created the winning logo.

18 GENERAL BUSINESS

- Seniors Expo tomorrow 9am to 1pm.
- Commented on the condition of NTG government owned land within the municipality continues to require attention, resulting in distraction from the hard work being done by council.
- A truck fire occurred in the main street earlier in the week raising the concern that no businesses were contacted to advise if premises would be in danger and the need for an environmental health policy that has not been followed up and materialised. Also request to be raised at the next NTG meeting and the logistics of trucks pulling up in the main street.
- Come and Try Sports Day was a successful event again.
- Noted the Sportsground Advisory Committee did not achieve quorum again.
- Suggestion for the Centenary of Katherine logo would make an excellent coin.
- Referred back to Item 14.13 noting NTG are funding safe area for dog parks and would like to see the same contribution to human beings by having a safe place, especially for our youth in this region.
- Raised some mentioned concern of the adequacy of the Hot Springs toilets.
- Thanked the Events team on the Bombing of Katherine, International Women's Day and Come and Try Sports Day events with positive feedback from the community.

19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1:37 pm.

COUNCIL RESOLUTION

Moved: Mayor Clark; **Seconded:** Deputy Mayor Coburn

Members, pursuant with Section 99(2) and 293(1) of the *Local Government Act 2019* gives power to the council to close a meeting to the public to discuss the following confidential items, in relation to matters referred to in regulations 51 of the *Local Government (General) Regulations 2021*. This means that all



members of the public are now asked to leave the Council Chambers.

I now move a motion to close the meeting to public.

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

20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 25 FEBRUARY 2025

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(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:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.2 CONFIDENTIAL BUSINESS ARISING FROM THE PREVIOUS MINUTES

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(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> .
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KATHERINE
TOWN COUNCIL

MINUTES - Ordinary Meeting of Council - 25 March 2025

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

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.3 CONFIDENTIAL RESOLUTION REVIEW LIST

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 KATHERINE AQUATIC CENTRE UPGRADE - DELEGATION OF POWERS AND FUNCTIONS

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

20.5 KATHERINE AQUATIC CENTRE UPGRADE - PROJECT 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> .
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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.
------------------------	--

20.6 T24-07 - WASTE MANAGEMENT FACILITY MACHINERY SHED

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.

20.7 DEED OF AGREEMENT - KATHERINE MUSEUM

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 2:12 pm.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 25 March 2025 was declared closed at 2:12 pm.

The next Ordinary Meeting of Council will be held on 22 April 2025.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE MARCH 2025

Report Type: For noting

Attachments: 1. Action Report OMC - 14 April 2025 [**8.1.1** - 2 pages]

Officer Recommendation

That Council receive and note the Action update.

23-01-2024	Ordinary Meeting of Council - 23 January 2024	14.5	Lease and Licence - Amplitel Pty Ltd - 28 Second Street	In Progress
Delays in executing the lease and license have been primarily due to their understanding that the matter was resolved, and that the execution was undertaken. Lease drafting in progress.				
22-10-2024	Ordinary Meeting of Council - 22 October 2024	14.2	Policies – Livestreaming council meetings	On Hold
Live Streaming ability to be included in the upgrades to the Civic Centre. Policy to be revised following the upgrades.				
28-01-2025	Ordinary Meeting of Council - 28 January 2025	14.6	Finance Report for the Month of December 2024 - To action timeframe correction required for the Aquatic Centre completion is October 2025 not June 2025 in Table 2.2 Quarterly Report on Planned Major Capital work.	Not yet started
28-01-2025	Ordinary Meeting of Council - 28 January 2025	15 1.1	Unconfirmed Minutes - Sportsgrounds Advisory Committee Meeting 12 December 2024 – Sports Pavillion Catering Kitchen floor issues	In Progress
Investigation and due diligence are being undertaken for options regarding the pavilion flooring that will come back to the Council noting resealing the floor will cause a slip hazard.				
25-02-2025	Ordinary Meeting of Council - 25 February 2025	14.1	ALGA 2025 Federal Election Campaign	In Progress
LGANT advised 26 March 2025 that ALGA had launched its campaign and that KTC could go ahead with supporting it. Developing a promotional campaign to support it, including social media posts, letters to candidates and a media release.				
25-02-2025	Ordinary Meeting of Council - 25 February 2025	14.10	Signs Code Review	In Progress
The KTC Signs Code has commenced community consultation 1 April 2025 and will expire 25 April 2025.				
25-03-2025	Ordinary Meeting of Council - 25 March 2025	14.1	CBD speed changes - request a meeting between the NTG appropriate staff and KTC to discuss the proposed Stuart Highway 40km speed limit within Katherine Township.	Awaiting external response

Letter sent to Minister Yan cc CEO DoLI 7 April 2025				
25-03-2025	Ordinary Meeting of Council - 25 March 2025	14.7	Finance Report for the Month of February 2025 - Taken on notice request for detailed breakdown of elected members' expenses.	Not yet started
25-03-2025	Ordinary Meeting of Council - 25 March 2025	14.9	Corporate Administration Report for the month of February 2025 - Taken on notice request for information on the process of serving a warrant as per the By-Laws.	Not yet started

9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES MARCH 2025

Report Type: For noting

Recommendation

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

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.

1. STRONG LEADERSHIP - 1.5 Financial - Have long-term financial sustainability in Council to allow for continued growth and development.

1.5.1 Collaborate with all three levels of government.

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.

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.

Mayor Lis Clark	
Date	Activity attended
1 st March 2025	Minister Steve Edgington – Coffee at Black Russian
3 rd March 2025	Katherine Police
3 rd March 2025	Meeting with CEO of Somerville
4 th March 2025	ABC Country Hour with Matt Brann
6 th March 2025	LGANT – Mayors and Presidents
6 th March 2025	Coffee with Cop – Finch Cafe
6 th March 2025	Katherine Times
8 th March 2025	International Women's Day – Godinymayin Centre
10 th March 2025	Elected Members Information session
11 th March 2025	Visit to Somerville facility
13 th March 2025	Radio with Sue
14 th March 2025	Minister McCarthy
18 th March 2025	Department of the Chief Minister and Cabinet
18 th March 2025	Centenary of Katherine 2026 Advisory Committee Meeting
19 th March 2025	LGANT Board Meeting
20 th March 2025	Meeting at Museum to prepare for Bombing of Katherine event
20 th March 2025	Meeting Department of Logistics and Infrastructure
20 th March 2025	Grants Commission
21 st March 2025	Meeting with Marion Scrymgour – Photo at Zimin Drive
21 st March 2025	Citizenship Ceremony – Civic Centre
21 st March 2025	Katherine Times
22 nd March 2025	Bombing of Katherine – 83 rd Anniversary
24 th March 2025	Elected Member Information Session
25 th March 2025	Ordinary Meeting of Council
26 th March 2025	Seniors Expo at the Y
27 th March 2025	Changes to Residential Aged Care – Knotts Crossing
28 th March 2025	Site Visit to the pool
28 th March 2025	Presentation for Centenary of Katherine Logo Winner Kim Maskell
28 th March 2025	LGANT – Tranche 1 Amendments

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING MARCH 2025

Report Type: For decision

Recommendation

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - LGANT President - Code of Conduct Lodgement fee increase - 25 Mar 2025 - ID231318 [**10.1.1** - 2 pages]
 2. Attachment A - LGANT Letter to Minister - Code of conduct - 13 Jan 2025 - ID231318 [**10.1.2** - 2 pages]
 3. Email - LGANT - Council contact for Gamba Committee - 26 Mar 2025 - Redacted - ID 231316 [**10.1.3** - 2 pages]
 4. GGEBC Steering Committee Terms of Reference - 26 Mar 2025 - ID231316 [**10.1.4** - 5 pages]
 5. Letter - DLPE CEO - Katherine Material Recovery Facility - 4 Apr 2025 - ID231343 [**10.1.5** - 1 page]
 6. Letter - DLPE - Public exhibition notice Lot 2351 Town of Katherine - 27 February 2025 - ID230276 [**10.1.6** - 1 page]
 7. Letter - DLPE - Public exhibition notice NT Portion 5413 Zimin Drive Cossack - 18 March 2025 - ID231473 [**10.1.7** - 1 page]
 8. Letter - DLPE - Public exhibition notice NT Portion 4662 and 7156 Stuart Hwy Emungalen - 27 March 2025 - ID230276 [**10.1.8** - 1 page]



24 March 2025

Major Elisabeth Clark
Katherine Town Council

elisabeth.clark@ktc.nt.gov.au

Dear Major Clark,

CODE OF CONDUCT PANEL LODGEMENT FEE INCREASE

As you would be aware, the Local Government Association of the Northern Territory (LGANT) has been advocating for changes to the Code of Conduct provisions in the *Local Government Act 2019* for some time now. Unfortunately, the NT Government did not deliver on its commitment to make changes immediately following the August 2024 elections, nor has it included the much-needed amendments in the first tranche of legislative reform that were introduced into Parliament on 19 March 2025.

As a result, I am writing to advise that at its meeting on 19 March 2025, the LGANT Board agreed to increase the Code of Conduct Panel lodgement fee from \$500 to \$1,500 for members and \$1,750 for non-members, effective immediately.

The Board agreed the increase is necessary and proportionate given:

- LGANT's significant administrative burden in managing the Code of Conduct Panel;
- the exponential growth in complaint volumes (533% over three years);
- the high percentage of non-substantiated complaints (47% of all 2024 complaints resulted in either summary rejection or no breach finding); and
- the lack of NT Government funding to support this statutory function.

The increased fee serves as a deliberate deterrent against frivolous complaints while still maintaining accessibility for legitimate concerns, balancing LGANT's statutory obligations with financial sustainability requirements. Councils continue, of course, to have the option of dealing with code of conduct complaints internally or by referring to a third party (eg. a mediator or lawyer).

LGANT will continue to advocate for change and are hopeful these will come in the second tranche of legislative amendments, but we are conscious these are unlikely to be introduced into Parliament until at least September 2025.

If you have any questions or concerns, please call me or the LGANT CEO, Mary Watson, on 08 8944 9694.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'KV', with a long horizontal stroke extending to the right.

Hon. Kon Vatskalis
President

CC:
CEO Ingrid Stonhill

Attachment A – copy of 13 January 2025 correspondence to the NT Minister for Housing, Local Government and Community Development. LGANT has yet to receive a response to this letter.



13 January 2025

Hon Steven Edgington MLA
Minister Housing, Local Government and Community Development
Northern Territory Government

Minister.Edgington@nt.gov.au

Dear Minister Edgington,

LOCAL GOVERNMENT CODE OF CONDUCT FRAMEWORK

I am writing on behalf our members as follow-up to our meeting on 19 December 2024 about the Local Government Code of Conduct framework where we discussed implementing changes as a matter of priority, rather than waiting until late in 2025.

My letter also allows me the opportunity to formally re-prosecute one of the Local Government Association of the Northern Territory's (LGANT) three priority election asks (refer letter sent to you on 30 July 2024), which is a commitment to implementing reform of the local government Code of Conduct framework including:

- increased funding for Elected Member governance training; and
- increased funding for the NT Government's Local Government Unit to enable proactive compliance support and timely responses to misconduct complaints.

As you would be aware, responsibility for the local government Code of Conduct Panel shifted from the NT Government to LGANT, with diminished powers and no funding, in 2022 with the implementation of the NT *Local Government Act 2019* (the Act). Since then, LGANT has developed a Code of Conduct Panel member charter plus website and other material to inform the sector on the code of conduct process.

There is no legislated requirement for LGANT to report to you on the Code of Conduct complaints we receive, and as discussed, I suggest you might not have good oversight of the number of complaints, which councils are lodging them, and the broad themes the Panels are dealing with. Noting the need to maintain confidentiality, I can advise LGANT received 19 complaints in 2024, up from 9 in 2023 and 4 in 2022. This year-on-year increase is clear evidence there is a problem.

I would suggest you might want to consider a one-off reporting request of councils on how many Code of Conduct complaints they've dealt with internally or referred to a third party (such as a mediator) in recent years to inform decision making on this key piece of legislative change. This evidence would likely provide a greater overview of how effective, or otherwise, the current Code of Conduct framework is. Unfortunately, there is currently no requirement for councils to provide this data to you or the Department.

LGANT's concerns with the Code of Conduct framework are not new and we raised them as far back as July 2023 with the previous Minister for Local Government. The then Minister advised there was no appetite to update the Act, but he instructed the Department to be ready with proposed legislative changes once the August 2024 NT elections were done.

As discussed in our meeting, the sector and LGANT have been very patient in waiting for this work to occur, but we are all now struggling to understand why the NT Government isn't taking the code of conduct inadequacies raised seriously and prioritising amendments to the Act now, as opposed to doing late in 2025.

Acknowledging a review of the Code of Conduct framework was started by your Department in May 2024, with a draft final report presented to the Reference Group on 10 September 2024, it has not been finalised and has seemingly stalled. We have also been informally advised that any changes are unlikely to make your government's legislative agenda until after the local government elections in August 2025. This is very disappointing.

I implore you to commit to allocating additional resources to the Code of Conduct review and finalising it in time to make wholesale changes to the Code of Conduct framework in the first tranche of amendments to the Act that you and the Department have planned in early 2025.

If this is not possible, LGANT would like you to make the offences and civil penalty and enforcement provisions that were available to disciplinary committees under the previous NT *Local Government Act* available to the Prescribed Corporation and the NT Civil and Administrative Tribunal in the first tranche of amendments planned in early 2025.

It is universally recognised that local government is the sphere of government closest to the people and the most trusted, however misconduct by council members is severely undermining this trust and eroding the integrity of local government. It is imperative that bad behaviour among elected members is addressed swiftly and effectively, with consequences that are proportionate to the misconduct. The current framework does not enable or allow this and problems are not being addressed in good time. Poor behaviour has ultimately resulted in the official management of at least one council in recent times. Rebuilding the trust and reputation of this particular council will be hard enough – lets work together to ensure we don't have to do it for others.

This issue is also impacting the mental health of all those involved. I know at least one CEO who has left his position due to the behaviour of an elected member and I am truly worried about the psychosocial safety of some of my peers and council and LGANT staff. I also know some elected members are considering not running in the August 2025 local government election if nothing is done to fix the Code of Conduct soon and this will be a massive loss to the sector.

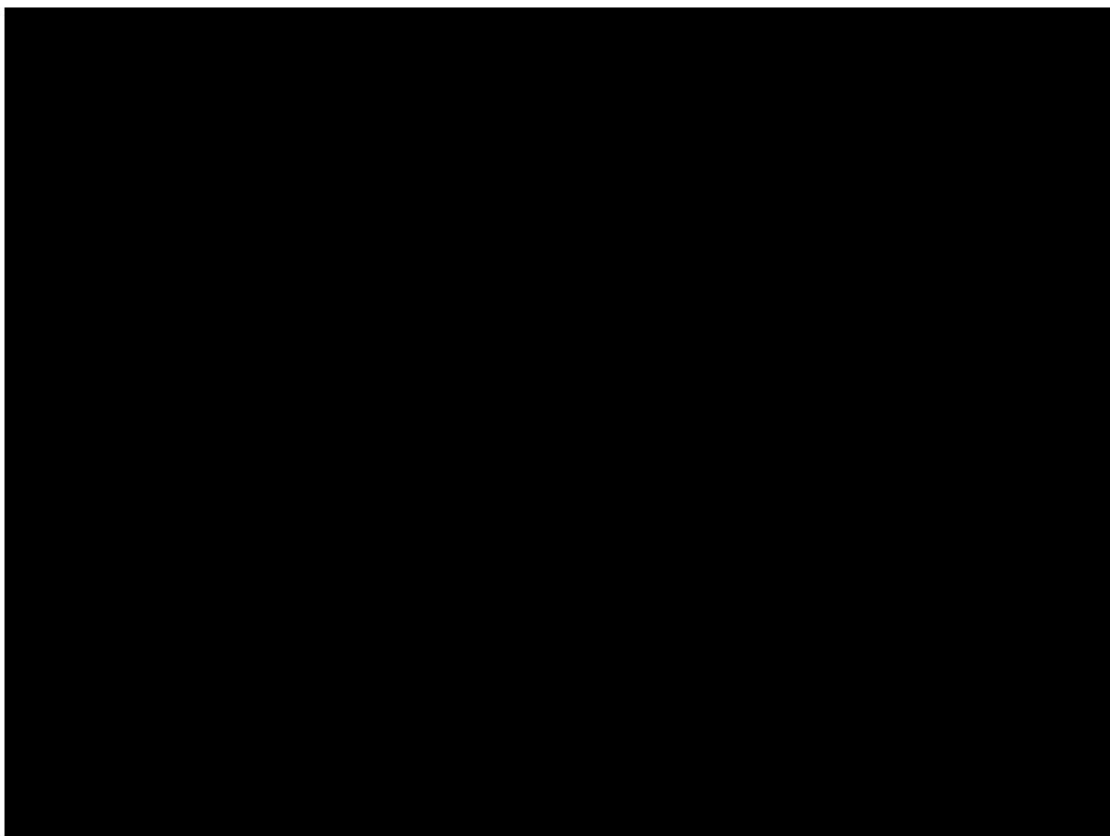
Thank you again for meeting with me on this important issue and I would welcome further discussions.

Yours sincerely,



Hon Kon Vatskalis
President

From: [Lis Clark](#)
To: [Amanda Haigh](#)
Subject: Doc 231316 FW: Request - Contact person for LGANT representative on Gamba Eradication and Biodiversity Conservation (GEBC) Project Steering Committee
Date: Friday, 4 April 2025 1:44:07 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[2024 - GGEBC Steering Committee ToR.pdf](#)
[image006.png](#)



From: LGANT CEO <ceo@lgant.asn.au>
Sent: Wednesday, 26 March 2025 12:31 PM
To: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: Request - Contact person for LGANT representative on Gamba Eradication and Biodiversity Conservation (GEBC) Project Steering Committee

Good afternoon,

At the 19 March Board meeting Wesley Van Zanden, the LGANT representative on the Gamba Eradication and Biodiversity Conservation (GEBC) Project Steering Committee, presented an update on this committee to the Board.

I have attached the ToR if you would like further information on the committee.

Wesley informed the Board that the following councils are located in the eradication zone:

1. East Arnhem Regional Council (council represented by Wesley)
2. Groote Archipelago Regional Council
3. Katherine Town Council
4. Roper Gulf Regional Council
5. Victoria Daly Regional Council
6. West Arnhem Regional Council
7. West Daly Regional Council

LGANT is requesting that each of these councils nominate a contact for Wesley to liaise with regarding the activities of the GEBC Project Steering Committee, and so he can provide information on how they can support councils in eradicating gamba grass.

Kind regards,



Ellen Worsfold | Executive Officer

Local Government Association of the Northern Territory

t: (08) 8944 9688 | m: 0406 223 454

e: [REDACTED] | w : www.lgant.asn.au

21 Parap Road, Parap NT 0820 | PO Box 2075, Parap NT 0820

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We are local. We connect.

"In the spirit of reconciliation the Local Government Association of the Northern Territory acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past, present and emerging and extend that respect to all Aboriginal and Torres Strait Islander peoples today."



**NORTHERN
LAND COUNCIL**

Gamba Eradication and Biodiversity Conservation Project Steering Committee Terms of Reference

Our Land, Our Sea, Our Life

1. Context

Gamba grass (*Andropogon gayanus*) is an invasive grass that is spreading across northern Australia. Gamba grass grows up to 4 m high, dramatically altering the fire behaviour in the ecosystems it invades, resulting in frequent high intensity fires, which pose a serious risk to biodiversity. Gamba grass is also a critical threat to:

- Livelihoods – carbon projects, nature repair markets, tourism.
- Cultural and recreational values.
- Life and safety.
- Infrastructure and property

The serious impacts of gamba grass have resulted in listings as an Australian Weed of National Significance (WoNS); a Key Threatening Process under the *Environmental Protection and Biodiversity Conservation Act 2001*; and it being a declared weed across all three northern states (Qld, NT and WA). As well as subject to control or eradication by legislation, gamba grass management is addressed in numerous management plans on all levels. Principally amongst these is the Commonwealth *Threat Abatement Plan to Reduce the Impacts on Northern Australia's Biodiversity by the Five Listed Grasses* and the Northern Territory *Gamba Grass Weed Management Plan 2020-2030*.

The NT Gamba Grass Weed Management Plan identifies two management zones in the Northern Territory:

- Zone A, where gamba grass is to be eradicated and further incursions prevented.
- Zone B, where the impacts are to be mitigated and spread prevented.

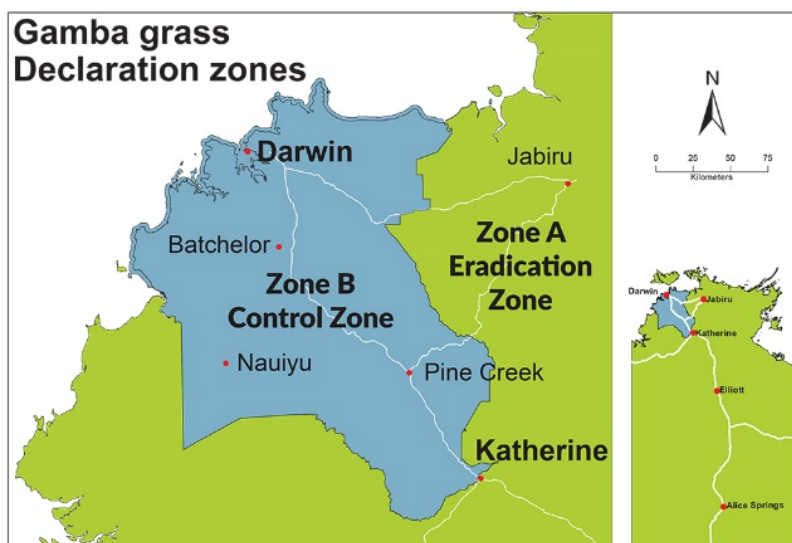


Fig 1. NT Gamba grass declaration zones. Source: NTG, 2024

To address the increasing gamba grass threat to biodiversity, and to address the goals of the gamba Threat Abatement Plan, the Australian Government Department of Climate Change, Energy, the Environment and Water (DCCEEW) have funded two significant projects in the Northern Territory. Both projects aim to eradicate gamba grass from the eradication zone by June 2026. The first project is Kakadu National Park which is coordinated by Parks Australia. The second project encompasses the eradication zone outside of Kakadu, and is coordinated by the Northern Land Council (NLC). The NLC coordinated project has been named the Gamba Eradication and Biodiversity Conservation (GEBC) Project.

Despite on-going efforts, gamba grass is continuing to spread and becoming more common within Zone A. Eradication efforts under the GEBC project will seek to improve on previous work in Zone A by ensuring that eradication efforts are targeted, effective, coordinated and monitored. Currently there are no established infestations within Zone A except in areas adjoining Zone B (the management zone), but if decisive and coordinated management action is not taken quickly the opportunity to eradicate gamba grass from Zone A may be lost with significant consequences for biodiversity and people. These efforts will be directed through a steering committee.

2. Purpose and Function

2.1 Purpose

The purpose of the GEBC Project Steering Committee is to provide a collaborative forum in which key stakeholders with particular expertise and those with legislated weed management responsibility are able to provide direction and advice related to gamba grass eradication efforts to the GEBC Project team.

2.2 Function

The function of the steering committee is to provide this direction, advice and support to:

1. Eradicate gamba grass from targeted areas in Zone A by July 2026.
2. Improve land managers' capacity to keep areas gamba grass free beyond July 2026.

The steering committee will inform its work through information provided by the GEBC Manager, Northern Territory Government Weeds Management Branch (WMB), and other experts. This will include reports on activities conducted since the previous steering committee meeting and any results of eradication efforts as they become available.

The steering committee will also regularly update the NTG Gamba Weed Advisory Committee (WAC) and may refer some issues for discussion to the WAC.

2.3 Scope

2.3.1 In scope:

Focussing on all actions related to eradicating gamba grass from Zone A, excluding Kakadu National Park, the steering committee will:

- a) Identify and set priorities for eradication and spread prevention activities.
- b) Assist the GEBC team to resolve any issues, especially across land tenures or where doubt exists about responsibility for the conduct of activities.
- c) Identify strategies to improve coordination.
- d) Review progress against targets.
- e) Provide expert advice on eradication and spread prevention measures.
- f) Explore new or innovative solutions and practices that could contribute to improved eradication and spread prevention efforts.
- g) Ensure gamba management is informed by best available information.
- h) Act as an advocate of improved gamba management in Zone A, within the organisation, industry or stakeholder group they represent.

2.3.2 Out of scope:

The steering committee will not involve itself in:

- a) Day-to-day operational matters and leave these to the discretion of the GEBC Manager.
- b) Management of budget and finances.
- c) Recruitment of staff utilising Australian Government funding.

3. Membership

3.1 Membership representation

Membership of the steering committee will consist of representatives from key stakeholders who have a sufficient knowledge or experience in invasive species management and have authority to direct or influence the activities of the staff or members of their organisation, industry or community.

The steering committee will consist of nine members including:

- NLC
- Weed Management Branch (WMB)
- Territory Natural Resource Management (TNRM)
- Local Government Association of the Northern Territory (LGANT)
- National Environmental Science Program (NESP)
- Three local Aboriginal land management groups from Zone A
- DCCEE

Each organisation will nominate a suitable individual to sit on the steering committee, who must have skills and experience that can contribute directly to the GEBC's aims and project plan.

It is permissible for a nominated individual to also sit on other related committees such as the NT Gamba WAC.

Different Aboriginal land management groups will be invited to be members of the steering committee from year to year. This is to ensure representation from a broad range of Aboriginal land managers throughout the life of this project.

The steering committee may elect to vary the membership of the steering committee.

3.2 Vacant positions

Where a member, not from a local Aboriginal land management group, intends to vacate their position on the steering committee they should seek to identify and introduce their replacement prior to their departure. Where this is not possible an organisation should seek to fill its position on the steering committee as soon as possible.

3.3 Appointment of Chairperson

The Chairperson of the steering committee will be elected by the members at the first meeting and annually thereafter.

4. Meetings

The steering committee will meet throughout the term of the funding agreement between the Commonwealth and NLC to conduct targeted eradication works in Zone A.

4.1 Frequency of meetings

4.1.1 The committee will meet at least three times in relation to each control season:

1. After the release of the WMB Gamba Grass Annual Report in or around August/September of each year to review the previous season's work and set goals for the subsequent control season.
2. At the commencement of the control season in December to ensure operational and other project arrangements are in place.
3. In the middle of the control season in February to review progress of survey and eradication works.

4.1.2 The chairperson may call additional or out of session meetings as the project plan and guiding documents are finalised or reviewed; and to review project reports

4.2 Conduct of meetings

4.2.1 At a meeting of a steering committee:

- a) More than half of the members of the committee constitutes a quorum.
- b) The Chairperson is to preside over meetings, but in the absence of the Chairperson, the members present are to elect one of their members to act as Chairperson.
- c) Questions arising are to be determined by a majority of the votes of the members present. In the event of an equality of votes the Chairperson has, in addition to their deliberative vote, a casting vote.

4.2.2 The steering committee must keep records of its meetings.

4.2.3 Additional terms include that:

- a) In the event that a quorum cannot be achieved at late notice, the Chairperson may determine to seek a consensus out of session.
- b) Where a member is unable to attend, they may provide their opinion on matters to be considered to the Chairperson, prior to the meeting.
- c) A proxy can represent a member or stakeholder group at meetings.
- d) In-person attendance at meetings is preferable, though remote attendance (e.g. via Teams or Zoom) is acceptable.
- e) Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee to provide advice, information and assistance where necessary. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson. Kakadu National Park will be invited at least once per control season to give an update on their eradication work.

4.3 Venue

Meetings may be held at any venue.

5. Findings and recommendations.

Where the steering committee makes findings or recommendations of a direct operational nature, these will be implemented by the GEBC Manager and team.

6. Support and Resources

6.1 Secretarial support

Logistical and secretarial support to the steering committee will be provided by the GEBC Project team or NLC.

6.2 Sitting fees

The costs of members' time in meetings and preparation of contributions will be met by their organisations. For self-employed members or invited guests, they will be paid in accordance with pre-established contracts.

7. Amendments

The terms of reference can be reviewed if required.



Department of
LANDS, PLANNING
AND ENVIRONMENT

Level 5
Energy House
18-20 Cavenagh Street
DARWIN NT 0800

Postal address
GPO Box 1680
DARWIN NT 0801
E OCEO.DLPE@nt.gov.au

T 08 8999 4840

File reference
42-SF25-20

Ms Ingrid Stonhill
Chief Executive Officer
Katherine Town Council

Via email: Ingrid.Stonhill@ktc.nt.gov.au

Dear Ms Stonhill *Ingrid*

I am writing to provide an update on the status of the Katherine materials recovery facility project within the National Partnership on Recycling Infrastructure Agreement. This is following discussions at your meeting with Ms Jasmine Husson, Executive Director Land Development, and Ms Allison Hooper, Regional Director Northern Region of the Department of Lands, Planning and Environment (DLPE) on 28 March 2025.

I can confirm that steps are underway to renegotiate the National Partnership on Recycling Infrastructure Agreement with the Commonwealth to remove reference to the Katherine materials recovery facility. Unfortunately, delivering project milestones within the specified timeframe is not possible.

While the Katherine Logistics and Agribusiness Hub (KLAH) remains a priority, land tenure resolution is ongoing. It is apparent that land for a materials recovery facility will not be available within the required timeframe.

It has also been identified that a materials recovery facility in Katherine would unlikely be viable due to insufficient waste volumes within Katherine alone and that waste materials from other localities, to be transported to Katherine, would not significantly improve the viability of the project.

If you would like to discuss other opportunities in relation to recycling or the broader circular economy, please contact Mr Kevin Phang, Director Circular Economy in DLPE via circular.economy@nt.gov.au or 8924 4208. Mr Phang will be liaising with the Local Government Association of the Northern Territory in relation to these matters.

Yours sincerely

Joanne Townsend
Chief Executive Officer

3 April 2025

*I would welcome the opportunity to speak about this and other matters when I am next in Katherine
Ingrid. Likely mid April 25*



MINISTER FOR LANDS, PLANNING AND ENVIRONMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8624

Her Worship the Mayor
Ms Elisabeth Clark
Mayor of Katherine

Email: records@kta.nt.gov.au

Dear Mayor

**APPLICATION TO AMEND THE NT PLANNING SCHEME 2020 – LOT 2351,
TOWN OF KATHERINE (16 COOLIBAH CIRCUIT, KATHERINE EAST)**

I am writing to notify you that I have decided, in accordance with section 13(3)(a) of the *Planning Act 1999* to continue consideration of the proposal to rezone the above land by placing it on public exhibition.

Notice of public exhibition will commence shortly and be exhibited for a period of 28-days from the date of publication.

The land subject to the application is within the Katherine Town Council area and I invite the Council to make a written submission in relation to the proposal under section 19 of the *Planning Act 1999*.

The exhibition package will be available at <https://www.ntlis.nt.gov.au/planning/lta.dar.list> from the publication date.

Please contact Katherine Senior Planner, Mr Rory Mackay by phone on (08) 8999 7937 or via email at Rory.Mackay@nt.gov.au if you wish to discuss this matter.

Yours sincerely

JOSHUA BURGOYNE

Cc: planning.ntg@nt.gov.au

27-2-2025





MINISTER FOR LANDS, PLANNING AND ENVIRONMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8624

Her Worship the Mayor
Mrs Elisabeth Clark
Mayor of Katherine
Katherine Town Council
Via email: records@ktc.nt.gov.au

Dear Mayor

NOTICE OF DECISION TO EXHIBIT APPLICATION TO AMEND THE NT PLANNING SCHEME 2020 BY REZONING PART OF NT PORTION 5413 (100) ZIMIN DRIVE, COSSACK FROM ZONE R (RURAL) TO ZONE LI (LIGHT INDUSTRY)

I am writing to notify you that I have decided, in accordance with section 13(3)(a) of the *Planning Act 1999* to continue consideration of the proposal to rezone the above land by placing it on public exhibition.

Notice of public exhibition will commence shortly and be exhibited for a period of 28-days from the date of publication.

The land subject to the application is within the Katherine Town Council area and I invite the Council to make a written submission in relation to the proposal under section 19 of the *Planning Act 1999*.

The exhibition package will be available at <https://www.ntlis.nt.gov.au/planning/lta.dar.list> from the publication date.

Please contact the Katherine Senior Planner, Mr Rory Mackay by phone on (08) 8999 7937 or via email at Rory.Mackay@nt.gov.au if you wish to discuss this matter.

Yours sincerely


JOSHUA BURGOYNE

Cc: planning.ntg@nt.gov.au

18-3-2025





MINISTER FOR LANDS, PLANNING AND ENVIRONMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8624

Her Worship the Mayor
Mrs Elisabeth Clark
Mayor of Katherine

Via email: records@kta.nt.gov.au

Dear Mayor

**NOTICE OF DECISION TO EXHIBIT APPLICATION TO AMEND THE
NT PLANNING SCHEME 2020 – NT PORTION 4662 (8627) & PART NT PORTION
7156 (8595) STUART HIGHWAY, EMUNGALAN FROM ZONE RL (RURAL LIVING)
TO ZONE A (AGRICULTURE)**

I am writing to notify you that I have decided, in accordance with Section 13(3)(a) of the *Planning Act 1999* to continue consideration of the proposal to rezone the above land by placing it on public exhibition.

Notice of public exhibition will commence shortly and be exhibited for a period of 28-days from the date of publication.

The land subject to the application is within the Katherine Town Council local government area and I invite the Council to make a written submission in relation to the proposal under section 19 of the *Planning Act 1999*.

The exhibition package will be available at <https://www.ntlis.nt.gov.au/planning/lta.dar.list> from the publication date.

Please contact the Department of Lands, Planning and Environment's Katherine Senior Planner, Mr Rory Mackay by phone on (08) 8999 7937 or via email at Rory.Mackay@nt.gov.au if you wish to discuss this matter.

Yours sincerely

JOSHUA BURGOYNE

27-3-2025

Cc: planning.ntg@nt.gov.au



10.2 CORRESPONDENCE OUTGOING MARCH 2025

Report Type: For noting

Recommendation

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - Minister Yan - Stuart Highway 40 km speed reduction - 7 Apr 2025 - ID231344 [**10.2.1** - 2 pages]
 2. Email - Response to Question Raised at the Ordinary Meeting of Council on 25 th March 2025- Redacted [**10.2.2** - 2 pages]



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

7 April 2025

Hon William Yan
Minister for Logistics and Infrastructure
Minister.Yan@nt.gov.au

Dear Minister,

Re: Stuart Highway, 40 km/h Speed Reduction through Katherine Township

At the Katherine Town Council Ordinary Council Meeting held on 25 March 2025, the Council resolved to request a meeting between the Northern Territory Government (NTG) appropriate staff and Katherine Town Council to discuss the proposed speed limit reduction from 50 km/hr to 40 km/h speed limit on Katherine Terrace, within Katherine township.

The Council has received numerous community complaints regarding the speed change process. As a key strategic partner of the NTG, the Council is disappointed it did not consult with Council regarding the proposed change. Implementing such a change without considering the impact on council feeder roads or the associated costs to the Council is unacceptable.

While the Stuart Highway remains under the ownership of the NTG, it is integral to the Katherine municipality and plays a significant role in traffic movements in and around our township. In answer to our request for information about the process it followed to determine the need for the speed change, it appears that the Department of Logistics and Infrastructure conducted a brief 10-day trial in December; however, we believe this was not executed correctly and we have not been provided with any data. Conducting this trial in December does not accurately reflect the traffic flow volumes during our peak tourism season.

The Katherine Town Council has repeatedly highlighted with the NTG the need to remove the increasingly high volumes of heavy transport from our township. Unfortunately, it remains within the 15-year priorities of the government. Over the past two years, we have experienced an increase to approximately 400 heavy vehicles on weekdays.

We express our concern as we believe the biggest safety risk lies with the volume and content of heavy vehicles. In the last six months, two significant incidents involving truck fires have occurred, and we consider these incidents could become more prevalent with the projected development south of Katherine. The township does not know or have any say about what is transported through its main street. This lack of transparency and control over hazardous materials is alarming and unacceptable. Reducing the speed limit by 10 km/hr is a deflection of the problem, which is too many heavy vehicles carrying potentially toxic loads travelling on Katherine Terrace. That is the critical issue that needs to be addressed.



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

At your earliest convenience, we request a meeting with you and members of your department to engage in meaningful consultation with the Council to find a more appropriate solution.

Yours sincerely

Elisabeth Clark,
MAYOR

Cc Louise McCormack
CEO Department Logistics and Infrastructure
Louise.Mccormick@nt.gov.au

From: [Ingrid Stonhill](#)
To: [REDACTED]
Cc: [REDACTED] [Records \(KTC\)](#); [REDACTED]
Subject: Doc 231390 Response to Question Raised at the Ordinary Meeting of Council on 25th March 2025
Date: Tuesday, 1 April 2025 1:28:48 PM

Dear Mrs. Morris,

Response to Question Raised at the Ordinary Meeting of Council on 25th March 2025

I am writing to address the question you raised during the Ordinary Meeting of Council on 25 March 2025. We greatly value the active participation of all community members, and your engagement is appreciated. However, it is important that such participation remains constructive and respectful of the council meeting process.

Question: Why weren't Katherine Community Markets Informed?

Your question pertained to the contact made with the Katherine Community Markets regarding the offer of a temporary move to the Showgrounds while the Lindsay Street Complex toilets were being renovated.

We can confirm that the Katherine Town Council contacted the chairperson on 14 March 2025. This was an initial contact to advise of the project details and offer a solution.

Unfortunately, we do not hold any record of your officer status within the Katherine Community Markets Committee, therefore, you were not contacted directly. Please provide Council of any updates required.

Thank you for your ongoing interest in the Council's activities. We appreciate your engagement and look forward to your continued participation in a manner that supports the best interests of our community.

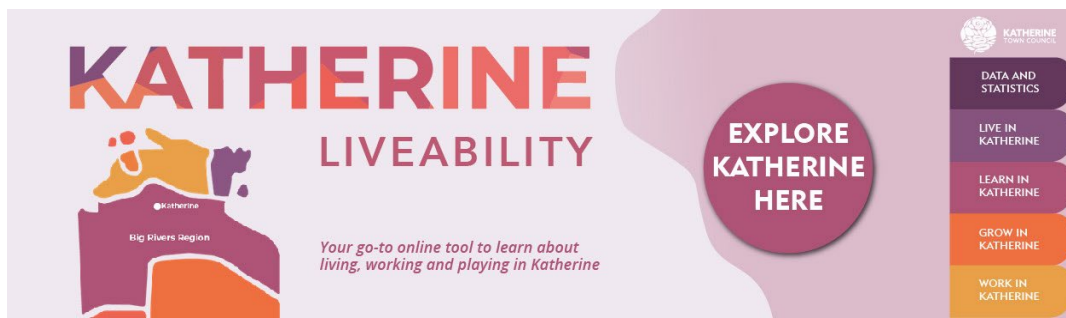
Yours sincerely,



Ingrid Stonhill
Chief Executive Officer
Justice of the Peace JP0681

Katherine Town Council, Civic Centre, Lot 1865 Stuart Highway Katherine NT 0850
P (08) 8972 5500 | F (08) 8971 0305 | M (0447 304 607)
E ingrid.stonhill@ktc.nt.gov.au | W www.katherine.nt.gov.au

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email or any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author and do not represent those of Katherine Town Council unless this is clearly indicated. You should scan this email and any attachments for viruses. Katherine Town Council accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.



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, 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

14 REPORTS OF OFFICERS

14.1 CARETAKER POLICY

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Policy - Caretaker - V3 - review March 2025 [**14.1.1** - 7 pages]

Officer Recommendation

1. That Council approve the Caretaker Policy Version 3.

Purpose of Report

To provide Council with the reviewed Caretaker Policy Version 3.

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

1.1.2.1 Workplace policies and Council By-Laws are reviewed regularly

1.1.2.2 Ensure compliance with local government legislation

4.2.1.1 All policies and procedures are up-to-date

Background

The 2025 Northern Territory Local Government General Elections will take place on Saturday, 23 August 2025. All councils must commence the caretaker period on Thursday, 31 July 2025. The caretaker period will conclude once the election results are declared on Monday, 8 September 2025.

Councils have been encouraged by the Local Government and Community Development Unit, Department of Housing, Local Government and Community Development, to review their existing policy to ensure compliance with legislative requirements.

Discussion

The Caretaker Policy was previously approved by Council 27 June 2023 Resolution OCM-052-2023 to transfer to the new council policy template.

A more thorough review of the policy has been undertaken with the following proposed changes made to the policy:

1. Inclusion of candidates within the scope of the policy;
2. Section 1 - inclusion of:
 - *This includes ensuring that:*
 - a) *major decisions are not made by Council in the caretaker period that would prohibitively bind an incoming Council,*
 - b) *Council resources are not used for the advantage of a candidate in a local government general election,*
 - c) *the requirement to act impartially in relation to all candidates standing for election is clearly understood.*
3. Inclusion of definitions *Anti-democratic conduct, Candidates, Large-scale Projects, Major decisions,*

and Principal Representative.

4. Section 4 Details - addition of:
 - *however, Council commits to the principle that it will make every endeavour to avoid making major decisions that bind an incoming Council*
5. Section 4.1 changed to 30 days (from 60 days) for notification by CEO;
6. Section 4.2 (a) raised value from \$100,000 to \$150,000 to align with the decision of Council for Major Capital Works, and inclusion of:
 - *(e) committing Council's funds outside the adopted budget; and (f) amending Council's policies or By-Laws; and The Chief Executive Officer will maintain a register of major decisions and contracts entered into under extraordinary circumstances for presentation to the incoming Council.*
7. Section 4.3 addition to encourage candidate nominations;
8. Section 4.4.1 addition of:

During the caretaker period, the CEO is the preferred spokesperson for any official communications. However, this does not hinder the discretion of the Mayor to speak on behalf of Council, as the Principal Representative.
9. Section 4.4.3 addition of:

No events or functions relating to opening or launching facilities will be held during the caretaker period, unless required by a funding agreement.
10. Section 4.4.4 addition of:

Council will not publish or distribute election-related materials intended to influence voters or affect election outcomes. All publications and communications proposed for release immediately before or during the Caretaker Period must be reviewed and approved by the CEO before distribution. During this period, materials must not:

 - *Persuade or appear to persuade voters in an election,*
 - *Favor or highlight specific candidates to the exclusion of others, or*
 - *Emphasise or promote major policy decisions or electoral campaign issues.*

However, Council may publish electoral information that is purely educational or aimed at promoting voter participation and candidate nominations in the election process.
11. Added Sections 4.4.5, 4.4.6 and 4.4.7
12. Section 5 added the following relevant documents:
 - Elected Member Information and Interaction with Staff Policy*
 - Reasonable Expenses for Travel and Accommodation by Elected Member Policy*
 - Code of Conduct for CEO Policy*
 - Code of Conduct for Employee Policy*
 - Conflicts of Interest - Employees and CEO Policy*
 - Gifts and Benefits – CEO and Staff Policy*
 - Secondary Employment Policy*
 - Volunteer Policy*
 - Instrument of Delegations Policy Council to CEO*
 - Instrument of Delegations Policy CEO to Staff*
13. Section 6 added the following legislative documents:
 - Local Government (Electoral) Regulations 2021*
 - Electoral Act 2004*
 - Katherine Town Council By-Laws*
 - Katherine Town Council Signs Code*
14. Administrative amendments such as council members changed to Elected Members.

Consultation Process

Reviewed by the Council Executive Management team and approved by the CEO.

Policy Implications

Once approved the Caretaker Policy Version 3 will replace all previous versions.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

All councils are required to adopt a Caretaker Policy in accordance with section 161(1) of the Local Government Act 2019.

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

CARETAKER POLICY

Type:	Council – Elected Members		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:		Next Review:	1/01/2029
Records Number:	179562	Council/CEO Decision:	Council
Legislation Reference:	Section 161(1) of the <i>Local Government Act 2019</i> .		

1 PURPOSE

This policy sets out how elected members, candidates, and council staff are to conduct their activities and actions during the local government general elections caretaker period in accordance with section 161(1) of the *Local Government Act 2019*. This includes ensuring that:

- a) major decisions are not made by Council in the caretaker period that would prohibitively bind an incoming Council,
- b) Council resources are not used for the advantage of a candidate in a local government general election, and
- c) the requirement to act impartially in relation to all candidates standing for election is clearly understood.

2 SCOPE

This policy applies to elected members, candidates, and council staff with Katherine Town Council.

3 DEFINITIONS

Anti-democratic conduct means behaviour or actions by any person or organisation that constitute an offence under the *Electoral Act 2004* or *Local Government Act 2019*, that affect, or are intended to affect:

- the behaviour of the community, or people in the community, about how they vote in elections,
- the reputation, power or influence, or resources of a political party or candidate,
- the ability of the public to understand the resources and associated entities of a political party or candidate,
- the Electoral Commissioner's ability to detect and investigate breaches of the *Electoral Act 2004*, or the *Local Government Act 2019*, or to ensure compliance with those Acts.

Campaigning includes campaigning activity, wearing or displaying campaign material (refer to definitions of 'campaigning activity' and 'campaign material' at sections 268 – 268A of the *Electoral Act 2004*).

Candidates means a person who is nominating for election.

Caretaker period means the period that commences on the nomination day for a council general election and ends when the results of the general election are declared in accordance with the *Local Government (Electoral) Regulations 2021*.

CEO means Chief Executive Officer.

Council staff employed by Katherine Town Council, regardless of the capacity in which they are employed, and including all temporary staff, all authorised representatives, all contractors whilst engaged in any capacity, and all volunteers.

Elected Members means the Mayor and Councillors elected by the community.

Large-scale Projects means any project defined as Major Capital Works as required in the quarterly Finance report.

Major decisions are those decisions that have a significant impact on council operations and activities or are otherwise politically sensitive, and a reasonable person would not consider the decision to be part of the normal council operations.

Nomination day means the day that nominations close for a local government general election.

Principal Representative of a council, means the member appointed or elected to be the principal member under section 60 or 61 of the *Local Government Act 2019*

4

DETAILS

Council is committed to act in an economically efficient and transparent manner, to be socially and environmentally responsible and to provide a high standard of service delivery through its term. During a general election caretaker period, the normal operations and programs of the Council are to continue, however, Council commits to the principle that it will make every endeavour to avoid making major decisions that bind an incoming Council.

4.1 Role of the CEO

The CEO will notify all Elected Members and Council staff in writing at least 30 days prior to the commencement of the caretaker period of the commencement date of the caretaker period and that the caretaker principles in this policy will apply.

The CEO will continue to prepare reports and provide information and briefs for Elected Members to carry out their roles.

4.2 Major decisions

The Council will not make any major decisions during the caretaker period.

Major decisions include:

- (a) entering into any high value contract or lease agreement exceeding \$150,000.00 (GST exclusive);
- (b) entering into a new or substantially changed funding agreement, unless there is real risk the eligibility for funding will be lost;
- (c) committing council funds for new large-scale projects;
- (d) amending Council's caretaker policy;
- (e) committing Council's funds outside the adopted budget;
- (f) amending Council's policies or By-Laws;
- (g) amending Council's delegations; and
- (h) making a decision relating to the employment or remuneration of the CEO or Acting CEO.

Major decisions do not include:

- (a) a decision that relates to the carrying out of works in response to an emergency or disaster, as defined by the Northern Territory Government; or
- (b) an urgent matter that cannot wait until a newly elected council makes a decision on that matter; or
- (c) a matter that has the possibility of legal or significant financial repercussions if a decision on the matter is deferred until the new council has been elected; or
- (d) an expenditure or other decision required to be taken under an agreement by which funding is provided to the Council by the Commonwealth or Northern Territory Government or otherwise for the Council to be eligible for funding from the Commonwealth or Northern Territory Government; or
- (e) the signing of an agreement, where the majority of the negotiations were undertaken or resolved by Council prior to the caretaker period commencing; or
- (f) the employment of Council staff in accordance with Council's adopted budget and organisational structure.

The Chief Executive Officer will maintain a register of major decisions and contracts entered into under extraordinary circumstances for presentation to the incoming Council.

4.3 Council resources

Council resources are not to be used for the campaigning purposes of a candidate.

Council resources may be used to help with running the general election or to encourage voter participation and candidate nominations.

4.4 Community engagement

4.4.1 Communications

Council communication methods – including media, websites, social media and newsletters – will not be used in any way that favours, promotes or criticises any particular Elected Member or candidate.

Council will continue to communicate normal council business relevant to the community.

During the caretaker period, the CEO is the preferred spokesperson for any official communications. However, this does not hinder the discretion of the Mayor to speak on behalf of Council, as the Principal Representative.

4.4.2 Public consultation

Council will defer any public consultation outside of the election until after the caretaker period, unless:

- (a) it is mandatory public consultation required under legislation; or
- (b) it cannot reasonably be deferred.

4.4.3 Events and functions

Elected Members will not use council events and functions held during the caretaker period for campaigning purposes.

No events or functions relating to opening or launching facilities will be held during the caretaker period, unless required by a funding agreement.

4.4.4 Electoral information

Council will only publish electoral information that is educational or promotional material relating to the election process and voter engagement.

Council will not publish or distribute election-related materials intended to influence voters or affect election outcomes.

All publications and communications proposed for release immediately before or during the Caretaker Period must be reviewed and approved by the CEO before distribution. During this period, materials must not:

- Persuade or appear to persuade voters in an election,
- Favor or highlight specific candidates to the exclusion of others, or
- Emphasise or promote major policy decisions or electoral campaign issues.

However, Council may publish electoral information that is purely educational or aimed at promoting voter participation and candidate nominations in the election process.

4.4.5 Elected Member requirements

Councillors shall not use any information gained during the course of the role as Councillors for the purpose of gaining electoral advantage or as part of their campaign. Councillors doing so may be in breach of the Code of Conduct for Elected Members.

Elected Members are not to use their access to Council staff or resources to gain media or public attention in support of their, or any other candidate's election campaign:

- Council branding, letterhead, media facilities or related facilities should not be used for a candidate's campaign.
- Elected Members should not direct Council staff directly or indirectly in relation to an election campaign or activity that may be construed as benefiting an election campaign. The *Elected Member Information and Interaction with Staff Policy* remains in effect throughout the caretaker period and must be adhered to.
- Council resources provided for the use of Elected Members, such as computers, stationery and business cards, can continue to be used for Council business only, not for campaign purposes.

No candidate is to be permitted to canvass votes or otherwise influence potential voters at the following Council workplaces: Council Civic Centre, Katherine Visitor Information Centre, Katherine Public Library, Katherine Aquatic Centre, Katherine Waste Management Facility, and Council Depot. The exception is on election day in relation to any voting centre located at a Council facility.

Expenses incurred for Elected Members during the caretaker period will only be reimbursed according to the Elected Members' *Reasonable Expenses for Travel and Accommodation by Elected Member Policy* where they can provide evidence it was not related to a campaign.

Council staff who provide support to Elected Members should not be asked to undertake any tasks connected directly or indirectly with an election campaign for an Elected Member, except where similar support is provided to all candidates. This includes the CEO, Managers, Advisory Committee secretariats, and all staff of the Office of the CEO.

4.4.6 Council staff requirements

Council staff must maintain a professional and politically neutral attitude in all their interactions with political candidates, and their supporters and campaign staff.

Under no circumstance is any candidate to be given or offered any assistance or preferential treatment by Council staff. The facilities or resources of Council (including information) are not to be used for private electioneering purposes.

Council staff are permitted to assist or work with a candidate in their own time when they are not on duty, however, such campaign assistance can create reputational risks for the staff member, the candidate, the Council and for the integrity of the election process. Due precautions need to be taken by the staff member to ensure that they:

- a) are not seen to be representing Council in any way; and
- b) are not wearing Council branded items or using Council resources, including their time during work hours; and
- c) do not disclose information or documents acquired in the course of their employment that is not available in the public domain; and
- d) are not in contravention with Council's *Conflicts of Interest - Employees and CEO Policy, Gifts and Benefits – CEO and Staff Policy, Code of Conduct for CEO Policy, Code of Conduct for Employee Policy, Secondary Employment Policy or Volunteer Policy*, noting that policies include responsibilities for conduct outside of work hours.

4.4.7 Reporting anti-democratic conduct

Elected Members, the CEO and Council staff must report any suspected corrupt or anti-democratic conduct to the Independent Commissioner Against Corruption (ICAC), unless the person knows that the conduct has already been reported to ICAC.

5 ASSOCIATED POLICIES/DOCUMENTS

Elected Members Code of Conduct
 Elected Member Information and Interaction with Staff Policy
 Reasonable Expenses for Travel and Accommodation by Elected Member Policy
 Code of Conduct for CEO Policy
 Code of Conduct for Employee Policy
 Conflicts of Interest - Employees and CEO Policy
 Gifts and Benefits – CEO and Staff Policy
 Secondary Employment Policy
 Volunteer Policy
 Instrument of Delegations Policy Council to CEO
 Instrument of Delegations Policy CEO to Staff

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019
 Local Government (Electoral) Regulations 2021
 Electoral Act 2004
 Katherine Town Council By-Laws
 Katherine Town Council Signs Code

Revision History

Version	Approval date	Details of change	Responsible officer
1	24/11/2020	Created and adopted	Policy Review Committee
2	20/06/2023	Reviewed – changed to new template and minor administrative amendments.	Governance and Executive Officer
3	14/04/2025	<p>Reviewed –</p> <ol style="list-style-type: none"> 1. Inclusion of candidates within the scope of the policy; 2. Section 1 - inclusion of: <ul style="list-style-type: none"> - <i>This includes ensuring that:</i> <ol style="list-style-type: none"> a) <i>major decisions are not made by Council in the caretaker period that would prohibitively bind an incoming Council,</i> b) <i>Council resources are not used for the advantage of a candidate in a local government general election,</i> c) <i>the requirement to act impartially in relation to all candidates standing for election is clearly understood.</i> 3. Inclusion of definitions <i>Anti-democratic conduct, Candidates, Large-scale Projects, Major decisions, and Principal Representative.</i> 4. Section 4 Details - addition of: <ul style="list-style-type: none"> - <i>however, Council commits to the principle that it will make every endeavour to avoid making major decisions that bind an incoming Council</i> 5. Section 4.1 changed to 30 days (from 60 days) for notification by CEO; 6. Section 4.2 2 (a) raised value from \$100,000 to \$150,000 to align with the decision of Council for Major Capital Works, and inclusion of: <ul style="list-style-type: none"> – <i>(e) committing Council's funds outside the adopted budget; and (f) amending Council's policies or By-Laws; and The Chief Executive Officer will maintain a register of major decisions and contracts entered into under extraordinary circumstances for presentation to the incoming Council.</i> 7. Section 4.3 addition to encourage candidate nominations; 8. Section 4.4.1 addition of: <ul style="list-style-type: none"> <i>During the caretaker period, the CEO is the preferred spokesperson for any official communications. However, this does not hinder the discretion of the Mayor to speak on behalf of Council, as the Principal Representative.</i> 9. Section 4.4.3 addition of: <ul style="list-style-type: none"> <i>No events or functions relating to opening or launching facilities will be held during the caretaker period, unless required by a funding agreement.</i> 10. Section 4.4.4 addition of: <ul style="list-style-type: none"> <i>Council will not publish or distribute election-related materials intended to influence voters or affect election outcomes. All publications and communications proposed for release immediately before or during the Caretaker Period must be</i> 	CEO

		<p><i>reviewed and approved by the CEO before distribution. During this period, materials must not:</i></p> <ul style="list-style-type: none"> · <i>Persuade or appear to persuade voters in an election,</i> · <i>Favor or highlight specific candidates to the exclusion of others, or</i> · <i>Emphasise or promote major policy decisions or electoral campaign issues.</i> <p><i>However, Council may publish electoral information that is purely educational or aimed at promoting voter participation and candidate nominations in the election process.</i></p> <p>11. Added Sections 4.4.5, 4.4.6 and 4.4.7</p> <p>12. Section 5 added the following relevant documents: <i>Elected Member Information and Interaction with Staff Policy</i> <i>Reasonable Expenses for Travel and Accommodation by Elected Member Policy</i> <i>Code of Conduct for CEO Policy</i> <i>Code of Conduct for Employee Policy</i> <i>Conflicts of Interest - Employees and CEO Policy</i> <i>Gifts and Benefits – CEO and Staff Policy</i> <i>Secondary Employment Policy</i> <i>Volunteer Policy</i> <i>Instrument of Delegations Policy Council to CEO</i> <i>Instrument of Delegations Policy CEO to Staff</i></p> <p>13. Section 6 added the following legislative documents: <i>Local Government (Electoral) Regulations 2021</i> <i>Electoral Act 2004</i> <i>Katherine Town Council By-Laws</i> <i>Katherine Town Council Signs Code</i></p> <p>14. Administrative amendments such as council members changed to Elected Members.</p>	
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14.2 LGANT SYMPOSIUM AND DINNER

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

Officer Recommendation

1. That Council approve attendance at Local Government Association of the Northern Territory (LGANT) Symposium and General Meeting 1-2 May 2025 in Katherine of Mayor Lis Clark, and Councillor Kerrie Mott, utilising the Elected Member Professional Development Allowance.
2. That Council approve attendance at LGANT Symposium Dinner 1 May in Katherine of Mayor Lis Clark, Councillor Maddy Bower and Councillor Peter McDougall, utilising the Elected Member Professional Development Allowance.
3. That Council approve the Mayor Lis Clark and Councillor Kerrie Mott the Katherine Town Council voting delegates for the LGANT Symposium and General Meeting 1-2 May 2025.
4. That Council approve the CEO attendance at LGANT Symposium, dinner and General Meeting 1-2 May 2025 in Katherine.

Purpose of Report

For Council to approve attendance at the LGANT Symposium, dinner and General Meeting 1-2 May 2025 in Katherine and nominate the Katherine Town Council voting delegates.

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.

Municipal Plan

Not Applicable

Background

Each year LGANT holds two conferences and have advised that the Symposium, Dinner and General Meeting, is to be held in Katherine on Thursday, 1 May and Friday, 2 May.

Discussion

LGANT registrations are now open for the LGANT Symposium, dinner and General Meeting 1-2 May 2025 in Katherine. The day programs are exclusively for LGANT members, with the theme: **Empowering Councils: Decision-Making for Growth**. The Symposium Dinner is a separate ticketed event.

LGANT have also requested Council to provide the nominated voting delegates for the general meeting. Member council may appoint up to two (2) delegates as their representatives. LGANT encourages member councils two delegates at the meetings in case one must step away from voting due to a conflict of interest. Delegates are elected members.

Consultation Process

There was no consultation process required for this report.

Policy Implications**Elected Member Professional Development Allowance Policy**

Professional Development Allowance is an inclusive allowance which covers costs associated with the Professional Development activities including registration and attendance fees.

TYPES OF CONFERENCE AND TRAINING

The professional development allowance may be expended by approval from the Council, in relation to attending or undertaking the following types of conference and training within the Northern Territory:

(e) a conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government.

Budget and Resource Implications

Elected Members Professional Development allowance will be utilised to pay the cost of attending the event.

Risk, Legal and Legislative Implications

Section 9b of LGANT's Constitution states that each member council shall give notice in writing to the LGANT CEO of the persons appointed to act as its voting delegates at the Annual and General Meetings.

The section also states that each member council may appoint up to two (2) delegates as their representatives.

LGANT encourages member councils two delegates at the meetings in case one must step away from voting due to a conflict of interest. Delegates are elected members.

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.

14.3 PROPOSAL - SPONSORSHIP OF ARTBACK NT ROADSHOW

Author: Isabella Murphy, Events and Engagement Coordinator
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: Nil

Officer Recommendation

That Council approves the allocation of \$2,000 from the remaining 2024/2025 Community Grants Program to support artist fees for the 2025 Artback NT Roadshow.

Purpose of Report

Provide Council with information about the 2025 Artback NT Roadshow and seek approval to contribute to this community event from the surplus 2024/2025 Community Grants funding.

Strategic Plan

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.

2. COMMUNITY AND FAMILIES - 2.3 Celebrate Diversity - Celebrate diversity in our community and recognise their needs and interests.

2.3.1 Support diversity by ensuring our communication and engagement is inclusive and accessible to all members of the community.

2. COMMUNITY AND FAMILIES - 2.4 Support Our Youth - Support youth engagement.

2.4.1 Empower youths through youth-focused events and school-holiday activities.

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

3.2.1 Craft Katherine's personality and identity by playing to our strengths.

Municipal Plan

2.2.3.1 Provided a continually developing calendar of free and accessible community events that cater for our diverse community

2.4.1.1 Provide a range of youth focused, free and accessible community events and/or programs

Background

Roadshow NT is a new project by Artback NT that aims to bring artists and regional communities across the Northern Territory together through live performances and creative experiences.

The project responds to two big issues: the lack of access to regular, high-quality arts and entertainment in remote and regional NT communities compared to the rest of Australia, and the limited opportunities for NT artists to perform. Roadshow NT will help close that gap by touring a handpicked line-up of independently produced shows across artforms like cabaret, comedy, theatre, music and dance.

Katherine will welcome Roadshow NT in July 2025, featuring Katanga Junior – a talented Tanzanian musician now based in Mparntwe/Alice Springs. Known for his high-energy reggae and African rhythms, Katanga and his dynamic band have fired up crowds at festivals like WOMAD, Wide Open Spaces, Darwin Festival and Nannup Festival. Get ready to dance – his music is infectious and uplifting.

Also performing is stand-up comedian and juggling entertainer Michael Connell. With over 20 years of experience entertaining audiences in Australia and overseas, Michael is a hit with both kids and adults. He works by day as a children's performer with the Starlight Foundation in NT hospitals, and by night brings his sharp humour and clever routines to the stage. He's even impressed the judges on *Australia's Got Talent* with his unique style.

Discussion

Katherine Town Council's community grants support local projects and events that align with its five-year strategic plan—particularly those that strengthen social connections and support community development.

The Roadshow NT project meets the funding criteria and will be a valuable addition to Katherine's 2025 Events Calendar and the Festivals of the Dry program.

Additional non-financial support from Council could include promoting the event through Council channels such as social media, newsletters, and the website, as well as encouraging staff and elected members to attend and engage with the community.

Artback NT is requesting a \$2,000 contribution from Council, which aligns with the amount available under the Minor Community Event Grant. This funding would go directly towards artist fees for performances scheduled on Saturday 12 July 2025.

Artist fees are \$250 per performer, per session (performance or workshop).

The breakdown of the \$2,000 request is:

- Michael Connell – Workshop & Performance Fee: \$500
- Katanga Junior (with band) – Performance Fee + Workshop Fee with Aiden Katanga: \$1,500

As part of the sponsorship, Katherine Town Council's logo will appear on Roadshow NT marketing materials and will be acknowledged across social media, media releases, and other program promotions.

Artback NT has also shared a detailed budget (attached below), which highlights the project's investment in the Katherine community—including spending on local accommodation, food, and equipment hire—providing direct economic benefits to the region.

Artback NT Program Costings:

Return Flights for the 5 Alice Springs Performers = \$5,000.
Fuel for 2 4wds vehicles return from Darwin est \$300
Accommodation Estimate for Katherine Stay 7 ppl, \$1,200
Per Diems for 6 Artists and 1 Tour Manager 3 days including travel times - \$1970
Marketing & Promo \$800
Production, Equipment Hire \$400

TOTAL Artback NT Program Funding = **\$9670**

Artback NT Admin In Kind hours, Tour Manager Fees incl on costs, insurance = **\$2,500**

Katherine Regional Arts Contribution , Production staff and KRA staff in kind approx value, PR in kind support = **\$1,500**

This exciting initiative will bring a fresh line-up of performing artists to Katherine, adding to the range of events available for both locals and visitors. It will also create valuable learning opportunities for children

through workshops and activities supported by Katherine Town Council.

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

Within current service delivery budget and resource.

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.

14.4 SECOND BUDGET REVIEW 2024-2025

Author: Desiree Rodgers, Finance Manager
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: 1. 2nd Budget Review 2025 [14.4.1 - 3 pages]

Officer Recommendation

1. That Council
 - a. Note the second budget review for 2024-2025.
 - b. Adopt the amended 2024-2025 budget.

Purpose of Report

The purpose of this report is to present to the council the Second Budget Review for 2024-2025.

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 Act 2019 (General) Regulations 9, Council is required to undertake two budget reviews during the financial year. Accordingly, Council's finance team have conducted first review of the 2024-2025 budget in consultation with the Executive Team. This report presents Council with the second budget review.

Discussion

The second budget review 2024-2025 proposed changes:

Operating Income

- Statutory Charges estimate reduced
- Increase in Funding Received
- Interest rates and balances remain high
- \$265,000 in insurance Recoveries

Operating Expenditure

- Underspend due to difficulties in recruitment
- Materials and Contracts need to increase contracting due to reduced staffing and \$100,000 for election
- Council Committee Allowances and costs change based on number of Audit Committee meetings

require and correction of allocation

- Civic Centre loan not being drawn down in 2024-25
- Other expenses budget for Loss on disposal of asset
- Finance costs increase due to estimated interest based on interest rate

Transfers to Reserves includes an additional \$0.5m transferred to contingency reserve for Pool and \$0.5M to asset renewal reserve for Civic Centre refurbishment.

Additional Capital Funding received - reflected in capital spend.

Prior Year Carry Forward Tied Funding reflects final audited figures.

Proceeds from Sale of Assets reduction to only one vehicle turned over to date.

Drawdown of Borrowings - Civic Centre loan not being drawn down in 2024-25.

Consultation Process

CEO and the Managers

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

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.

2ND BUDGET REVIEW

2025 1st Budget Review	Actuals FY 2024 \$	2025 ORIGINAL BUDGET \$	1st Budget Review FY 2025 \$	2nd Budget Review FY 2025 \$
OPERATING INCOME				
Rates	9,092,931	9,451,844	9,451,844	9,532,823
Waste Charges	1,431,011	1,554,125	1,554,125	1,554,125
Fees and Charges	2,360,015	2,221,918	2,390,015	2,341,024
Operating Grants & Subsidies	718,378	1,934,232	1,934,232	2,167,270
Bank & Investment Income	1,049,735	671,500	671,500	900,000
Other revenue	456,022	291,138	319,318	611,133
TOTAL OPERATING INCOME	15,108,092	16,124,757	16,321,034	17,106,375
OPERATING EXPENDITURE				
Employment Expenses	5,202,557	5,701,033	5,798,276	5,685,812
Materials & Contracts	7,046,788	8,369,081	7,971,838	8,166,230
Elected Member Allowances	234,667	241,500	241,500	241,500
Elected Member Expenses	27,675	43,960	43,960	43,961
Council Committee Allowances	7,965	14,000	14,000	28,340
Council Committee Costs	10,297	10,000	10,000	8,000
Depreciation, Amortisation & Impairment	4,280,616	4,866,133	4,679,287	4,780,946
Interest Expenses	-	49,589	14,703	-
Other Expenses	291,661	-	-	2,576
Finance Costs - Unwinding of WMF Discounting	433,554	406,116	406,116	451,330
TOTAL OPERATING EXPENDITURE	17,535,781	19,701,412	19,179,680	19,408,695
BUDGETED OPERATING SURPLUS / DEFICIT	- 2,427,689 -	3,576,655 -	2,858,646	-2,302,320

	Actuals FY 2024 \$	2025 ORIGINAL BUDGET \$	1st Budget Review FY 2025 \$	2nd Budget Review FY 2025 \$
BUDGETED OPERATING SURPLUS / DEFICIT	- 2,427,689 -	3,576,655 -	2,858,646 -	2,302,320

less Non-Cash Income				
Add Back Non-Cash Expenses	4,714,170	5,232,249	5,085,403	5,234,852
TOTAL NON-CASH ITEMS	4,714,170	5,232,249	5,085,403	5,234,852
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	3,063,857	20,605,460	18,069,650	18,106,773
Borrowing Repayments (Principal Only)	-		-	-
Transfers to Reserves	-		433,738	1,433,738
TOTAL ADDITIONAL OUTFLOWS	3,063,857	20,605,460	18,503,388	19,540,511
Add ADDITIONAL INFLOWS				
Capital Grants Income	370,804	15,940,164	14,490,164	15,947,445
Prior Year Carry Forward Tied Funding	702,657		799,190	799,289
Proceeds from Sale of Assets	136,646		46,436	18,044
Donation of Assets	26,790		-	-
Transfers from Reserves	-		-	-
Drawdown of Borrowings	-	3,000,000	1,000,000	-
TOTAL ADDITIONAL INFLOWS	1,236,897	18,940,164	16,335,790	16,764,778
NET BUDGETED OPERATING POSITION	459,521	30,298	59,159	156,799

CAPITAL EXPENDITURE AND FUNDING BUDGET

	Actuals FY 2024 \$	2025 ORIGINAL BUDGET \$	1st Budget Review FY 2025 \$	2nd Budget Review FY 2025 \$
CAPITAL EXPENDITURE				
Land and Buildings	11,991	10,890,000	9,385,962	8,219,163
Improvements	642,647	7,955,000	6,954,596	7,054,595
Plant and Machinery	715,250	500,000	501,000	501,100
Other Assets (including Furniture, Fittings and Office Equipment)	159,228	-	-	-
Fleet	438,726	155,296	120,296	240,592

Infrastructure - Footpaths and Cycleways	85,710	-	40,436	40,436
Infrastructure - Roads	800,844	100,564	930,797	1,692,325
Infrastructure - Stormwater and Drainage	116,024	100,000	100,000	100,000
Infrastructure - Street Lighting	93,438	-	96,562	258,562
Leased Land and Buildings		-		
Other Leased Assets		-		
TOTAL CAPITAL EXPENDITURE	3,063,857		18,129,650	18,106,773
CAPITAL EXPENDITURE FUNDING				
Operating Income (amount allocated to fund capital items)	2,197,764	1,619,296	2,734,296	1,341,995
Transfers from Reserves	-	-	-	-
Capital Grant Income	702,657	15,940,164	14,490,164	15,947,445
Transfers from Cash Reserves	-	-	799,190	799,289
Borrowings	-	3,000,000	-	-
Sale of Assets (including trade-ins)	163,436	46,000	-	-
Other Funding	-	-	46,000	18,044
TOTAL CAPITAL EXPENDITURE FUNDING	3,063,857		18,069,650	18,106,773

14.5 FINANCE REPORT FOR THE MONTH OF MARCH 2025

Author: Desiree Rodgers, Finance Manager
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Finance Report - March 2025 [14.5.1 - 8 pages]

Officer Recommendation

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

Purpose of Report

This report is to present to the Council the Financial Report for March 2025.

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

4.2.4.1 Comply with legislative requirements - Applications of AASB, NT Local Government Act 2019, Australian Taxation legislation and reporting requirements

4.2.4.2 Prudent financial management for stronger returns for ratepayers - Preparation of Annual Budget and Revisions, CAPEX Budget and Improved debtors management

4.2.4.3 Sustainable long-term finances and current risk management practices - Review financial information and reporting system, Grant Management and acquittals up-to-date

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 the monthly Ordinary Meeting of Council. Accordingly, the commentary attached presents the preliminary financial position of the council at the end of March 2025 with the Chief Executive Officer (CEO) Certification.

Discussion

- Total YTD operating income is 9.53% over budget.
- Interest revenue is well above predicted for this year 92.23% with interest rates declining slower than anticipated.
- Operating grants revenue is 15.32% ahead of budget mainly due to timing of grants being received.
- Total YTD operating expenditure is 11.68% below the budget due to less works being done than predicted.
- Employee Costs are below budget by 17.16% as some positions remained vacant.
- Monthly creditor payments have been made to all approved suppliers with payments made weekly.
- 27.13% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
- 46.04% of our outstanding rate balance reflects rates outstanding for 2024/2025 FY and prior.

Katherine Town Council has received the funds for insurance (for the mould at the library) from JLT Insurance on the 24th December 2024 and will be making a resolution to council to set this aside for book replacement. The amount received was \$32,313.82.

Katherine Town Council will continue with their current auditors KPMG as per council resolution January

2022 for 2 plus 2 years with this being the last year.

Council has recommended \$500,000 be transferred to reserve after posting surplus for second budget review.

Consultation Process

NIL

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

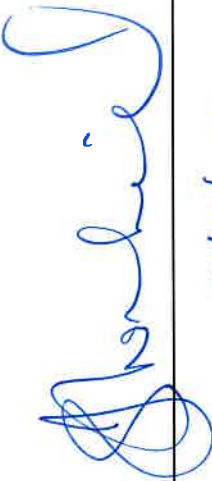
Council Name:	Katherine Town Council
Reporting Period:	31/03/2025

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

14/4/25

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 \$
OPERATING INCOME				
***Rates	9,535,825	9,377,390	158,435	9,451,844
***Waste Charges	1,529,813	1,554,125	(24,312)	1,554,125
Fees and Charges	2,020,845	1,684,861	335,984	2,390,015
Operating Grants and Subsidies	1,997,909	1,732,481	265,428	1,934,232
Interest / Investment Income	980,355	509,984	470,371	671,500
Commercial and Other Income	450,802	220,301	230,501	319,318
TOTAL OPERATING INCOME	16,515,549	15,079,142	1,436,407	16,321,034
OPERATING EXPENDITURE				
Employee Expenses	3,486,139	4,208,623	722,484	5,798,276
Materials and Contracts	4,639,754	5,854,273	1,214,519	7,971,838
Elected Member Allowances	160,984	181,125	20,141	241,500
Elected Member Expenses	23,559	32,168	8,609	43,960
Council Committee & LA Allowances	1,680	7,000	5,320	14,000
Council Committee & LA Expenses	46	5,000	4,954	10,000
Depreciation, Amortisation and Impairment	3,922,007	3,548,235	(373,772)	4,679,287
Other Expenses	-	-	-	-
Interest Expenses (Finance Costs)	-	-	-	14,703
Gain/Loss from the measurement of Disposal of Assets	(13,788)	-	13,788	406,116
*TOTAL OPERATING EXPENDITURE	12,220,381	13,836,424	1,616,043	19,179,680
OPERATING SURPLUS /(DEFICIT)	4,295,168	1,242,718	3,052,451	(2,858,646)

NOTE: Correction to elected member expenses budget previously set at \$105,208

This is because the election costs are now allocated to Materials and Contracts

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / (DEFICIT)	4,295,168	1,242,718	3,052,451	(2,858,646)
Remove NON-CASH ITEMS				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	3,861,799	3,601,046	(260,753)	5,085,403
**TOTAL NON-CASH ITEMS	3,861,799	3,601,046	(260,753)	5,085,403
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	1,879,095	8,065,945	(6,186,850)	18,069,650
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Other Outflows	-	433,738	(433,738)	433,738
TOTAL ADDITIONAL OUTFLOWS	(1,879,095)	(8,499,683)	6,620,588	(18,503,388)
Add ADDITIONAL INFLOWS				
Capital Grants Income	3,315,273	15,940,164	(12,624,892)	14,490,164
Prior Year Carry Forward Tied Funding	799,289	-	(799,289)	799,190
Other Inflow of Funds	16,364	845,190	828,826	46,000
Application of Retained Earnings	-	-	-	-
Transfers from Reserves	-	-	-	-
Drawdown of Borrowings	-	-	-	1,000,000
TOTAL ADDITIONAL INFLOWS	4,130,926	16,785,354	(12,595,355)	16,335,354
NET BUDGETED OPERATING SURPLUS / DEFICIT	10,408,798	13,129,435	(3,183,069)	58,723

*NOTE: Total Operating expenditure in the Municipal Plan 2024/25 is \$19,661,411 and should be \$19,701,412

**NOTE: Add back Non-Cash Expenses in the Municipal Plan 2024/25 is \$5,232,249 and should be \$5,272,249

These amounts were due to an error when printing the Municipal Plan document

***NOTE: Rates Revenue is what is billed and not recieved

***NOTE: Waste Revenue is what is billed and not recieved

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	138,181	490,000	(351,819)	9,385,962
Improvements	262,078	5,475,000	(5,212,922)	6,954,596
Plant & Machinery	177,275	500,000	(322,725)	501,000
Fixtures	-	-	-	-
Fleet	50,087	60,148	(10,061)	120,296
Infrastructure Paths & Cycleways	-	-	-	40,436
Infrastructure Roads	817,736	1,540,797	(723,061)	870,797
Infrastructure Storm water & Drainage	-	-	-	100,000
Infrastructure - Street Lighting	-	-	-	96,562
			-	-
TOTAL CAPITAL EXPENDITURE	1,445,357	8,065,945	(6,620,588)	18,069,650
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	531,907	1,210,148	(678,241)	2,533,486
Capital Grants	913,451	6,855,797	(5,942,346)	14,490,164
Utilisation of Retained Earnings	-	-	-	-
Transfers from Cash Reserves	-	-	-	-
Borrowings	-	-	-	1,000,000
Sale of Assets (Including Trade-In)	-	-	-	46,000
Other Funding	-	-	-	-
TOTAL CAPITAL EXPENDITURE FUNDING	1,445,357	8,065,945	(6,620,588)	18,069,650

Movement in Budget compared with First Review Budget Items: \$20,605,460 to \$18,069,650

Timing for the Pool works moved out 6 months resulted in \$1,5 mil movement in improvements

Timing for Civic Centre works moved to March and loan expenses moved out to April was set for August \$1 million movement

LRCI Roads more works finished in last financial year

Carried forward street lights \$96,562

Footpath renewal project carried forward \$40,436

Plant & Machinery mobile tower lighting trailer extra \$1000

R2R error \$60,000 in operating statements moved from incorrect year in XPNA model

Fleet decrease was due to one dog cage for rangers received in last financial year \$35,000

Table 2.2. Quarterly Report on Planned Major Capital Works

Class of Assets	By Major Capital Project	Total Prior Year(s) Carried Forward \$	YTD Actual Spend \$	Total Planned Budget \$	Total Yet to Spend \$	Expected Project Completion Date
Buildings Structures	Aquatic Centre			10,000,000.00	10,000,000.00	Oct-25
Infrastructure	Solar Lighting	96,542.00			96,542.00	Dec-24
Buildings Structures	Dog Pound to Waste Facility	250,000.00		250,000.00	250,000.00	Jun-25
Infrastructure	Sportsground fencing	250,000.00	38,155.60	250,000.00	211,844.40	Jun-25
Buildings Structures	Civic Centre Upgrade			3,000,000.00	3,000,000.00	Feb-26
Buildings Structures	Lindsay St Amenities upgrade LRCI			288,649.00	288,649.00	Jun-25
Buildings Structures	Changing Places Aquatic centre			324,000.00	324,000.00	Dec-26
Roads	First Street Improvement LRCI P4			350,000.00	350,000.00	Jun-25
Buildings Structures	Waste facility shed raise tipshop			350,000.00	350,000.00	Jun-25
Infrastructure	x4 nature playgrounds			200,000.00	200,000.00	Jun-25
Infrastructure	Irrigation			150,000.00	150,000.00	Jun-25
Buildings Structures	Outback Outhouse			160,000.00	160,000.00	Jun-25
TOTAL		596,542.00	38,155.60	15,322,649.00	15,381,035.40	

NOTE: Council has adopted by ARMC resolution a definition for capital works consistent with the NT Government guidelines a minimum threshold for major capital works of \$150,000

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 MARCH 2025	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		
Tied Funds	18,209,306	(1)
Untied Funds	10,496,234	(1)
Trade Debtors	317,224	(2)
Rates & Charges Debtors	2,589,948	(2)
Other Current Assets	799,845	
TOTAL CURRENT ASSETS	32,412,557	
Non-Current Financial Assets	-	
Property, Plant and Equipment	115,605,723	
TOTAL NON-CURRENT ASSETS	115,605,723	
TOTAL ASSETS	148,018,280	
LIABILITIES		
Accounts Payable	177,502	(3)
ATO & Payroll Liabilities	(73,083)	(4)
Current Provisions	567,967	
Accruals	0	
Other Current Liabilities	379,321	
TOTAL CURRENT LIABILITIES	1,051,707	
Borrowings	-	
Non-Current Provisions	51,241	
Other Non-Current Liabilities	7,486,931	
TOTAL NON-CURRENT LIABILITIES	7,538,172	
TOTAL LIABILITIES	8,589,879	
NET ASSETS	139,428,401	
EQUITY		
Asset Revaluation Reserve	98,419,938	
Reserves	6,688,161	(1)
Accumulated Surplus	34,320,300	
TOTAL EQUITY	139,428,399	

Note 1. Tied Funds

11210 · Imprest Petty Cash	1,128.00
11220 · Employee Liabilities (Provisions)	620,582.00
33310 · Capital Renewal Reserve	4,987,646
33520 · Contingency Reserve	1,433,738
33610 · Municipal Election Reserve	100,000
33620 · Council Motion Funding Reserve	600,515
11230 · Equity Reserves	7,121,899.00
11240 · Waste Management Make Good	7,486,931.00
11250 · Unspent Capital Grants	2,871,828.62
11260 · Deposits Held	106,937.00
	18,209,305.62

Untied Funds - Cash and Cash Equivalents less Tied Funds**10,496,234.38**

Note 1. Details of Cash and Investments Held

Cash at Bank consists of Term Deposites of \$24.4M with maturities as detailed below, with the remaining \$4.2M available at CBA Bank.

GENERAL FUND	\$
Commonwealth Bank	
Balance as per bank statement as at 31 March 2025	28,705,540.00
Credit card balances	- 9,778.00
Balance of Imprest and Petty Cash	1,128.00
Plus net outstanding deposits/(withdrawals)	
Adjusted cash at bank balance, 31 March 2025	28,696,890.00

INVESTMENTS						
INSTITUTION	PRINCIPAL \$	INTEREST RATE	EFFECTIVE DATE	MATURITY DATE	FINANCIAL \$	INSTITUTION %
AMP	1,000,000	4.90%	2-Oct-24	1-May-25		
AMP	500,000	4.90%	14-Oct-2024	14-May-24		
AMP	1,573,184	4.85%	14-Nov-24	14-Nov-25		
AMP	524,092	4.80%	28-Aug-24	28-Feb-25		
AMP	1,051,090	5.05%	27-Jun-24	27-Jun-25		
AMP	1,470,249	5.05%	29-Jun-24	1-Jul-25	6,118,615.76	25.0%
BOQ	500,000	4.90%	08.10.2024	8-Apr-25		
BOQ	500,000	4.80%	4-Nov-24	5-Nov-25	1,000,000.00	4.1%
CBA	1,047,075	4.91%	25-Jun-24	23-Apr-25		
CBA	524,004	4.96%	31-May-24	26-May-25		
CBA	2,622,055	5.40%	23-Jul-24	23-Jul-25		
CBA	522,467	4.75%	1-Aug-24	1-Aug-25	4,715,600.73	19.3%
NAB	1,047,408	4.80%	4-Nov-24	4-Sep-25		
NAB	512,466	5.20%	11-Jul-24	11-Jul-25		
NAB	2,000,000	4.75%	14.10.2024	14.10.2025		
NAB	3,500,000	4.85%	12-Nov-24	11-Nov-25		
NAB	3,000,000	5.20%	30-Jul-24	30-Jul-25		
NAB	1,000,000	5.00%	6-Aug-24	6-Aug-25	11,059,873.97	45.2%
AMP (oncall)	556,103.93		on call	on call 30 days		
Commonwealth Bank	1,011,069.65		on call	on call 30 days	1,567,173.58	6.4%
Total Investments					24,461,264.04	100%
Total Funds					28,705,540.38	

Note 3. Statement on Trade Creditors

<i>(Council can select timing of the age of creditors)</i>	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors	85,020	9,342	0	0	(640)	93,722
Other Creditors	2878		-	-	-	2,878
Total Accounts Payable	87,898	9,342	0	0	639.50	96,600

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	-	19,177
**Prepaid Fringe Benefits Tax		29,180

**Note this is an estimate only due to timing of reports

Note 5. Current Ratio

Current Ratio (current assets/current liabilities)	30.82
Current Ratio adjusted for Tied Funds	13.50

Table 4. Member and CEO Council Credit Card Transactions for the Month

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.

Example:

Cardholder Name: Ingrid Stonhill

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
3-Mar	97.26	Mailchimp	Mailchimp subscription
5-Mar	184.67	Dropbox International	Dropbox subscription
24-Mar	131.7	Bunnings	Plants Depot
25-Mar	\$46.71	Woolworths	EMIS
25-Mar	\$29.20	Brumby Bakery	EMIS
Total	\$489.54		

14.6 COMMUNITY ENGAGEMENT QUARTERLY REPORT

Author: Jo Brosnan, Manager Strategic Communications and Engagement
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the Community Engagement Report for the month of November 2024 – January 2025.

Purpose of Report

To provide Council with an overview of the community engagement activities.

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.

1.1.4 Learn what the community wants to know through community engagement strategies.

1. STRONG LEADERSHIP - 1.3 Community Engagement - Improve Council communications and engagement with the community.

1.3.2 Improve consistency of our communications and engagement in alignment with our strategy.

Municipal Plan

1.3.2.1 Implement Communications and Engagement Strategy

1.3.3.1 Expand the number and type of community engagement tools used, including Have Your Say Katherine

2.3.1.1 Use a range of communication and engagement tools and methods to reach all members of the Katherine community

5.2.6.1 Develop Reconciliation Action Plan (RAP)

6.1.3.1 Promote Katherine's capacity to host regional events and conferences

Background

Trust is the cornerstone for any healthy relationship. Without trust, humans are hesitant to share, participate, collaborate, or believe the information they are provided. Interactions with government often relate to important life moments that are central to citizens sense of wellbeing - financial, social, mental and physical.

All areas of government have a significant opportunity to build trust. Doing so requires a series of intentional actions, interventions and symbolic activities tailored to improve both the experience trust and values trust.

The Council understands the necessity to tell citizens what it is doing and provide progress updates to ensure expectations are aligned with reality; be honest about what is working, what has not worked and what is going to change. We aim for transparency, knowledge exchange and strong relations with the community.

Discussion

MEDIA RELEASES

- Signs Code consultation
- Centenary Logo
- Festivals of the Dry EOI for brochure
- Successful Zimin Drive Shared Pathway Grant
- Australia Day Clean Up Goes Online
- Ethan Woods Name Citizen of the Year
- Council Seeks Community Input on Town Square Shade Solutions
- Katherine Town Council Celebrates Outstanding Staff Survey Results

STRATEGIC PLANS

- Communication and Engagement Plan
- Working on Shared Pathways Strategy (edit and design)

GRANT APPLICATIONS

- Seniors Week
- International Women's Day
- Updated RPPP
- School holiday program
- Active Transport
- Festivals Australia Program – Centenary of Katherine Gala Dinner

STAKEHOLDER ENGAGEMENT

- Stakeholder engagement training - new staff
- Katherine Civil Airport
- Your Say Katherine - First Street
- Your Say Katherine – Centenary Logo Competition finalised
- Your Say Katherine Aquatic Centre updates
- Cooling the Town Square consultation and report
- Katherine Signs Code consultation
- Residents marketing survey
- First Street – stage two (construction phase) consultation

CAMPAIGNS AND PROJECTS

- Dog Registration Amnesty (delivered)
- Ezy Bill (delivered)
- LGANT/ALGA election campaign (developing)
- Local Government election information campaign (developing)

- Website redevelopment (in progress and will be finished in July)

SOCIAL MEDIA

- Social media management

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.

14.7 PEOPLE AND CULTURE QUARTERLY REPORT

Author: Irenee McCreevy, Manager People & Culture
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the People and Culture report for the quarter January to March 2025.

Purpose of Report

To update Council on relevant People and Culture activities.

Strategic Plan

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

4.3.1 Offer Council staff training and development opportunities.

4.3.2 Celebrate our successes.

4.3.3 Provide the right conditions and right opportunities.

Municipal Plan

4.2.2.1 Ongoing safety training and safety culture improvements

4.3.1.1 Training and development highlighted in annual review discussions, increased frequency of reviews with greater focus on career development

4.3.2.1 Internal and external good news stories are regularly shared and Council recognises achievements by submitting for awards

Background

This report provides information on the People and Culture department's activities from January to March 2025.

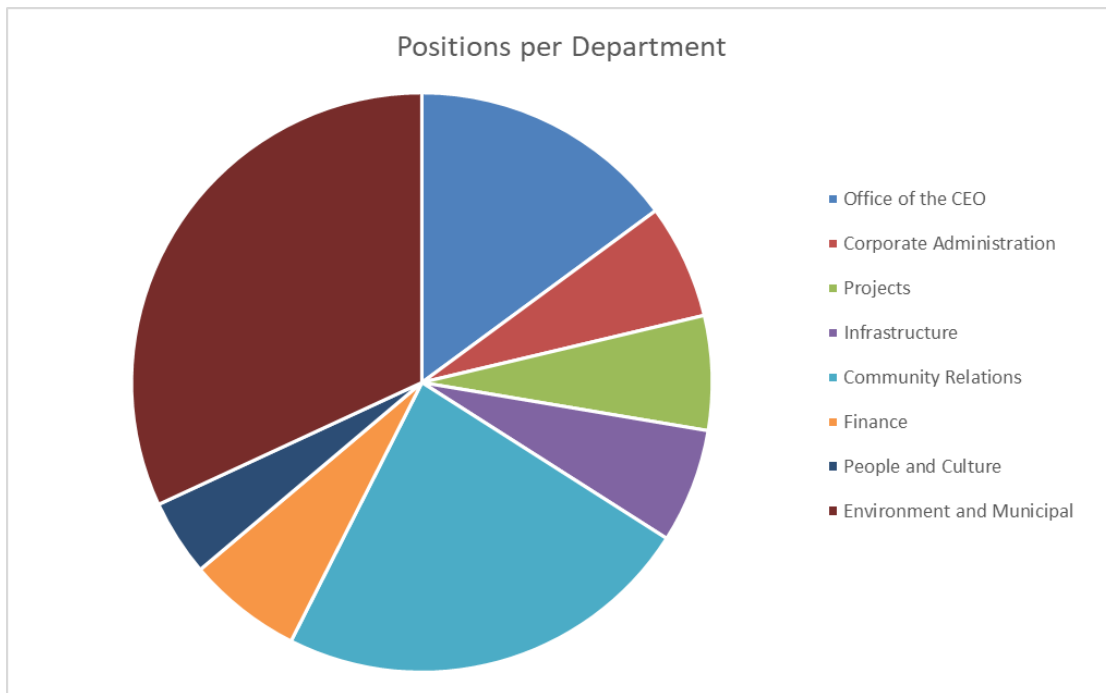
Discussion

Demographics

Headcount March 2025 – 47 total staff, 38.2 full time equivalent (FTE).

Gender Diversity- 70% identify as female, and 30% as male.

Council's gender diversity continues to favourably compare to the Australia wide workforce participation of 47.7% female (WGEA) and Big Rivers population of 52% female.



More than 68% of Council staff directly engage with the Community on a daily basis as part of their role.

Tenure

Total tenure in years – the number of years of working for KTC of all staff combined is 148.52 years.

Average tenure is 3.16 years.

Recruitment

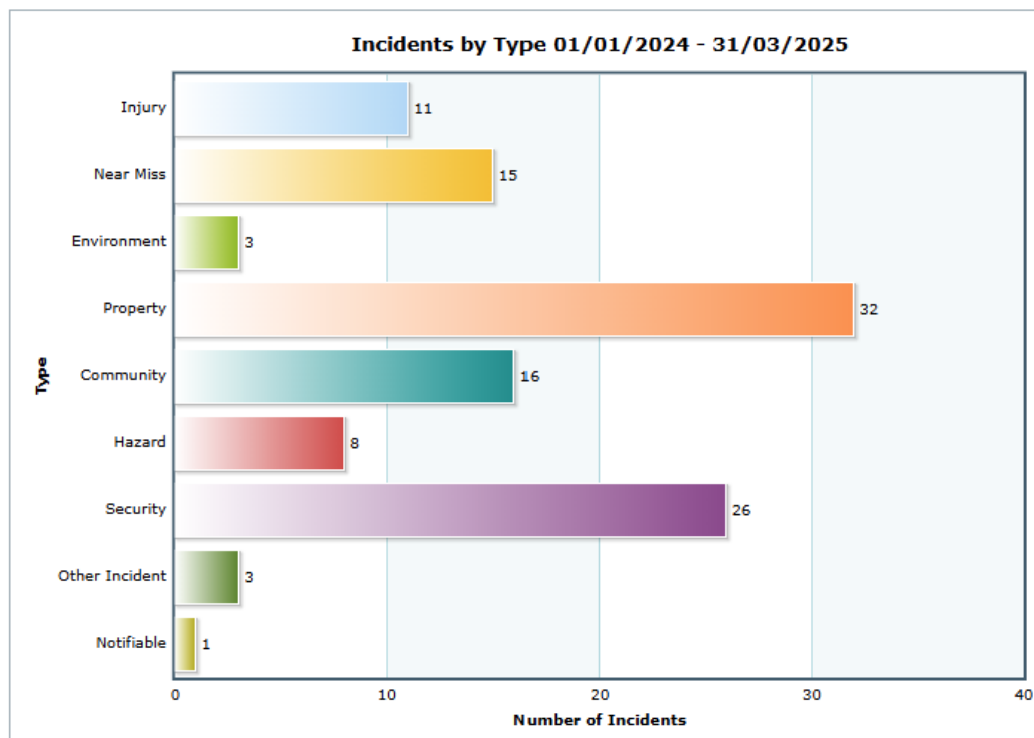
Council hired 9 new staff from January to March 2025, and as of 31 March 2025 had 10 roles advertised, including seasonal roles at the Visitor Information Centre, and multiple vacancies in a single role. There were 13 vacant positions.

Lack of accommodation and difficulty finding rental accommodation remain the most significant difficulties new staff face when accepting a job with Council. This includes a lack of engagement experienced with rental accommodation providers. It has been good to see an increase in applications by locals, which was a difficulty in the previous quarter.

Council is also currently creating a new recruitment video to showcase our organisation and town in an effort to attract more applicants.

Incidents

Causes of incidents in the past six months



Council saw a big increase in incidents reported this quarter with 36 reports, a very large number relating to incidents of public aggression or staff endangerment, including staff being physically assaulted by members of the public in their workplace or having to clean biohazards at worksites. This is represented by the property and security statistics.

Of the incidents reported:

- **13 or 36% relate to the Katherine Public Library**, with biohazard cleanups, public disturbances and incidents of aggression. Of particular concern is the number of incidents reported in the entrance stairwell, an ongoing issue posing a serious risk to both staff and library patrons.
- **8 or 22% relate to the Visitor Information Centre**. This includes a mix of public disturbances and biological hazards including urine, vomit and feces requiring cleaning by staff.
- **17 or 47% of the hazards related to public disturbances and aggression** including 3 assaults on staff members, two of which were at the library.
- **Police were called on 10 occasions** in relation to the public disturbances, aggression and assaults over the period.

This remains a serious concern as Council has a legal obligation under Work Health and Safety legislation to provide a safe workplace for our staff, while also being required to provide accessible public services.

Staff are to be congratulated for their vigilant reporting, and commitment to Council and the Katherine community that they continue to provide excellent service in spite of these challenging statistics.

It remains pleasing to see a high number of near misses reflecting a proactive approach to safety.

In addition, Council conducted drug and alcohol testing across all sites and conducted worksite inspections recording corrective actions to be undertaken.

Wellness Strategy

Council launched our Wellness Strategy in February last year recognising four pillars of wellness for Council staff being physical, mental, financial, and social.

The following events have been undertaken as part of Council's Wellness Program during January to March 2024:

- 1 Crafternoon session
- Information sharing from salary packaging providers
- 1 Internal skills development session for leaders
- Staff were invited to Council's International Women's Day event
- Donate for Life staff information session
- Information sharing council's Superannuation provider

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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14.8 COMMUNITY RELATIONS REPORT FOR THE MONTH OF MARCH 2025

Author: Rhett English, Manager Strategic Priorities
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

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

Purpose of Report

To provide an overview of the Community Relations Department activities for the month of March 2025.

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.

1.1.4 Learn what the community wants to know through community engagement strategies.

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

3.2.1 Craft Katherine's personality and identity by playing to our strengths.

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

3. SPORTS AND CIVIC EVENTS - 3.4 Activation and Revitalisation - Maximise developmental potential of Council's land assets and create an attractive town through revitalisation.

3.4.3 Enhance public spaces with placemaking and activation.

Municipal Plan

2.2.3.1 Provided a continually developing calendar of free and accessible community events that cater for our diverse community

2.3.1.1 Use a range of communication and engagement tools and methods to reach all members of the Katherine community

Background

The Community Relations department is responsible for the provision of customer service and the delivery of public library service, visitor services, and community events to the Katherine community.

Discussion

Public Holiday Closure Period – April and May

Civic Centre:

Closed Good Friday and Easter Monday - Reopening as normal Tuesday.

Closed ANZAC DAY – Friday 25th April

Closed May Day – Monday 5th May

Katherine Public Library:

Closed Good Friday and Easter Monday - Reopening as normal Tuesday.

Closed ANZAC DAY – Friday 25th April

Closed May Day – Monday 5th May

Katherine Visitor Information Centre:

Closed Good Friday

Opening hours

Easter Saturday 9am-1pm

Easter Sunday 9am-1pm

Easter Monday 9am-1pm

ANZAC DAY 9am – 1 pm

MAY DAY 9 am – 1 pm

These closures align with the Northern Territory's official public holiday schedule for 2025.

For the most current updates or any additional information, you can visit the [Katherine Town Council website](#) or contact Council directly on (08) 8972 5500.

LIBRARY SERVICES

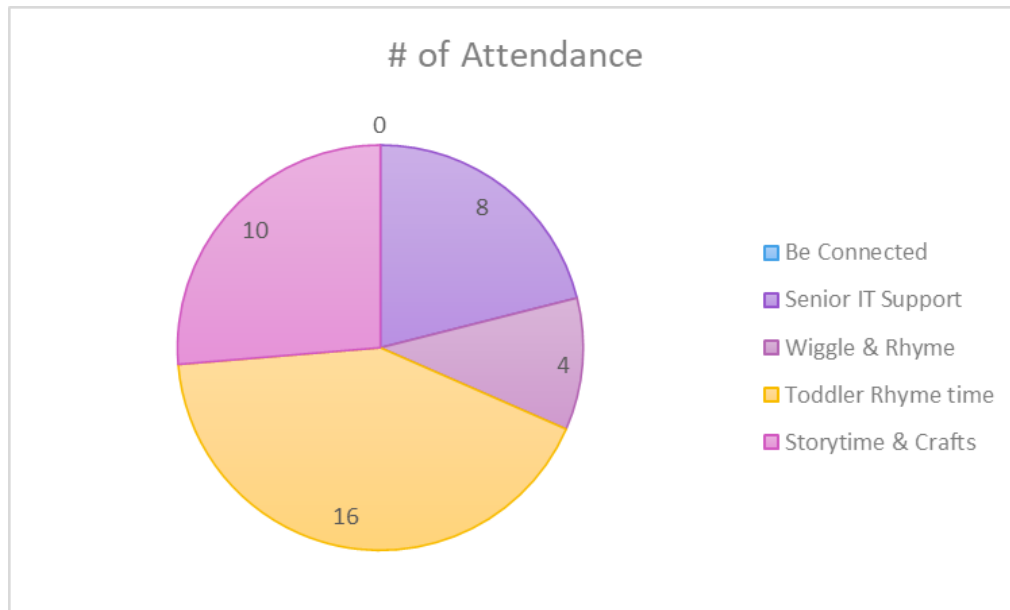
March highlighted the need to strengthen staff interaction with library patrons and increase overall community engagement, in line with team resolutions made in February. Staff are continuing to build relationships and adapt library programs based on community feedback.

This month, the library recorded 38 participants across its four core programs. Programming has been adjusted to include sessions for seniors, replacing the after-school Dungeons and Dragons program.

Activity	Totals	
Patron Count	2488	
Public computer Use (hours)	292.5	
Conference room (hours)	14.5	
Circulations (book borrowing)	634	
Circulations (returns)	616	
Soft Loan Circulation (books that have been read in the library)	310	
New Memberships	19 (Regular) 0 (Online)	
Programs	# Programs	# Attendance
Wriggle & Rhyme	2	4
Toddler Rhyme Time	2	16
Storytime	2	10
Be connected	1	0
Senior IT support	4	8

Toddler Rhyme Time was the most popular program this month, attracting 16 participants. Early childhood programs were reduced overall, as the regular staff member was unwell and unable to work for over two

weeks. It's a reflection of the strong relationships built with parents that many chose not to stay for the backup program once they learned the usual facilitator was unavailable.




The new Seniors programs now include the Australian Government's *Be Connected* online initiative and in-person IT support, both delivered by library staff.

The face-to-face IT support has been warmly received, attracting a number of new participants in recent weeks. The strong interest reflects a clear preference among seniors for human interaction and hands-on support, rather than screen-based programs.

Library staff also attended the COTA Seniors Expo at the Y, which was a great opportunity to connect with new community members. A survey conducted on the day gathered valuable feedback on preferred programs and communication methods. Based on this input, the library looks forward to expanding its Seniors program offerings in the coming months.





The April Library Program is packed with activities for children and parents, including an expanded range of events during the school holidays.



Katherine Public Library Programs Calendar

APRIL 2025

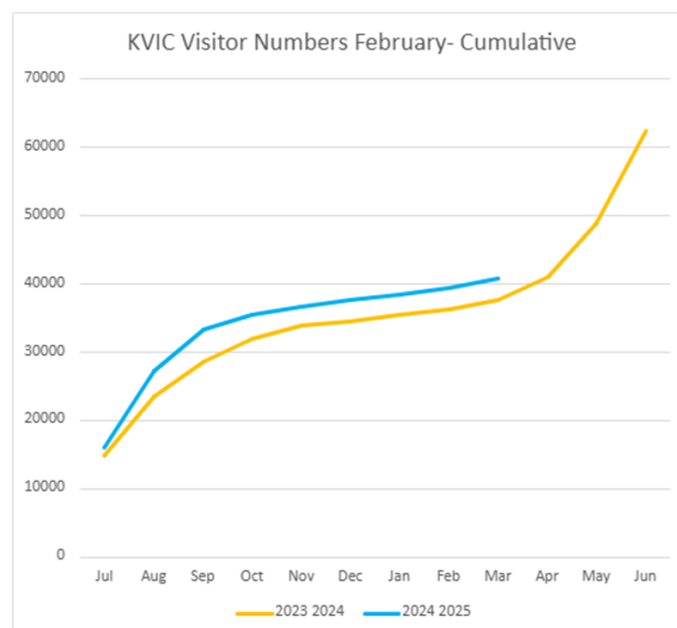
SUN	MON	TUE	WED	THU	FRI	SAT
						1 Colouring Station 9am - 12pm All ages
		1 Toddler Rhyme Time 10am - 10:30am Ages 1 - 5 years Tech Assist 11-11:30 Be Connected 1.30-2.30pm	2 Storytime & Craft 10am - 11am Ages 8 - 5 years	3 Wiggle & Rhyme 10:30am - 11am Ages 0 - 12 months	4	5 Colouring Station 9am - 12pm All ages
		8 Toddler Rhyme Time 10am - 10:30am Ages 1 - 5 years Tech Assist 11-11:30 School Program - Melt Bead session	9 Storytime & Craft 10am - 11am Ages 8 - 5 years School Program - Library Bag painting	10 Wiggle & Rhyme 10:30am - 11am Ages 0 - 12 months School Program - Mosaic Session	11 School Program - Book Reading with Lin Bonnet and Sims Time	12 Colouring Station 9am - 12pm All ages
		15 Toddler Rhyme Time 10am - 10:30am Ages 1 - 5 years Tech Assist 11-11:30	16 Storytime & Craft 10am - 11am Ages 8 - 5 years	17 Wiggle & Rhyme 10:30am - 11am Ages 0 - 12 months Be Connected 1.30-2.30pm	18	19 Colouring Station 9am - 12pm All ages
		22 Toddler Rhyme Time 10am - 10:30am Ages 1 - 5 years Tech Assist 11-11:30 Aged Pensioner Session 5pm - 2pm	23 Storytime & Craft 10am - 11am Ages 8 - 5 years	24 Consumer Affairs - Open discussion Q & A 10:30am-12:00 Wiggle & Rhyme 10:30am - 11am Ages 0 - 12 months	25	26 Colouring Station 9am - 12pm All ages
		Library is closed Other Programs: • Board Games Club: age 10+ Thursdays 3pm - 4:30pm • Free computer usage for the public daily				



VISITOR INFORMATION CENTRE SERVICES

In March 2025, Katherine Visitor Information Centre recorded \$16,398.17 in total sales. This figure reflects a modest seasonal trend consistent with visitation patterns typically observed during the tail end of the wet season. While foot traffic was relatively stable, the visitor services team focused on maintaining engagement with both tourists and regional travellers, with an emphasis on promoting local experiences and events in preparation for the approaching dry season peak.

During the month, staff also began preparations for the upcoming Welcome to the Dry event and collaborated with tourism partners to refresh brochures and displays. Visitor enquiries remained steady, with continued interest in national parks, cultural experiences, and local tours. The Visitor Centre continued to provide high-quality service and up-to-date travel information, playing a key role in supporting regional tourism and economic activity.



COMMUNITY EVENTS

Council Events and Activities – March 2025

Clean Up Australia Day – Online Campaign

In March 2025, Katherine Town Council ran an online campaign to support Clean Up Australia Day, encouraging the community to reduce litter and raise awareness about the importance of caring for the environment.

The *Clean Up Katherine* campaign encouraged residents to pick up litter, report it using the Snap Send Solve app, and receive vouchers to local businesses as a reward. Weekly challenges and prize draws helped keep the community engaged, with regular social media updates showcasing participants and their efforts.

By the end of March, the campaign recorded:

- 17 Snap Send Solve reports
- 20 vouchers awarded
- 30 bags of rubbish collected and properly disposed of

Participation continued into April, including strong involvement from NT Respite Care. Katherine Town Council staff also took part by making individual pledges to reduce waste and improve environmental practices. These pledges will be highlighted next year to raise awareness and provide educational examples for the community.

The 2025 campaign was delivered well within budget and laid a strong foundation for a bigger and better initiative in 2026.



International Women's Day 2025

Saturday 8 March 2025, 10:00am – 12:00pm

Katherine Town Council hosted its 2025 International Women's Day event at the Godinymayin Yijard Rivers Arts & Culture Centre, focusing on supporting women transitioning from stay-at-home roles back into the workforce.

The two-hour forum featured a keynote speech by Simone Cameron from Cotton Australia, followed by a panel of inspiring local women who shared their personal experiences of returning to work at various stages of life. The discussion explored key topics such as mental health, resilience, and how to manage the balance between work, family, and personal wellbeing.

Around 60 people attended the event, with each registration fee of \$10 donated to the *Red Cross Connected Women* program, which supports local women in need. Distinguished guests included the Leader of the Opposition, Mrs Selena Uibo; Member for Katherine, Mrs Jo Hersey MLA; and Her Worship the Mayor, Elisabeth Clark, who opened the event with an Acknowledgement of Country and a Mayoral address.

Morning tea was kindly provided by the Coffee Club, giving attendees the chance to network, ask questions, and share experiences in a welcoming and supportive setting.

The event was proudly supported by the Northern Territory Government through grant funding from the Office of Gender Equity and Diversity. This support enabled Katherine Town Council to host a meaningful event that empowered and connected women in our community during a key life transition.



Come and Try Sports Expo

Saturday 15 March 2025, 9:00am – 12:00pm

The Come and Try Sports Expo was held at The Y on Saturday 15 March, giving children the chance to explore new sports and activities. The event also provided a valuable opportunity for local clubs and organisations to recruit new members, sign up volunteers, and connect with the wider community.

Approximately 250 people attended throughout the morning, including special guests the Leader of the Opposition, Mrs Selena Uibo, and Member for Katherine, Mrs Jo Hersey MLA.

The Salvation Army provided catering, giving away 220 sausages, and a range of local sports clubs hosted stalls. The Yoga Bubble ran free classes, which were very popular with attendees.

It was also great to see the Katherine Police Force engaging with children and hosting a friendly rowing

machine challenge—adding a fun, interactive element to the day.

While the event was a success, feedback noted there were fewer stalls and children compared to previous years. Suggestions for future events include offering a wider range of free classes, running competitions with prizes, and introducing more activities to keep energy levels high and participants engaged throughout the morning.



Harmony Day Citizenship Ceremony

Friday 21 March 2025, 11:00am – 12:30pm

Katherine Town Council held its Harmony Day Citizenship Ceremony at the Civic Centre on Friday 21 March 2025. The event celebrated and welcomed 11 individuals as new Australian citizens.

Around 40 people attended the ceremony, including special guest Ms Marion Scrymgour, Mayor Elisabeth Clark, Deputy Mayor Denis Coburn, and CEO Ingrid Stonhill. Ms Scrymgour delivered the official Minister's Address and warmly welcomed the new citizens on behalf of the Australian Government.

The ceremony was a smooth and meaningful event, with each new citizen receiving a heartfelt welcome into the Australian community.



Bombing of Katherine Commemoration

Saturday 22 March 2025, 9:00am – 12:00pm

The Bombing of Katherine Commemoration was held on Saturday 22 March 2025, from 9:00am to 12:00pm. The event was organised by the Katherine Museum and proudly supported by Katherine Town Council (KTC).

KTC provided sponsorship and on-the-day support, including photography to capture the occasion. Her Worship, Mayor Elisabeth Clark, hosted the well-organised and engaging event, which drew hundreds of community members.

Dignitaries in attendance included the Leader of the Opposition, Mrs Selena Uibo; Member for Katherine, Mrs Jo Hersey MLA; Councillor Peter McDougall; and Councillor Kerrie Mott.

Congratulations to the Katherine Museum on delivering such a successful and meaningful event.



Seniors Expo: Event Insights and Future Planning

Wednesday 26 March 2025, 10:00am – 1:00pm

The Katherine Seniors Expo, organised by Council on the Ageing (COTA) NT, was held at the YMCA on Wednesday 26 March 2025, from 10:00am to 1:00pm.

Katherine Town Council hosted a well-received stall at the event, sharing information about Ezybill, Library services, and inviting attendees to complete a short survey. The survey aimed to better understand seniors' interests and how they prefer to receive information about upcoming events.

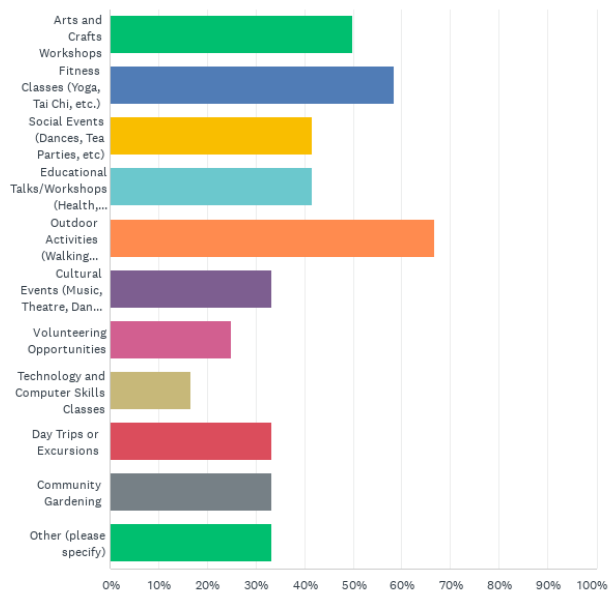
Participants shared strong interest in activities such as arts and crafts workshops, fitness classes, cooking sessions, and outdoor programs like gardening and walking groups.

Survey results showed a clear preference for Council-run Seniors events to be held monthly, with mornings being the most suitable time. Most respondents preferred to receive information via email, while others indicated a preference for flyers, social media, or community newsletters.

These valuable insights will guide future Council planning to ensure that events and activities are better tailored to meet the needs and preferences of Katherine's senior residents.

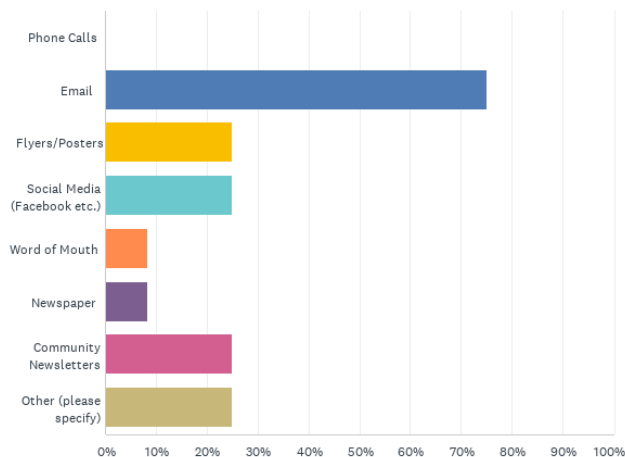


Q2 What types of activities would you like to participate in or see more of in the community?



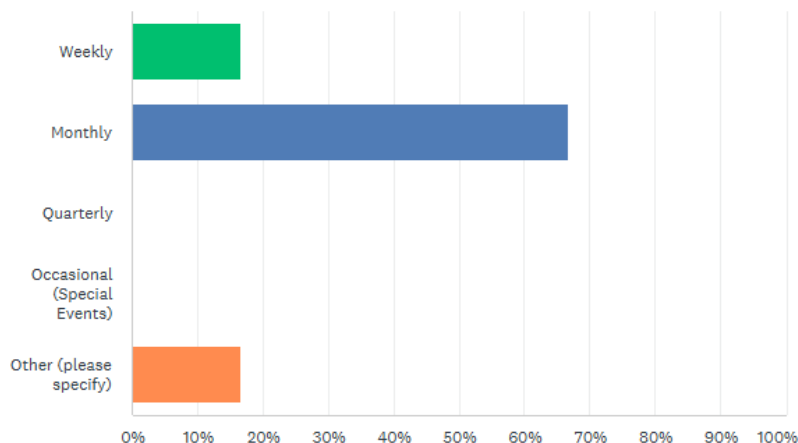


Q5 How do you usually prefer to receive information about upcoming activities or events?



How often would you like these activities to be held?

Answered: 12 Skipped: 2



Upcoming Events and Activities

- **25 April 2025 – ANZAC Day**
Katherine Town Council will support community commemorations to honour the service and sacrifice of Australian and New Zealand defence personnel.
- **15 May 2025 – National Road Safety Week**
Council will participate in raising awareness around road safety, promoting safer behaviours and community engagement on this important issue.

Closure Period

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.

14.9 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF MARCH 2025

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

Officer Recommendation

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

Purpose of Report

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

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.

Municipal Plan

1.1.2.2 Ensure compliance with local government legislation

1.1.3.2 Encourage and Educate the Community about the Services that is provided by Council

1.3.3.2 Snap Send Solve

Background

The monthly report of Corporate Administration provides information that contains to the month of February regarding customer services requires and summary of the rates debtors.

Discussion

CUSTOMER SERVICE REQUESTS

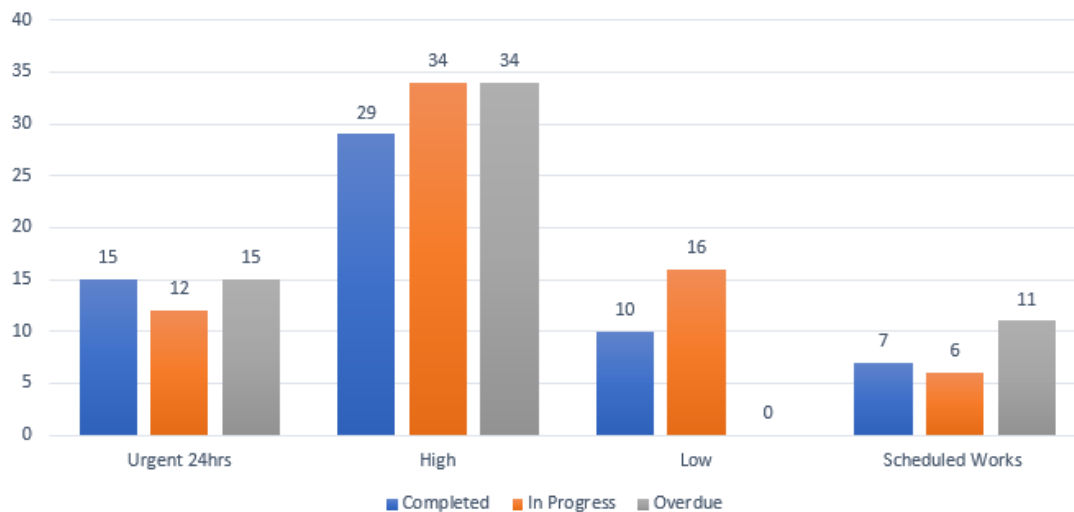
In March, the Council received a total of 178 service requests. Of these, 61 were resolved satisfactorily, 68 are still in progress, and 49 are overdue and pending resolution.

During the same period, 83 Snap Send Solve (SSS) reports were submitted. The main issues reported were regulatory, waste services and council facilities.

Additionally, service requests were received through other channels such as phone, email, or in person.



178 SERVICE REQUESTS - TRIAGING RESULTS - MARCH



These requests included:

Summary of Service Requests

Regulatory Services – 45 Requests

- 7 reports of animal attacks (on humans or other animals)
- 12 reports of lost or found animals
- 1 after-hours report of a dog at large
- 10 reports of dogs at large or causing a nuisance
- 1 report concerning another type of animal
- 5 reports of illegal dumping
- 4 reports of overgrown allotments
- 4 reports of abandoned vehicles and 1 report of a parking obstruction

Waste Services – 38 Requests

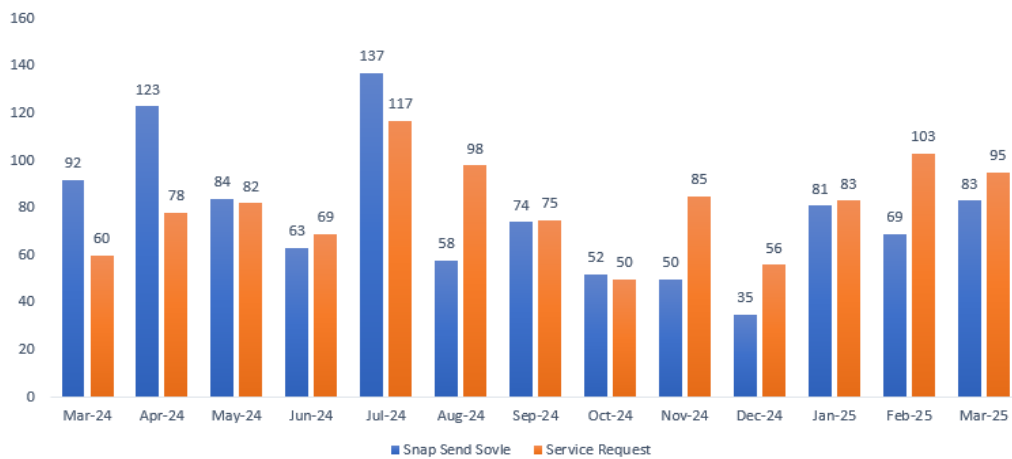
- 4 reports of missed waste collections
- 2 requests for new bin services
- 6 reports of missing bins
- 15 requests for bin repairs or replacements
- 7 requests for voluntary litter collection
- 1 report of vandalism at a bin enclosure
- 3 requests for litter collection

Council Facilities – 31 Requests

- **Public Toilets:** 8 reports of vandalism, damage, or graffiti
- **Cemetery:** 5 general inquiries and 2 maintenance requests
- **Civic Centre:** 1 toilet maintenance request and 1 air conditioning repair
- **Showgrounds:** 1 request for oval gate repair
- **Skatepark:** 1 report of a burnt bin
- **Sportsgrounds:** 6 reports of oval lighting issues
- **Waste Management Facility:** 1 request for air conditioning repair
- **Parks and General Facilities:** 5 miscellaneous reports of maintenance or repairs

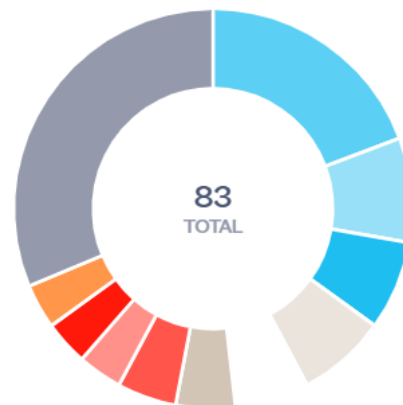


SNAP SEND SOLVE & SERVICE REQUESTS



Report by incident type

Clean Up Australia 2025	19.28%
Rubbish and Bins - General	8.43%
Dumped Rubbish	7.23%
Overgrown Vegetation	7.23%
Outdoor Lighting Maintenance	6.02%
Pothole	4.82%
Request Bin Repair or Replacement	4.82%
Fallen or Hanging Tree/Branch	3.61%
General Request	3.61%
Trees - General	3.61%
Other	31.33%



RATES RECOVERY AND OUTSTANDING BALANCES UPDATE

Summary of Outstanding Rates as of 31 March 2025.

Item	Amount (\$)	Notes
Total Outstanding Rates Balance	\$2,604,872.80	Includes current year's levy, arrears, and accrued interest
2024/2025 Outstanding Balance	\$1,558,293.06	1,576 assessments unpaid after final instalment (due 31/03/2025)
2023/2024 Outstanding Balance or older	\$1,033,206.81	1,576 assessments unpaid after final instalment (due 31/03/2025)
Accrued Interest	\$13,372.93	Incorporated in total figure above. Noting, Interest accrued since July 1, 2024, totals \$103,498.57.

Debt Recovery Actions

- \$1,260,297.03 in overdue rates is currently subject to recovery via letters of demand and legal proceedings.
- This affects 244 assessments.

Legal Proceedings and Enforcement

Legal Status	Amount (\$)	Details
Debt under Legal Action	\$687,087.20	Secured through Overriding Statutory Charges (Section 256, LG Act) – 45 assessments
Pending Recovery – Legal Proceedings in Progress	\$53,233.72	One (1) assessment where vacant possession was not granted
Preparing for Power of Sale	\$511,318.16	26 assessments under review

Payment Arrangements

- No outstanding rates are currently being managed through:
 - Financial Hardship Special Payment Arrangements
 - Approved Payment Extensions

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.

14.10 ENVIRONMENTAL SERVICES REPORT FOR THE MONTH OF MARCH 2025

Author: Brett Kimpton, Manager Environment and Municipal
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

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

Purpose of Report

To provide the Elected Members an update regarding the Environmental Services Department's activities for the month of March 2025.

Strategic Plan

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

3.3.4 Make public toilets more accessible.

3.3.5 Develop a parking strategy.

7. ENVIRONMENTAL SUSTAINABILITY - 7.1 Waste Management - Implement waste management actions that benefit our community and environment.

7.1.6 Raise awareness to keep our town litter-free.

7.1.7 Implement the Katherine Town Council Waste Management Strategy 2021-2026.

Municipal Plan

1.5.1.3 Continue mosquito monitoring program

2.1.2.1 Assess the condition of public amenities throughout Katherine and implement remediation where required

3.1.2.2 Work with all users to ensure maximum utilization of facilities

7.1.7.1 Continue to implement the Waste Management Strategy

Background

Katherine Town Council's Environmental Services Department continues to provide core services through various service deliverables to the Katherine Community and Municipality.

Discussion

Municipal Services Update

Depot crews continue to collect large volumes of litter throughout the CBD, there has been an upward trend in the collection of empty alcohol bottles in the Visitor Information Centre Car Park, Railway Tce, Ryan Park, Hot Springs and O'Shea Park.

New No Entry Signs and Wrong Way Go Back signs were installed on Riverbank Drive at the Hot Springs Car Park, the new signs are highly visible and will alert drivers they are about to enter a one-way road contraflow.



No Standing Signs were installed along with a continuous painted yellow line in the area around the Netball Courts at the Katherine Sportsgrounds. This will now give drivers a clear view of the courts while driving on the internal ring road and allow them to see players chasing errant balls that leave the designated playing area. This comes after an incident where a player was almost struck by a car on the internal ring road.



Depot Crews undertook clean up works of Knotts Crossing, Katherine River Boat Ramp and the Low-Level crossing on Zimm Drive with the intent to open to the public. This work commenced after the Bureau of Meteorology advised that minimal rainfall was expected in the proceeding weeks. Shortly after opening the facilities, they had to be closed again due to unexpected rainfall in catchment areas upriver.

The depot continues to deal with low staff numbers despite constant recruitment campaigns. The staff deficit does impact service delivery in some areas

Waste Management Facility

The Waste Management Facility received approximately 2234 tonnes of general waste for the month, this is a significant increase on the previous month. The facility received approx. 760 tonnes of concrete from various commercial sites in the municipality which is attributed to the increase.

Cleanaway collected 225 tonnes of kerbside rubbish from the municipality.

Monthly water sampling results at the facility returned no areas of concern and no exceedance of nominated trigger values.

Katherine Civil Airport

The Aerodrome had approximately 490 air movements for the month.

The Aerodrome was closed 21st March to 24th March inclusive to allow the closure of Runway 14/32 and the opening of a temporary runway in its place. The temporary runway will be in place till early 2026 it is expected at this time.

Air North has suspended its regular passenger service that stops in Katherine on Monday, Wednesday and Friday. The suspension is due to waiting for CASA approval to operate on the narrower temporary runway now in use, it is unknown how long it will take for the dispensation to be granted.

All other general aviation users are able to use the runway without requiring dispensations.

Regulatory Services

Council staff with the assistance of Northern Territory Police and a Veterinary Team executed a seizure of animals warrant at an address in Katherine South. The animals listed in the warrant had previously attacked people and animals on multiple occasions previously resulting in medical treatment.

Regulatory Services received 45 animal-related service requests in March which included.

7 Reports of animal attacks on humans or animals

12 Reports of lost and found animals

10 Reports of dogs at large or causing a nuisance.

1 Report of a dog at large after hours

8 dogs were impounded with 4 dogs returned to their owners and 1 dog re-homed.

16 infringements were issued for offences including serious dog attack, dogs not under effective control, unregistered dogs and dog menace.

42 hours of regulatory patrols were undertaken for the month.

Regulatory Parking Summary

Council staff in collaboration with Northern Traffic Operations conducted a joint operation in Lindsay Street with a focus on Commercial Passenger Vehicles that park illegally in the vicinity of the shopping centre entrance and the Visitor Information Centre. Regular joint operations will continue in the coming months.

No Standing signs were erected in an area that was previously a bus zone in the Visitor Information Centre Car Park, bus operators have been advised to utilize the Lindsay St Car Park, or the bus stop on the Stuart Highway next to the BP Service Station. It is hoped that by removing the bus stop this will alleviate traffic congestion in the car park.

6 infringements were issued for parking-related offences,

39 verbal warnings were given to drivers for parking related offences

17 hours of parking patrols were undertaken during the month

1 vehicle was impounded.

Emergency Management

Council continues to be an active member of the Katherine Local Emergency Committee, the committee meets monthly during the wet season and every 2 months in the dry season.

The March meeting reaffirmed all organisations were in a state of preparedness if an event occurred and required the committee to be stood up.

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

Legal action may result from the animal seizure warrant.

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.

14.11 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF MARCH 2025

Author: Kimberly Worrigal, Contracts Coordinator
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

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

Purpose of Report

To provide the Elected Members an update regarding the Infrastructure Services Department's activities and projects for the month of March 2025.

Strategic Plan

1. STRONG LEADERSHIP - 1.3 Community Engagement - Improve Council communications and engagement with the community.

1.3.3 Identify a number of tools to ensure our engagement is broad, inclusive and accessible to our diverse community.

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

2.1.3 Improve street lighting for safety.

2. COMMUNITY AND FAMILIES - 2.3 Celebrate Diversity - Celebrate diversity in our community and recognise their needs and interests.

2.3.2 Improve disability access in town.

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

3.1.4 Develop future infrastructure such as a regional sporting precinct, updated aquatic centre and potential water recreation facility.

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

3.3.5 Develop a parking strategy.

3. SPORTS AND CIVIC EVENTS - 3.4 Activation and Revitalisation - Maximise developmental potential of Council's land assets and create an attractive town through revitalisation.

3.4.2 Support creating a vibrant CBD with updates to streets such as Railway Terrace and First Street.

7. ENVIRONMENTAL SUSTAINABILITY - 7.2 Katherine's Natural Beauty - Showcase the raw beauty of Katherine's natural attractions and protect our natural assets from pollution and overuse.

7.2.3 Undertake activation projects to provide nature play spaces for kids of all ages.

Municipal Plan

1.3.3.2 Snap Send Solve

1.3.3.3 Online Search - Cemetery

Background

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

Discussion

Project Updates

Aquatic Centre Upgrade

Testing of the existing pool has now taken place and the project will continue to progress according to the current program. The plant room and Changing Places building will start to be constructed soon.

Civic Centre Upgrade

The tender for the Civic Centre Refurbishment Project has been extended with more detailed information provided for all interested contractors. The tender is to design and construct the refurbishment in accordance with a concept floor plan. Submissions will close on the 2nd of May 2025 and there will be no further extensions of time.

First Street Upgrade

The upgrade on First Street will establish two distinct access driveways and improve public safety around the Woolworths loading bay and Shopping Complex entrance. The Request for Quotation is due to close on the 17th of April. With construction due to start in May. All stakeholders in the vicinity have been notified of the progress by flyer.

Outback Outhouse

The Outback Outhouse is a low maintenance toilet constructed by local tradespeople. It provides the bare necessities, using parts which can be sourced locally. The toilet will remain open throughout the night in a safe, highly visible location near the Visitor Information Centre. The toilet is designed to accommodate the needs of those with mobility difficulties who may benefit from handrails on both sides of the toilet. Private wheelchair accessible toilets remain available within the VIC, and more wheelchair accessible toilets and upgrades will be installed throughout Katherine soon.



Chambers Drive Fencing (Sportsground Stage 4)

The sportsground fencing extension along Chambers Drive is back under construction and this will be complete for the dry season. Please once again take care when entering and exiting the sportsground precinct via Chambers Drive while work is occurring nearby.



Hot Springs Entry Sign

An arch-shaped entry sign will be installed at the Hot Springs to direct tourists toward the entry. The sign

uses similar materials to the other infrastructure located near the Hot Springs carpark area. Please follow any signage directions for alternative access down to the Hot Springs during construction.

Infrastructure Updates

Streetlights

March has been a busy month for streetlight repairs and maintenance. There was a total of twelve (12) reports from the community with many of these consisting of multiple lights or whole banks. Riverbank Drive continues to see unresolved issues, with fault finding continuing well into April, unfortunately the outage is still unresolved.

Side Entry Pit Replacements and Stormwater

Council contractors have now completed the final round of Side Entry Pit replacements for 2024/2025. This asset replacement program is ongoing, as infrastructure is aging and degrading causing safety issues for the public. During this final round six (6) pits were replaced. Also, on Cox Crescent, there was a large sinkhole open up on the road. Contractors investigated and found that the head of the stormwater drain had dislodged from pit causing road to sink as it washed away underneath. This is not uncommon, and a similar issue was discovered in Pearce Street last year, due to decaying mortar.



Sportsgrounds Oval Lighting

The Oval lighting at the Sportsgrounds is currently experiencing issues. There are many banks of lights that have turned yellow and others that have blown completely. The council is working with contractors to rectify issues as quickly as possible. Unfortunately, recent weather events have slowed this progress. User groups will be kept up to date with the progress of repairs.

Public Water Coolers

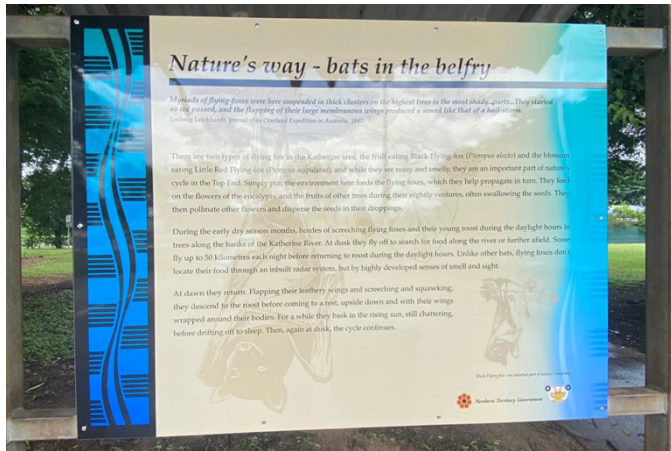
During the month of March, all the water coolers and bubblers located at council facilities and parks, were serviced and disinfected. From this the Adventure Playpark Water Bubbler has been flagged for replacement, as its condition has deteriorated due to ongoing vandalism and age. It will be replaced with a brand-new cooled water unit in the coming weeks.

Signage

Local contractors have manufactured and installed a number of signs in council's parks during the last



month. Including at the newly repurposed old war memorial site in O'Shea Park, and replacement of faded heritage signs. The Hot Spring's has also received some new regulations signs, in aim to assist visitors with the dos and don'ts while enjoying the site.



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

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES MARCH 2025

Report Type: For noting

Recommendation

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

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.

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 - 3.1 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
10 March 2025	Elected Member Information Session
15 March 2025	Come and Try Sports Day
24 March 2025	Elected Members Information Session
25 March 2025	Ordinary Meeting of Council
26 March 2025	Seniors Expo

Councillor Madeleine Bower

Date	Activity attended
24 March 2025	Elected Members Information Session
25 March 2025	Ordinary Meeting of Council

Councillor Peter McDougall

Date	Activity attended
4 March 2025	Showgrounds Committee Meeting
10 March 2025	Elected Member Information Session
18 March 2025	Centenary of Katherine Advisory Committee Meeting
22 March 2025	Bombing of Katherine
24 March 2025	Elected Members Information Session
25 March 2025	Ordinary Meeting of Council

Councillor Kerrie Mott

Date	Activity attended
10 March 2025	Elected Member Information Session
22 March 2025	Bombing of Katherine
24 March 2025	Elected Members Information Session
25 March 2025	Ordinary Meeting of Council
26 March 2025	Seniors Expo

Councillor Amanda Kingdon

Date	Activity attended
10 March 2025	Elected Member Information Session
24 March 2025	Elected Member Information Session
25 March 2025	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 25 MARCH 2025

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (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:	(d) information subject to an obligation of confidentiality at law, or in equity.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.2 CONFIDENTIAL BUSINESS ARISING FROM THE PREVIOUS MINUTES

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

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.3 CONFIDENTIAL RESOLUTION REVIEW LIST

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 KATHERINE WASTE MANAGEMENT FACILITY - SUBSURFACE FIRE

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

20.5 KATHERINE AQUATIC CENTRE UPGRADE - PROJECT UPDATE

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

20.6 T24-04 - FIRST STREET LOADING BAY ACCESS 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.

20.7 CIVIC CENTRE REFURBISHMENT LOAN

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.

21 RESUMPTION OF OPEN MEETING**22 CLOSURE OF THE MEETING**

The next Ordinary Meeting of Council will be held on 27 May 2025.