

AGENDA

Ordinary Meeting of Council
To be held on Tuesday 22 July 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
- Martene Johnson – Executive Assistant - Minute Taker
- Amanda Haigh – Manager Governance and Risk
- Desiree Rodgers – Manager Finance
- Heather Traeger – Manager People and Culture
- Brett Kimpton – Manager Environment and Municipal Services
- Casey Anderson – Manager Corporate Administration
- Matt Arnott - Manager Project Portfolio
- Rhett English - Manager Community Relations
- 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

Leave of Absence was received by Mayor Elisabeth Clark 5 to 20 July 2025.

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

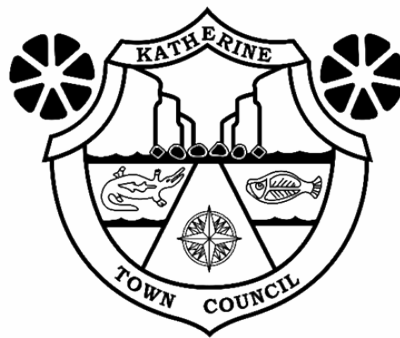
7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 17 JUNE 2025

Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council - 17 June 2025 - Minutes - unconfirmed [7.1.1 - 16 pages]

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 17 June 2025 as a true and accurate record.



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 17 June 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 - 17 June 2025 open at 12:00 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

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

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk - Minute Taker
- Irene McCreevy – Manager People and Culture
- Brett Kimpton – Manager Environment and Municipal Services
- Casey Anderson – Manager Corporate Administration
- Matt Arnott - Manager Project Portfolio
- Rhett English - Manager Community Relations
- Kimberly Worrigal – Contracts Coordinator
- Staff x 1

PUBLIC - 9

4.2 APOLOGIES

Nil

4.3 LEAVE OF ABSENCE

Nil



5 DECLARATION OF INTEREST

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

Nil conflicts declared.

Councillor Amanda Kingdon advised of a perceived interest in the letter she has requested to be tabled and noted in business arising, although the letter has not been tabled.

6 PRESENTATIONS FROM EXTERNAL AGENCIES

6.2 DEPARTMENT OF LANDS, PLANNING AND ENVIRONMENT- STATE OF WATER RESOURCES IN THE KATHERINE AREA

Water in the Katherine Region Presentation by Jo Challis - A/Senior Regulation Advisor - Katherine Government Centre and Eric Rooke - Manger Science Program

The presentation covered:

- the structure Water Resource Management
- 8 water allocation plans across the territory broken into 3 sections that include a water plan, background report and implementation actions
- Daly Roper water plan includes Mataranka, Katherine, and Ooloo. In the future there will be one plan for the region with area chapter of the plan.
- Katherine water plan is to maintain flow in the dry season and will be out for consultation in September/October 2025 through NTG Have Your Say.
- membership explained on committee
- each year there is state of water resource report that informs on how the water resource is managed, shared and regulated, data levels or flows and modelling results, and management actions undertaken and planned
- water science explained the catchment doesn't align to the Daly River catchment, includes ground water flows that are monitored by bores and components of the aquifer storage.
- Katherine monitored at the Wilden gauging station and noted that there is a lot of spring flow in this region
- geology and recharge explained and travel times of water to recharge
- allocation relies on precautionary balance to maintain the environment
- noted that the late rains in May 2025 resulted in the highest May total rainfall recorded in Katherine's 153 year history according to BOM
- modeling for annual allocation occurs on 1st November



7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 27 MAY 2025

COUNCIL RESOLUTION OMC-2025-132

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 27 May 2025 as a true and accurate record.

CARRIED 6|1

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

AGAINST: Councillor Kingdon



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE MAY 2025

COUNCIL RESOLUTION OMC-2025-133

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

That Council receive and note the Action update.

CARRIED 6|1

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

Discussion

Noted no response from Minister Hersey regarding followup information on the CBD speed changes.

Minister Yan advised he will meet with Council on his next visit regarding the CBD speed changes.

The Livestreaming Policy is on hold until the Civic Centre upgrades are complete and will be presented to the new council.

Councillor Kingdon advised she has requested a letter to be tabled and noted in response to item 20.7 notice motion. Advised this letter was not received before the meeting and will be tabled at the next council meeting.



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES MAY 2025

COUNCIL RESOLUTION OMC-2025-134

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

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

CARRIED 7|0

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

Discussion

The NTG treasurer update informed highlights were 5 new rest stops on the Buntine Highway, a new health centre in Borroloola, \$1.5mill allocated for a new multicultural building in Katherine, \$800mill in tax and royalties, \$16.7mill allocated for Katherine High School STEAM centre, 41 new homes for the Big Rivers Region and more wells in Beetaloo with gas ready to go by the end 2025

Aboriginal Mental Health meeting at CDU informed received 2 years of funding focusing on Darwin Palmerston and the Big Rivers Region. Will be undertaking a strengths and needs assessment and coordinate culturally appropriate and relevant training. Will meet with other organisations for a collaborative approach to mental health in Katherine region.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING MAY 2025

COUNCIL RESOLUTION OMC-2025-135

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

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - DLPE CEO - Rebuilding the Economy - 27 May 2025 - ID2232883 [10.1.1 - 1 page]
 2. Letter - General Manager Transport & Civil Infrastructure - Transport & Civil Contracts Information Sheet - 4 June 2025 - ID 233187 [10.1.2 - 5 pages]

CARRIED 7|0

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

Noted the deteriorating state of roads and the reference to regular inspections in the Transport and Civil Contracts letter, including the encouragement on community to report.

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Questions from the Gallery at the Ordinary Meeting of Council - 17 June 2025



Question	Response
Noting caretaker commencing who will be running the council meetings?	Council meetings will still be held with minimum agenda as unable to make major decisions.
Will a public briefing be held for rates payers on terms of loan?	Will come back to you.
Which confidential criteria did the borrowing meet and why?	Commercial sensitive as it is private in confidence.
Why is the lender, terms of the loan and how long is the loan going to be actually paid confidential?	Information will be provided
As the tender for civic centre upgrade is being awarded is there an intent to provide the public the scope of works?	Taken on notice

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 DECLARATION OF RATES AND CHARGES 2025-2026

COUNCIL RESOLUTION OMC-2025-136

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

1. That Council acknowledges the Chief Executive Officer, certified the Certification of Assessment Record as true and accurate record.
2. That Council declare:
 - (a) Items one (1) to seven (7) in the attached Declaration of Rates and Waste Charges 2025/2026 for the financial year ending 30 June 2026, pursuant to Section 237 and 238 of the *Local Government Act 2019*; and
3. That Council approve the revised Rating Strategy Policy, version nine (9).

CARRIED 7|0

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

AGAINST: Nil

Discussion

Zero properties are within the workers accommodation category >240.

Noted feedback if pay rates late and only small amount suggest a small amount threshold to writeoff. Within the current council policy ratepayers can apply for a waiver to reverse the interest. If it is an administrative error will already reverse the charges. To apply a writeoff threshold would be an administrative burden.

14.2 2025-2026 MUNICIPAL PLAN, BUDGET AND FEES AND CHARGES

COUNCIL RESOLUTION OMC-2025-137

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

1. That Council adopt the Budget for 2025-2026.



2. That Council adopt the Municipal Plan for 2025-2026.
3. That Council adopt the Fees and Charges for 2025-2026.

CARRIED 7|0

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

14.3 MOSQUITO MONITORING PROGRAM KATHERINE REGION FIVE YEAR FUNDING AGREEMENT

COUNCIL RESOLUTION OMC-2025-138

Moved: Councillor Mott; **Seconded:** Councillor McDougall

That Council approve affixing the Common Seal and signing of the funding agreement EFILE2025/9403 with the Department of Health for the Mosquito Monitoring Program Katherine Region, for the period of 01 July 2025 to 30 June 2030.

CARRIED 6|1

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

Discussion

Queried the reason why Council are doing this service. Noted that Council has been funded to undertake the service on behalf of the Department of Health at no cost to council and its benefits the community.

14.4 KATHERINE TOWN COUNCIL - SIGNS CODE

COUNCIL RESOLUTION OMC-2025-139

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

That Council endorse and adopt the Signs Code Policy V7

That Council endorse the definition addition of Offensive Signage

CARRIED 6|1

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

Discussion

The Code has been in action for a very long time this review has brought it up to current language, and is important for the protection of staff and clarity.

14.5 KATHERINE TOWN COUNCIL REPRESENTATIVE ON THE NITMILUK NATIONAL PARK BOARD

COUNCIL RESOLUTION OMC-2025-140

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

That Council approve the renewal of the appointment of Ingrid Stonhill, Chief Executive Officer, as the Katherine Town Council representative on the Nitmiluk National Park Board and the Mayor to advise Nitmiluk National Park Board.



KATHERINE
TOWN COUNCIL

MINUTES - Ordinary Meeting of Council - 17 June 2025

CARRIED 7|0

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

14.6 2021/2022 IMMEDIATE PRIORITY GRANT ACQUITTAL - FOOTPATH RENEWAL PROJECT

COUNCIL RESOLUTION OMC-2025-141

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

That Council accept the acquittal of the 2021-2022 Local Government Immediate Priority Grant – Footpath Renewal Program for \$300,680 and forward the overdue report, with an explanation of extenuating circumstances to the Department of Housing, Local Government and Community Development.

CARRIED 7|0

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

14.7 CROWN LAND LICENCE - PART LOT 2999 - KATHERINE SHOWGROUNDS

COUNCIL RESOLUTION OMC-2025-142

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

That Council authorises the Mayor and Chief Executive Officer to sign, seal, and execute a three-year Crown Land Licence over Part Lot 2999, supporting the continued use of the area as additional parking for the Katherine Showgrounds.

CARRIED 7|0

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

14.8 VISITOR INFORMATION SERVICES PARTNERSHIP PROGRAM FUNDING AGREEMENT 2025-2028

COUNCIL RESOLUTION OMC-2025-143

Moved: Councillor Mott; **Seconded:** Councillor McDougall

That Council approve the signing and affixing of the Common Seal to the Grant Funding Agreement: Visitor Information Services Partnership Agreement 2025-2028 with the Northern Territory Government.

CARRIED 7|0

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

Discussion

The move of the Visitor Information Centre and use of the current facility for the library has been part of the agreement discussion.



14.9 LOCAL GOVERNMENT ELECTIONS 2025 CARETAKER PERIOD

COUNCIL RESOLUTION OMC-2025-144

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

That Council receive and note the briefing on the caretaker period for the Local Government 2025 election.

CARRIED 7|0

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

Discussion

Council will be holding an information session 30 June. All information can be found on the Council and NTEC website.

14.10 FINANCE REPORT MAY 2025

COUNCIL RESOLUTION OMC-2025-145

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

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

CARRIED 6|1

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

14.11 COMMUNITY RELATIONS REPORT FOR THE MONTH OF MAY 2025

COUNCIL RESOLUTION OMC-2025-146

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

That Council receive and note the Community Relations Department report for the month of May 2025.

CARRIED 7|0

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

Discussion

Noted there had been a reduction incidents reported at library and the book return shoot closed due to antisocial behaviour.

Thanked the staff for the hard work at library

Council undertake the consultation on the types of books community would like in the library after made the move the Visitor Information Centre facility.

Noted Dungeon and Dragons has dropped off the library program.

Minecraft activity update taken on notice.

14.12 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF MAY 2025

COUNCIL RESOLUTION OMC-2025-147



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

That Council receives and note the Corporate Administration Report for the month of May 2025.

CARRIED 7|0

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

14.13 ENVIRONMENTAL AND MUNICIPAL SERVICES REPORT

COUNCIL RESOLUTION OMC-2025-148

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

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

CARRIED 7|0

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

Discussion

Noted disappointment in the disabled chair in the adventure playground being destroyed. Replacement is still being discussed with insurance, Variety and suppliers.

Raised need for more access to toilets, currently only at ends of town, noting the new Outback Ouhouse 24hour toilet outside the Visitor Information Centre. Funding is required to be sourced. Experience of leaving amenities open all the time results in extensive damage then need to close again. Ambition of the new design allows for being open with very little damage that is currently a trial with the intent to replace other bullet with this design.

Noted the Telstra outage has affected revenue with Avdata trying to recovery some information and we are undertaking a manual check.

Noted grammar of the Waste Management Facility Road network sentence and spelling error under Mosquito Testing should be May.

14.14 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF MAY 2025

COUNCIL RESOLUTION OMC-2025-149

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

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

CARRIED 6|1

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

Discussion

Lindsay street toilets date of completion mid July with most completed by end of the financial year and



only aesthetic panels to install.

Congratulated and thanked the team on the blue wall at the Visitor Information Centre and the athletics long jump pit run up upgrade.

Discussion on the first street skip bins within the Woolworths complex and the upgraded works. Reassured all stakeholders were consulted on the proposed works.

Point of Order called Councillor Jeremy Trembath - CEO correct in saying Woolworths was consulted.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

15.1.1 Centenary of Katherine 2026 Advisory Committee Meeting - Minutes - March 18 2025

COUNCIL RESOLUTION OMC-2025-150

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

That Council receive and note the minutes of the Centenary of Katherine 2026 Advisory Committee held on March 18 2025.

CARRIED 6|1

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

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES MAY 2025

COUNCIL RESOLUTION OMC-2025-151

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

That Council receive and note the Elected Member activities for May 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 Peter McDougall apologised for not submitting activities and will report next time.

Councillor Amanda Kingdon requested to be noted that any meetings held at the Chamber forced to via teams on a little iPad, challenging and difficult to have the meeting on the small iPad, share the screen or the meeting and the agenda, where cannot see all the room on the screen.

17 LATE AGENDA

18 GENERAL BUSINESS

Deputy Mayor Denis Coburn took the opportunity to thank all the staff and has been a pleasure to work with them and all the best.

Condolences on the passing to Denis Mangan family for recent passing.



Congratulations to Mrs Gillian Hagger on her 90th birthday. Mrs Hagger is a recipient of the Order of Australia medal.

Free movie coming up on the 23 June 2025.

1 July Territory Day and also Katherine's 99th birthday.

Thanked the staff for all diligent hard work with the Municipal Plan.

Today is our last official meeting and had a Citizenship this morning.

Rubbish bins will be replaced with new bins this week.

19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1:53 pm.

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 27 MAY 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



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

20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

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

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

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 MEMORANDUM OF UNDERSTANDING - KATHERINE TENNIS CLUB

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 PROPOSED LAND LICENSE - LOT 2787 KATHERINE NT

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 - 17 June 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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20.5 CIVIC CENTRE REFURBISHMENT - SELECTION OF TENDER

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

COUNCIL RESOLUTION OMC-2025-156

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

That Council decides to:

1. Award Tender T23-03E – Civic Centre Refurbishment (Design & Construct) to Northern Building and Property Services at their submitted schedule of rates price of \$4,582,811.00 (GST exclusive).
2. Attribute \$300,000 ex GST toward a contingency fund for the construction of the project
3. Release the resolution to the public minutes

CARRIED 7|0

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

20.6 DOG POUND - CONTRACT VARIATION REPORT

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 AUSTRALIAN STOCK HORSE SOCIETY NT BRANCH - PROJECT PROPOSAL

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

The open meeting resumed at 2:42 pm.



CEO acknowledged that it is the last official council meeting and thanked for the decision making of this council and the Mayor for her leadership.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 17 June 2025 was declared closed at 2:43 pm.

The next Ordinary Meeting of Council will be held on 22 July 2025 at 12.00pm.

7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 30 JUNE 2025

Report Type: Previous Minutes

Attachments: 1. Special Meeting of Council - 30 June 2025 - Minutes - Unconfirmed [7.2.1 - 3 pages]

Recommendation

That Council confirm the minutes of the Special Meeting of Council held on 30 June 2025 as a true and accurate record.



MINUTES

**Special Meeting of Council
Held on Monday 30 June 2025**

Katherine Town Council Library, Conference Room
1st Floor Randazzo Building, Katherine Terrace, 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 Special Meeting of Council - 30 June 2025 open at 12:03 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

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

OFFICERS

- Amanda Haigh – Manager Governance and Risk - Minute Taker

GUEST - Cassandra Emmett, HWL Absworth

4.2 APOLOGIES

Mayor noted the apology of Councillor Mott.

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST

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

Nil conflicts declared.



6 REPORTS OF OFFICERS

7 CLOSURE OF MEETING TO THE PUBLIC

The open meeting was declared closed to the public at 12:05 pm.

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.

8 CONFIDENTIAL ITEMS

8.1 MAYORAL REPORT - COMPLIANCE REVIEW - CONFIDENTIAL

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:	(d) information subject to an obligation of confidentiality at law, or in equity.

9 RESUMPTION OF OPEN MEETING

The open meeting resumed at 1:24 pm.

10 CLOSURE OF THE MEETING

The Special Meeting of Council - 30 June 2025 was declared closed at 1:25 pm.



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE JUNE 2025

Report Type: For noting

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

Officer Recommendation

That Council receive and note the Action update.

22-10-2024	Ordinary Meeting of Council - 22 October 2024	14.2	Policies	On Hold
Live Streaming ability to be included in the upgrades to the Civic Centre. Policy to be revised following the upgrades.				
25-03-2025	Ordinary Meeting of Council - 25 March 2025	14.1	CBD speed changes	Awaiting external response
<p>Letter sent to Minister Yan cc CEO DoLI 7 April 2025</p> <p>DLI Executive Director Northern Region in discussions with CEO for information to assist with council decision.</p> <p>Minister Hersey spoke to the matter at her meeting with elected members, but there was no resolution.</p> <p>Mininster Hersey said she would seek advice about the report sent to council stating which councillor spoke on councils behalf.</p> <p>OMC 17 June 2025 update - Noted no response from Minister Hersey regarding follow-up information on the CBD speed changes. Minister Yan advised he will meet with Council on his next visit regarding the CBD speed changes.</p>				
22-04-2025	Ordinary Meeting of Council - 22 April 2025	10.1	Correspondence Incoming March 2025 - Request to raise with DLPE at next meeting to provide the data supporting the claim that the Materials Recovery Facility in Katherine is not viable.	Discussion with Jo Townsend, NTG. Further information required
22-04-2025	Ordinary Meeting of Council - 22 April 2025	14.10	Environmental Services Report for the Month of March 2025 - Request to conduct a feasibility study on introducing a green waste bin for residents who cannot transport their green waste to the waste management facility.	Not yet started

17-06-2025	Ordinary Meeting of Council - 17 June 2025	14.7	Crown Land Licence - Part Lot 2999 - Katherine Showgrounds - That Council authorises the Mayor and Chief Executive Officer to sign, seal, and execute a three-year Crown Land Licence over Part Lot 2999, supporting the continued use of the area as additional parking for the Katherine Showgrounds.	In Progress Awaiting external response
Request DLPE for an update regarding CLL over Part Lot 2999.				

9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES JUNE 2025

Report Type: For noting

Recommendation

That Council receive and note the Mayoral activities for June 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.

1.2.1 Foster strong relationships with Territory and federal governments to ensure coordination and support for economic development initiatives affecting Katherine at the local level and in the Big Rivers Region.

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.

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

6.1.1 Collaborate with the Big Rivers Regional Councils.

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

6.3.1 Advocate for the interests of our community.

Mayor Lis Clark	
Date	Activity attended
2 nd June 2025	Opening of Eight Ball Tournament – Turf Club
3 rd June 2025	Local Government Unit Briefings on the proposed amendments to the Local Government Act held at Roper Gulf Regional Council
4 th June 2025	Visit Eight Ball Association Tournament
5 th June 2025	Audit and Risk Management Committee Meeting
6 th June 2025	Woolworths – Change of Hours
6 th June 2025	Department of Logistics and Infrastructure – Energy Link Corridor
7 th June 2025	NT Eightball Titles Dinner
10 th June 2025	Department of the Chief Minister and Cabinet
10 th June 2025	Elected Member Information Session
10 th June 2025	Centenary of Katherine 2026 Advisory Committee Meeting
11 th June 2025	Chief Minister – Coffee Club
12 th June 2025	Katherine Police
12 th June 2025	Bendigo Bank – Predictions for 2026
13 th June 2025	Kintore Street School Sports Day
13 th June 2025	Coffee with a Cop – Maidens Lane
13 th June 2025	Katherine Times
16 th June 2025	LGANT – First Draft Tranche 2
16 th June 2025	Elected Members Information Session
17 th June 2025	Citizenship Ceremony
17 th June 2025	Ordinary Meeting of Council
18 th June 2025	Department of Foreign Affairs
18 th June 2025	LGANT Board meeting
18 th June 2025	Territory Co-ordinator
19 th June 2025	Commonwealth Bank
19 th June 2025	CDU Scott Bowman Vice Chancellor
19 th June 2025	CDU Graduation – Godinymayin Centre
20 th June 2025	Rural College morning tea
23 rd –25 th June	National General Assembly and Dinner at Parliament House.
30 th June 2025	Special Confidential Council Meeting
2 nd July 2025	LGANT – Introduction to Aboriginal Areas Protection Authority (AAPA) Briefing

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING JUNE 2025

Report Type: For noting

Recommendation

That Council receive and note the incoming correspondence for June 2025.

- Attachments:
1. Letter - DFAT - Foreign Arrangements Scheme - 13 Jun 2025 - ID233617 [**10.1.1** - 2 pages]
 2. Guidance Note on Considerations for negotiating and entering foreign arrangements - ID233617 [**10.1.2** - 4 pages]
 3. Fact sheet 3 - Local Government - ID233617 [**10.1.3** - 1 page]
 4. LGANT Board meeting Communique - 18 June 2025 - ID234384 [**10.1.4** - 2 pages]
 5. ALGA Board Meeting Communique - 9 May 2025 - ID234384 [**10.1.5** - 1 page]
 6. NG A 25 COMMUNIQUE - ID234958 [**10.1.6** - 2 pages]
 7. Notice - LGANT - Instrument Approval of procurement entity - 1 Jul 2025 to 30 Jun 2030 - ID235357 [**10.1.7** - 1 page]
 8. Letter - ALGA CEO - Thankyou Ingrid Stonhill - 7 July 2025 ID235766 [**10.1.8** - 1 page]
 9. Letter - RDA NT CEO - Letter of Introduction - 9 July 2025 - ID235769 [**10.1.9** - 1 page]



Australian Government
Department of Foreign Affairs and Trade

13 June 2025

Dear Lord Mayors and Mayors

Copy to: Chief Executive Officers

Foreign Arrangements Scheme

I write to you from the Department of Foreign Affairs and Trade (DFAT) regarding the Foreign Arrangements Scheme (the Scheme).

As you may already be aware, the Scheme commenced on 10 December 2020 following the passage of *Australia's Foreign Relations (State and Territory Arrangements) Act 2020* (the Act). It regulates state and territory government, local government, and Australian public universities.

The Scheme requires local governments to notify the Foreign Minister (via DFAT) of written arrangements that they enter into with foreign entities. Arrangements are written agreements, contracts, understandings or undertakings between state and territory entities and foreign entities. They can include Sister City Agreements and Memoranda of Understanding. Failure to notify an arrangement is a breach of the Scheme and may lead to the arrangement being voided or cancelled by the Foreign Minister through their powers under the Act.

DFAT has undertaken a comparison of open-source reporting of arrangements entered into by Australian local governments, against local government arrangements that have been notified under the Scheme. This revealed what appears to be considerable under-notification of such arrangements, suggesting a lack of awareness within the local government sector of obligations under the Scheme. We are keen to work with local governments to ensure all written arrangements (existing and new) are notified to us and work collaboratively with you to manage foreign policy risks.

To assist, I attach copies of our Fact Sheet for Local Government, and our updated guidance note on ***Considerations for negotiating and entering foreign arrangements*** that reflect the most current and applicable advice from DFAT for Australian entities. We hope this guidance supports you in your understanding of the Scheme, and your interactions with foreign entities and decision-making on arrangements. We will be updating other guidance documents and fact sheets (available on our website¹) throughout the year and welcome feedback on these products.

DFAT representatives will soon be visiting all states and territories for our outreach program and hope to meet many of you in-person. We will also be in attendance as an exhibitor at the Australian Local Government Association National General Assembly in Canberra from 24-27 June and look forward to engaging with you there.

For those who we are unable to meet with in-person, DFAT will also deliver an **online webinar series** in the second half of 2025, with several different 60-minute sessions including an

¹ www.foreignarrangements.gov.au

introduction to the Scheme, foreign policy updates on specific geographic regions and themes, and practical user advice for the Online Portal. We encourage your staff to register their interest by completing the webform [here](#).² Further information on session dates and timing will be provided to the registrants.

We have also developed a **free e-Learning course** to aid local government understanding of the Scheme. The course provides an overview and purpose of the Scheme, information about notification requirements for different entity types and using the Online Portal. Further information about the Course can be found on our website.³

We thank you for your continued support and remain ready to assist your international engagement needs. Please do not hesitate to contact us regarding prospective or current arrangements, please contact us by emailing foreignarrangements@dfat.gov.au.

I would also be happy to speak directly if there are any issues you wished to raise with us in advance of our state and territory outreach.

We look forward to engaging with you.

Yours sincerely



Julie Heckscher
First Assistant Secretary
Regulatory and Legal Policy Division
Department of Foreign Affairs and Trade

² <https://forms.office.com/r/Fqx2PFcukS>

³ www.foreignarrangements.gov.au/e-learning

JUNE 2025



Australian Government

Department of Foreign Affairs and Trade

AUSTRALIA'S FOREIGN RELATIONS (STATE AND TERRITORY ARRANGEMENTS) ACT 2020

GUIDANCE – CONSIDERATIONS FOR NEGOTIATING AND ENTERING FOREIGN ARRANGEMENTSⁱ

State and Territory entities play an important role in advancing Australia's interests globally. The Foreign Arrangements Scheme, established by *Australia's Foreign Relations (State and Territory Arrangements) Act 2020*, fosters a systematic and consistent approach to foreign engagement across all levels of Australian government. It ensures that arrangements between State or Territory entities and foreign government entities do not adversely affect Australia's foreign relations and are not inconsistent with Australia's foreign policy.

This Guidance Note should be read together with 'Fact Sheet 6—Comparative Schemes'.

Purpose

International engagement by States, Territories, universities and local government supports Australia's economic and social interests, promoting innovation and building people-to-people links. However some arrangements carry higher risk of exposure to undue influence or acts that can undermine not only participant's security, but also Australia's national interests.

Under the Foreign Arrangements Scheme (the Scheme), the Minister for Foreign Affairs has the power to vary or cancel a foreign arrangement if satisfied the arrangement:

- would adversely affect, or would be likely to adversely affect, Australia's foreign relations; or
- would be, or would be likely to be, inconsistent with Australia's foreign policy.

This Guidance Note identifies some of the matters (including particular provisions) in a foreign arrangement that the Commonwealth pays particular attention to when reviewing arrangements under the Scheme. Accordingly, while the Foreign Minister retains a broad discretion, careful application of this Guidance Note in the development of foreign arrangements may increase the prospects that the Foreign Minister will not be called upon to exercise their powers under the Scheme.

This Guidance Note outlines general principles that State and Territory entities should consider when negotiating or entering into foreign arrangements to help avoid, and mitigate against, risk to Australia's foreign policy and foreign relations interests. State and Territory entities should recognise that the foreign policy and foreign relations risks may change during the life of an arrangement and ensure that arrangements are able to appropriately adapt to such circumstances.

KEY CONSIDERATIONS BEFORE ENTERING AN ARRANGEMENT

Who are you dealing with?

What are you cooperating on?

Is the arrangement too good to be true? What may the foreign entity gain?

How can you mitigate risks that may arise over the life of an arrangement? How can you exit the arrangement?

Does the arrangement operate in a manner that could be contrary to our foreign policy or national interests?

Be alert to concerning behaviours by the foreign entity or others associated with an arrangement.

@DFAT [DFAT.GOV.AU](https://dfat.gov.au)

Principles

State and Territory entities should apply the following general principles in negotiating or entering foreign arrangements.

Due diligence

All State and Territory entities subject to the Scheme are expected to know their foreign partners.

State and Territory entities should undertake due diligence to understand foreign entities *prior to* negotiating and entering foreign arrangements with those entities. This includes understanding the nature of the foreign entity and its role within or connection to a foreign government. For example, it is important to determine if foreign universities do not have 'institutional autonomy' from a foreign government and therefore fall within scope of the Scheme (see Guidance – Institutional Autonomy).

If a third party is acting as an intermediary or facilitator, consider whether they are, in effect, acting for the foreign partner, acting inappropriately or in a manner inconsistent with their purported role.

The University Foreign Interference Taskforce Due Diligence Working Group has developed two resources to support due diligence processes:

- [Factsheet on using open-source information for due diligence.](#)
- [Due Diligence Assistance Framework.](#)

The Australian Security Intelligence Organisation (ASIO) Due Diligence Integrity Tool can be requested by emailing: outreach@asio.gov.au

Language

It is important that foreign arrangements are negotiated carefully, and that the commitments and obligations in foreign arrangements are clear, able to be easily understood, and not open to different interpretation. It should be clear whether the arrangement intends to create legally binding obligations, and under which jurisdiction. If the arrangement is not intended to be legally binding, care should be taken to avoid using language that unintentionally binds the parties.

Where foreign arrangements are negotiated in multiple languages, each language version of the arrangement should be specified in the text. Generally, the text of the foreign arrangement should make clear that all language versions have the same effect, but it is also acceptable - in an Australian context - that the English language version prevails.

It is important to ensure that each language version faithfully corresponds with others, including by seeking comparative translations where necessary. This ensures all parties have the same understanding of their commitments and obligations, and are clear about the relationship they are creating.

Duration, Termination and Variation

Foreign arrangements should not be drafted to remain in operation for an indefinite period of time. Including an end date, or defined period of operation, provides an opportunity to review commitments and obligations and consider whether the arrangement should be renewed or allowed to expire.

Foreign arrangements should include provisions that allow for the Australian entity to terminate a foreign arrangement by written notice to the foreign entity, or vary by mutual consent. This provides the Australian entity with the flexibility to manage the arrangement, including in the event there is a shift in Australia's foreign policy or foreign relations interests.

A provision which allows for termination if required under Australian law, without penalty, may also assist to manage the financial consequences of any declaration of the Minister for Foreign Affairs under the Scheme.

Foreign laws

State and Territory entities should very carefully consider provisions in a foreign arrangement that incorporate by reference or otherwise assert the application of a foreign law, particularly where the subject of the arrangement is activity occurring in Australia. Depending on the specific foreign law, subject matter and context, this could give rise to foreign policy or foreign relations risk.

Consider also whether the proposed foreign partner to an arrangement might be subject to foreign laws obliging the entity to comply with demands from other State bodies to pass on intellectual property or sensitive information under the auspices of foreign interests. For countries in which such laws apply, confidentiality agreements or similar are ineffective mechanisms to prevent the unwanted transfer of sensitive information or research.

Governance

Foreign arrangements should provide for clear and transparent governance, including specifying the roles and responsibilities of parties with respect to decision-making. State and Territory entities should be wary of 'unbalanced' governance arrangements; for example, provisions that establish boards of management that give a majority membership or right of veto in decision-making to the foreign entity. Ceding control of decision-making to a foreign entity has the potential to create or hinder the effective management of foreign policy or foreign relations risk.

Consider whether the arrangement is intended to be legally binding. If the arrangement is not intended to be legally binding, such as a non-binding Memorandum of Understanding, avoid using legally binding terms and language.

Dispute resolution provisions in arrangements should not provide undue control over disputes to the foreign party. If there is external dispute resolution, it should be provided by a neutral third party, such as a specified court or tribunal for legally binding arrangements.

Alignment with Commonwealth Government Policies

Ensuring consistency across the implementation of Australian government policies provides greater protection against contravening foreign policy or acting against foreign relations interests. For example:

- the [*List of Critical Technologies in the National Interest*](#);
- the [Defence Export Controls framework](#);
- [Safeguarding Australia's Military Secrets legislation and program](#);
- [Australia's sanctions regime](#).

Intellectual Property Provisions

Before formally entering an arrangement, ensure that provisions regarding Intellectual Property reflect policy settings, priorities and protect Australian investment, innovation and commercial interests.

Academic freedom

The Australian Government is committed to protecting academic freedom and freedom of speech in Australian education. This ensures that Australia's educational institutions remain critical institutions where ideas are debated and challenged.

Provisions in foreign arrangements that ensure respect for academic freedom and freedom of speech, and ensure Australian entities retain control over the delivery of educational courses, including curriculum and course content, help to mitigate foreign policy and foreign relations risk. For example, the mandated inclusion of military training or political ideology within curriculum may not effectively mitigate foreign policy or foreign relations risk.

Interactions with foreign entities

State and Territory entities should exercise a degree of caution in professional interactions with foreign entities, and their intermediaries or facilitators, and be wary of possible coercive behaviours. These kinds of behaviours could include (but are not limited to): being presented with excessive or lavish gifts, strongly encouraged to consume alcohol, pressured to make decisions in unrealistic timeframes, receiving abrupt, urgent or demanding communications, efforts to bypass agreed communication or decision-making channels, offers of cash or bribes, or interactions of a threatening or harassing nature.

Foreign policy and foreign relations risk

Overall, entities should be aware of the international environment in which they operate and the potential for foreign policy or foreign relations risk. This includes asking

- is there a publicly-stated foreign policy position on engagement with the foreign entity's government?
- are there any relevant UN or Australian autonomous sanctions?
- does the foreign entity have defence or intelligence links?
- are there any other concerns with the foreign entity, such as human rights track record, intellectual property protection, espionage and foreign interference?
- does the arrangement align with Australia's stated foreign policy positions and values?
- does the arrangement relate to technology listed on the List of Critical Technologies in the National Interest?
- does the arrangement relate to dual-use technology?
- does the arrangement involve a sensitive location, such as Antarctica, the high seas or space?
- does the arrangement involve personnel who could be targeted for their knowledge of, or access to, sensitive information?
- would the foreign arrangement require the Australian entity or its staff to act in breach of Australian law, or act inconsistently with Australian foreign policy (even if outside Australia).

If in doubt, seek advice from the Department of Foreign Affairs and Trade:
foreignarrangements@dfat.gov.au.

Comparative schemes

This Guidance Note should be read alongside guidance issued by other government agencies that ensure international engagement is undertaken consistent with Australia's national interests.

For example, the *Guidelines to Counter Foreign Interference in the Australian University Sector*, developed by the University Foreign Interference Taskforce (available [here](#)), provide principles-based guidance for universities to mitigate against risks from espionage and foreign interference in the university sector.

The higher education sector has obligations under the *Higher Education Standards Framework (Threshold Standards) 2021*, which higher education providers must meet and continue to meet to be registered to operate in Australia. Higher education providers have obligations for arrangements where delivery of a course is undertaken with other parties, including with overseas entities. Higher education providers are also responsible for ensuring that all Threshold Standards are met when delivering Australian qualifications, regardless of whether the deliver takes place in Australia or in an offshore location. Resources published by the [Tertiary Education Quality and Standards Agency](#) provide advice on preventing non-compliance with the Threshold Standards.

Fact Sheet 6 has more information on comparable schemes.

ⁱ This guidance sets out some of the requirements of the *Australia's Foreign Relations (State and Territory Arrangements) Act 2020*. It is not comprehensive and should not be relied on as a definitive interpretation of the Act. It is also not intended as legal advice. Readers should rely on the substantive provisions of the Act and any applicable rules in assessing their obligations and seek independent legal advice.

JANUARY 2021



Australian Government

Department of Foreign Affairs and Trade

AUSTRALIA'S FOREIGN RELATIONS (STATE AND TERRITORY ARRANGEMENTS) ACT 2020 FACT SHEET 3 – LOCAL GOVERNMENTⁱ

Australia's Foreign Relations (State and Territory Arrangements) Act 2020 (the Act) fosters a systematic and consistent approach to foreign engagement across all levels of Australian government. It creates a scheme to ensure that arrangements between State or Territory governments and foreign government entities do not adversely affect Australia's foreign relations and are not inconsistent with Australia's foreign policy.

This Fact Sheet should be read together with 'Fact Sheet 1–Overview'

How does the scheme apply to local government?

The Foreign Arrangements Scheme (the scheme) creates obligations for local governments that propose to enter, or enter, an arrangement with a foreign entity.

Under the Act, a State/Territory entity includes 'a body established for the purposes of local government by, or under a law of a State or a Territory'.

- Local governments are **non-core State/Territory entities**. As a consequence, all foreign arrangements entered into by local government are **non-core foreign arrangements**. This is the case irrespective of the nature of the relevant foreign entity with whom the arrangement is entered into.
- **Foreign entities** include a foreign country, its national government and a department or agency of that national government, as well as sub-national level governments in foreign countries, departments of those sub-national level governments, public entities established under the authority of a foreign country or its national or sub-national government, universities without institutional autonomy and any other entities prescribed by the rules.

What does the scheme do?

The scheme creates a 'notification' process for 'non-core foreign arrangements'. The scheme applies to prospective arrangements, as well as pre-existing arrangements already in operation. Further detail is in **Fact Sheet 1**.

How will I comply with obligations under the scheme?

State and Territory entities notify the Minister of arrangements through the online portal: www.foreignarrangements.gov.au.

The Department of Foreign Affairs and Trade administers the scheme.

Where can I get further information?

Contact the Department of Foreign Affairs and Trade at foreignarrangements@dfat.gov.au

ⁱ * This FACT SHEET sets out some of the requirements of the Australia's Foreign Relations (State and Territory Arrangements) Act 2020. It is not intended to be comprehensive and should not be relied on as a definitive interpretation of the Act. It is also not intended as legal advice. Readers should rely on the substantive provisions of the Act as enacted by Parliament, and any applicable rules, in assessing their obligations and seek independent legal advice.



18 JUNE 2025 LGANT BOARD MEETING COMMUNIQUE

The LGANT Board met for its third meeting of 2025 on Wednesday 18 June at the LGANT office in Darwin and online.

Kate O'Brien from Central Land Council presented to the Board to explain S19 Leases.

The Board approved and adopted the first tranche of LGANT's updated organisational policies. The Board also discussed and endorsed the Risk Dashboard Report and Risk Profiles which were developed in conjunction with JLT at a workshop on 20 May.

The Board discussed and endorsed LGANT's draft Reconciliation Action Plan (Reflect), which outlines how LGANT will take practical and meaningful action to advance reconciliation. It will now be submitted to Reconciliation Australia for final endorsement.

The Board endorsed nominations to represent LGANT on a range of external committees. These include:

1. NT Councils Discretionary Trust Advisory Committee:
2. Ministerial Advisory Council for Multicultural Affairs
3. Place Names Committee for the Northern Territory
4. Northern Territory Subdivision Development Guidelines Management Committee

The Board also discussed and endorsed the draft Operational Plan 2025-26 for the LGANT Strategic Plan, which was endorsed by members at the May 2025 symposium.

The Board accepted Groote Archipelago Regional Council as full members.

The Board approved the proposed 2025-2026 operational roadworks budget and program, including the expenditure for the construction of Bonya Access stage 2 road pavement sealing project.

The LGANT President provided an update on the ALGA Board and talked to the communique from the 9 May 2025 ALGA Board meeting (refer attached).

The LGANT CEO provided an update on LGANT's recent work on the local government legislative reform, the completion of the Local Buy MOU, and our success in getting a grant from the NTG for a candidate campaign in the lead up to the local government election. The CEO also provided a review of LGANT's recent May symposium and informed the Board of the addition of staff member Michelle van Zanden, Project and Advocacy Advisor.

The Board will next meet on 27 August 2025.

If you have any questions or wish to discuss these matters further, please reach out to Mary Watson, LGANT CEO, at mary.watson@lgant.asn.au or on 0417 864 183.

Alternatively, you can contact members of the LGANT Board:

President: Hon Kon Vatskalis	City of Darwin	lord.mayor@darwin.nt.gov.au	0499 384 233
Vice President (municipal): Allison Bitar	Alice Springs Town Council	abitar@alicesprings.nt.gov.au	0491 055 224
Vice President (regional and shire): Brian Pedwell	Victoria Daly Regional Council	brian.pedwell@vicdaly.nt.gov.au	0429 341 336
Peter Pangquee	City of Darwin	peter.pangquee@darwin.nt.gov.au	0419 858 636
Doug Barden	Litchfield Council	doug.barden@litchfield.nt.gov.au	0429 875 390
Lis Clark	Katherine Town Council	elisabeth.clark@ktc.nt.gov.au	0439 501 348
Peter Clee	Wagait Shire Council	peter.clee@wagait.nt.gov.au	0418 894 404
Lynette De Santis	Tiwi Islands Regional Council	lynettejane.desantis@tiwiislands.nt.gov.au	0419 033 821
James Woods	West Arnhem Regional Council	james.woods@westarnhem.nt.gov.au	0497 919 225



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Deakin, ACT 2600

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9 May 2025 ALGA Board Meeting Communique

The ALGA Board met for its second meeting of 2025 on Friday 9 May at the Local Government NSW offices in Sydney.

The Board discussed ALGA's draft Budget for 2025-26 before it was presented to the ALGA General Meeting for final endorsement.

The Board endorsed an operational plan for 2025-26 which outlines how the Secretariat will address ALGA's strategic priorities over the coming financial year.

The Board also discussed and endorsed a value proposition statement for ALGA which outlines the value that the association provides to its members, the federal government and other stakeholders.

The Board heard an update on climate adaptation modelling work ALGA commissioned from Nation Partners and Ricardo, which will be launched at ALGA's 2025 National General Assembly.

The Board discussed outcomes from ALGA's 2025 federal election campaign, and discussed opportunities for continued improvement and coordination across future advocacy campaigns.

The Board discussed the need for continued pressure to ensure that the Parliamentary inquiry into local government sustainability's final report is released, and that the federal government's response includes an increase in untied, formula-based funding for all councils.

The ALGA CEO provided an update on a range of issues including the 2025 Local Roads , Transport and Infrastructure Congress, creation of a new Local Government Lived Experience Panel as part of the Commonwealth's Renewable Energy - Developer Rating Scheme, follow up actions from the Local Government Tech Leadership Summit, and the Indigenous Led Review of the National Agreement on Closing the Gap.

The ALGA President and State and Territory Presidents presented reports highlighting emerging national and jurisdictional issues.

The ALGA Board will next meet on 23 June 2025.



National Convention Centre, Canberra
24 – 27 June 2025

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COMMUNIQUE

More than 1,300 local government leaders from across Australia gathered in Canberra from 24-27 June for the 31st National General Assembly of Local Government (NGA).

We were welcomed to country for the National General Assembly by Ngunnawal woman and Co-Chair of ACT Reconciliation Council, Selina Walker. The Assembly recognised the Ngunnawal and Ngambri peoples as traditional custodians of the ACT and recognised any other people or families with connection to the lands of the ACT and region. The Assembly paid its respects to their elders past, present and emerging, and acknowledged the vital and ongoing contributions First Nations peoples continue to make to our nation.

Her Excellency the Honourable Ms Sam Mostyn AC, Governor-General of Australia, formally opened the Assembly and spoke about the role of community leadership and local engagement in building national resilience and unity, including the importance of teaching our younger generation the importance of civic governance.

We heard from a range of Federal Ministers across the Assembly including: The Honourable Kristy McBain MP, Senator the Hon Katy Gallagher, The Honourable Julian Hill MP, The Honourable Josh Wilson MP, The Honourable Darren Chester MP, Dr Anne Webster MP and the Honourable Kevin Hogan MP.

There was broad acknowledgement from Ministers that councils play a critical role in supporting their communities and that the role has expanded significantly, as has the financial pressure councils face. That is why local government is calling for urgent action to ensure the financial sustainability of councils.

Delegates heard from Mark Bouris AM and Dr Merriden Varrall who unpacked global economic forces shaping Australia's local economies, including trends in trade, security, and investment.

Jason Clarke, world leading consultant on issues of leadership and innovation, closed Day 1 of the NGA with an energising and practical presentation on how councils can take bold ideas and translate them into tangible, community-focused change.

Day 2 of the NGA featured the launch of ALGA's exciting new research "Adapting Together: Local Government Leadership in a Changing Climate". The report finds that Australia's councils are expected to spend more than \$2 billion over the next five years to future-proof their communities from the changing climate, resulting in up to \$4.7 billion in avoided costs to communities.



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ALGA President Mayor Matt Burnett noted “Climate-resilient infrastructure is expensive and takes time to build, so we need sustainable funding from the Federal Government to implement long-term planning and adaptation now and into the future”. That is why “We are asking the Government for a new \$400 million climate adaptation fund, distributed to all Australia’s councils each year, to deliver ongoing and sustainable place-based climate solutions” Mayor Burnett said.

Councils considered the way AI is shaping the future with presentations from Stephen Scheeler, founder of The Digital CEO and co-founder and CEO of Omniscient, and Tim Golsby-Smith, co-founder and CEO of myLot.

The 2025 NGA saw the return of concurrent listening sessions providing an interactive platform for delegates to engage directly with federal agencies and sector experts on key policy issues. The listening sessions included:

- Housing and community infrastructure – where the discussion covered a range of challenges from housing affordability, the prohibitive cost of housing infrastructure, ideas around housing and homelessness.
- Emergency management capacity and capability – where attendees shared examples of what has worked in their communities and highlighted remaining challenges. This included the need for long-term funding certainty and better integration of local knowledge in disaster preparedness and recovery frameworks.
- Local government jobs and skills – where attendees highlighted key issues attracting workers to the regions, promoting council careers to young values-led workers, better access to local training, cost-shifting concerns, migrant workforce support, and housing shortages as a major staffing barrier.
- Safer roads - discussed infrastructure funding and general maintenance, speed management, driver behaviour, and the broader questions of regional vs urban specific problems.

Motions and Assembly Outcomes

- Almost 190 motions were debated across a range of policy areas including financial sustainability, roads, disaster resilience, health, housing, and climate. Motions passed by the NGA will be referred to relevant Ministers for response and also used by the ALGA Board to inform national policy positions.

Northern Territory of Australia

Local Government (General) Regulations 2021

Approval of Procurement Entity

I, Amelia Jane Vellar, Acting Chief Executive Officer of the Department of Housing, Local Government and Community Development, under regulation 39(2) of the *Local Government (General) Regulations 2021*, approve the prescribed corporation mentioned in section 9 of the *Local Government Act 2019*, referred to as the Local Government Association of the Northern Territory, as a procurement entity, subject to the conditions in the Schedule.

Dated 24 / 6 /2025



Acting Chief Executive Officer

Department of Housing, Local Government and Community Development

Schedule

1. Quotations and tenders are not required for a supply if the supply is to be facilitated through the procurement entity's arrangements with Local Buy Pty Ltd, as set out in the document titled *Memorandum of Understanding between Local Buy Pty Ltd and Local Government Association of the Northern Territory for the period 1 July 2025 to 30 June 2030*.
2. This approval expires on 30 June 2030.



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9 July 2025

Ingrid Stonhill
Chief Executive Officer
Katherine Town Council
Civic Centre, 24 Stuart Highway,
Katherine NT, 0850
Email: Ingrid.stonhill@krc.nt.gov.au

Dear Ingrid,

On behalf of the Australian Local Government Association, I would like to extend my sincere thanks for your valued contribution as a speaker at the 2025 National General Assembly (NGA).

Your insights, expertise and generosity in sharing your time and knowledge played a vital role in the success of our event. With more than 1,300 delegates in attendance, NGA 2025 was our largest and most engaging Assembly to date—thanks in no small part to the calibre of speakers and presenters like yourself.

Your participation helped shape meaningful dialogue on the challenges and opportunities facing local governments across the country. Feedback from delegates has been overwhelmingly positive, with many noting the value of the perspectives and ideas shared during your session.

Our professional photographer captured all our speakers, and you're welcome to use and share the images available at NGA photos. [Access photos here](#)

We are incredibly grateful for your support and hope that you found the experience equally rewarding.

Thank you once again for being part of NGA 2025. We look forward to continuing to work together to strengthen local government and its voice in national policy conversations.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Amy Crawford', with a stylized flourish at the end.

Amy Crawford
Chief Executive Officer
Australian Local Government Association



An Australian Government Initiative



NORTHERN TERRITORY

Ingrid Stonhill
Katherine Town Council
PO Box 1071
Katherine NT 0851
Email: ingrid.stonhill@ktc.nt.gov.au

July 2025

Dear Ingrid,

Re: Introduction of New Leadership – Regional Development Australia Northern Territory

As the new Chief Executive Officer of Regional Development Australia Northern Territory (RDA NT), I'm pleased to introduce myself and our Chair, Mr Kon Vatskalis. We are both looking forward to building strong, collaborative relationships with councils across the Northern Territory.

RDA NT is part of a national network dedicated to fostering regional development. We work closely with all three tiers of government, as well as regional organisations and communities, to strengthen the capacity, sustainability, and prosperity of our diverse regions. Our priorities include supporting local infrastructure, developing skills and workforce capability, and driving place-based economic growth.

I understand the critical role councils play in delivering local outcomes, and I would very much welcome the opportunity to connect with you, whether in person or online, to learn more about your council's priorities and emerging opportunities, and explore how we can support your efforts.

Please don't hesitate to contact me at ceo@rdant.com.au or 0431 863 393 to arrange a suitable time to meet.

We look forward to working together to support your community and region.

Yours sincerely,

Katrina Kawaljenko
Chief Executive Officer

Level 1, 25 Parap Road, Parap NT 0820 | GPO Box 4725, Darwin NT 0801
Phone: (08) 8941 7550 | Email: admin@rdant.com.au

Local people creating local opportunities rda.gov.au



10.2 CORRESPONDENCE OUTGOING

Report Type: For noting

Recommendation

That Council receive and note the Outgoing Correspondence:

Attachments: 1. Email - Teresa Cummings - KTC Public Question - \$5million council loan - 15 July 2025 - ID236090 [**10.2.1** - 2 pages]

From: Ingrid Stonhill
Sent: Tuesday, 15 July 2025 12:53 PM
To:
Cc: Records (KTC) <records@ktc.nt.gov.au>
Subject: KTC Public Question - \$5million council loan

Dear Ms Cummings

Thank you for your inquiry regarding the \$5 million loan entered into by the Council. I appreciate your interest in ensuring transparency and accountability in Council operations. In response to your public question time query, although not on the agenda, I provide the following comments.

While the Council is committed to openness wherever possible, I must advise that the specific terms and conditions of this loan are considered commercially sensitive and confidential and therefore cannot be disclosed publicly.

In accordance with the *Local Government Act 2019* and related regulations, councils are permitted, and in some cases required, to maintain the confidentiality of information where its disclosure could reasonably be expected to:

- Prejudice the commercial position of the Council or another party (such as the financial institution involved),
- Reveal information that has a commercial value, or
- Cause detriment to the Council in negotiating future financial arrangements.

This position aligns with section 51 of the Local Government (General) Regulations 2021 (NT), which means Councils have the legal authority to designate specific information or discussions as confidential with the need to protect sensitive or legally privileged information contrary to the public interest.

In the context of commercial loans, disclosing detailed terms, such as interest rates, repayment schedules, fee structures, or security arrangements—could:

- Undermine the Council's ability to negotiate favourable terms in future financial transactions,
- Provide other market participants with unfair insights into the Council's financial arrangements, and
- Potentially breach contractual obligations of confidentiality imposed by the lending institution.

It is also important to note that the Council has met all statutory reporting obligations regarding the borrowing. The existence and purpose of the loan have been reported through the Council's budget and financial statements, which are publicly available in accordance with the *Local Government Act 2019*.

We are committed to maintaining transparency where it does not compromise commercial integrity or breach legislative requirements. Should you wish to review the Council's financial reports or understand more generally how loan funds are allocated in our budgetary processes, we would be pleased to assist, they are published on the council website.

Regards



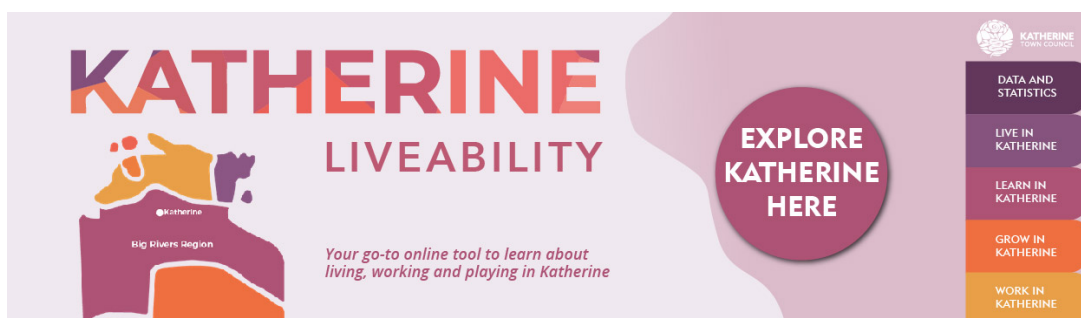
Ingrid Stonhill
Chief Executive Officer
Justice of the Peace JP0681

Katherine Town Council, Civic Centre, Lot 1865 Stuart Highway Katherine NT 0850

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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 2025-26 MUNICIPAL PLAN

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. 2025-26 - Municipal Plan - amended [14.1.1 - 27 pages]

Officer Recommendation

That Council receive and note the amended 2025-26 Municipal Plan layout changes.

Purpose of Report

To seek council approval for administrative edits to the 2025-26 Municipal Plan.

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

1.1.2.2 Ensure compliance with local government legislation

Background

The 2025-26 Municipal Plan was approved by Council at the Ordinary Meeting of Council 17 June 2025.

Discussion

A layout error has been identified with the document. Page 31 and 32 of the approved 2025-26 Municipal Plan were duplicated pages. To ensure no confusion, page 32 has been removed and replaced by photos on page 33. The Council are requested to note the layout changes required.

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

Council can continue to use the original approved 2025-26 Municipal Plan although this could cause confusion with the duplicated information for deliverables 4.2.1.1 to 4.2.4.7.

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.



KATHERINE
TOWN COUNCIL



KATHERINE TOWN COUNCIL
Municipal Plan
2025-2026

ACKNOWLEDGMENT OF COUNTRY

**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.**

The logo featured on the 2025-2026 Municipal Plan cover was designed by Katherine-based artist Kim Maskell. It was her winning entry in the Katherine Town Council Centenary Logo Competition in April 2025.

WARNING: Aboriginal and Torres Strait Islander readers are advised that this document may include the images of people who are deceased.

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JAWOYN  DAGOMAN  WARDAMAN

INTRODUCTION

The 2025-2026 Municipal Plan sets out Katherine Town Council's commitments to the community for the coming financial year. It outlines the services, programs, events, facilities, and infrastructure that Council will deliver and maintain to support a thriving and connected community.

This Plan includes Council's Annual Budget, which details proposed rates and financial allocations, along with our Long-Term Financial Plan. For information on service costs, please refer to Council's Fees and Charges 2025-2026, available at www.katherine.nt.gov.au/council/council-documents/fees-and-charges.aspx.

At the heart of this Plan is Council's ongoing commitment to making Katherine a place where people can live well, work meaningfully, learn continuously, and grow together. The following community vision guides our strategic direction:



OUR VISION

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



OUR MISSION

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



OUR VALUES

- Embrace diversity
- Foster a strong sense of community
- Show respect for people, the environment and culture.

COMMUNITY CONSULTATION

A 21-day consultation period ran from 15 May to 4 June 2025 to ensure our plans reflect local priorities. Elected Members received the draft Municipal Plan on 2 May 2025, 6 business days before endorsing it for public consultation at a Special Council Meeting 14 May 2025.

Council promoted the consultation through Your Say Katherine www.yoursaykatherine.com.au and the NT News on 15 May 2025, and Elected Members engaged with residents throughout the period to seek feedback.

The final 2025-2026 Municipal Plan was adopted at the Ordinary Meeting of Council on 17 June 2025.





Photo: Mayor Lis Clark and Ethan Woods-Alum,
Katherine Citizen of the Year

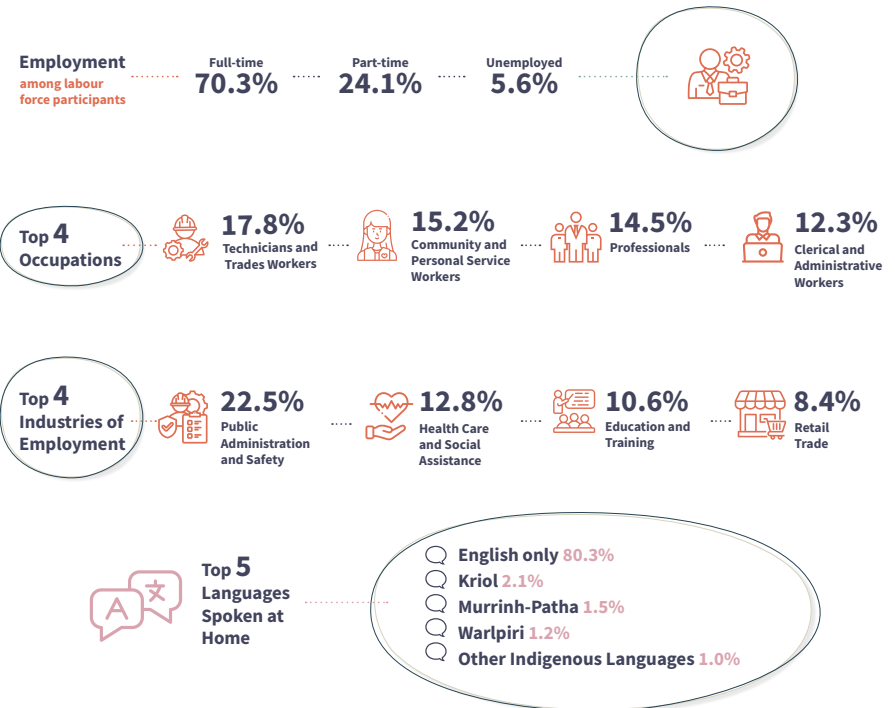
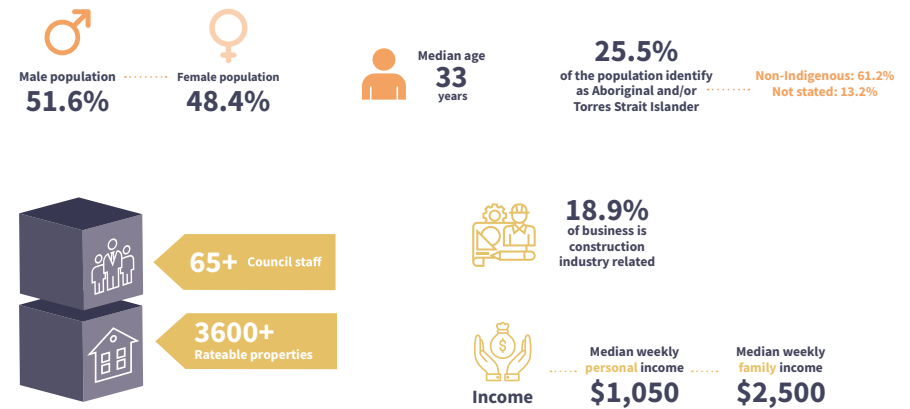
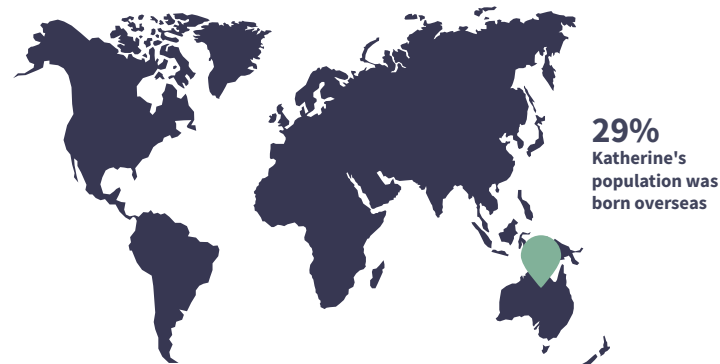
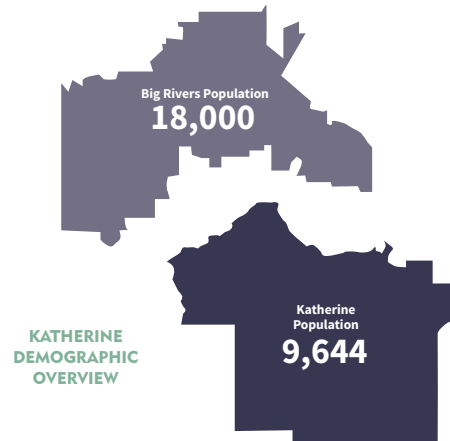
With a population of around 9,644, including the nearby RAAF Base Tindal, Katherine services more than 18,000 people across the wider region.

Strategically positioned at the junction of major transport routes—connecting north-south rail and road corridors with east-west links—Katherine plays a vital role in the movement of people, goods and services across Northern Australia.

Katherine's identity is shaped by its natural landscapes, cultural diversity, and Defence presence, including significant upgrades underway at Tindal RAAF Base. As a service and lifestyle centre, Katherine provides essential health, education, and economic opportunities for residents and the Big Rivers region.

ABOUT KATHERINE

Located in the heart of the Big Rivers region, Katherine is the fourth-largest township in the Northern Territory and a key regional hub.



Source: Australian Bureau of Statistics, 2021 Census (LGA: Katherine, NT)



MAYOR LIS CLARK

MESSAGE FROM THE MAYOR ELISABETH CLARK

As I look back on my time serving this incredible community, and ahead to the future we're planning together, I feel both proud and hopeful.

This new Municipal Plan comes at a significant moment for Katherine. With our town's centenary approaching and a new Council term on the horizon, we have an opportunity to reflect on how far we've come and to set a clear course for what's next.

Throughout my nearly 18 years in local government, I've always believed in leading with our community's needs and values at the heart of every decision. This Plan reflects that principle. It outlines the progress we've made as a team - Councillors, staff, and community members working together, and sets out a vision for Katherine that is practical, forward-looking, and deeply connected to who we are.

Some of our biggest projects are finally taking shape after years of planning and advocacy. We're also investing in our Civic Centre, a building that, while central to our operations, has long needed attention. We're fixing long-standing issues, bringing it up to modern standards, and making it a better workplace and public space. I'm confident this will help us continue attracting great people to serve in local government and deliver for our community.

This Municipal Plan is more than a list of projects; it's a roadmap shaped by teamwork, resilience, and a shared belief in our town's potential. As I prepare to step back from public life, I do so with confidence in the direction we're heading. It has been the privilege to serve Katherine, and I'm proud to leave behind a strong foundation for those who come next.

Thank you to everyone. I'm excited to see Katherine continue to grow, thrive, and celebrate all that makes our town unique.

E. Clark



MESSAGE FROM THE CEO INGRID STONHILL

I'm proud to present Katherine Town Council's Municipal Plan — our blueprint for a smarter, safer, and stronger future.



CEO INGRID STONHILL

This plan builds on the momentum already driving our town forward. With a \$10 million federal grant, we're transforming our aged public pool into a modern, regional aquatic centre for families, clubs, and communities across the Big Rivers. We're investing \$5 million to upgrade the Civic Centre, address long-standing compliance issues, and create a safer, more functional facility for staff and the community.

We're also investing in a significant safety upgrade to First Street and preparing to celebrate 100 years since Katherine formally became a town, a major milestone in our shared history.

Katherine is an active town that loves its outdoor lifestyle. That's why we're extending our walking and cycling network with a new \$1 million (comprising federal and Council funding) shared pathway along Zimin Drive, making it safer and easier to get around on foot or by bike.

Improvements are underway right across the municipality: resealing roads, upgrading roundabouts, refurbishing public toilets, revitalising parks, and creating inclusive events that bring our community together.

This Plan sets out a clear, community-focused vision that supports growth,

protects what makes Katherine special, and puts people first. I encourage everyone to read the plan, and we look forward to shaping Katherine's future together.

Ingrid Stonhill

ELECTED MEMBERS

Councillors are elected by democratic vote. They are a vital part of the community and they represent the municipality.

The Mayor and six Councillors are elected for a term of four years. The Local Government General Election will be held on 23 August 2025.



MAYOR **ELISABETH CLARK**



DEPUTY MAYOR
DENIS COBURN



COUNCILLOR
MADDY BOWER



COUNCILLOR
AMANDA KINGDON



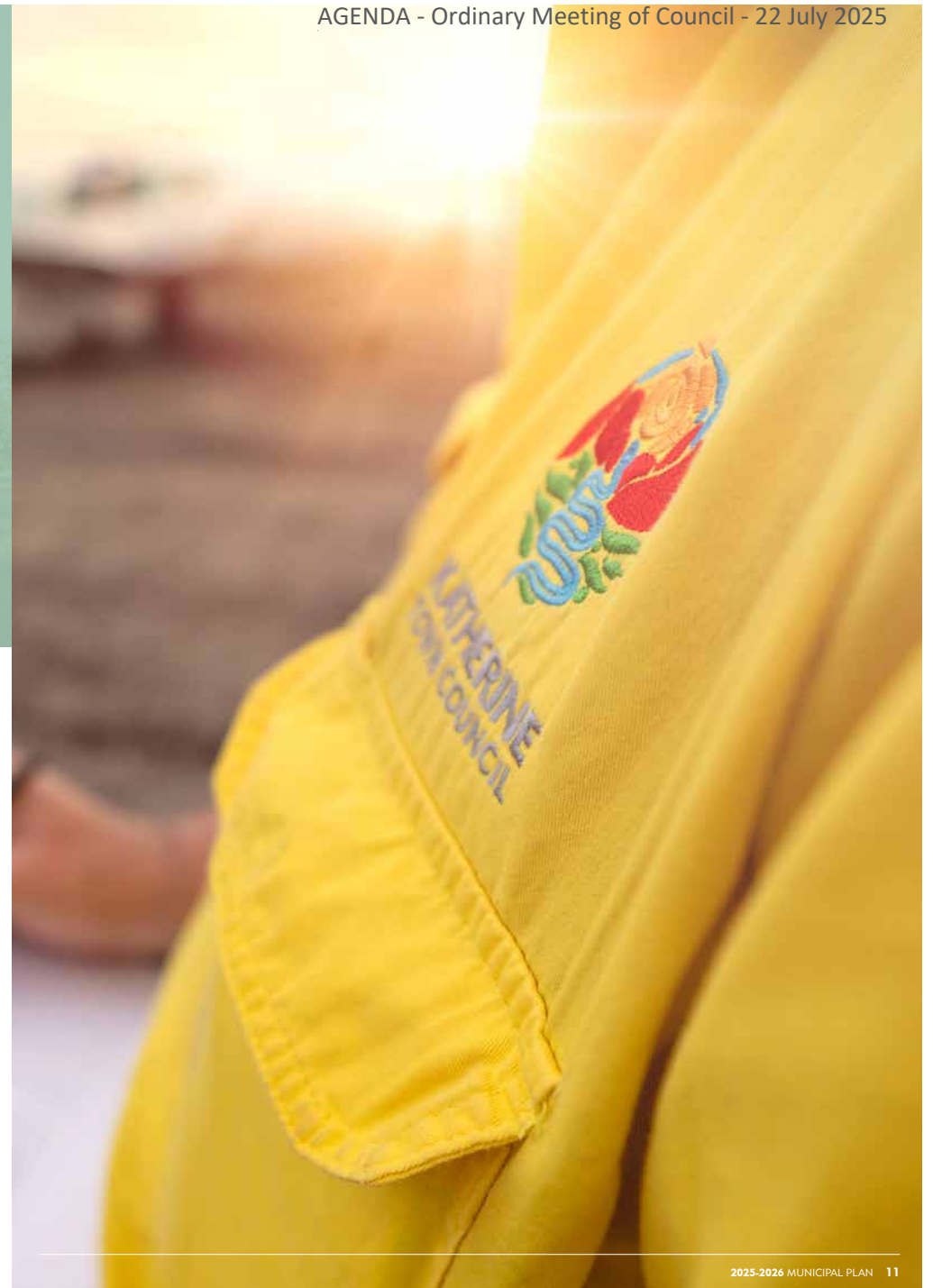
COUNCILLOR
PETER MCDUGALL



COUNCILLOR
KERRIE MOTT

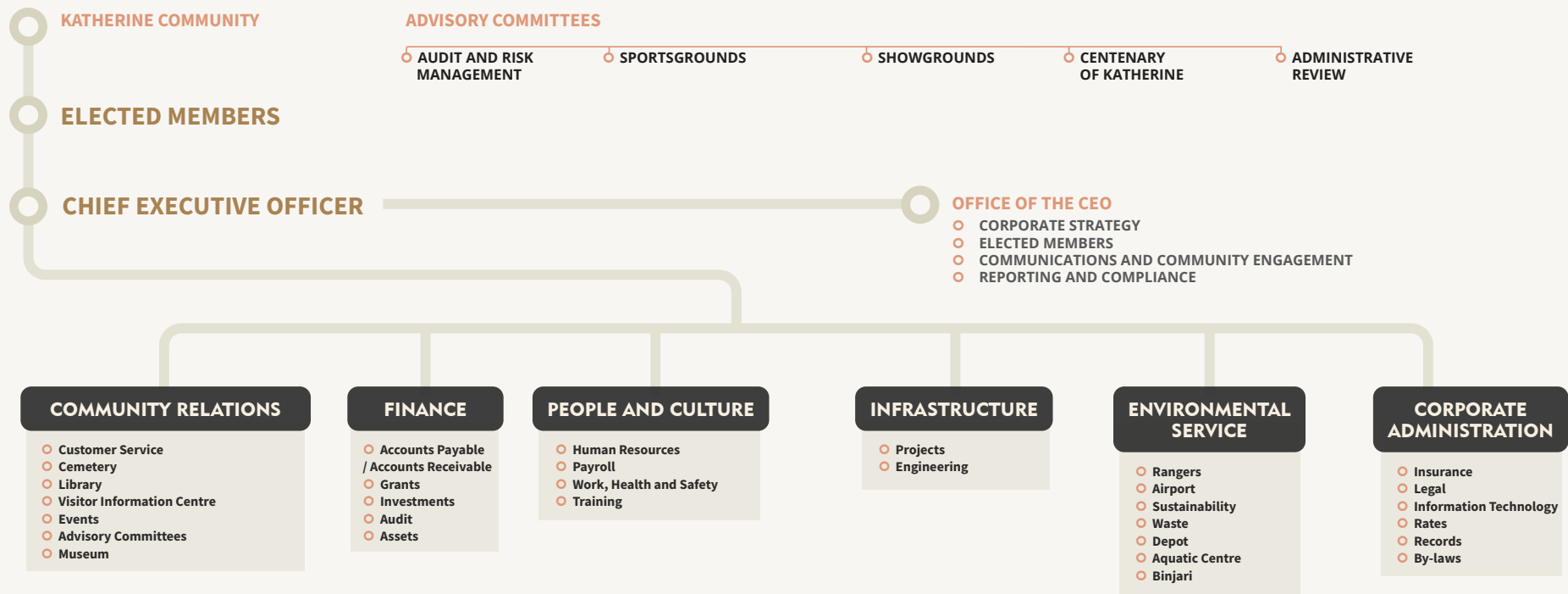


COUNCILLOR
JEREMY TREMBATH





ORGANISATION CHART



HIGHLIGHTED PROJECTS 2025-2026



Centenary of Katherine

In 2026, Katherine marks 100 years since its official gazettal—a milestone that reflects the town's transformation from a remote outpost to a thriving regional hub. Council will deliver a year-long program of centenary celebrations to honour our town's unique history and the people who continue to shape it. A major community celebration on the gazettal anniversary will headline the calendar, alongside a Council-supported grants program that enables local groups to host their own centenary-themed events. The centenary will also be woven into the town's regular events. A formal Gala Dinner will serve as the program's signature event, bringing together community, industry, and cultural groups to reflect on Katherine's journey over the past century.

SP5 – Arts, Culture and Heritage 2. Support Culture – Celebrate culturally important days and 3. Our Rich Heritage - Create opportunities and partnerships to develop the arts, culture and heritage sector.

Katherine Visitor Experience Enhancement

We are excited to announce several key initiatives aimed at enhancing the visitor experience in Katherine.

Library Relocation: To improve community access and provide visitors with convenient IT facilities, we are relocating the Library to a more accessible area. This move will ensure that both residents and travelers can easily access essential services and resources.

Visitor Information Centre: The Visitor Information Centre will be co-located at the Godinymayin Yijard Rivers Arts and Culture Centre (GYRACC), a not-for-profit cultural precinct. This strategic move will support both the Visitor Information Centre and GYRACC, fostering a vibrant cultural hub for both locals and tourists.

Katherine Museum: The Council will take over the operations and facilities of the Katherine Museum. This initiative aims to secure the museum's long-term sustainability and enhance its role as a cultural landmark, preserving and showcasing our rich heritage for future generations.

These enhancements are designed to benefit our community and promote tourism, making Katherine an even more attractive destination for visitors. We look forward to seeing these projects come to life and contribute to the growth and vibrancy of our town.

SP1 – Strong Leadership 4. Enhance Customer Services - Continually Improve Services and Tourism Offerings.

SP5 – Arts, Culture and Heritage 3. Our Rich Heritage - Support the restoration and promotion of Katherine's historical sites.

New Airport Masterplan

Council will develop a new Masterplan for the Katherine Civil Airport based on a stakeholder and community consultation that will invite input from local businesses, residents, and regional stakeholders to explore future uses for the airport. Community feedback will help shape a new shared vision that balances commercial potential, defence support, and community needs. The Masterplan will inform the NT and Australian Governments about Katherine's aspirations for an improved civil airport.

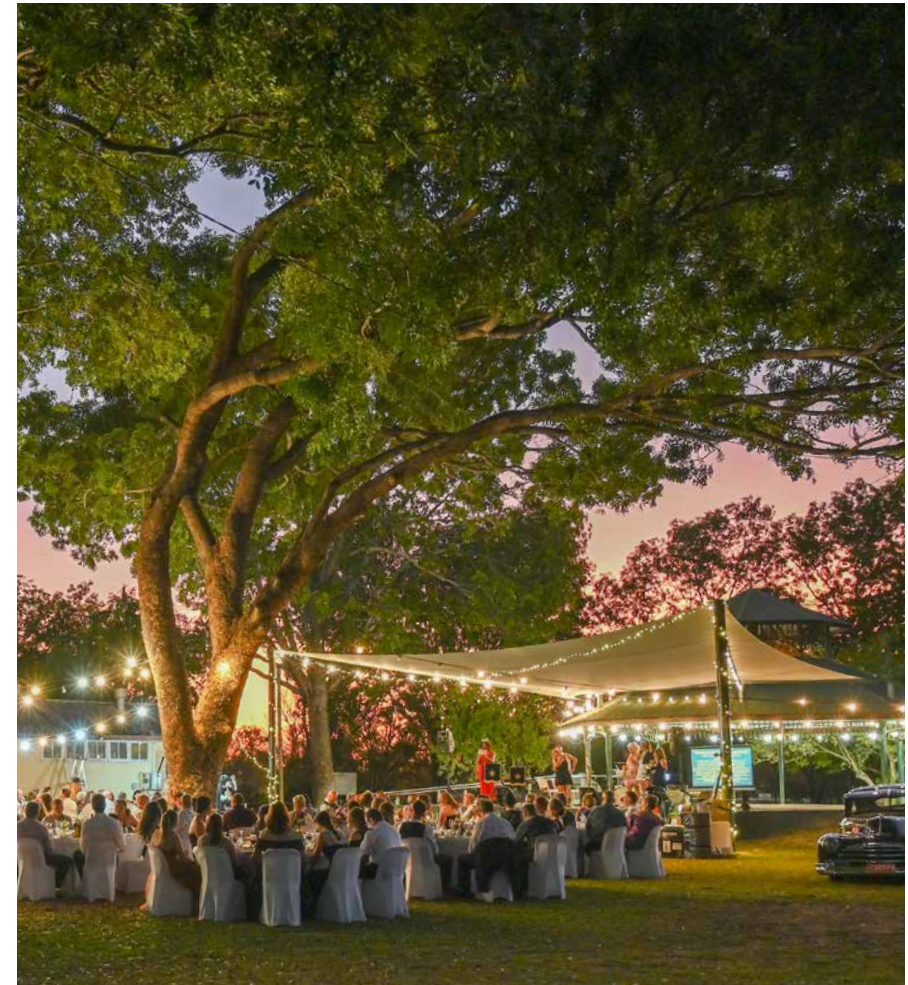
SP4 – Growth and Sustainability 1. Better Infrastructure.

SP6 – Big Rivers Inter-Government Collaboration. 3. Inter-Government Collaboration and Advocacy – Advocate for the interests of our community.

Solar Street Lighting Trial

A solar street lighting trial will begin in Katherine South to address recurring faults affecting a bank of around 20 lights across the municipality. These lights will be retrofitted with new arms and LED fittings, powered by solar panels and batteries capable of running for five days without recharge. The trial will use existing infrastructure to assess the feasibility of transitioning to more reliable, energy-efficient lighting in Katherine.

SP7 – Environmental Sustainability 4. Reduce our Footprint - Gather data to implement more efficient and less wasteful work practices.



Shared Pathway Strategy

Council will consult on, finalise then implement a ten-year Shared Pathway Strategy (2025–2035) to improve mobility, safety, and connectivity across Katherine. The plan prioritises expanding and upgrading shared pathways, aligning with the NT Government's Shared Path Review and community calls for safe, active transport options.

The strategy also outlines the economic, social, and health benefits of shared pathway investment, including projected returns through tourism, improved fitness, and safer walking and cycling links between key areas of town.

SP4 - Growth and Sustainability 1. Better Infrastructure - Develop a shared pathways strategy and potential projects.

More Tourism Transport and Parking

Council will support a bus that can transport tourists to key tourism destinations around town, lessening the need for more cars on the road and providing more parking options for caravans and RVs. Both projects will benefit tourists and the broader community.

SP3 – Sports and Civic Events, 3. Accessibility and Mobility - Investigate an accessible public bus on a continual loop to improve community mobility and access to key tourism points



BUDGET INITIATIVES 2025-2026

\$9.7 million in infrastructure and road projects that include:

Zimin Drive Shared Pathway

Council will construct a 5.7km shared pathway from the Low-Level Bridge to the Stuart Highway, creating a continuous loop that links with the Riverlink Trail and other key pedestrian and cycling routes.

Civic Centre Refurbishment

The Civic Centre will be redesigned to deliver:

- a watertight roof and modern HVAC system
- accessible bathrooms and compliant ramps
- energy-efficient lighting and improved insulation
- separate staff and public office areas
- upgraded IT infrastructure
- public amenities upgrades

Katherine Aquatic Centre Upgrade

Council will upgrade the existing 50m pool, build a 25x25m eight-lane pool with a zero-entry ramp, and install a new leisure water play area.

Accessible Outback Outhouse

Council will construct a fully accessible Outback Outhouse style public toilet to replace the existing one outside the Post Office.

Nature Play Park

Council will install a new nature play park in one of Katherine's suburban areas.

Irrigation System Upgrades

Council will replace and upgrade irrigation systems in public green spaces. Priority locations include Railway Terrace, Glencoe Park and Fuller Park.

Urban and Rural Road Upgrades

Council will continue to improve our roads with the priorities for 2025-26 being:

- Giles Street – improve traffic flow and parking in the school zone, and complete shoulder repairs from Cameron Street to the hospital
- Needham Terrace – complete road reseal
- Shepherd Street – complete road reseal
- Zimin Drive – shoulder upgrades and improvements at the Shadforth Road intersection
- Intersection upgrades – priorities include Helena/Florina, Collins/Byers, and Collins/Cragborn



OUR SERVICE DELIVERY PLAN



STRONG LEADERSHIP

Strategic Priority (Actionable focus area)	Deliverable	Measure
1 VISION: Strong Leadership - Katherine has endless potential for liveability and opportunity. In order to realise this, Katherine needs strong leadership and collaboration between its community and Council.		
1.1 GOAL: 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	1.1.1.1 Report on Elected Member activities each month	Number of reported activities
	1.1.1.2 Organise Council meetings and special meetings	Number of meetings held
	1.1.1.3 Organise Elected Member information sessions	Number of Elected Member information sessions held Total attendance by Elected Members
	1.1.1.4 Election campaign	Number of campaigns held
	1.1.1.5 Facilitate an induction program for newly Elected Members	Number of induction programs held
	1.1.1.6 Provide Elected Members with professional development and training	Number of mandatory professional development sessions attended by Elected Member Number of voluntary professional development sessions by Elected Member Number of attendance at LGANT Symposium's by Elected Member
	1.1.1.7 Award Annual Perpetual Leadership Trophies for Katherine Schools	Number of trophies awarded Number of participating schools
	1.1.1.8 Elected Members are supported in their role	Number of opportunities for participation
1.1.2 Ensure strong internal governance with updated policies and procedures in place	1.1.2.1 Workplace policies and Council By-Laws are reviewed regularly	100% of policies up-to-date
	1.1.2.2 Ensure compliance with local government legislation	Number of compliance issues raised
	1.1.2.3 Ensure compliance with other legislation applicable to Council	Number of compliance issues raised
	1.1.2.4 Encourage presentations to Council on issues affecting the community	Number of presentations
1.1.3 Improve transparency around issues affecting the community	1.1.3.1 Maintain active membership on reference groups formed to deal with issues affecting the community	Number of reference groups in which Council participates
	1.1.3.2 Encourage and educate the community about the services that are provided by Council	Number of media releases
	1.1.3.3 Host Pop Up Council information booths	Three Pop Up Council information booths hosted Number of people engaged at the Pop Up events
	1.1.3.4 Enhance distribution of information regarding council rates and charges	Complete a Ratepayer's Information Handbook
	1.1.3.5 Implement a rates calculator tool on Council's website	Rates calculator tool operational on Council's website Number of page visits to the rates calculator tool At least 50% positive feedback on rates calculator tool
	1.1.3.6 Increase social media engagement	Total social media reach Number of Council posts Number of corporate platforms used Number of comments and 'likes' by users Number of subscribers / followers

Strategic Priority (Actionable focus area)	Deliverable	Measure
	1.1.3.7 Incorporate email campaigns to promote Council's educational initiatives	Number of email campaigns Number of email subscribers
	1.1.3.8 Re-establish the bi-monthly community newsletter	Number of distributed newsletters
	1.1.3.9 Communicate the outcomes of council meetings by implementing post council meeting video briefings	Total social media reach
1.1.4 Learn what the community wants to know through community engagement strategies	1.1.4.1 Support Elected Members to participate in community engagement forums	Number of EM activities that relate to community engagement
	1.1.4.2 Use Your Say Katherine to inform and gather feedback on council projects and activities	Number of aware visitors Number of informed visitors Number of engaged visitors Number of projects and activities on Your Say Katherine
	1.1.4.3 Embed stakeholder engagement in infrastructure project management processes	Number of fit-for-purpose templates in use Number of stakeholder engagement activities undertaken A Stakeholder Management Plan is created with each project
	1.1.4.4 Conduct stakeholder engagement training for staff	Number of sessions held Number of participants



Strategic Priority (Actionable focus area)	Deliverable	Measure
1.2 GOAL: Partner in progress - Provide strategic leadership on economic development issues to promote Katherine's reputation and improve business confidence.		
1.2.1 Foster strong relationships with the Northern Territory and federal governments to ensure coordination and support for economic development initiatives affecting Katherine at the local level and in the Big Rivers region	1.2.1.1 Advance economic development within Katherine and the Big Rivers region	Number of Council's projects supported by the NTG Rebuilding the Economy Strategy
1.2.2 Act as a connector on issues affecting the community through active involvement in relevant reference groups	1.2.2.1 Membership on external committees involved with community issues	Number of reference group memberships
	1.2.2.2 Improve compliance with Terms of References (ToRs) for Council's advisory committees	Total ToR-compliant meetings
	1.2.2.3 Investigate options for increasing participation of user groups on committees	Number of participating user groups Number of quorum-attained meetings
	1.2.2.4 Membership with Local Government Association of the Northern Territory (LGANT)	Number of services utilised from membership
1.2.3 Act as a connector for businesses to foster collaboration and partnership opportunities	1.2.3.1 Identify partnership opportunities	Number of Chamber of Commerce meetings attended

Strategic Priority (Actionable focus area)	Deliverable	Measure
1.3 GOAL: 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	1.3.2.1 Implement Council's Communications and Engagement Strategy	Number of actions implemented as per the Communication and Engagement Plan
	1.3.2.2 Provide Elected Member communication training	Total attendance by Elected Members Number of training sessions held
1.3.3 Identify a number of tools to ensure our engagement is broad, inclusive and accessible to our diverse community	1.3.3.1 Undertake communication preference tools survey and implement findings	Findings implemented Total number of feedback provided by the community
	1.3.3.2 Redevelop Council's website	Website traffic increased compared to the previous website version
	1.3.3.3 Enhance the customer request experience utilising new functionality on Snap Send Solve	Number of Snap Send Solve Requests submitted Number of requests closed or reassigned Number of meetings held with Snap Send Solve
	1.3.3.4 Grow the online Cemetery Search database	Number of headstones and plaques with photos on the website
	1.3.3.5 Improve awareness of and continually update Know Your Council Katherine and Katherine Life	Number of page visits Update database quarterly
	1.3.3.6 Mobile engagement kiosk trial	Number of kiosk uses during trial 20% increase in engagement
	1.3.3.7 Increase online payments	Number of online payments



Strategic Priority (Actionable focus area)	Deliverable	Measure
1.4 GOAL: Enhance Customer Experiences - Deliver positive customer experiences for visitors and residents.		
1.4.1 Continually improve services and our tourism offerings	1.4.1.1 Partner with Tourism Top End (TTE) and the Top End Visitor Information Centre	Current Memorandum of Understanding (MoU) in place Number of collaborative outcomes
	1.4.1.2 Enhance tourism offerings in the off season	Number of tourism offerings in the off season 5% bookings increase from previous off season
	1.4.1.3 Encourage uptake in tourism memberships	Number of tourism memberships
	1.4.1.4 Active participation and completion of agreed actions as part of the Big Rivers Region Destination Management Plan implementation team	Number of meetings attended
1.4.3 Enhance customer experiences at our Visitor Information Centre	1.4.3.1 Implement and promote the new Visit Katherine website	Visit Katherine website upgrade complete Number of website visits
	1.4.3.2 Enhance the Katherine Visitor Information Centre facilities	Number of improvements made to the Katherine Visitor Information Centre
	1.4.3.3 Deliver visitor experiences for the Centenary of Katherine 2026	At least three (3) experiences delivered



Strategic Priority (Actionable focus area)	Deliverable	Measure
1.5 GOAL: 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	1.5.1.1 Advocate for the long term strategic financial sustainability	Number of advocacy occurrences
	1.5.1.2 Provision services and negotiate further extension of funding for the Binjari community	Binjari Local Government services delivered
	1.5.1.3 Collect samples for the Mosquito Monitoring Program	Mosquito samples and collection sheets submitted to Medical Entomology every two weeks
1.5.2 Have a grants officer to seek and coordinate grant funding	1.5.2.1 Refine grants management processes	Number of grants submitted Number of grants acquitted within funding agreement terms
	1.5.2.2 Reform the Council Community Grants Program	Number of community grant applications Utilisation of the Community Grant Program fund 100% of funding allocation awarded
	1.5.2.3 Provide community education on how to apply for Council's Community Grants Programs	At least two information sessions held
	1.5.2.4 Implement the Centenary of Katherine 2026 Community Grants Program	Number of community grant applications Utilisation of the Community Grant Program fund 100% of funding allocation awarded
1.5.3 Pursue grants for new and upgraded infrastructure and programs	1.5.3.1 Seek funding for services and projects outside of Council budget	Number of successful grant applications Number of grant applications submitted
	1.5.3.2 Refine Council's Project Management Process to support funding applications	Number of fit-for-purpose templates in use 100% of grant applications utilising the Project Toolkit templates Percentage of successful applications Percentage of successful applications that were successfully completed Number of Funder feedback sessions with comments logged
	1.5.3.3 Budget for Council contribution for funding applications	Number of funding applications using Council's contribution fund Value of Council contribution to funding applications
1.5.5 Set a prosperous tone to encourage private sector investment	1.5.5.1 Tailor information on Katherine Life	Number of website visits
	1.5.5.2 Promote Katherine Life as a resource for people considering investing and living in Katherine	Number of Katherine Life promotional activities undertaken



Strategic Priority (Actionable focus area)	Deliverable	Measure
2	VISION: Community and Families - Katherine's best asset are the people of Katherine. Katherine is and continues to be a great place to live, work and raise a family.	
2.1	GOAL: Safe Community - Foster a safer community.	
2.1.1	Enhance road safety around schools	2.1.1.1 Undertake road safety audit to assess the current traffic and safety concerns in school zones, and identify potential measures that can be put into place Complete road safety audit at two more schools Number of identified recommendations completed
2.1.2	Provide safe and accessible public amenities throughout Katherine	2.1.2.1 Assess the condition of public amenities throughout Katherine and implement remediation where required Number of remediated public amenities 2.1.2.2 Provision of accessible public amenities in line with town planning requirements and current standards Number of accessibility infrastructure projects undertaken Number of new facilities Percentage of facilities that are compliant with current standards
2.1.3	Improve street lighting for safety	2.1.3.1 Assess present condition of street lighting and develop and implement a program of work for improvement Number of streetlights assessed Number of streetlights remediated 5% reduction in community Snap Send Solve requests for streetlight repair 2.1.3.2 Undertake a solar street lighting trial Number of solar street lights Number of issues raised during trial 2.1.3.3 Drive sustainable energy infrastructure for all future developments Number of sustainable energy infrastructure upgrades
2.1.4	Develop a laneway management policy	2.1.4.1 Refine implementation of Council's Laneway Management Policy Number of laneway closure trials Number of requests for additional laneway closures 2.1.4.2 Assess and finalise the current laneway closure trials Number of laneways progressed from trial

Strategic Priority (Actionable focus area)	Deliverable	Measure
2.2	GOAL: Prioritise Recreation - Collaborate and innovate with the private and public sectors for positive social, economic, and environmental outcomes.	
2.2.1	Foster growth for a recreational precinct that connects sports, culture and recreation	2.2.1.1 Secure funding for the Katherine Sports Precinct expansion to include AFL field, Conference and Evacuation Centre, improved gym facilities and undercover sports courts Successful rPPP stream 1 application 2.2.1.2 Seek funding to progress the Katherine Showgrounds Masterplan Funding sourced
2.2.2	Support business and community leaders in promoting Katherine's competitive attributes	2.2.2.1 Make resources and data available to business and community groups promoting Katherine as a venue Number of businesses and community groups supported
2.2.3	Promote an active community with family events, festivals, live music and sports	2.2.3.1 Provide an up-to-date calendar of free and accessible community events that cater for our diverse community Number of events held 2.2.3.2 Implement online facilities booking system and make information publicly accessible Number of public bookings via the online booking system Number of ongoing bookings Number of casual bookings

Strategic Priority (Actionable focus area)	Deliverable	Measure
2.3	GOAL: 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	2.3.1.1 Ensure council information is available in public spaces and service hubs Results of the annual marketing channel survey 2.3.1.2 Use NTG agencies and community groups to share council news and information via Katherine Chain Number of communications shared through Katherine Chain 2.3.1.3 Ensure Council's website meets accessibility standards Website conforms with accessibility standards
2.3.2	Improve disability access in town	2.3.2.1 Ensure infrastructure and projects incorporate disability access Number of new projects and remediated infrastructure adhering to disability access building codes 2.3.2.2 Consult with disability advocates in project stakeholder engagement activities Number of relevant projects Council sought feedback from disability advocates on
2.3.3	Welcome and connect the Defence community with the Katherine community	2.3.3.1 Partner with Defence on key issues connecting the Katherine Community and RAAF Tindal Attend Welcome to Tindal Expo Number of Defence representatives on advisory committees Number of military commemorative services supported by Council

Strategic Priority (Actionable focus area)	Deliverable	Measure
2.4	GOAL: Support our Youth - Support youth engagement.	
2.4.1	Empower youths through youth-focused events and school-holiday activities	2.4.1.1 Provide a range of youth focused, free and accessible community events and programs Number of events held Number of participants
2.4.2	Provide a platform for youths to have a voice	2.4.2.1 Support external youth led and focused advocacy programs and events Number of youth led/focused programs and events supported Number of youth led/focused programs and events funded
2.4.4	Participate in the Katherine Youth Advisory Group	2.4.4.1 Participate in community led Katherine Youth Interagency Committee (KYIC) Number of meetings attended



Strategic Priority (Actionable focus area)	Deliverable	Measure
3 VISION: Sports and Civic Events - Prioritising sports infrastructure, community events, and branding of Katherine as a vibrant community is important to improving the liveability and positive attributes of Katherine.		
3.1 GOAL: 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	3.1.1.1 Deliver a complete program of commemorative events as agreed in partnership with identified stakeholders	Number of commemorative events held
	3.1.1.2 Implement overarching centenary theme into 2026 events	Centenary theme developed and applied to marketing
3.1.2 Improve participation in user advisory groups and improve coordination of these groups on Council land	3.1.2.1 Consult with community reference groups on issues which affect them	Number of advisory committee meetings complying with relevant Terms of Reference (ToRs)
	3.1.2.2 Work with all users to ensure maximum utilisation of facilities	Number of user groups on advisory committees Number of advisory committee attendances by user groups
3.1.3 Develop key sporting infrastructure such as an all-weather/multipurpose sports arena	3.1.3.1 Incorporate indoor sports facilities in the design of the proposed Multipurpose Sports and Recreation Precinct	Indoor sports courts incorporated in the proposed multipurpose sports and recreation hub
3.1.4 Develop future infrastructure such as a regional sporting precinct, updated aquatic centre and potential water recreation facility	3.1.4.1 Funding for the Multipurpose Sports and Recreation Precinct which will include an AFL field, conference and evacuation centre, improved gym facilities and undercover sporting courts	Successful rPPP stream 1 application

Strategic Priority (Actionable focus area)	Deliverable	Measure
3.2 GOAL: 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	3.2.1.1 Select imagery and key messaging for marketing communication material that promotes Katherine's points of difference	Align with the Big Rivers Region Destination Management Plan
	3.2.1.2 Source and commission updated digital assets (imagery, video footage, etc.)	Number of digital assets in database
	3.2.1.3 Ensure consistent marketing and communication collateral reflect our brand	Number of Council templates and forms compliant with our current corporate branding
3.2.2 Capture Katherine's profile as a desirable travel destination for long and short stays	3.2.2.1 Develop and implement a Social Media Plan to promote Visit Katherine	Increase booking value by 1% through Visit Katherine promotions
3.2.3 Establish Katherine's presence through wayfinding signage	3.2.3.1 Upgrade signage to include centenary celebration theme	Number of updated themed signage
	3.2.3.2 Implement interpretive signage in key locations	Number of interpretive signage erected
3.2.4 Collaborate with Tourism NT on its tourism strategy for the NT	3.2.4.1 Active participation and completion of agreed actions as part of the Big Rivers Region Destination Management Plan Implementation Team	Number of meetings attended Number of agreed actions delivered
	3.2.4.2 Advocate for Centenary of Katherine 2026 to be incorporated into Tourism Top End marketing initiatives	At least one Centenary of Katherine activity included in a Tourism Top End major marketing initiative

Strategic Priority (Actionable focus area)	Deliverable	Measure
3.3 GOAL: Accessibility and Mobility - Improve the accessibility of facilities and transport infrastructure and provide alternative transport solutions.		
3.3.1 Investigate an accessible public bus on a continual loop to improve community mobility and access to key tourism points	3.3.1.1 Help facilitate the implementation of a bus service to key tourism destinations in partnership with a local provider	Number of bus service bookings taken
3.3.2 Provide and maintain footpaths and bike paths for ease of movement around town, with a shared pathway strategy	3.3.2.1 Finalise design and commence build of the Zimin Drive Shared Pathway	5.7kms of shared bicycle and pedestrian sealed pathway constructed
	3.3.2.2 Council endorse the Shared Pathway Strategy and undertake community consultation	Completed Shared Pathways Strategy Community consultation planned and initiated
3.3.3 Partner with Northern Territory Government to conduct a trial for new urban transport options	3.3.3.1 Advocate to the Northern Territory Government to deliver urban transport options	Number of advocacy occurrences
3.3.4 Make public toilets more accessible	3.3.4.1 Increase availability of accessible public toilets	Two toilets designed and erected
3.3.5 Develop a parking strategy	3.3.5.1 Determine need, plan and develop more parking options in Katherine	Parking Strategy document completed Parking Strategy implemented Number of parking options for caravans and RVs established

Strategic Priority (Actionable focus area)	Deliverable	Measure
3.4	GOAL: Activation and Revitalisation - Maximise developmental potential of Council's land assets and create an attractive town through revitalisation.	
3.4.1	Provide and maintain wayfinding signage	3.4.1.1 Implement RV and other wayfinding signage as required Number of updated wayfinding signage
3.4.2	Support creating a vibrant CBD with updates to streets such as Railway Terrace and First Street	3.4.2.1 Review and implement the CBD Revitalisation Masterplan Number of infrastructure built as per the Masterplan
3.4.3	Enhance public spaces with placemaking and activation	3.4.3.1 Provide continually developing calendar of events Number of events held
3.4.4	Review shade and cooling potential of all facilities	3.4.4.1 Implement a tree data collection initiative within Katherine Number of community participation Number of trees added to Council's database
3.4.5	Provide more drinking water access	3.4.5.1 Install cooled water bubblers in public spaces Number of new installations
3.4.6	Explore expanding our public library to be a community hub that delivers community events and activities	3.4.6.1 Investigate options to relocate Katherine Public Library to improve accessibility and safety for all Successful rPPP stream 1 application
	3.4.6.2 Undertake library operations as per the funding agreement	Achieve reporting and acquittal compliance
	3.4.6.3 Develop the library collection	Increase library circulation by 10% Achieve at least 18,000 items borrowed, returned, or renewed
	3.4.6.4 Increase community participation	Increase annual library patronage by 15% Achieve a target of 2,000 activity participants
	3.4.6.5 Partner with local organisations to enhance library services and programs	At least three (3) local organisation partnerships established Number of collaborative programs delivered Number of participants
	3.4.6.6 Provide access to public computers and free public Wi-Fi	Total computer usage time Number of computer users Total Wi-Fi usage Number of times public Wi-Fi accessed
	3.4.6.7 Deliver library programs and events for our community	Number of programs delivered Number of events delivered Total number of participants
	3.4.6.8 Young Territory Author Awards	Total entries received
	3.4.6.9 Themed book collection and donation drive	Number of books collected, donated, and successfully distributed to community groups
	3.4.6.10 Trial an exchange program with the Katherine District Hospital	Trial undertaken Number of library collection items provided At least 80% positive feedback from hospital staff and patients received
	3.4.6.11 Connect with local wellbeing services	Number of partnerships established Number of joint initiatives completed At least 80% positive feedback from partner organisations
	3.4.6.12 Digitise the newspaper collection	Number of newspaper editions digitised Frequency of online access



Helen Summers OAM

Citizenship and Citizen of the Year Awards Ceremony

Friday 24th January 2025

11:00am-1:00pm

Godinymayin Yijard Rivers Arts and Culture Centre

Please join us and Australia Day Ambassador Helen Summers OAM to welcome our new Australian Citizens, and celebrate the fantastic members of the Katherine community who have been nominated for the 2025 Citizen of the Year Awards. Scan the QR Code to secure your free ticket!



For more information: Contact Isabella Murphy, 0498 725 055, events@ktc.nt.gov.au



Strategic Priority (Actionable focus area)	Deliverable	Measure
4	VISION: Growth and Sustainability - Katherine must grow in a way that allows for sustained success. Infrastructure must be sustainable and support both expansion and liveability.	
4.1	GOAL: Better Infrastructure - Identify infrastructure in need of upgrading, potential for new infrastructure, and develop long-term plans to anticipate opportunities for better infrastructure.	
4.1.1	Develop a shared pathways strategy and potential projects	4.1.1.1 Deliver the Shared Pathway Strategy and Zimin Drive Shared Path Design 5.7kms of shared bicycle and pedestrian sealed pathway constructed Completed Shared Pathways Strategy Community consultation planned and initiated
4.1.2	Develop a project planning framework with hierarchy for shovel-ready projects	4.1.2.1 Introduce a feasibility review process to project planning framework Number of project proposals that have undergone a feasibility assessment before the start of the project 4.1.2.2 Audit infrastructure to identify locations requiring upgrades Number of audits undertaken of existing infrastructure Number of upgrades identified through audit Number of items listed as critical Understanding of upgrade costs 4.1.2.3 Package of shovel ready projects that have supporting project toolkit documentation, to anticipate future funding opportunities Number of shovel ready projects 4.1.2.4 Deliver new and upgraded infrastructure improvements Number of other infrastructure projects delivered 4.1.2.5 Deliver the Civic Centre Refurbishment 80% of project completed 4.1.2.6 Develop a RPT Apron proposal for upgrade at the Katherine Civil Airport Proposal complete (project plan to secure funding includes all costs to begin the works) 4.1.2.7 Install a machinery shed at the Waste Management Facility 100% completed 4.1.2.8 Complete Katherine Aquatic Centre Upgrade Stage 1 100% completed 4.1.2.9 Seek funding for Katherine Aquatic Centre Upgrade Stage 2 Funding secured
4.1.3	Review Council's available land to consider potential utilisation opportunities	4.1.3.1 Undertake feasibility studies to determine the condition, limitations and opportunities for vacant council land Feasibility study completed
4.1.4	Investigate an all-weather multipurpose facility	4.1.4.1 Design and develop an all-weather multipurpose facility pending RPPP funding success Successful rPPP stream 1 application

Strategic Priority (Actionable focus area)	Deliverable	Measure
4.2	GOAL: Lead with Best Practice - Lead by example and set a high benchmark.	
4.2.1	Regularly update our workplace policies and procedures, and Council By-Laws	4.2.1.1 All policies and procedures are up-to-date 100% of policies up-to-date 4.2.1.2 Finalise review of the By-Laws By-law review complete 4.2.1.3 Finance policies and procedures are up-to-date and followed 100% of policies and procedures up-to-date 0% of unapproved budgeted expenses 4.2.1.4 Educate the community regarding By-Laws Number of educational campaigns and initiatives promoting compliance with By-Laws 4.2.1.5 Undertake By-Laws regulation Number of dogs impounded Number of dogs returned to their owners or re-homed Number of animal infringements issued Total hours of regulatory patrols Number of parking infringements issued Number of verbal warnings given to drivers for parking related offences Number of impounded vehicles Total hours of parking patrols
4.2.2	Keep up-to-date with workplace health and safety training and be safety conscious when carrying out tasks	4.2.2.1 Undertake WHS Audit to produce an Action Plan WHS audit completed Action Plan developed 25% of actions completed 4.2.2.2 Staff Wellness focus Ten staff wellness activities held 20% staff participation in wellness activities
4.2.3	Review Council's fees and charges system to ensure the sustainability of council's facilities and services	4.2.3.1 Digitise the Fees and Charges Schedule Fees and Charges Schedule digitisation complete Number of page visits Total Fees and Charges Schedule downloads
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	4.2.4.1 Develop the Audit and Risk Internal Audits Process Number of internal audits undertaken 4.2.4.2 Projects and initiatives undertake feasibility assessments prior to initiation and planning Number of business cases Number of cost benefit analyses 4.2.4.3 Comply with Council's procurement policy Number of Local Buy uses as a procurement method Number of tenders issued Number of requests for proposals issued Number of conflicts of interest declared 100% compliance with financial delegation limits 4.2.4.4 Implement an asset management system Asset Management System implemented 4.2.4.5 Deliver on the additional controls on the Corporate Risk Register Number of additional controls implemented 4.2.4.6 Prudent financial management for stronger returns for ratepayers Debtors reduced to 30 days 0% of operating surplus and loss vs budget Financial Current Ratio above 1.5 4.2.4.7 Comply with financial legislative requirements Number of non-compliances Number of internal controls Number of integrity checks in a year

Strategic Priority (Actionable focus area)	Deliverable	Measure
4.3	GOAL: Attract Skilled Workers - Attract and retain skilled workers.	
4.3.1	Offer Council staff training and development opportunities	4.3.1.1 Training and development highlighted in annual review discussions, increased frequency of reviews with greater focus on career development 100% of reviews conducted 100% of training hours recorded
4.3.2	Celebrate our successes	4.3.2.1 Internal and external good news stories are regularly shared 30 good news stories shared in internal and/or external sources 4.3.2.2 Council recognises achievements by submitting for awards Number of award submissions 4.3.2.3 Implement years of service awards to recognise staff and increase staff retention Years of Service Awards program established Formal exit interview process re-established - 70% of staff participate in exit interviews
4.3.3	Provide the right conditions and right opportunities	4.3.3.1 Successful EBA negotiations New EBA formalised and enacted
4.3.4	Enhance Katherine's liveability so that people want to live here	4.3.4.1 Strengthen workforce recruitment efforts by producing a Council recruitment video Video produced. Number of views and shares of the video
4.3.5	Support tertiary organisations in their workforce development offerings	4.3.5.1 Work with ISAAC NT to advocate on skill shortages 90% of work experience requests accepted 4.3.5.2 Commence a Trainee program partnering with GTNT and LGANT Two traineeships offered Two traineeships completed





Strategic Priority (Actionable focus area)	Deliverable	Measure
5 VISION: Arts, Culture and Heritage - We are proud to call Katherine home. We will promote and communicate our pride in Katherine with residents and visitors to attract people to our community and share Katherine's vibrancy.		
5.1 GOAL: Vibrant Art - Encourage the arts sector.		
5.1.1 Support the street art series and art organisations	5.1.1.1 Support community partners in the delivery of art installations and art related events	Number of community partnerships Number of art installations funded Number of art related events supported
5.1.2 Support development of an arts trail	5.1.2.1 Partner with stakeholders to support the development of an arts trail	At least one stage of the arts trail developed
5.1.3 Encourage knowledge of our art history, such as the Katherine Prize being the longest-running arts prize in the NT	5.1.3.1 Partner with identified stakeholders to deliver art, cultural, and historical based services and events	Operational funding provided Number of services and events delivered collaboratively
	5.1.3.2 Celebrate 50 years of the Katherine Prize	Number of community participants Katherine Prize 50th anniversary celebrated
	5.1.3.3 Incorporate the winning Katherine Centenary Logo in marketing opportunities	Number of times that the winning Katherine Centenary Logo was used in marketing materials

Strategic Priority (Actionable focus area)	Deliverable	Measure
5.2 GOAL: Support Culture - Acknowledge and promote multiculturalism.		
5.2.1 Include multicultural activities in our event planning	5.2.1.1 Provide an up-to-date calendar of free and accessible community events that cater for our diverse community	Number of events held
	5.2.1.2 Hold citizenship ceremonies	Number of citizenship ceremonies held
	5.2.1.3 Partner with and financially support the Katherine Multicultural Festival	Operational funding provided
5.2.2 Support culturally-appropriate facilities	5.2.2.1 Take account of cultural considerations when designing and renovating Council facilities	Number of Council's facilities that incorporate cultural considerations in their design
	5.2.2.2 Create bilingual signage	Number of Council's signs that incorporate bilingual alternative wording
5.2.3 Support cultural training and Indigenous employment	5.2.3.1 Partner with Indigenous employment organisations and agencies to create training and employment opportunities within Council	Twelve Indigenous trainees and staff hired through employment organisations
5.2.4 Support NAIDOC Week events	5.2.4.1 Support of the NAIDOC Committee and associated events through committee participation as requested, the provision of facility usage for events and event participation.	Number of committee meetings attended by representative Number of events supported
5.2.5 Celebrate culturally important days	5.2.5.1 Support and partner with identified stakeholders to hold events	Number of events held
	5.2.5.2 Promote and support Indigenous heritage within the Centenary celebrations	Incorporate Indigenous-led content or partnerships in at least three Centenary events or initiatives
5.2.6 Develop a Reconciliation Action Plan (RAP)	5.2.6.1 Implement the Reconciliation Action Plan (RAP)	RAP complete

Strategic Priority (Actionable focus area)	Deliverable	Measure
5.3 GOAL: Our Rich Heritage - Reinvigorate Katherine by preserving, embracing and showcasing our rich arts and heritage.		
5.3.1 Support the restoration and promotion of Katherine's historical sites	5.3.1.1 Partner with community groups to restore and promote Katherine's historic sites	Number of historic site community group partnerships Number of historic sites supported through restoration and promotion
5.3.2 Create opportunities and partnerships to develop the arts culture and heritage sector	5.3.2.1 Provide operational support to Godinmayin Yijard Rivers Arts and Culture Centre	Operational funding provided
	5.3.2.2 Provide funding and associated prize money for the annual Katherine Prize event	Funding provided
	5.3.2.3 Council to take carriage of the Katherine Museums' Operations	Compliance with Historical Society agreement Number of visitors Café is operational Number of asset upgrades and repairs
5.3.3 Increase participation at cultural facilities and help facilitate events	5.3.3.1 Celebrate the Centenary of Katherine	Number of events supported Number of diverse events
5.3.4 Capture opportunities for collaborative marketing plans with other sectors	5.3.4.1 Identify co-marketing opportunities through reference groups	Number of co-marketing opportunities supported



Strategic Priority (Actionable focus area)	Deliverable	Measure
6	VISION: Big Rivers Inter-Government Collaboration - Council will lead regional collaboration. Collaboration will better assist the region to both address challenges and strengthen connection between people and resources available to the region.	
6.1	GOAL: Katherine is a Services Hub - Highlight and leverage Katherine as a services hub.	
6.1.1	Collaborate with the Big Rivers regional councils	6.1.1.1 Partner with Roper Gulf Regional Council and Victoria Daly Regional Council Number of collaborative outcomes
6.1.2	Highlight Katherine's role as a central hub in the Territory, providing services to the broader neighbouring regions	6.1.2.1 Seek infrastructure funding to enable Katherine's capacity to host regional events and conferences Number of grants sought focused on event infrastructure development Number of central activities held in Katherine on behalf of the Big Rivers region 6.1.2.2 Consult with identified stakeholders to develop a new Airport Masterplan to meet future regional needs Number of workshops and consultation sessions with stakeholders 6.1.2.3 Incorporate key messaging about Katherine's identity as a service hub to the Big Rivers region in presentations and communications Number of key messages that identify Katherine as a service hub to the Big Rivers region
6.1.3	Investigate a regional waste management facility hub	6.1.3.1 Advocate and investigate partnerships for regional waste management Number of partnerships investigated

Strategic Priority (Actionable focus area)	Deliverable	Measure
6.2	GOAL: Collaborate with Regional Councils - Work collaboratively with other councils and government to ensure we are achieving the best outcomes for the Big Rivers region.	
6.2.1	Work in partnership with the Big Rivers regional councils on primary issues affecting the region	6.2.1.1 Membership on Big Rivers Region of Councils (BRROC) Number of BRROC meetings Number of issues raised through BRROC
6.2.3	Work with NTG on its Big Rivers Regional Economic Growth Plan	6.2.3.1 Maintain partnership with NTG towards economic development within Katherine and the Big Rivers region Number of economic development outcomes
6.2.4	Investigate the maximum capacity of Katherine's population growth to better manage financial resources and strategise our priorities	6.2.4.1 Advocate to government agencies on Katherine's Land Use Plan Number of advocacy occurrences

Strategic Priority (Actionable focus area)	Deliverable	Measure
6.3	GOAL: Inter-Government Collaboration and Advocacy - Collaborate with Territory and federal governments.	
6.3.1	Advocate for the interests of our community	6.3.1.1 Advocate for the interests of the Katherine community Number of media releases Number of Council interactions with government agencies seeking action
6.3.4	Membership on regional committees	6.3.4.1 Memberships on Regional Committees Number of external regional committee memberships held
6.3.5	Develop an elected member-led advocacy agenda on key areas of concern including housing, homelessness, liveability, native title	6.3.5.1 Elected Members' memberships on external committees Number of external committees Elected Members are appointed to





Strategic Priority (Actionable focus area)	Deliverable	Measure
7 VISION: Environmental Sustainability - Our unique environment will be celebrated, maintained and protected.		
7.1 GOAL: Waste Management - Implement waste management actions that benefit our community and environment.		
7.1.3 Engage residents with a community education program to encourage sustainable practices that minimise their footprint	7.1.3.1 Provision new bin roll outs including serial number and hot stamps	Number of new bins provisioned Number of new bin requests
	7.1.3.2 Implement an informational page on Council's website about proper waste disposal	Number of website visits
	7.1.3.3 Kerbside waste truck wrap and customer service roll out	Kerbside waste truck wrapped Total social media reach Number of customer service calls received related to waste services
7.1.4 Provide opportunities for the community to repurpose, recycle and reuse all types of resources, reducing our landfill waste	7.1.4.1 Encourage residents and businesses to reduce waste and separate waste streams	Number of campaigns conducted
	7.1.4.2 Investigate green waste collection opportunities	Investigation report to Council
	7.1.4.3 Investigate a once-a-year wet season hard rubbish collection	Investigation report to Council
7.1.5 Install a Tip Shop at our waste facility, encouraging the reuse of goods	7.1.5.1 Operation of the Tip Shop	Number of days the Tip Shop operated Total social media reach
7.1.6 Raise awareness to keep our town litter-free	7.1.6.1 Promote community use of Snap Send Solve to report rubbish and illegal dumping	Total snaps using the relevant incident report categories Number of campaigns Number of participants
	7.1.6.2 Promote participation in Great Northern Clean Up and Clean Up Australia activities	Total social media reach Number of community partnerships Number of participants
7.1.7 Implement the Katherine Town Council Waste Management Strategy 2021-2026	7.1.7.1 Review the Council Waste Management Strategy	Number of actions achieved
	7.1.7.2 Compliance with Environment Protection Authority (EPA) Licence	Number of non-compliances
	7.1.7.3 Provide effective waste collection and disposal services	Tonnage of residential waste collected Tonnage of commercial waste collected

Strategic Priority (Actionable focus area)	Deliverable	Measure
7.2 GOAL: Katherine's Natural Beauty - Showcase the raw beauty of Katherine's natural attractions and protect our natural assets from pollution and overuse.		
7.2.2 Embark on greening initiatives with the collective help of the community to beautify and increase green spaces	7.2.2.1 Establish the Native Plant Giveaway through Council's Greening Katherine initiative	Native Plant Giveaway initiative established Number of community participants Number of partnerships Number of plants given away
7.2.3 Undertake activation projects to provide nature play spaces for kids of all ages	7.2.3.1 Develop Nature Play Parks	Number of Nature Play Parks constructed
7.2.4 Encourage engagement with natural spaces in neighbourhoods	7.2.4.1 Campaign and educate residents and businesses regarding verge maintenance and responsibilities	Number of campaigns held Number of educational and campaign partnerships
	7.2.4.2 Provide outdoor community activities celebrating our green spaces	Number of activities held outside
7.2.5 Provide cool and shaded spaces for the community	7.2.5.1 Erect shade structures in public spaces	Number of spaces identified as requiring Shade structures Number of shade structures erected
	7.2.5.2 Investigate solutions to cooling the Town Square	Problem statement defined Number of solutions investigated Number of solutions delivered
	7.2.5.3 Provide shading along the Council footpath network	Number of trees planted Total estimate of carbon storage of trees planted

Strategic Priority (Actionable focus area)	Deliverable	Measure
7.3 GOAL: Protect our Water - Sustainably manage our water resources.		
7.3.2 Monitor Council's monthly water-use	7.3.2.1 Council maintain an interest in PFAS contamination and monitoring	Number of engagements with environmental agencies related to PFAS contamination level updates
	7.3.2.2 Monitor and report on all Council water usage and bore readings	Bore water usage reported monthly Number of water leaks resolved
7.3.3 Upgrade irrigation of our parks to minimise wastage of town and bore water	7.3.3.1 Implement the Irrigation Replacement Program	Irrigation Replacement Program implemented Number of locations irrigation is replaced Value of replaced irrigation
	7.3.3.2 Provide community education on the vandalism of our irrigation systems within Council's parks and facilities	Number of education measures Value of items damaged





Strategic Priority (Actionable focus area)	Deliverable	Measure
7.4 GOAL: Reduce our Footprint - Optimise Council's products, services, and operations to increase efficiencies and reduce our emissions.		
7.4.1 Investigate platforms to transfer printable forms to online interactive forms	7.4.1.1 Digitise Council applications and permits to streamline processes, while enhancing the utilisation of digital platforms to improve access and efficiency for Council services.	25% increase in interactive council applications Number of EzyBill registrations processed Number of Snap Send Solve requests submitted Increase Snap Send Solve community usage by 10%
	7.4.1.2 Explore and implement strategies to streamline Council processes, reducing paper dependency and increasing operational efficiency through digital solutions.	5% reduction in printing Review of potential greening measures conducted
	7.4.1.3 Investigate ways to successfully distribute electronic Council agendas	Number of requests to print council agendas Number of suitable IT hardware for reading agendas provisioned by Council to Elected Members Number of training sessions held to support Elected Members to use electronic council agendas
7.4.2 Reduce emissions of our vehicle fleet	7.4.2.1 Purchase electric hybrid vehicles where fit-for-purpose	100% of new corporate fleet are hybrid vehicles
	7.4.2.2 Investigate electric commercial ride-on mowers	Market research undertaken Plant is fit-for-purpose
7.4.3 Gather data to implement more efficient and less wasteful work practices	7.4.3.1 Trial battery-operated multi-purpose equipment to identify opportunities for more efficient and sustainable work practices.	Trial complete Number of practical applications for operational use identified



Rates form the foundation of revenue for Katherine Town Council, as they do for most local governments. They are essential to Council's financial sustainability by generating the necessary income to meet community needs while balancing the social and economic impacts. Rates fund the full range of services delivered by Council — from parks, reserves, roads, and footpaths to libraries, recreational facilities, and many other vital community services.



Council sets its general rates using a Differential Rating System, where the Unimproved Capital Value (UCV) of a property is multiplied by either the applicable differential rate or the fixed minimum amount, whichever is greater. Each parcel of rateable land is categorised according to the Northern Territory Planning Scheme Zones, with each category assigned a specific description, differential rate, and fixed minimum charge.

In addition, for the 2025-2026 financial year, fixed rates will apply to specific land use categories such as workers accommodation, major cattle facility, cotton gins and solar farms.

Following a detailed review of previous rating principles, the cost-of-service delivery, and expected inflationary pressures, Council has developed a strategy for 2025-2026 that seeks to balance financial needs with affordability for the community. Council has set a target to collect \$9,957,455 in general rates. A key priority has been to minimise rate increases for residential properties.

As a result, the average general rate for residential properties will increase by just 3.6%, which translates to a modest median increase of \$60.00. Council's goal is to keep increases for residential-only properties under 4.8%. This approach reflects Council's understanding of the broader economic pressures and impacts that our residents are facing. For all other land categories and zones, differing rates increases applied to all other zones and categories which will yield a 4.8% average increase.

For multi-zoned allotments (properties within the Katherine Municipality that span more than one zone) valuation services will provide Council with the percentage split and UCV for each zone. Council will apply the rate associated with the zone that represents the highest percentage of the property's area.

Category Description	Cents in the \$	Minimum	Levy 2025/2026
Residential (LR LMR MR SK1, SK2 SK4, SK5)	1.85429	\$1,495	\$4,457,723
Agricultural (A H HCP)	0.31975	\$1,675	\$263,469
Water Management (WM)	0.64068	\$1,675	\$99,660
Rural (R)	0.43417	\$1,530	\$713,311
Rural Living (RL)	0.77582	\$1,495	\$386,090
Community Living/ Purpose (CL CP)	3.81210	\$1,582	\$140,227
Central Business (CB)	3.24099	\$1,625	\$1,326,253
Commercial (C)	2.58520	\$1,675	\$48,693
Service Commercial (SC)	4.50652	\$1,675	\$22,533
Future Development FD	30.27549	\$1,705	\$1,705
Railway (RW)	18.61677	\$1,675	\$12,287
Industry (GI LI)	1.98189	\$1,675	\$1,189,495
Organised Recreation (OR)	1.27720	\$1,675	\$17,001
Zone CB (Residential Use)	0.57509	\$1,495	\$26,222
Multi-Zone (MZ)	0.00000	\$0	\$0
Tindal Ex Gratia	0.00000	\$1,764	\$426,888
Zone Binjari	0.00000	\$1,530	\$70,380
Pastoral Lease	0.07893	\$971	\$11,448
Mining Tenement	0.89595	\$2,297	\$0
Zone NOZONE	0.31975	\$1,625	\$366,785
Major Shopping Centre	3.50000	\$1,832	\$84,875
Workers Accommodation < 30	0.00000	\$3,384	\$6,768
Workers Accommodation 30-60	0.00000	\$12,045	\$0
Workers Accommodation 60- 120	0.00000	\$19,272	\$19,272
Workers Accommodation 120-240	0.00000	\$33,726	\$0
Workers Accommodation >240	0.00000	\$57,816	\$0
Major Cattle Facility	0.48333	\$1,832	\$7,612
Solar Farm	0.75153	\$1,675	\$6,538
Cotton Gin	3.50000	\$12,045	\$12,045
Tourism (TC) Caravan Park (CV)	3.25000	\$1,675	\$240,175
			\$9,957,455

Katherine Town Council's waste management charges support both the ongoing operational costs and the significant capital investments required to keep the Katherine Waste Management Facility environmentally compliant and sustainable. For the 2025-2026 financial year, Council aims to collect \$1,594,000 through waste levies, ensuring that the costs of operating, maintaining, and rehabilitating the facility are met now and in the future.

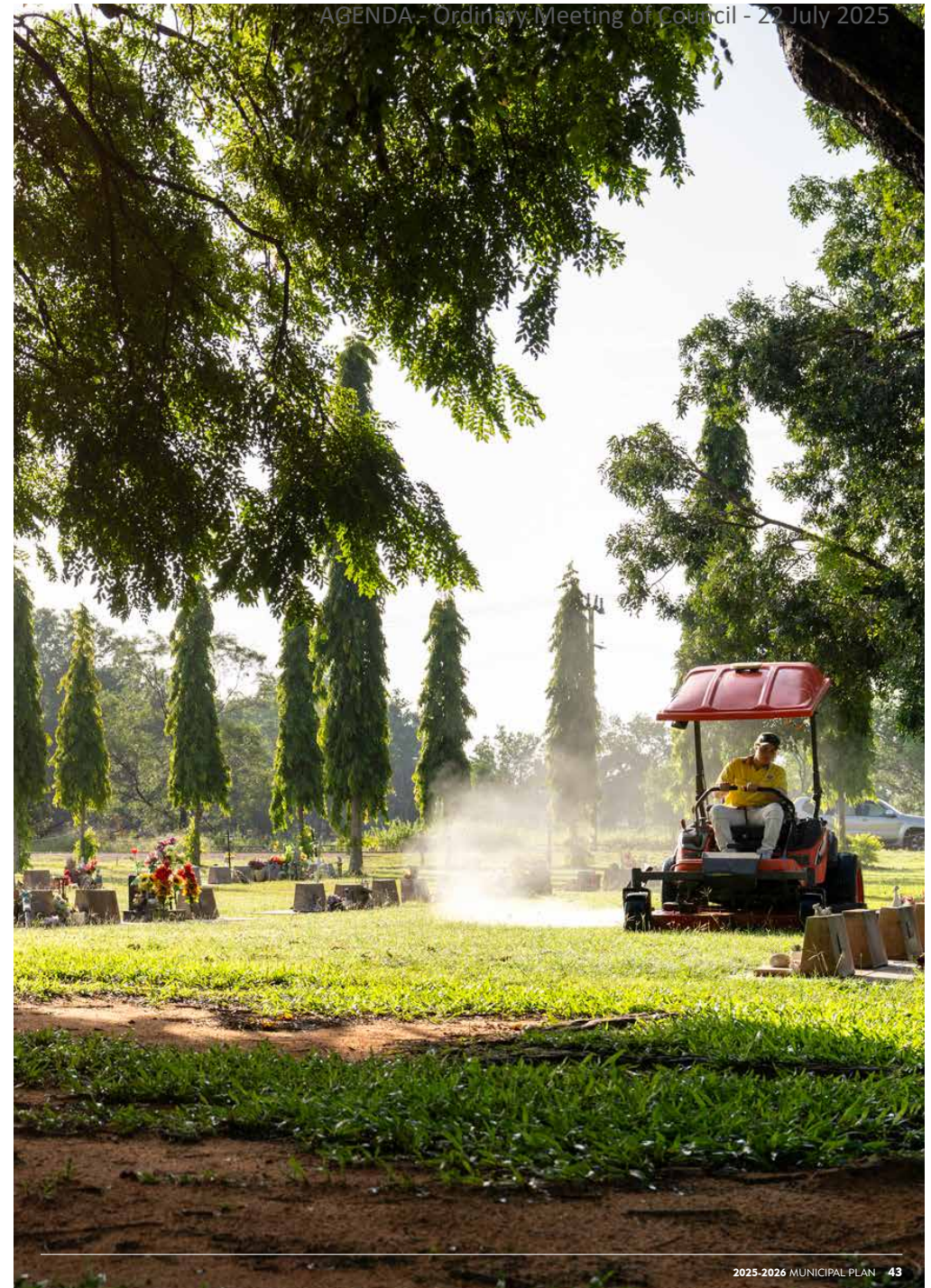
The full waste management charge for 2025-2026 will increase by 5.9%. The full waste management charge will be \$440.00, representing a \$23.00 increase from the previous year. This fee covers both the weekly kerbside garbage collection and access to the Katherine Waste Management Facility. The adjustment equates to an increase of approximately \$0.44 per week. For properties where Council is unable to provide a regular weekly kerbside collection service, a minimum waste management charge of \$170.00 will apply. This represents an increase of \$22.04 from the previous year, equating to approximately \$0.43 more per week.

All other allotments within the municipality will also be subject to the \$170.00 minimum waste management levy. This levy is essential for supporting the operation and maintenance of the Katherine Waste Management Facility and funds important waste management projects across the municipality.

Council remains committed to delivering waste services that are sustainable, accessible, and environmentally responsible, ensuring the long-term benefit of the Katherine community.

Fees and Charges

A 3.3% increase has been applied to Council's fees and charges for 2025-2026, with some exceptions and specific adjustments. As part of the review, Council assessed the relationship between the cost of servicing Council-owned facilities and the fees charged to both commercial and non-commercial users. Based on this assessment, adjustments have been made to the hire charges for Council facilities to better reflect the true cost of providing these services.
www.katherine.nt.gov.au/council/council-documents/fees-and-charges.aspx





FINANCE 2025-2026

ANNUAL BUDGET ASSUMPTIONS 2025-2026

Income

Rates income will increase on average 4.8% in the current budgets, which is the same increase as the last financial year and as per the Long Term Financial Plan (LTFP). The same rate has been applied to the outer year budgets.

Waste Management Levy is to increase on average 5.9%, which is the same increase as the last financial year and as per the LTFP. The same rate has been applied to the outer year budgets.

A 3.3% increase has been applied to fees and charges, which is the same increase as the last financial year and as per the LTFP, with some exceptions and adjustments.

Interest income is forecast using the Trading Economics Analysis 3.1%.

Government grants are currently forecast to account for 13% of overall Council revenue. This is expected to increase with further grant applications during the financial year.

Currently rates and waste charges represent 67% of Council income.

Expenses

The Council employee Enterprise Bargaining Agreement (EBA) is due for renewal in 2025 and to avoid pre-empting negotiations the same 3% rate increase has been applied for outer years.

Material and contracts expenses are forecast to increase in 2025-2026 with the CPI (NT Economy Outlook) rate of 2.5% being applied and 2.4% outer years.

Finance costs relating to the rehabilitation of Katherine Waste Management Landfill have been provided for.

Assumption	Annual Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$
Rates Increase	4.80%	4.80%	4.80%	4.80%	4.80%
Waste Charges Increase	5.90%	5.90%	5.90%	5.90%	5.90%
Fees & Charges	3.30%	3.30%	3.30%	3.30%	3.30%
Interest Rates (Trading Economics Analysis)	3.10%	3.10%	3.10%	3.10%	3.10%
Business Growth	2.00%	2.00%	2.00%	2.00%	2.00%
Salary & Wages (EBA & Superannuation Guarantee)	3.50%	3.00%	3.00%	3.00%	3.00%
CPI (NT Economy Outlook)	2.50%	2.40%	2.40%	2.40%	2.40%
Debt Servicing Ratio (Debt servicing/Revenue excluding grants)	0.00%	0.00%	3.24%	3.48%	3.24%
Current Ratio (current liquid assets/current liabilities)	9.68	8.79	8.36	8.52	8.34

Explanation notes

*Elected Member allowances and expenses will be paid as per the Northern Territory of Australia Remuneration Tribunal - Determination of Allowances for members of Local Councils - Report Determination No.1 of 2025. [Report and determination No. 1 of 2025 - Allowances for members of local government councils](#)

**Council committee allowances and expenses have been provided for the Independent Members of the Audit and Risk Management Committee only.

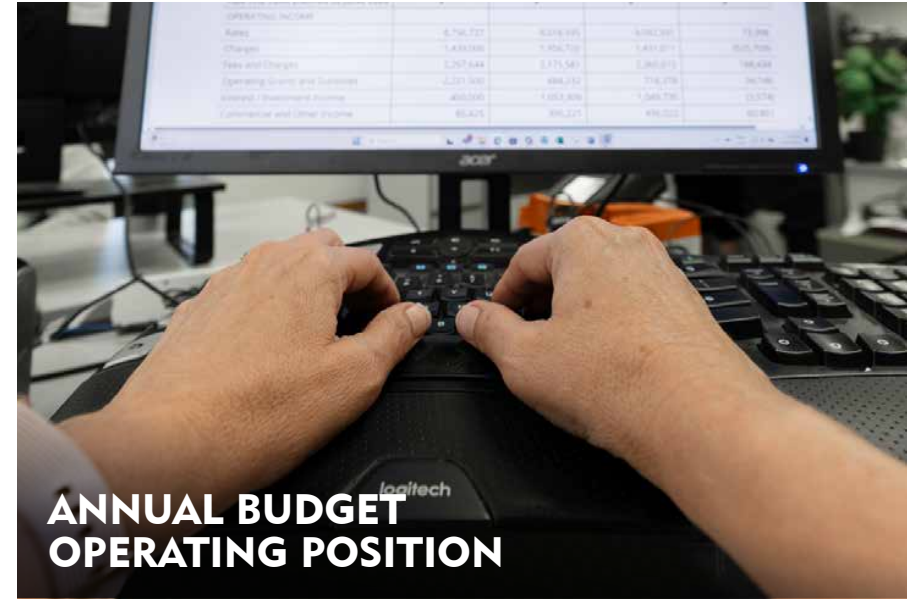
***The Budgeted Operating Deficit is due to depreciation non-cash expense. Regulation 10 of the Local Government General Regulations 2021 states a council may budget for a deficit if the reason for the deficit can be attributed to: depreciation, amortisation, asset write-downs, expenditure of tied grant funding recorded as income in a prior year, or other non-cash items.

****Council adopted the Audit and Risk Management Committee resolution ARMC-2024-6 minimum threshold of major capital works of \$150,000 and definition of capital works consistent with the NT Government guidelines.

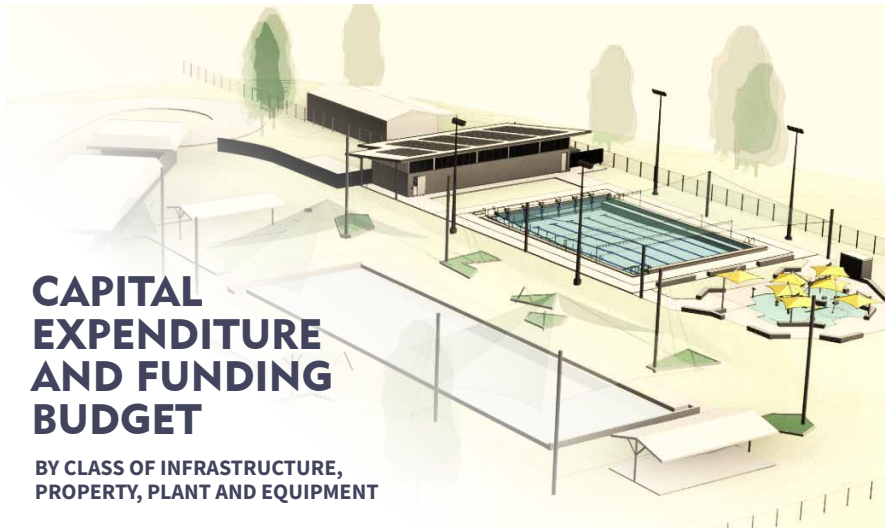
*****Total Prior years actuals forecast based on the approved second budget review 2024-2025.



LONG-TERM FINANCIAL PLAN	Annual Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$
OPERATING INCOME					
Rates	9,990,399	10,469,938	10,972,495	11,499,174	12,051,135
Waste Charges	1,645,818	1,742,922	1,845,754	1,954,654	2,069,978
Fees and Charges	2,525,689	2,604,216	2,685,334	2,769,129	2,855,689
Operating Grants & Subsidies	2,193,222	2,245,859	2,299,760	2,354,954	2,411,473
Bank & Investment Income	576,365	576,365	545,365	545,365	545,365
Other Revenue	372,182	388,558	400,872	413,728	427,149
TOTAL OPERATING INCOME	17,303,675	18,027,858	18,749,580	19,537,004	20,360,789
OPERATING EXPENDITURE					
Employment Expenses	6,069,690	6,255,390	6,446,821	6,644,160	6,847,593
Materials & Contracts	8,350,845	8,818,282	9,101,886	9,502,369	9,920,473
Elected Member Allowances*	275,520	275,520	275,520	275,520	275,520
Elected Member Expenses*	55,000	55,000	55,000	55,000	55,000
Council Committee Allowances**	29,615	30,918	32,279	33,699	35,182
Council Committee Expenses**	8,360	8,728	9,112	9,513	9,931
Depreciation, Amortisation & Impairment	4,800,007	4,872,791	4,929,825	4,983,534	5,003,243
Interest Expenses	58,416	146,524	291,649	272,473	252,840
Other Expenses	-	-	-	-	-
Finance Costs - Unwinding of WMF Discounting	465,321	479,746	494,618	509,951	525,760
TOTAL OPERATING EXPENDITURE	20,112,774	20,942,899	21,636,710	22,286,219	22,925,542
BUDGETED OPERATING SURPLUS / DEFICIT***	(2,809,099)	(2,915,041)	(2,887,130)	(2,749,215)	(2,564,753)



	Annual Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$
BUDGETED OPERATING SURPLUS / DEFICIT***	(2,809,099)	(2,915,041)	(2,887,130)	(2,749,215)	(2,564,753)
Less Non-Cash Income					
Add Back Non-Cash Expenses	5,265,328	5,352,537	5,424,443	5,493,485	5,529,003
TOTAL NON-CASH ITEMS	5,265,328	5,352,537	5,424,443	5,493,485	5,529,003
Less ADDITIONAL OUTFLOWS					
Capital Expenditure	9,705,621	13,115,473	9,965,473	9,450,444	2,650,444
Borrowing Repayments (Principal Only)	-	-	250,000	333,333	333,333
Transfers to Reserves	-	-	-	-	-
Other Outflows	-	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	9,705,621	13,115,473	10,215,473	9,783,777	2,983,777
Add ADDITIONAL OUTFLOWS					
Capital Grants Income	5,191,029	7,635,029	7,635,029	7,000,000	-
Prior Year Carry Forward Tied Funding *****	-	-	-	-	-
Other Inflow of Funds	72,178	54,133	54,133	54,133	54,133
Drawdown of Borrowings	2,000,000	3,000,000	-	-	-
Transfers from Reserves	-	-	-	-	-
TOTAL ADDITIONAL INFLOWS	7,263,207	10,689,162	7,689,162	7,054,133	54,133
NET BUDGETED OPERATING POSITION	13,815	11,185	11,002	14,626	34,606



	Annual Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$
CAPITAL EXPENDITURE					
Buildings & Other Structures	2,350,000	10,000,000	7,000,000	7,200,000	400,000
Improvements	4,300,000	500,000	500,000	500,000	500,000
Plant & Equipment	300,000	300,000	300,000	250,000	250,000
Furniture, Fittings & Equipment	150,000	200,000	150,000	120,000	120,000
Fleet	240,592	180,444	180,444	180,444	180,444
Infrastructure - Footpaths & Cycleways	1,080,000	600,000	500,000	500,000	500,000
Infrastructure - Roads	1,035,029	1,035,029	1,035,029	400,000	400,000
Infrastructure - Stormwater & Drainage	100,000	150,000	150,000	150,000	150,000
Infrastructure - Street Lighting	150,000	150,000	150,000	150,000	150,000
TOTAL CAPITAL EXPENDITURE	9,705,621	13,115,473	9,965,473	9,450,444	2,650,444
CAPITAL EXPENDITURE FUNDING					
Operating Income	2,442,414	2,426,311	2,276,311	2,396,311	2,596,311
Utilisation of Retained Earnings	-	-	-	-	-
Capital Grants	5,191,029	7,635,029	7,635,029	7,000,000	-
Deferred Capital Grants	-	-	-	-	-
Transfers from Cash Reserves	-	-	-	-	-
Borrowings	2,000,000	3,000,000	-	-	-
Sale of Assets (Including Trade-In)	72,178	54,133	54,133	54,133	54,133
Other Funding	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE FUNDING	9,705,621	13,115,473	9,965,473	9,450,444	2,650,444

PLANNED MAJOR CAPITAL WORKS

BUDGET BY PLANNED MAJOR CAPITAL WORKS ****

Asset class	Project	Prior Year Actual Forecast - 2nd Budget Review **** \$	Current Year Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$	Total Planned Budget	Expected Completion Date
Buildings & Other Structures	Civic Centre Upgrade		2,000,000	3,000,000				5,000,000	Dec-26
Buildings & Other Structures	Carpark Shelters Civic Centre (Solar)		250,000					250,000	Dec-26
Buildings & Other Structures	Aquatic Centre Redevelopment	6,362,000	3,800,000					10,162,000	Oct-25
Buildings & Other Structures	Changing Places Aquatic Centre	162,000						162,000	Dec-26
Improvements	Irrigation Upgrades: priority for Railway Terrace, Glencoe Park, Fuller Park		500,000					500,000	Jun-26
Plant & Equipment	30 Tonne Excavator		300,000					300,000	Jun-26
Infrastructure - Footpaths & Cycleways	Zimin Drive Footpath/Cycleway		1,080,000					1,080,000	Jun-26
Infrastructure - Roads	Local Road & Pavements: Sheppard, Needam, Zimmin & Giles		635,029					635,029	Jun-26
Infrastructure - Roads	Rural Intersection Upgrades: Helena/ Florina, Hendry/ Florina, Collins/Byers, Collins/Cragborn		400,000					400,000	Jun-26
Infrastructure - Street Lighting	Solar Streetlight Trial		150,000					150,000	Jun-26
TOTAL		6,524,000	9,115,029	3,000,000	-	-	-	18,639,029	



	Annual Budget 30 Jun 26 \$	Forecast 30 Jun 27 \$	Forecast 30 Jun 28 \$	Forecast 30 Jun 29 \$	Forecast 30 Jun 30 \$
ASSETS					
CURRENT ASSETS					
Cash at Bank and On Hand	21,797,762	21,657,657	21,500,687	21,329,056	21,157,374
Trade and Other Receivables	2,960,023	3,187,891	3,434,838	3,702,547	3,992,852
Inventories	23,165	23,721	24,290	24,873	25,470
Total Current Assets	24,780,950	24,869,269	24,959,815	25,056,476	25,175,696
NON-CURRENT ASSETS					
Infrastructure, Property, Plant and Equipment	130,041,099	138,229,647	143,211,161	147,623,938	145,217,006
Total Non-Current Assets	130,041,099	138,229,647	143,211,161	147,623,938	145,217,006
TOTAL ASSETS	154,822,049	163,098,916	168,170,976	172,680,414	170,392,702
LIABILITIES					
CURRENT LIABILITIES					
Current Payables	1,612,566	1,651,267	1,690,898	1,731,479	1,773,035
Deferred Revenue	379,615	397,837	416,932	436,945	457,918
Current Provisions	619,344	637,925	657,063	676,775	697,078
Current Borrowings	-	250,000	333,333	333,333	333,333
Total Current Liabilities	2,611,525	2,937,029	3,098,226	3,178,532	3,261,364
NON-CURRENT LIABILITIES					
Employee Entitlements	54,361	55,992	57,672	59,402	61,184
Landfill Rehabilitation Provision	8,403,582	8,883,328	9,377,945	9,887,897	10,413,657
Borrowings	2,000,000	4,750,000	4,416,667	4,083,333	3,750,000
Total Non-Current Liabilities	10,457,943	13,689,320	13,852,284	14,030,632	14,224,841
TOTAL LIABILITIES	13,069,468	16,626,349	16,950,510	17,209,164	17,486,205
NET ASSETS	141,752,581	146,472,567	151,220,466	155,471,250	152,906,497
EQUITY					
Asset Revaluation Reserve	98,420,175	98,420,175	98,420,175	98,420,175	98,420,175
Other Reserves	8,121,899	8,121,899	8,121,899	8,121,899	8,121,899
Accumulated Surplus	35,210,507	39,930,493	44,678,392	48,929,176	46,364,423
TOTAL COUNCIL EQUITY	141,752,581	146,472,567	151,220,466	155,471,250	152,906,497

STATEMENT OF CASH FLOW

	Annual Budget 2025-2026 \$	Forecast 2026-2027 \$	Forecast 2027-2028 \$	Forecast 2028-2029 \$	Forecast 2029-2030 \$
CASH FLOWS FROM OPERATING ACTIVITIES					
RECEIPTS					
Rates	9,855,069	10,326,792	10,815,301	11,326,589	11,861,689
Waste Charges	1,621,785	1,717,526	1,818,010	1,924,343	2,036,863
Fees and Charges	2,495,512	2,573,382	2,653,143	2,735,522	2,820,604
Operating Grants & Subsidies	2,193,222	2,245,859	2,299,760	2,354,954	2,411,473
Bank & Investment Income	566,314	566,095	534,643	534,171	533,679
Other Revenue	372,182	388,558	400,872	413,728	427,149
Sub-total	17,104,084	17,818,212	18,521,729	19,289,307	20,091,457
PAYMENTS					
Employee Costs	(6,050,067)	(6,235,179)	(6,426,003)	(6,622,718)	(6,825,508)
Materials & Contracts	(8,312,079)	(8,780,137)	(9,062,825)	(9,462,371)	(9,879,514)
Elected Members Allowances & Expenses	(330,520)	(330,520)	(330,520)	(330,520)	(330,520)
Council Committee Allowances & Expenses	(37,975)	(39,646)	(41,391)	(43,212)	(45,113)
Interest Paid	(58,416)	(146,524)	(291,649)	(272,473)	(252,840)
Sub-total	(14,789,057)	(15,532,006)	(16,152,388)	(16,731,294)	(17,333,495)
Net Cash Provided by (Used in) Operating Activities	2,315,027	2,286,206	2,369,341	2,558,013	2,757,962
CASH FLOWS FROM INVESTING ACTIVITIES					
RECEIPTS					
Amounts Specifically for New or Upgraded Assets	5,191,029	7,635,029	7,635,029	7,000,000	-
Sale of Replaced Assets	72,178	54,133	54,133	54,133	54,133
PAYMENTS					
Expenditure on Renewal/ Replacement of Assets	(9,705,621)	-13,115,473	(9,965,473)	-9,450,444	(2,650,444)
Net Cash Provided by (Used in) Investing Activities	(4,442,414)	(5,426,311)	(2,276,311)	(2,396,311)	(2,596,311)
CASH FLOWS FROM INVESTING ACTIVITIES					
RECEIPTS					
Proceeds from Borrowings	2,000,000	3,000,000	-	-	-
PAYMENTS					
Repayment of Borrowings	-	-	(250,000)	(333,333)	(333,333)
Net Cash Provided by (Used in) Financing Activities	2,000,000	3,000,000	(250,000)	(333,333)	(333,333)
NET INCREASE (DECREASE) IN CASH HELD	(127,387)	(140,105)	(156,970)	(171,631)	(171,682)
Cash & Cash Equivalents at Beginning of Period	21,925,149	21,797,762	21,657,657	21,500,687	21,329,056
Cash & Cash Equivalents at End of Period	21,797,762	21,657,657	21,500,687	21,329,056	21,157,374



KATHERINE
TOWN COUNCIL



08 8972 5500



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24 Stuart Highway, Katherine
PO Box 1071, 0851



katherine.nt.gov.au

14.2 ACQUITTAL - PRIORITY INFRASTRUCTURE FUND 2020-2021 - UPGRADE THE KATHERINE HOT SPRINGS CARPARK

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Acquittal - PI F 2100016 - Upgrade Hotspings carpark - 18 June 2025 [14.2.1 - 1 page]

Officer Recommendation

That Council endorse the 2020-21 Local Government Priority Infrastructure Fund LGR20015/00010 final acquittal for upgrades to the Hot Springs carpark.

Purpose of Report

To provide council with the final acquittal of the 2020-21 Local Government Priority Infrastructure Fund LGR20015/00010 for upgrades to the Hot Springs carpark.

Strategic Plan

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

1.5.3 Pursue grants for new and upgraded infrastructure and programs.

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

2.1.1 Enhance road safety around schools.

2.1.2 Provide safe and accessible public amenities throughout Katherine.

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.

3.4.1 Provide and maintain wayfinding signage.

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

7.1.4 Provide opportunities for the community to repurpose, recycle and reuse all types of resources, reducing our landfill waste.

Municipal Plan

1.5.3.1 Seek funding for projects outside of Council budget

2.1.1.1 Undertake road safety audit to assess the current traffic and safety concerns in school zones, and identify potential measures that can be put into place

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

3.4.1.1 Renew and/or update signage in main street, Hot Springs, Visitor Information Centre, overflow caravan parking, RV parking areas and airport.

7.1.4.1 Improve waste stream separation through recycling and messaging. Encourage residents to repurpose, recycle and reuse waste types

Background

The council was successful under the 2020/21 Local Government Priority Infrastructure Fund, receiving \$221,402 for upgrades to the Hot Springs car park. The project included:

- Provision of three disabled parking bays and emergency vehicle parking,

- New Asphalt Overlay,
- Existing Asphalt pavement removed and replaced with new pavement, and
- Line marking and signs installed.

Discussion

The original approved funded project was completed in June 2022 and due to costing less than funded retained a surplus of \$33,020. Council was approved a variation to utilise the remaining funds for further enhancements at the Katherine Hot Springs site, to provide information/signage at the Katherine Hot Springs, aesthetic screening of the ablutions area, additional bins and planting.

The varied works were approved to be completed by 31 December 2022. An acquittal for the variation was submitted in December 2023 with a remaining surplus of \$6,435. The works undertaken within the period included:

- Privacy screening of the ablutions,
- Traffic management including installation of bollards, vehicle stoppers, and signage, and
- Staircase tile replacements.

Due to delay in supply and capacity further works completed since January 2023 have included installation of the general waste and recycling bin enclosure and the rock feature garden to the value of \$13,420. The final acquittal is to finalise the funding and reporting purposes.



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

Councils operational budget included the project overspend of \$6,985.

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.

Katherine Town Council

Acquittal of Local Government Priority Infrastructure Fund 2020-21

File Number: LGR2015/00010

Purpose of Grant: To upgrade the Katherine Hot Springs car park.

Application Number: PIF2100016

Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No
(If no please provide an explanation with this acquittal)

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 31 December 2023

Local Government Priority Infrastructure Fund

\$221,402
(ex GST) \$6,435

Other income/council contribution

Total income

\$6,435

Expenditure (Specify accounts and attach copies of ledger entries)
An 'administration fee' is not to be apportioned to the grant for acquittal purposes.

\$13,420.50

Total Expenditure

\$13,420.50

Surplus/(Deficit)

\$6985.20

IS THE PROJECT COMPLETE: ☒ Yes ☐ No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: AS

12/6/2025

Laid before the Council at a meeting held on ____/____/____. Copy of minutes attached.

CEO or CFO: Shonhill

19/6/2025

DEPARTMENTAL USE ONLY

Grant amount correct:

☐ Yes ☐ No

Expenditure conforms to purpose:

☐ Yes ☐ No

Capital Works - Bought from Territory Enterprise:

☐ Yes ☐ No

Minutes checked:

☐ Yes ☐ No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED:

☐ Yes ☐ No

Acquittal checked by: _____

Comments:

Donna Hadfield, Manager Grants Program

_____/_____/_____

14.3 SISTER CITY ARRANGEMENTS

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Letter - Mayor of General Santos City - Sister City Renewal - Resolution No.977 - 20 April 2021 [**14.3.1** - 4 pages]
2. Letter sent - Mayor of General Santos - Response - Sister City Renewal - 9 July 2021 [**14.3.2** - 1 page]

Officer Recommendation

That Council write to the Mayor of General Santos City advising that the Katherine Town Council does not wish to continue the Sister City relationship.

Purpose of Report

For Council to consider the impact of the Foreign Arrangements Scheme and the current Sister City relationship with General Santos City, Philippines.

Strategic Plan

Not Applicable

Municipal Plan

Not Applicable

Background

Katherine Town Council has a Sister City relationship with General Santos City on the larger Island of Mindanao, Philippines.

Records indicate that the Sister City relationship was instigated by former Mayor Forscutt in 1995 and forged in 1997. The main reason for the Sister City relationship was the live cattle trade with 90 percent of the live cattle exports from Port of Darwin coming from or travel through Katherine.

At the Ordinary Meeting of Council on the 22 June 2010 discussion referenced Council to consider re-establishing the Sister City partnership with General Santos City.

Unfortunately, archive records of files were destroyed in the flood which lists the Sister City programme with General Santos City, so there are limited records regarding this relationship.

In 2017, General Santos City resolved to renew and revitalise the existing sister city ties with Katherine Town Council. In 2021, the Mayor of General Santos City wrote to Mayor Clark requesting to continue and revive the partnership and exchange visits in the future. Mayor Clark responded advising of the upcoming 2021 Local Government election and the incoming council to provide an informed decision.

No formal resolutions of Council have been made since 2005.

Discussion

Council has received correspondence from the Department of Foreign Affairs and Trade advising on the Foreign Arrangements Scheme. The Scheme commenced on 10 December 2020 following the passage of Australia's Foreign Relations (State and Territory Arrangements) Act 2020 (the Act). It regulates state and territory government, local government, and Australian public universities.

The Scheme requires local governments to notify the Foreign Minister (via DFAT) of written arrangements that they enter into with foreign entities. Arrangements are written agreements, contracts, understandings or undertakings between council and foreign entities. They can include Sister City Agreements and

Memorandum of Understanding. Failure to notify an arrangement is a breach of the Scheme and may lead to the arrangement being voided or cancelled by the Foreign Minister through their powers under the Act.

The Sister City arrangement with General Santos City has been of a relationship nature with no outcomes for Katherine Town Council. It is recommended that council resolve to advise General Santos City that the Katherine Town Council does not wish to continue the relationship.

Consultation Process

There was no consultation process required for this report.

Policy Implications

No Katherine Town Council policy exists in relation to Sister City arrangements.

Budget and Resource Implications

No budget or resources have been allocated for Sister City arrangements.

Risk, Legal and Legislative Implications

The Foreign Arrangements Scheme of Australia's Foreign Relations (State and Territory Arrangements) Act 2020 (the Act) requires local governments to notify the Foreign Minister (via DFAT) of written arrangements that they enter into with foreign entities. Arrangements are written agreements, contracts, understandings or undertakings between state and territory entities and foreign entities. They can include Sister City Agreements and Memorandum of Understanding.

Failure to notify an arrangement is a breach of the Scheme and may lead to the arrangement being voided or cancelled by the Foreign Minister through their powers under the Act.

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.



Republic of the Philippines
OFFICE OF THE CITY MAYOR
General Santos City

April 20, 2021

HON. LIS CLARK
Mayor
Katherine Town
Northern Territory, Australia

RECEIVED
28 MAY 2021
BY:

Dear Mayor Clark;

Year 2021 brings new changes and reaching out to our dear Sister City like Katherine Town, is one of the things we need to reconnect, renew our commitment and enliven our economic ties & cultural cooperation.


Please consider this letter a renewal of our Sister City Cooperation. Please find attached Sangguniang Panglungsod Resolution No. 977 s. 2017.

It's been decades since we forged our sisterhood ties and we are glad to continue and revive the same. We wish to bring back our close partnership and exchange visits in the future. Please find some promotional materials from our city for your reference.

Maria Cora C. Tito, incharge of our sisterhood concerns, with email address mariacoratito@gmail.com, will closely coordinate with you regarding the renewal details.

We look forward to hearing from you soonest.

Very truly yours,


RONNEL C. RIVERA
City Mayor



City Hall Drive, General Santos City, 9500, Philippines
(083) 552 6791 to 93 | (+63) 925 700 1936 | citymayor@gensantos.gov.ph



Republic of the Philippines
OFFICE OF THE CITY MAYOR
General Santos City

April 20, 2021

HON. LIS CLARK
Mayor
Katherine Town
Northern Territory, Australia

Dear Mayor Clark;

Year 2021 brings new changes and reaching out to our dear Sister City like Katherine Town, is one of the things we need to reconnect, renew our commitment and enliven our economic ties & cultural cooperation.


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We look forward to hearing from you soonest.

Very truly yours,


RONNEL C. RIVERA
City Mayor



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Republic of the Philippines
General Santos City
OFFICE OF THE SANGGUNIANG PANLUNGSOD



EXCERPT FROM THE MINUTES OF THE 63RD REGULAR SESSION OF THE 18TH SANGGUNIANG PANLUNGSOD, CITY OF GENERAL SANTOS, HELD AT THE SANGGUNIANG PANLUNGSOD SESSION HALL ON TUESDAY, NOVEMBER 21, 2017.

PRESENT:

Hon. Shirlyn L. Bañas-Nogales	City Vice Mayor and Presiding Officer
Hon. Elizabeth B. Bagonoc	City Councilor
Hon. Alberto D. Pacquiao	City Councilor
Hon. Rosalita T. Nuñez	City Councilor
Hon. Jose Orlando R. Acharon	City Councilor
Hon. Dominador S. Lagare, Jr.	City Councilor
Hon. Shandee Theresa O. Llido-Pestaño	City Councilor
Hon. Jose Edmar J. Yumang	City Councilor
Hon. Vandyke B. Congson	City Councilor
Hon. Lourdes F. Casabuena	City Councilor
Hon. Ramon R. Melliza	City Councilor
Hon. Brix T. Tan	City Councilor

ABSENT:

Hon. Franklin M. Gacal, Jr.	City Councilor (OL)
-----------------------------	---------------------

RESOLUTION NO. 977
Series of 2017

RESOLUTION RENEWING AND REVITALIZING THE EXISTING SISTER CITY TIES OF THE CITY GOVERNMENT OF GENERAL SANTOS, PHILIPPINES WITH THE TOWN OF KATHERINE, NORTHERN TERRITORY OF AUSTRALIA

Hon. Shandee Theresa O. Llido-Pestaño – Author
Joint Sponsorship

WHEREAS, Resolution 307, Series of 1996, passed by the Sangguniang Panlungsod of General Santos City established the Sister City Relationship between the City Government of General Santos and the Town of Katherine, Northern Territory of Australia;

WHEREAS, it has been a long time that the two cities have had exchanges in terms of goodwill missions, projects, cultural arrangements and legislations, hence, there is a need to renew and revitalize the sister city relationship with the County of Australia;

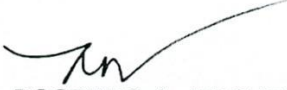
WHEREAS, by strengthening the sisterhood relationship between these two counterpart cities, lasting peace and harmony shall be achieved in furthering international communications and understanding not only in the citizens of the Town of Katherine and General Santos City but also the rest of Australia and the Philippines;

NOW, THEREFORE, on motion of City Councilor Shandee Theresa O. Llido-Pestaño for joint sponsorship, duly seconded by City Councilors Elizabeth B. Bagonoc, Alberto D. Pacquiao, Jose Orlando R. Acharon, Dominador S. Lagare, Jr., and Lourdes F. Casabuena, be it -

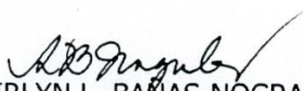
RESOLVED, as it is hereby resolved, to renew and revitalize the existing Sister City Ties of the City Government of General Santos, Philippines with the Town of Katherine, Northern Territory of Australia.

Passed by the 18th Sangguniang Panlungsod, City of General Santos, on its 63rd Regular Session held on November 21, 2017.

CERTIFIED CORRECT:


ATTY. ROSENDO A. ROQUE
Secretary to the Sanggunian

ATTESTED BY:


SHIRLYN L. BAÑAS-NOGRALES
City Vice Mayor and Presiding Officer

W



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

Ref: 145614

9 July 2021

The Honourable Mr Ronnel C. Rivera
Mayor of General Santos City
Republic of the Philippines

via email mariacoratito@gmail.com

Mayor Rivera,

Greetings from Katherine in the Northern Territory.

I am pleased to acknowledge the receipt of your letter dated 20 April 2021 regarding reconnecting of the sister city relationship. I also thank you for the package of promotional materials.

It has been challenging times for cities across the globe including Katherine since the outbreak of COVID-19 pandemic in early 2020. It is important to note that the people of Katherine are resilient and strong in facing these challenges. I do also believe that the people of General Santos City are strong and resilient. I hope this pandemic will soon over therefore we can all enjoy the privilege of being able to travel without any restriction.

Your good intention to bring back the close partnership of the two cities was presented to my fellow Elected Members in an informal session. While we really appreciate this good gesture, Council is unable to make any decision yet. With the election of the Local Government in August 2021, new elected Council will be able to provide an informed decision.

I wish you, Councillors, and the people of General Santos City a good health and please do not hesitate to contact us at the Katherine Town Council via jherry.matahelumual@ktc.nt.gov.au or phone (061 8 8972 5500).

Sincerely Yours

Elisabeth Clark
Mayor

14.4 PROCUREMENT POLICY V8

Author: Jaime Stiles, Business Analyst
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Draft Procurement Policy V8 [14.4.1 - 13 pages]

Officer Recommendation

That Council approves the reviewed Procurement Policy (Version 8).

Purpose of Report

For the Council to approve the reviewed Procurement Policy.

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.

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

4.2.1 Regularly update our workplace policies and procedures, and Council bylaws.

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

1.1.2.3 Ensure compliance with other legislation applicable to Council

4.2.1.1 All policies and procedures are up-to-date

4.2.1.3 Finance policies, procedures and manuals are up-to-date and followed

Background

Council policies are a key component of the governance framework for all local government. Policies are developed to provide boundaries, guidelines, and consistency for the achievement of strategic and operational directions, taking into consideration legal requirements, best practice, and quality standards. Policies support the strategic direction and guide Katherine Town Council's decision-making processes. Policies set parameters for decision-making and show the "why" behind actions.

Katherine Town Council's role is to approve Council policies; consider the application of relevant policies as part of Council decision making; and consider any recommendations for adoption of policies from the Chief Executive Officer and Audit and Risk Management Committee.

Discussion

The procurement policy was due for review given the anticipated renewal of the Memorandum of Understanding between LGANT and Local Buy as a Procurement Entity.

This revision includes general editorial refinements and:

- Amended LGANT and Local Buy MoU timeframe.
- Updated definitions.
- Revised layout of Section 5 Council's Procurement Framework to enhance readability.
- Updated list of associated policies, documents and references.

- Fixed the duplication of header numbering in Version 7.

Consultation Process

There was no consultation process required for this report.

Policy Implications

The next policy review is due by 30 June 2026. Council can use the Local Buy procurement arrangement under 'Procurement Entity - Subdivision 1 Regulation 39(2) of the *Local Government (General) Regulations 2021*' while holding an active LGANT membership. If Council decides not to renew their LGANT membership, consider collating a preferred panel of pre-qualified suppliers, accessible under the 'Alternative procurement formats' process within Procurement Methods and Thresholds. An operational decision and procedure would need to be developed to support this.

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.



COUNCIL POLICY

PROCUREMENT POLICY Version 8.0

Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Manager Corporate Administration		
Approval Date:	25 February 2025	Next Review:	June 2025/2026
Records Number:	171627	Council/CEO Decision:	Council
Legislation Reference:	Division 12 of the <i>Local Government (General) Regulations 2021</i>		

1 PURPOSE

Katherine Town Council purchases goods, works and services from a range of suppliers as part of its normal operations to meet its key objectives. The *(Local Government (General) Regulations 2021)* outline a range of minimum standards with which Council must comply.

The purpose of this policy is to provide guidance for consistency and control over procurement activities that demonstrate accountability to the Katherine community and apply best practice principles in purchasing.

2 SCOPE

This policy applies to all Council staff involved in purchasing activities on behalf of Council, as delegated by the Chief Executive Officer ([CEO](#)). It also covers Elected Members in relation to tender approvals through the Council and management of conflict-of-interest situations.

3 DEFINITIONS

Big Rivers Region means the geographical area comprising the local government areas of Katherine Town Council, Roper Gulf Regional Council and Victoria Daly Regional Council. The Region begins south of Kakadu National Park encompassing Pine Creek, extending over 500km south to Kalkarindji and stretching across the width of the Territory between Western Australia and Queensland borders.

Collective procurement means a procurement group of two or more entities (a council; a local government subsidiary; Local Government Association of the Northern Territory) that propose to obtain supplies may form a group (a procurement group) to act collectively for the purpose of obtaining the supplies.

Commercial-in-Confidence means information that, if released, may prejudice the business dealings of the party (e.g., discounts, rebates, profits, methodologies, and process information). It is information provided for a specific purpose that is not to be used for any other purpose than set out in the initial document.

Cost specifies a value exclusive of GST.

Council Representative means the nominated staff member to receive tender communications.

Council staff includes the Chief Executive Officer and council employees.

Delegation means a legislative power given by the Council or Chief Executive Officer in an instrument to enable a delegate to act on Council's behalf.

Electronic Document Records Management System means Council's MAGIQ software, designed to manage and store electronic documents and records of Council.

Emergency means a sudden or unexpected occurrence requiring immediate action.

Evaluation panel means a panel of council staff members appropriately skilled to undertake and determine the evaluation of a supplier.

Expression of Interest (EOI) means an invitation for suppliers to submit a proposal outlining their capability to provide specified goods, works and services. It generally includes an overview of the requirements and serves to gauge interest and qualifications. This invitation does not constitute a binding offer or contract.

Local Buy means a contractual arrangement established by the Local Government Association of Queensland with the LGANT as a signatory that enables Council to purchase a variety of goods, works and services from accredited suppliers without tendering. Local Buy is considered a Procurement Entity.

Local Contribution means community involvement to support locals, use local suppliers and drive local development to enhance the economy within Katherine and Big Rivers region.

LGANT means the Local Government Association of the Northern Territory.

NTG means the Northern Territory Government.

Procurement means the complete process of acquisition of external goods, works and services. This process spans planning and design; standards determination and specification writing; preparation of quotation and tender documentation; selection of suppliers, financing, contract administration, disposals, and other related functions.

Public Request/Tender means an open and competitive market approach.

Purchase Order refers to the official document issued by Council to record the purchase of goods, works and services. It includes Council's Standard Terms and Conditions, is generated through Council's finance system, and must be signed by the Chief Executive Officer or authorised manager. A Purchase Order cannot be approved by the same individual who raised it, means the official document used by Council to record the purchase of goods, works and services. It contains Council's Standard Terms and Conditions, is produced by Council's finance system and signed by the Chief Executive Officer.

Purchasing Officer means the person making the purchasing decision, or providing a recommendation about a purchasing decision, in accordance with appropriate approvals, financial delegations and relevant policies.

Price specifies a value inclusive of GST.

Procurement Lead means the person responsible for managing or overseeing the procurement process for the acquisition of goods, works and services for Council.

Request for Quotation (RFQ) means the process of requesting a quotation from suitable suppliers, where Council knows exactly what is needed and is looking for the best value.

Commented [JS1]: Added to be in line with the regulations definition for Division 12. Cost is also exclusively used throughout the document when specifying a value which is exclusive of GST.

Commented [JS2]: Updated definition to refer to the Approval Max rule which is built in to ensure an individual who raised the purchase order cannot approve their own purchase order.

Commented [JS3R2]: Aligns with Council's procurement process "more than one person is involved in a transaction end to end"

Commented [JS4]: Added to be in line with the regulations definition for Division 12. Price is also exclusively used throughout the document when specifying a value which is inclusive of GST.

Request for Proposal (RFP) means the process of inviting parties to submit a formal response for the supply of goods, works and services, followed by an evaluation of submissions and selection of a successful respondent.

Request for Tender (RFT) means the process of formally inviting parties to submit a bid responding to a public advertisement, followed by an evaluation of submissions and contract award.

Select Request means a market approach that is select to one or more suppliers.

Submission encompasses the terms quotation, proposal, bid, and tender.

Supplier means any external individual, partnership or company engaged to provide goods, works and services to Council.

Threshold means the value above which a procurement, unless exempt, is subject to the mandatory procurement process.

Value-for-Money means selecting the supply of goods, works and services based on a balance between quality, performance, locality, and cost, considered on a case-by-case basis.

Commented [JS5]: Included the word locality here to align with the rest of the document and current practices.

4 DETAILS

The primary goal of Council's procurement activities is to ~~deliver the best value-for-money~~ achieve the most beneficial outcomes for the Katherine community. This ~~encompasses~~ includes not only the ~~project cost~~ cost of supplies, but also broader considerations such as whole-of-life cost, supplier past performance history, delivery capacity, local contribution, and associated commercial and ~~other~~ operational risks.

Commented [JS6]: Removed the word 'value-for-money' from this paragraph as it was confusing the procurement method of selecting supplies under \$10,000 using value-for-money criteria.

Under Subdivision 1 Regulation 33 (*Local Government (General) Regulations 2021*), a council must, by resolution, adopt a policy for the procurement of supplies that considers the following principles:

- (a) *the enhancement of the capabilities of local enterprises and industries*
- (b) *the employment of Aboriginal people*
- (c) *ethical behaviour and fair dealings*
- (d) *environmental protection and sustainability*
- (e) *open and effective competition*
- (f) *value-for-money, and*
- (g) *any other principle the council considers appropriate.*

All monetary values stated in this policy exclude GST unless specifically stated otherwise.

There may be emergencies, or purchases where the defined methods of procurement will not necessarily deliver the best outcome for Council and other market approaches may be more appropriate. Exemptions to the requirements of this policy must be approved by the CEO and align with relevant regulations.

ETHICAL BEHAVIOUR AND FAIR DEALINGS

Council's procurement activities will be performed with integrity and in a manner able to withstand scrutiny.

Elected Members and Council staff must conduct themselves in ways that are ethical and will:

- Treat potential and existing suppliers with equality and fairness,

- Not seek or receive personal gain or use Council's name or purchasing power to make purchases other than for Council use,
- Maintain the confidentiality of competing companies' sensitive information, such as pricing, specifications, submissions, or other commercial-in-confidence details,
- Present a high standard of professionalism and probity,
- Deal with suppliers in an honest and impartial manner that does not allow conflicts of interest (actual, potential, or perceived),
- Provide all potential suppliers with the same information and equal opportunity,
- Be able to account for all decisions and provide feedback on them, and
- Maintain fair, equitable and non-discriminatory procedures for addressing complaints and concerns raised by suppliers or members of the community regarding Council's procurement activities.

Elected Members and Council staff must avoid any situation where private interests or conflicts could potentially interfere with their council duties. They should not engage in contract-related actions (evaluation, negotiation, recommendation, or approval) where they, their immediate family, or business partners have a direct or indirect interest or hold a position of influence or power in a business tendering for the work. The onus is on the Elected Member(s) and Council staff involved to promptly declare an actual, potential, or perceived conflict of interest to the Council or CEO, in accordance with Council's Code of Conduct policies.

All prospective-potential suppliers must be afforded an equal opportunity to bid or respond. Impartiality must be maintained in selecting suppliers so that it can withstand public scrutiny. The commercial interests of existing and potential suppliers must be protected.

ACCOUNTABILITY AND TRANSPARENCY

Accountability in procurement means being able to explain and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable. All procurement activities are to leave an audit trail for monitoring and reporting purposes and be recorded in Council's Electronic Document Records Management System (EDRMS).

RESPONSIBLE FINANCIAL MANAGEMENT

The principles of responsible financial management in accordance with the *(Local Government Act 2019)* and its Regulations shall be applied to all procurement activities. Where the submission-sum cost exceeds budget allocation, Council shall review the project scope and submit a report for expenditure variation to the allocated budget for further consideration.

Council staff must not authorise the expenditure of funds exceeding their financial delegations. Refer to (Instrument of Delegation of Powers and Functions). Council funds must be used responsibly to procure goods, works and services and every attempt must be made to contain the costs of the procurement process without comprising any of the procurement principles set out in this Policy.

CONFLICTS OF INTEREST

Conflicts of interest must be managed in procurement under (*Local Government Act 2019*). A conflict of interest arises where a person's private interests and professional responsibilities are, could potentially be, or can be perceived to be in conflict.

A conflict of interest in procurement occurs when an individual with decision-making power, or the capacity to influence the decision-making process, also holds a personal or financial interest. A personal interest may involve relationships between parties that extend beyond a strictly professional context, while a financial interest exists if a Council staff member or Elected Member could personally benefit financially from a decision made.

All personnel involved in a procurement activity must declare any actual interest and any actual, potential, or perceived conflict of interest to ~~the Council or CEO~~the CEO. Declaring a conflict of interest does not necessarily exclude a Council staff member or Elected Members from the procurement process. The degree of impact the conflict has, or may have, will be considered with due regard to probity.

Commented [JS7]: Updated to include the Council

CONFIDENTIALITY OF INFORMATION

Confidentiality of information provided by existing and ~~prospective-potential~~ suppliers must be maintained at all times, particularly commercially sensitive material such as, but not limited to ~~prices-costs~~ (other than the ~~price-value~~ of the successful tenderers fixed price lump sum contract), discounts, rebates, profit, manufacturing, and product information.

Information received by Council that is commercial-in-confidence must not be disclosed and is to be stored in a secure location. Elected Members and Council staff are to maintain confidentiality of procurement information by not discussing or releasing:

- Information disclosed by suppliers in submissions or during tender negotiations,
- Commercial-in-confidence information,
- Pre-contract information including but not limited to information provided in quotations, proposals, and tenders or subsequently provided in pre-contract negotiations.

Elected Members and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests. Discussion with ~~prospective-potential~~ suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt or clarify on what is being offered by that supplier. At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised.

Tenderers should be advised that a report on the tender process may be presented at an open meeting of Council, and some information arising from the tender will be publicly available for three years from the date of the awarded tender. Refer to Subdivision 1 Regulation 36(10)(b)(ii) and Regulation 49 (*Local Government (General) Regulations 2021*).

Only successful tenders will be presented in open meetings of Council and published. Any other tendering reports are dealt with in closed meetings.

Commented [JS8]: This sentence uses 'price' as the successful tenderer's contract is published publicly inclusive of GST.

LOCAL CONTRIBUTION

Council is committed to maximising opportunities for local content and Aboriginal and Torres Strait Islander participation and employment throughout the procurement process. ~~KTC-Council~~ actively

5 | Page

PROCUREMENT POLICY

supports the growth of local, Katherine-based businesses and industries, and will seek to ensure that they have opportunities to bid for the supply of goods, works and services. This commitment extends across the Big Rivers Region.

Local contribution criteria weighting of 30% will be applied to the assessment process for the purpose of value for Katherine and Big Rivers Region.

The local contribution criteria evaluate the following principles:

- Contribution to local economy,
- Local development and social contribution,
- Aboriginal and Torres Strait Islander business and engagement.

While Council is committed to supporting local suppliers, there are certain types of goods, works and services that cannot be purchased from within the Northern Territory.

5

COUNCIL'S PROCUREMENT FRAMEWORK

Commented [JS9]: New heading

PROCUREMENT PRINCIPLES AND COMPLIANCE

Commented [JS10]: New sub heading to make the content easier to read.

It is a breach of Subdivision 1 Regulation 43 (*Local Government (General) Regulations 2021*) to split purchases to manipulate the procurement thresholds.

Council's procurement processes will ensure:

- more than one person is involved in a transaction end to end,
- transparency in the procurement process,
- a clearly documented audit trail exists for procurement activities,
- appropriate authorisations are obtained and documented, and
- systems are in place for appropriate monitoring and performance measurement.

A procurement method of a higher threshold may be used when deemed appropriate.

PROCUREMENT METHODS AND THRESHOLDS

Council's procurement methods for purchasing goods, works and services are:

Under \$10,000 (exclusive of GST)	Issuance of a purchase order. <u>Council process recommends obtaining a verbal or written quote to issue a Purchase Order.</u> <u>The Purchasing Officer is not required to seek quotations, but quotations may be sourced if there are multiple suitable suppliers.</u> <u>Refer to Subdivision 1 Regulation 34(1).</u>
\$10,000 but not more than \$100,000 (exclusive of GST)	<u>Issuance of a purchase order (or contract) after requesting quotations (RFQ) or proposals (RFP) from selected suppliers.</u> <u>The Purchasing Officer must obtain three written submissions and recommend a preferred supplier to the CEO or authorised Manager, who will endorse the selection. If three submissions cannot be obtained, written justification must be provided. A public tender may be used at the Officer's discretion. Refer to Subdivision 1 Regulation 34(2) and (3).</u>

Above \$100,000 but not more than \$150,000 (exclusive of GST)	<p>Issuance of a purchase order (or contract) following a public RFQ or RFP process.</p> <p>All purchases within this range must be advertised in a local newspaper and on Council's website, with a minimum five business days for submissions. Submissions are assessed and a recommendation is given to the CEO or authorised Manager. A public tender may be used at the Purchasing Officer's discretion. Refer to Subdivision 1 Regulation 35.</p>
Above \$150,000 (exclusive of GST)	<p>Contract executed and purchase order issued following a public RFT tender.</p> <p>All purchases exceeding \$150,000 must be procured via public tender, based on the total anticipated expenditure over the engagement period. Tenders must be advertised in a local newspaper and on Council's website, with a minimum five business days for submissions. Submissions are assessed by an evaluation panel of at least three Council staff approved by the CEO. Refer to Subdivision 1 Regulation 36.</p>

Commented [JS11]: Combined this table with a different section from Version 7 to make it clearer and the document easier to navigate. Slight changes to wording for easier reading but context is the same.

Alternative procurement formats:

- Petty cash or credit card for smaller items in accordance with relevant Council policies.
- Under a collective purchasing agreement through a procurement group with two or more entities (other Councils, LGANT, a local government subsidiary, shared services, etc.).
- Facilitated through a procurement entity under Subdivision 1 Regulation 39(2).

PROCUREMENT ENTITY ARRANGEMENT

Whilst Council holds an active LGANT membership, Council can use the Local Buy procurement arrangement administered by the Local Government Association of the Northern Territory (LGANT) as a procurement method and the approved procurement entity. Quotations and tenders are not required for a supply if the supply is to be facilitated through the procurement entity's arrangements with Local Buy Pty Ltd, as set out in the document titled *Memorandum of Understanding between Local Buy Pty Ltd and Local Government Association of the Northern Territory for the period 1 July 2020-2025 to 30 June 2025-2030*.

Commented [JS12]: Updated MoU agreement

When using Local Buy, Council is not required to obtain three submissions, but a document explaining the rationale behind this decision ~~should~~ shall be recorded.

GRANT FUNDING

Council seeks financial and/or in-kind support from an external organisation to conduct an event, project, or activity in return for specified benefits, such as sponsorship and grants. When Council seeks grant funding for a project, it generally requires a valid quotation to support the grant application. Quotations are requested from suppliers in good faith and do not guarantee automatic shortlisting or preferential treatment if the supplier participates in any subsequent procurement process. Grant funds may only be used to acquire goods, works and services directly supporting the objectives outlined in the grant agreement.

CONTRACTUAL CONSIDERATIONS

Period Contracts: Thresholds are based on the highest annual cost or budgeted spend. Refer to Subdivision 1 Regulation 40.

Extension Options: If Council intends to enter into a contract with extension options, the period of engagement is calculated to assume the option is exercised. Refer to Subdivision 1 Regulation 41.
Contract Variations: Must be within scope, accepted in writing, and reported if they exceed certain financial thresholds or increase costs by more than 10%. Refer to Subdivision 1 Regulation 42.

Commented [JS13]: New inclusion to make contract obligations re the Regulations clearer.

PROCUREMENT PROCESS

Commented [JS14]: New sub heading for easier reading

Council's procurement process includes three primary methods based on the value and complexity of the purchase: Request for Quotation (RFQ), Request for Proposal (RFP), and Request for Tender (RFT). Each method follows defined procedures to ensure transparency, fairness, and compliance with the *Local Government (General) Regulations 2021*.

If it is not practicable to obtain three submissions, Council must obtain as many as practicable and must record in writing its reasons for not obtaining three submissions. If fewer than three submissions are received, Council may withdraw the request, revise requirements, or widen distribution. Any change in procurement method must be recorded.

REQUEST FOR QUOTATION (RFQ)

RFQs are appropriate for straightforward purchases where specifications are clear, and considerations are limited to **value-for-money**. An evaluation panel is not required.

Commented [JS15]: Definition updated in 3. DEFINITIONS

Suppliers shall be promptly notified of the outcome once a decision has been made. The issuance of a purchase order serves as formal acceptance of a quotation. All decision justifications must be recorded in line with Council's policies and procedures.

Commented [JS16R15]: **Value-for-Money** means selecting the supply of goods, works and services based on a balance between quality, performance, locality, and cost, considered on a case-by-case basis.

REQUEST FOR PROPOSAL (RFP)

RFPs are used for more complex purchases requiring a formal assessment against predefined evaluation criteria. An evaluation panel is formed to assess submissions.

Suppliers shall be promptly notified of the outcome once a decision has been made. The issuance of a purchase order serves as formal acceptance of a proposal. All decision justifications must be recorded in line with Council's policies and procedures.

REQUEST FOR TENDER (RFT)

RFTs are used for high-value procurements. Tender documentation, including scope of works and response forms is available via the Tenderlink E-Tender Portal and at the Civic Centre.

Tenders must be lodged by the stated closing date and time. Late tenders will not be accepted unless:

- There was a Council related system failure during electronic submission, or
- Access to the physical tender box was denied or hindered.

The CEO may accept a late tender if these circumstances are substantiated.

Submissions must include the Response Schedule and Schedule of Rates and may be lodged via:

- **Electronic Tender Box (ETB)** Tenderlink E-Tender Portal (each e-Tender will have its own unique ETB).
- **Hand delivery into the Tender Box** at the Civic Centre, **Stuart Highway, Katherine**.
- **Email** to the relevant Council Representative.
- **Prepaid post, air freight or courier service** to Katherine Town Council – PO Box 1071 KATHERINE NT 0851.

Commented [JS17]: Consider removing the address given we are temporarily relocating.

Tenders should be addressed to the Chief Executive Officer and marked for the attention of the relevant Council Representative, unless otherwise stated. Tenders will be opened as soon as practicable after the closing date and time. Tenders will be formally assessed using Council's evaluation criteria by an evaluation panel approved by the CEO. All decision justifications must be recorded in line with Council's policies and procedures.

Following this, the CEO will provide a report to Elected Members for discussion and approval of the successful tenderer. Council will give written notice of the successful tender to both the successful tenderer and each of the unsuccessful tenderers. Additionally, a notice of the successful tender, including the name of the person/company who submitted the successful tender, the supplies to be provided, and the tender price (including GST) will be published on Council's website.

TENDERS AND EXPRESSIONS OF INTEREST (EOI)

A public tender may commence with a registration or Expression of Interest (EOI) stage before a tender by public notice. An EOI stage may be appropriate where:

- Ahead of the formal tender process, Council wishes to consider whether those tendering possess the necessary resources and capability to successfully complete the project,
- Tendering costs are likely to be high, and Council seeks to ensure that suppliers incapable of fulfilling the requirement do not incur unnecessary expense,
- Council wishes to determine the level of interest from suppliers capable of tendering for the provision of goods, works and services,
- It is desirable to pre-qualify suppliers and goods to meet defined standards, or
- Council is required to gain a greater understanding of its needs, the availability of relevant goods, works and services and the likely costs on the open market.

EVALUATION AND ASSESSMENT

FORMATION OF AN EVALUATION PANEL

A panel will be formed to evaluate submissions for RFP or RFT procurement methods. The panel will consist of at least three staff members from a minimum of two different departments. Council staff should hold senior positions or be recognised as subject matter experts, ensuring their involvement leads to the best outcomes for Council. Proposed panel's will be submitted to the CEO for final approval.

Image: Panel Formation workflow



ASSESSMENT CRITERIA

Evaluation criteria are used by the nominated evaluation panel to assess and compare submissions proposed by potential suppliers.

Comparative criteria may be used in place of primary criteria with the CEO's permission, when considered to be in Council's best interest for achieving an optimal outcome.

Evaluation Criteria Table

Commented [JS18]: New sub-heading for easier reading

Primary Criteria	
Cost	Scored based on the lowest up-front purchase price cost in relation to the budget. Whole-of-life costs shall be considered as part of the final recommendation.
Local Contribution	Value for Katherine and Big Rivers Region. <ul style="list-style-type: none"> – contribution to local economy, – local development and social contribution, – Aboriginal and Torres Strait Islander business and engagement.
Competency	Fit for Purpose: <ul style="list-style-type: none"> – value derived from whether the goods, works and services meet the required standards and specifications outlined in the Scoping documentation, – adherence to non-functional requirements (e.g., data protection, environmental regulations, etc.), – ability to manage logistics, including inventory, transportation, and distribution. Quality: <ul style="list-style-type: none"> – compliance with relevant industry standards and regulations, – uses standardised project management processes and methodologies, – implementation of mature risk mitigation strategies, – willingness to collaborate with Council to achieve project goals. Capacity: <ul style="list-style-type: none"> – sufficient employees personnel to manage workload without compromising quality or delivery, – availability and commitment of key personnel to the project, – necessary equipment and tools for project completion, – qualifications and specialised skills.
Past Performance	Consideration of past performance may include: <ul style="list-style-type: none"> – experience on similar projects and performance, – references provided by the supplier, – performance reports from previous work at any Big Rivers Councils, NTG or LGANT, – history of on-time and within budget project delivery, – frequency of severity of defects or errors in past projects, – commitment to ethical practices, – clear, timely, and transparent communication, – quality of work (executed to a high standard with minimal defects).
Value-Adding	Focus on the costs and benefits of the response, such as: <ul style="list-style-type: none"> – employment of Aboriginal and Torres Strait Islander staff, – innovative solutions that could provide additional value, – higher quality products or services (performance, durability, satisfaction), – customer service support and after-sales service (troubleshooting, Account Manager, etc.), – training and knowledge transfer (availability, user guides, support articles).
Comparative Criteria	
Scalability	Can the supplier manage increasing demands without compromising output or quality, such as: <ul style="list-style-type: none"> – ability to adapt to increased workloads or expanded project scopes, – sufficiently resourced, – necessary infrastructure to support growth without service disruption,

Commented [JS19]: Removed the word price as this refers to including GST in the Regulations. Replaced with the word 'cost' which is GST exclusive

Commented [JS20]: Changed from employees to personnel to make the sentence more inclusive of contractors/sub-contractors/non-employee personnel and also employees.

	– integration of advanced technologies.
Environmental Sustainability	Assess the environmental impact of the goods, works and services, such as: <ul style="list-style-type: none"> – commitment to reducing their carbon footprint, – materials and components are sourced sustainably, – durability and lifespan of the product, – whether there is a take-back or recycling program at the end of the product's life, – whether recycled materials are used in their products.
Social	Council is committed to building stronger communities and meeting social objectives which benefit the municipality and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes. Council's social sustainability approach aims to: <ul style="list-style-type: none"> – ensure suppliers do not exploit workers and provide fair wages, including inclusive business practices, – maintain a social procurement program to increase social procurement spend across Katherine and Big Rivers Region, – ensure sourced products are accessible by all segments of the community, – increase employment opportunities for Aboriginal and Torres Strait Islander people, people with a disability, disadvantaged people and long term unemployed, – improve gender equity, and – prevent, detect and remove modern slavery from Council's supply chain.

EVALUATION WEIGHTING*Evaluation Weighting and Criteria table*

Cost	30%
Council's non-priced financial criteria weightings are as follows:	
Local Contribution	30%
Competency	20%
Past Performance	15%
Value-Adding	5%

EXCEPTIONS FROM PROCUREMENT POLICY

In accordance with Subdivision 1 Regulation 38 (*Local Government (General) Regulations 2021*), quotations, proposals, and tenders are not required for the supplies consisting of, or related to, any of the following:

- a) the purchase of land, including the leasing or licensing of land,
- b) a contract for legal services,
- c) the acquisition of insurance entered into through a broker,
- d) the renewal of an existing licence,
- e) education or training in relation to existing equipment, licences, qualifications or software from a supplier endorsed by the supplier of the equipment, licence, qualification or software,
- f) a telecommunication service if:
 - i. the supply is ancillary to an existing telecommunications service; and
 - ii. the council believes on reasonable grounds that it is necessary to obtain the supply from the supplier of the existing service;

- g) recovery work during or immediately after a natural disaster and the council or local government subsidiary believes on reasonable grounds that it is necessary to obtain the supply from a particular supplier,
- h) the acquisition of a supply from a supplier if the council believes on reasonable grounds that it is unlikely that there is more than one supplier of the supply,
- i) the acquisition of a supply from a supplier if a Commonwealth or Territory funding agreement entered into by the council states that a particular supplier is to provide the supply,
- j) the acquisition of a supply from a particular supplier that is the only feasible option because of an event that caused major disruption to the council,
- k) the acquisition of a supply where:
 - i. obtaining a quotation or tender for the supply would cause major operational inconvenience or have other serious consequences of a similar nature for the council or local government subsidiary; and
 - ii. the council or local government subsidiary has not had prior opportunity to obtain a quotation or tender for the supply;
- l) a contract variation mentioned in regulation 42(4).

As referenced in Subdivision 1 Regulation 38(2)(3), all decision justifications must be thoroughly documented and recorded by Council.

56 ASSOCIATED POLICIES/DOCUMENTS

- Credit Card for Council Employees policy
- Code of Conduct for CEO policy
- Code of Conduct for Employees policy
- Confidential Information policy
- Conflict of Interest Employees and CEO policy
- Conflict of Interest Declaration form
- Elected Members Code of Conduct policy
- Gifts and Benefits CEO and Staff policy
- Infrastructure and Environment > Tenders&Quotations > Tender Templates
- Instrument of Delegation of Powers and Functions policy
- Katherine Town Council Project Toolkit > Procurement Templates
- Value for Territory Assessment Framework

Commented [JS21]: Added

67 REFERENCES AND RELATED LEGISLATION

- Local Government Act 2019 and Local Government (General) Regulations 2021
- Approval by Northern Territory Government (Department of ~~the Chief Minister and Cabinet~~Housing, Local Government and Community Development) to use the Memorandum of Understanding between Local Buy Pty Ltd and Local Government Association of the Northern Territory for the period 1 July 2020-2025 to 30 June 2025 2030 whilst we hold an active LGANT membership. Refer to Subdivision 1 Regulation 39(2) (Local Government (General) Regulations 2021).
- NTG Buy Local Plan
- Independent Commissioner Against Corruption Act 2017

Commented [JS22]: Updated MOU

REVISION HISTORY

Version	Approval date	Details of change	Responsible officer
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1	July 2008	Initial policy	CEO
2	May 2015	Revision	CEO
3	May 2016	Revision	CEO
4	Nov 2016	Revision	CEO
5	Sept 2019	Revision	CEO
6	June 2022	Revised for compliance with new legislation and updated	Director Corporate Services
7	Jan 2025	Major revision, including formatting and: <ul style="list-style-type: none"> - Updated Owner and Responsible Officer, - Amended policy revision timeframe in line with LGANT MoU, - Updated definitions, and clarified the distinction between requests for quotation and proposals, - Updated policy definition monetary values to be exclusive of GST (cost) aligning with the Act and Regulations, - Addition of Conflicts of Interest section, - Updated Local Contribution evaluation criteria to align with NT's Buy Local Plan and the LG Act and Regulations, - Expanded on the Procurement Entity Arrangement, Grant Funding, and Formation of a Procurement Panel sections, - Replaced facsimile with email in tender lodgement options, - Updated procurement evaluation criteria, - Verbatim exemptions to procurement from Regulations, and - Updated list of associated policies, documents and references. 	Snr. Business Analyst
8	July 2025	Revision: <ul style="list-style-type: none"> - <u>Align with the new MoU with LGANT and Local Buy Pty Ltd,</u> - <u>General editorial refinements</u> - <u>Added new definitions (Cost, Price), updated value-for-money,</u> - <u>Revised layout of Section 5 to enhance readability,</u> - <u>Added Conflict of Interest Declaration form to Associated policies/documents,</u> - <u>Fixed sequential numbering of headers.</u> 	Snr. Business Analyst

14.5 CORPORATE RISK MANAGEMENT POLICY AND FRAMEWORK

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Policy Risk Management Review May 2025 [14.5.1 - 5 pages]
2. Risk Management Framework review May 2025 [14.5.2 - 16 pages]

Officer Recommendation

That Council approve the recommended administrative amendments to the Risk Management Policy and Framework.

Purpose of Report

To provide Council with the reviewed Risk policy and framework as recommended by the Audit and Risk Management Committee recommendation to Council.

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

2.1.4 Sustainable long-term finances and current risk management practices.

Background

Risk is inherent in all Council's business activities, programs, services, projects, processes and decisions. Katherine Town Council is committed to the identification and management of all risks associated with the performance of Council functions and the delivery of Council services to protect its employees, the general public, assets and the environment. Risk management is an essential part of sound management practice and good corporate governance. It improves decision-making, planning and accountability to increase Council's ability to achieve its goals and objectives.

Discussion

The Risk Management Policy and Framework was due for review June 2025. The review has been undertaken with minimal administrative amendments identified including:

- Aligning with the current organisational structure,
- Changing agency to council, and
- Removed year reference of the Audit and Risk Management Charter to ensure always referencing the latest version.

The Audit and Risk Management Committee has recommended the register be reviewed quarterly, which has been included in the documents. The Audit and Risk Management Committee also requested a review of the Risk Statement which will be undertaken and tabled at the next committee meeting before tabling to council.

Consultation Process

The reviewed Risk Management policy and framework were tabled to the Audit Risk Management Committee on 5 June 2025.

Policy Implications

The Risk Management Policy and Framework was due for review June 2025. The review has been undertaken with minimal administrative amendments identified including:

- Aligning with the current organisational structure,
- Changing agency to council,
- Removed year reference of the Audit and Risk Management Charter to ensure always reference the latest version, and
- Changed register review to quarterly as recommended by the Audit and Risk Management Committee.

Budget and Resource Implications

Budget has been allocated in 2025-26 to enable the implementation of controls identified in the Corporate Risk Register.

Risk, Legal and Legislative Implications

Council adopts a best practice risk management approach consistent with the risk management principles and framework outlined in the Australian/New Zealand Standard for Risk Management - Guidelines (AS/NZS ISO 31000:2018).

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

RISK MANAGEMENT POLICY

Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director, Corporate Services <u>Manager Governance and Risk</u>		
Approval Date:	25 May 2022	Next Review:	1 June 2025 <u>2029</u>
Records Number:	166440	Council/CEO Decision:	Council
Legislation Reference:	<i>Local Government Act 2019 and Work Health and Safety (National Uniform Legislation) Act 2011</i>		

1 PURPOSE

Risk is inherent in all Council's business activities, programs, services, projects, processes and decisions. Katherine Town Council is committed to the identification and management of all risks associated with the performance of Council functions and the delivery of Council services to protect its employees, the general public, assets and the environment. Risk management is an essential part of sound management practice and good corporate governance. It improves decision-making, planning and accountability to increase Council's ability to achieve its goals and objectives.

The purpose of this policy is to outline Council's commitment to a strategic, consistent and proactive enterprise-wide approach to risk management and embedding a positive risk culture throughout the organisation. In doing so, Council seeks to achieve an appropriate balance between managing threats and realising opportunities in order to maximise its ability to achieve its strategic vision and objectives, and to deliver quality services and projects for the community. The focus of this policy is strategic risk, but operational risks also need to be considered.

2 SCOPE

This Policy applies to all elected members and Council employees.

3 DEFINITIONS

Operational risk means those risks that arise in day-to-day operations, and which may require specific and detailed response and monitoring regimes. If not treated and monitored, operational risks could potentially result in major adverse consequences for the ~~agency~~ council.

Risk means the likelihood of something happening that will have an adverse impact upon objectives, and/or harmful consequences. Risk is measured in terms of consequences and likelihood and covers threats and opportunities.

Risk appetite means the level of risk that Council is willing to accept, at any point in time, in achieving its strategic objectives, and when delivering services and projects for the community.

Risk Framework Owner (RFO) means the ~~Director, Corporate Services~~ Manager Governance and Risk.

Risk management means the set of co-ordinated activities applied in the organisation to direct and control risk.

Risk register means the centralised reporting tool used to record risk, controls, and opportunities.

Strategic risk means risks that may affect Council's ability to meet its strategic objectives and require oversight by Council executives. Elected members and the Audit and Risk Management Committee.

4

DETAILS

Risk management is an important part of Council's corporate governance and covers areas such as strategic management, internal controls, business development, project management, finance and workplace health and safety. It comprises procedures to mitigate risks and provide reasonable assurance that operations are efficient and effective, assets are safeguarded, staff have a safe workplace, legislation and council policies/rulings are complied with and financial reporting is accurate and reliable. Effective risk management is critical for Council to achieve its goals and objectives.

Council is committed to:

- Adopting a best practice risk management approach consistent with the risk management principles and framework outlined in the Australian/New Zealand Standard for Risk Management - Guidelines (AS/NZS ISO 31000:2018).
- Maintaining an effective governance system and clarity of roles and responsibilities at all levels of the organisation in relation to risk.
- Incorporating risk management into strategic, operational and financial planning processes including all new services and projects to ensure alignment with Council objectives and risk appetite.
- Developing a positive risk culture and awareness through enhanced education, training, communication and reporting of risk.
- Developing and maintaining a robust risk management process that provides a consistent and systematic way of identifying, analysing, evaluating and treating risks in line with Council's risk appetite.
- Maintaining effective risk management systems and tools including detailed risk registers which enable the organisation to effectively record, monitor and manage risks including risk assessment ratings, risk controls and treatment plans.
- Prioritising its risk so that resources are devoted to managing extreme and high risks within appropriate timeframes.
- Enabling the realisation of opportunity and innovation related risk through the risk management process.
- Monitoring and improving risk management activities and their effectiveness through a program of continuous improvement.

The Chief Executive Officer must adopt a risk management approach to identify and assess risks, apply cost/benefit analysis in the development of internal controls and is responsible for ensuring Council employees conduct their duties in accordance with internal control policies, procedures and practices of Council.

Every employee within Council is recognised as having a role in risk management from the identification of risks to implementing risk treatments and shall be invited and encouraged to participate in the process.

CATEGORIES OF RISK

Nine categories of risk have been established:

Category	Description
People and Culture	Risks associated with human resource management, organisational culture and change management. This includes non-workplace health and safety risks that impact on the ability of employees to attend work and perform their duties (i.e. industrial action etc).
Health and Safety	Risks associated with protecting the health, safety and wellbeing of employees, volunteers, contractors and others within Council's duty of care. This covers workplace health and safety risks that impact on the ability of employees to attend work and perform their duties (i.e. injury, illness, pandemic etc).
Financial Sustainability	Risks associated with the financial management of Council and its ability to fund Council services now and into the future. This covers risks related to revenue, expenditure, budget management, investments and debt management and accuracy of financial information.
Legal and Governance	Risks associated with Council either knowingly or unknowingly breaching legislation, regulations, policies or procedures. This covers risks related to fraud and corruption or being exposed to liability in relation to any matter.
Reputation	Risks associated with Council's perceived or actual reputation with the community, government, regulators, the media, Council employees, or other stakeholders. This covers risks of a political nature.
Service Delivery	Risks associated with the daily operational management of Council and its ability to deliver services to the community. This also covers risks related to the effectiveness of internal services, systems and processes, and business continuity.
Information and Technology	Risks associated with the provision of ICT infrastructure, services and systems for Council and the community. This covers risks related to the loss or theft of data and information, and cyber security.
Asset Management	Risks associated with the planning, design, construction and maintenance of Council infrastructure and assets. This covers risks related to fit for purpose considerations and the damage or loss of assets and property.
Environment	Risks associated with Council's operations that have potential or actual negative environmental, ecological or cultural heritage impacts, regardless of whether these are reversible or irreversible in nature. This also covers risks associated with the impact of climate change on Council's assets and operations.

RISK APPETITE

Council has an obligation to the community to ensure that it does not accept high levels of risk that might impact on community wellbeing, amenity or the ongoing sustainability and viability of Council. Accordingly, Council generally has a low appetite for unmitigated risks across all of its operations, assets and objectives. However, given the significant growth that the Katherine region will experience in coming years, Council may need to take some calculated risks to ensure that infrastructure and services meet the needs of its current and future communities.

Council has no tolerance for risks that may compromise the safety and welfare of staff, the community, contractors and volunteers. Similarly, Council has no appetite for risks that cause significant and irreparable damage to the environment and seeks to preserve and enhance it for future generations.

RISK REGISTER

The Risk Register documents the inherent risks associated with identified activities and applies a risk rating based on the likelihood and consequences of risks occurring. It also includes an outline of the control measures being taken to mitigate risks.

The Register is to be reviewed ~~quarterly~~ annually or as new risks are identified and/or new control measures are introduced.

MONITORING AND REVIEW OF RISKS

The Audit and Risk Management Committee is an independent advisory body established within Council under the section 86 of the *Local Government Act 2019*.

The Audit and Risk Management Committee plays a central role in independently reviewing Council's internal control processes and provides elected members with a level of assurance on the effectiveness of the Council's financial and corporate governance practices as well as compliance with legislative and regulatory requirements. The Audit and Risk Management Committee can assist in identifying areas where changes are required to reduce the risk of Council's exposure to fraud or unauthorised transactions.

The role of the Audit and Risk Management Committee includes:

- Monitoring the effectiveness of the audit function and the implementation of audit recommendations
- Providing an independent line of reporting by the auditor to Council
- Reviewing compliance with legislative requirements, contracts, standards and best practice guidelines
- Reviewing and recommending to Council the annual financial statement
- Monitoring changes in accounting and reporting requirements
- Reviewing policies relating to codes of conduct, conflicts of interest, misconduct, fraud and revenue.

The Risk Register will be reviewed annually by the Risk Framework Owner, in consultation with elected members, managers and staff, the Audit and Risk Management Committee and other relevant stakeholders.

5 ASSOCIATED POLICIES/DOCUMENTS

Risk Management Framework

Risk Register

Workplace Health and Safety Policy and Directives

Fraud and Corruption Control Policy Protection Plan

Audit and Risk Management Committee Charter ~~2020~~

Investment Policy

Procurement Policy

Asset Management Policy

6

REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Local Government (General) Regulations 2021

Work Health and Safety (National Uniform Legislation) Act 2011

AS/NZS ISO 31000:2018 Risk management – Principles and guidelines (ISO 31000)

Revision History

Version	Approval date	Details of change	Responsible officer
1	May 2022	Created	Director, Corporate Services
2	May 2025	Reviewed with minor administrative amendments	Manager Governance and Risk

RISK MANAGEMENT POLICY



RISK MANAGEMENT FRAMEWORK

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WHAT IS RISK?

Often people think of risk as what might go wrong in an organisation. But a more precise definition is the effect of uncertainty on an organisation's objectives. In this regard, risk includes both potential threats to achieving those objectives (negative risk), and potential opportunities for achieving those objectives (positive risk).

Threats and opportunities come and go, or evolve, as an organisation's internal dynamics change, as its relationships with stakeholders change, and as the external environment in which it operates changes. Keeping abreast of the risks that may affect your organisation must therefore be an ongoing activity.

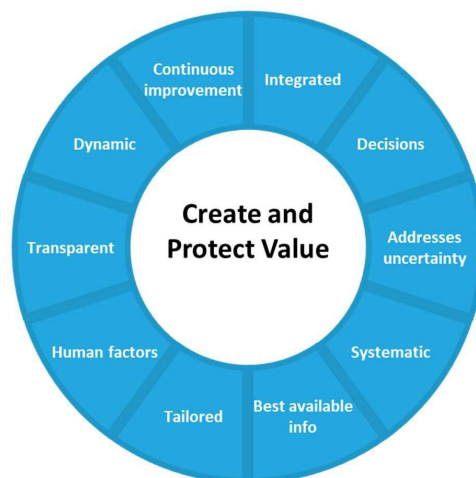
Katherine Town Council recognises that risk is inherent in carrying out all of its business strategies and operations and that without a robust system for identifying and managing risks, Council is vulnerable to uncertainties and lost opportunities and is unlikely to be resilient in the face of change or adversity.

THE PRINCIPLES OF RISK MANAGEMENT

The Australian Standard (AS ISO 31000:2018) contains eleven Principles which provide useful guidance for integrating risk management into an organisation. These Principles are that risk management:

1. creates and protects value
2. is an integral part of all organisational processes
3. is part of decision-making
4. explicitly addresses uncertainty
5. is systematic, structured and timely
6. is based on the best available information
7. is tailored to the organisation's requirements
8. takes human and cultural factors into account
9. is transparent and inclusive
10. is dynamic, iterative and responsive to change
11. facilitates continual improvement of the organisation.

RISK MANAGEMENT PRINCIPLES



COUNCIL'S RISK MANAGEMENT APPROACH

Council will ensure that risk management is a key consideration in all business practices and decision-making processes. Council's Risk Management Framework provides the foundations and organisational arrangements necessary to embed a proactive, structured and consistent approach to risk management throughout the organisation.

Council seeks to implement an effective risk management system which conveys to managers they are responsible for ensuring that risks are identified, controls are established, documented, maintained and adhered to across the council and to all employees that they are responsible for adhering to those controls.

Ultimately Council seeks to achieve an environment where, with the provision of ongoing guidance, Council staff retain the skills to effectively contribute to achieving Council's objectives, whilst endeavouring to protect Council, its staff, the community, key stakeholders and assets from the adverse effects of risks.

The Risk Management Framework applies to all levels of the organisation – elected members, Council staff, management, key stakeholders, contractors, service providers and the like. It extends to all of Council's current and future strategic and operational activities, business practices, policies, strategies, plans and procedures, as well as new opportunities for the organisation and the community.

COUNCIL'S OBJECTIVES

Through the implementation of an integrated and consistent approach to risk management, Council aims to achieve the following risk management objectives:

- An organisational culture of reliable, informed, evidence-based planning and decision making
- A consistent approach to the identification, assessment and treatment of risks
- Improved operational effectiveness and efficiency
- Staff accountability for risk identification and treatment
- Improved corporate governance, controls and performance
- Improved community and stakeholder confidence and trust by providing assurance that risks are appropriately managed
- Reduced liability exposure and financial loss
- Safeguarding of Council's resources - its people, finance, property and reputation.

RISK MANAGEMENT CULTURE

Council will effectively communicate and engage with staff at all levels of the organisation to build a positive risk awareness culture that encourages all staff to proactively manage risks. Council will do this by:

- 'setting the tone at the top', ensuring elected members and Council's leadership team promote and commit to risk management in a positive and proactive manner and communicate this with all staff
- engaging with staff about the benefits of risk management
- communicating risk management roles and responsibilities
- providing risk management support and resources including easily accessible risk management tools, and
- integrating risk management into strategic and business planning processes.

KEY RISK CATEGORIES

Nine categories of risk have been established:

Category	Description
People and Culture	Risks associated with human resource management, organisational culture and change management. This includes non-workplace health and safety risks that impact on the ability of employees to attend work and perform their duties (i.e. industrial action etc).
Health and Safety	Risks associated with protecting the health, safety and wellbeing of employees, volunteers, contractors and others within Council's duty of care. This covers workplace health and safety risks that impact on the ability of employees to attend work and perform their duties (i.e. injury, illness, pandemic etc).
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Environment	Risks associated with Council's operations that have potential or actual negative environmental, ecological or cultural heritage impacts, regardless of whether these are reversible or irreversible in nature. This also covers risks associated with the impact of climate change on Council's assets and operations.

RISK APPETITE

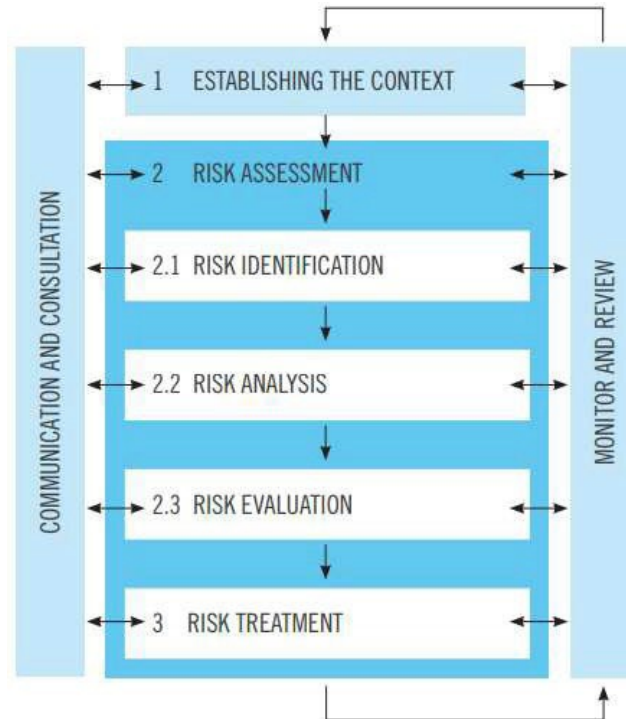
Council has an obligation to the community to ensure that it does not accept high levels of risk that might

impact on community wellbeing, amenity or the ongoing sustainability and viability of Council. Accordingly, Council generally has a low appetite for unmitigated risks across all of its operations, assets and objectives. However, given the significant growth that the Katherine region will experience in coming years, Council may need to take some calculated risks to ensure that infrastructure and services meet the needs of its current and future communities.

Council has no tolerance for risks that may compromise the safety and welfare of staff, the community, contractors and volunteers. Similarly, Council has no appetite for risks that cause significant and irreparable damage to the environment and seeks to preserve and enhance it for future generations.

THE RISK MANAGEMENT PROCESS

The risk management process consists of seven steps. Each step of the risk management process is considered in detail below.



Source: Australian Standard for Risk Management AS ISO 3100:2018

While the steps are shown separately within this process, the risk management process is a continuous loop.

Establishing the context

Stage one of the process establishes the strategic, organisational and risk management context in which the rest of the process will take place. This includes the criteria against which risk will be evaluated, the risk appetite of the organisation and corrective actions for the different ratings achieved in the assessment of the risks. In considering context, it is essential to consider the broader external environment in which the organisation operates and not just internal matters.

Risk identification

Identifying risks involves consideration of what, how, why and when events might occur that could have an impact on achieving the objectives of the activity or operation. During this process consideration is to be given to Council's nine risk categories (outlined previously).

A variety of methods can be used to identify risks, such as interviewing individuals, team brainstorming and SWOT analysis. Relevant, appropriate and up to date information is important to identify risks.

A Risk Register is developed to record and assess each risk identified. The application of the stages of the risk assessment process will ensure there is consistency in the determination and documentation of the risk severity level, taking into account the existing controls and their level of effectiveness in mitigating or addressing the risk.

Risk analysis

Risk analysis is undertaken to determine and understand the level of risk being faced. It involves a detailed consideration of uncertainties, risk sources, consequences, likelihood, control measures and their effectiveness. Risk analysis provides input to risk evaluation, decisions on whether risk needs to be treated and how, and on the most appropriate risk treatment and methods.

This stage determines the inherent risks and then calculates any residual risks taking into consideration any existing controls in place (such as existing processes and procedures). Risks are analysed in terms of consequence and likelihood in the context of those controls. The analysis will consider the range of potential risk exposure consequences and how likely those consequences are to occur. The Consequence and Likelihood are then combined to produce an estimated level of risk known as the Overall Risk Rating.

In determining the likelihood of each risk, the following ratings and definitions are applied. In making an assessment it is important to remember that while some events happen infrequently, others can happen almost every day.

Judgement is required to determine the possibility and frequency that the specific risk is likely to occur. Table 1 outlines the measures of likelihood.

Table 1: Measures of Likelihood

Level	Rating	Description	Estimated Probability
5	Almost certain	The event is expected to occur in most circumstances in the current environment; frequent past event history	>90%
4	Likely	The event will probably occur in most circumstances in the current environment; some recurring past event history	61-90%
3	Possible	The event might occur at some time; some past warning signs or previous event history	21-60%
2	Unlikely	The event could occur at some time, no event history	20-20%
1	Rare	The event may occur but only in exceptional circumstances; no past event history	<2%

In determining the consequence of each risk, the following ratings and definitions are applied. Table 2 outlines the five levels used to determine consequence when considering how risks may impact Council.

Table 2: Consequence levels

Level	Consequence rating	Description
1	Insignificant	An event, where the impact can be absorbed; no injuries; low financial loss
2	Minor	An event, the consequences of which can be absorbed but management effort is required to minimise the impact; first aid treatment; low-medium financial loss
3	Moderate	A significant event, which can be managed under normal circumstances; medical treatment; medium financial loss
4	Major	A critical event, which, with proper management can be continued; extensive injuries; loss of service provision; major financial loss

5	Catastrophic	A disaster, which could lead to the collapse of the organisation; death; huge financial loss
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Quantitative parameters have been developed (refer to **Attachment 1 – Measures of Consequence**) to enable Council to consistently assign consequence ratings to potential risks. These quantitative measures assign Council's risk tolerance parameters applicable to each of the five consequence levels. This approach ensures that all staff can rate the consequence of a risk occurring against Council's established parameters, instead of their own personal choice.

After the consequence and likelihood ratings have been determined they are combined in a matrix to determine the overall risk rating for each risk. The extent of the likelihood and consequences will be assessed using a scale containing Low, Medium, High and Extreme. Table 3 below illustrates how the combination of the consequence and likelihood generates the overall risk rating.

Table 3: Overall risk rating

Consequence		1	2	3	4	5
Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain	5	MEDIUM	HIGH	HIGH	EXTREME	EXTREME
Likely	4	LOW	MEDIUM	HIGH	HIGH	EXTREME
Possible	3	LOW	MEDIUM	MEDIUM	HIGH	HIGH
Unlikely	2	LOW	LOW	MEDIUM	MEDIUM	HIGH
Rare	1	LOW	LOW	LOW	LOW	MEDIUM

As each risk is assessed, it will be assigned to an owner who will be responsible for managing it. Risk owners are usually senior managers or staff who have authority to manage risks and to allocate resources for risk treatment actions. Assigning ownership to risks is an important element in integrating risk management into Council's operations because it improves accountability for managing risks within acceptable, or valid, levels of tolerance and for escalating any risks deemed unacceptable.

Risk evaluation

The purpose of risk evaluation is to support decisions. It involves comparing the results of the risk analysis with the Council's established risk criteria to determine if the level of risk is acceptable or additional action is required to continue with the activity or operation being assessed. Options may be to do nothing; consider additional risk treatment options; undertake further analysis; maintain existing controls; reconsider objectives; or cease the activity until risks can be managed, and it should consider the wider context and the action and perceived consequences to both internal and external stakeholders.

Risk treatment

Risk treatment involves the development and implementation of additional controls, such as systems and procedures, to address the risk. Risk treatment is an iterative process of formulating and selecting risk treatment options; planning and implementing risk treatment; assessing the effectiveness of the treatment; deciding on whether the remaining risk is acceptable and if not acceptable, implementing further controls. Depending on the activity or operation that is being assessed and the priority of the risk, risk treatment strategies can involve the development and implementation of long- or short-term risk

treatment action plans.

The decision to accept a risk will be determined by the agreed table indicating proposed corrective action and the risk appetite criteria established by the Council. For example, a LOW risk is accepted and only requires annual monitoring unless circumstances change. For other risks, a specific management plan may be required to be developed and implemented which may include consideration of funding. Risk treatment strategies need also to be considered to ensure that no new risks are introduced. Table 4 outlines Council's appropriate management response for each level of assessed risk.

Table 4: Management response

RANK	DESCRIPTION	CRITERIA FOR RISK ACCEPTANCE	RESPONSIBILITY
EXTREME	Urgent attention and active management	Consider ceasing activity or accept the risk ONLY if strong controls and treatment plans are in place. Monthly monitoring and review.	CEO/Council
HIGH	Regular monitoring	Existing strong controls should be maintained, and any additional risk actions required should be defined and implemented. Monthly monitoring and reporting.	Director Manager/CEO
MEDIUM	Periodic monitoring	Review existing controls. Periodic (quarterly) monitoring and reporting.	Manager
LOW	No major concern	Management effort should not be directed towards these risks. Annual monitoring and reporting.	Manager

Communication and consultation

Communication and consultation with relevant internal and external stakeholders are to be undertaken at all stages of the risk assessment process to bring different areas of expertise together, ensure different views are appropriately considered, provide sufficient information to facilitate risk oversight and decision-making and to build a sense of inclusiveness and ownership among those affected by the risk. It involves promoting awareness and understanding, as well as seeking feedback and information to support decisions made throughout the process.

Monitoring and review

Monitoring and review of the risk management process, its implementation and outcomes provide continued quality and effectiveness and identifies opportunities for improvement. It ensures that identified risks and controls remain relevant, controls remain effective and that any new risks are appropriately identified, recorded and managed appropriately. It should be a planned and documented part of each stage of the process and associated responsibilities should be clearly defined.

The risk management process and its outcomes are required to be documented and reported regularly to ensure continued communication in relation to risk management activities and outcomes, to provide information for decision-making, to improve risk management activities and to assist interaction with stakeholders.

The Audit and Risk Management Committee is an independent advisory body established within Council under the section 86 of the *Local Government Act 2019*.

The Audit and Risk Management Committee plays a central role in independently reviewing Council's internal control processes and provides elected members with a level of assurance on the effectiveness of the Council's financial and corporate governance practices as well as compliance with legislative and regulatory requirements. The Audit and Risk Management Committee can assist in identifying areas where changes are required to reduce the risk of Council's exposure to fraud or unauthorised transactions.

The role of the Audit and Risk Management Committee includes:

- Monitoring the effectiveness of the audit function and the implementation of audit recommendations
- Providing an independent line of reporting by the auditor to Council
- Reviewing compliance with legislative requirements, contracts, standards and best practice guidelines
- Reviewing and recommending to Council the annual financial statement
- Monitoring changes in accounting and reporting requirements
- Reviewing policies relating to codes of conduct, conflicts of interest, misconduct, fraud and revenue.

The Risk Register will be reviewed annually/quarterly by the Risk Framework Owner, in consultation with elected members, managers and staff, the Audit and Risk Management Committee and other relevant stakeholders.

ROLES AND RESPONSIBILITIES

The risk management responsibilities at the various levels of the organisation are defined below:

Role	Responsibilities
All staff	<ul style="list-style-type: none"> • All employees and volunteers are required to identify and manage risks in their area of operation and responsibility. • Report risk related incidents in a timely manner.
Elected members	<ul style="list-style-type: none"> • Set the organisational risk appetite and acknowledge the need for resources to support the achievement of risk management objectives. • Consider risk in the exercise of policy setting and decision-making and advice relating to risk management contained in Council reports. • Give due consideration to recommendations from Council's Audit and Risk Management Committee. • Foster a risk aware culture.
Chief Executive Officer	<ul style="list-style-type: none"> • Foster a risk aware culture. • Provide advice to Council about risks and controls and report known potential risks, emerging risks or major incidents to Council in a timely manner. • Ensures overall accountability, authority and resources for risk management. • Establish internal controls and associated frameworks. • Develop, review and refine Council's Strategic Risk Register and Risk Management Framework.
Leadership team	<ul style="list-style-type: none"> • Provide advice to Council on the risk appetite, promote risk management across the organisation and ensure risk management is embedded in their area of operation. • Ensure the allocation of appropriate resources for the implementation and maintenance of Council's Risk Management Framework. • Assist the CEO to develop, review and refine Council's Strategic Risk Register and Risk Management Framework.

Directors and managers	<ul style="list-style-type: none"> • Manage strategic and operational risk in their respective areas of accountability and responsibility and to support employees in identifying, managing and communicating risk. • Promote effective risk management in support of an organisational risk aware culture.
Risk Framework Owner	<ul style="list-style-type: none"> • Provide leadership, organisational awareness and engagement of risk management. • Ensure the effective implementation of the risk management framework. • Monitor risk register and risk treatment plans/controls and report regularly to the CEO on risks. • Oversight Council insurance policies and claims, to ensure that Council has adequate cover. • Review and update the risk register annually.
Audit and Risk Management Committee	<ul style="list-style-type: none"> • Endorse the Risk Management Framework and ensure that risk management processes and procedures appropriately identify and manage Council's risks. • Review and monitor risks and controls and provide recommendations to Council. • Ensure Council strategic risk direction is aligned with industry best practice standards.

DEFINITIONS

Consequence means the outcome of an event; it can be certain or uncertain and can have positive or negative direct or indirect effects on objectives.

Control means any measure that maintains and/or modifies risk. Controls include, but are not limited to, any process, policy, device, practice, or other conditions and/or actions which mitigate and/or modify risk.

Level of risk (risk rating) means the magnitude of a risk or combination of risks, expressed in terms of the combination of consequence and their likelihood.

Likelihood means chance of the risk happening.

Operational risk means those risks that arise in day-to-day operations, and which may require specific and detailed response and monitoring regimes. If not treated and monitored, operational risks could potentially result in major adverse consequences for the agency council.

Risk means the likelihood of something happening that will have an adverse impact upon objectives, and/or harmful consequences. Risk is measured in terms of consequences and likelihood and covers threats and opportunities.

Risk appetite means the level of risk that Council is willing to accept, at any point in time, in achieving its strategic objectives, and when delivering services and projects for the community.

Risk Framework Owner (RFO) means the Director, Corporate Services Manager Governance and Risk.

Risk management means the set of co-ordinated activities applied in the organisation to direct and control risk.

Risk register means the centralised reporting tool used to record risk, controls, and opportunities.

Risk treatment means the process of selecting and implementing measures or 'treatment options' to modify risks or their potential consequences.

Strategic risk means risks that may affect Council's ability to meet its strategic objectives and require oversight by Council executives. Elected members and the Audit and Risk Management Committee.

ASSOCIATED COUNCIL POLICIES/DOCUMENTS

Workplace Health and Safety Policy and Directives

Fraud and Corruption Control Policy Protection Plan

Audit and Risk Management Committee Charter 2020

Investment Policy

Procurement Policy

Asset Management Policy

REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Local Government (General) Regulations 2021

Work Health and Safety (National Uniform Legislation) Act 2011

AS/NZS ISO 31000:2018 Risk management – Principles and guidelines (ISO 31000)

ATTACHMENT 1 – MEASURES OF CONSEQUENCE

Level Rating	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
People and Culture	Negligible capability impact or effect on service delivery	Minor impact to capability that could be filled internally, some impact on service delivery	Unavailability of core staff leading to reduced service delivery	Unavailability of critical staff significantly impacting service delivery	Protracted unavailability of critical skills/people preventing core activities from being undertaken
Health and Safety	No injury but hazard identified	Minor personal injury, first aid required	Injury or illness, medical treatment required	Lost time injury or illness requiring hospitalisation and numerous days off work	Fatality(ies) or permanent disability or ill-health
Financial Sustainability	Less than \$2,000	\$2,000 - \$20,000	\$20,001 - \$200,000	\$200,001 - \$500,000	More than \$500,000
Legal and Governance	Isolated non-compliance of minimal significance; minor fine; internal staff warning	Minor breach of legal obligations; improvement notice; minor fine / penalty (<\$10K)	Substantial breach of legal obligations; adverse finding; substantial fine / penalty (>\$10k)	Significant breach of legal obligations; adverse finding with long term significance; significant fine / penalty (>\$100K)	Major breach of legal obligations; adverse findings against Council and / or individuals; major fines or penalties (>\$500k); possible imprisonment; dismissal of Council
Reputation	Unsubstantiated, localised low impact on key stakeholder trust, low profile or no media item	Substantiated, localised impact on key stakeholder trust or low media item	Substantiated, public embarrassment, moderate impact on key stakeholder trust or moderate media profile	Substantiated, public embarrassment, widespread high impact on key stakeholder trust, high media profile, third party actions	Substantiated, public embarrassment, widespread loss of key stakeholder trust, high widespread multiple media profile, third party actions

Service Delivery	No material service interruption	Temporary interruption to an activity – backlog cleared with existing resources	Interruption to service unit/(s) deliverables – backlog cleared by additional resources	Prolonged interruption of critical core service deliverables – additional resources required; performance affected	Indeterminate prolonged interruption of critical core service deliverables – non-performance
Information and Technology	Compromise of information otherwise available in the public domain	Minor compromise of confidential information	Substantial compromise of sensitive or confidential information	Extensive compromise of sensitive or confidential information or cyber attack	Significant and ongoing compromise of confidential information or widespread cyber attack
Asset Management	Inconsequential damage	Localised damage rectified by routine internal procedures	Localised damage requiring external resources to rectify	Significant damage requiring internal and external resources to rectify	Extensive damage requiring prolonged period of restitution / complete loss of plant, equipment and building

14.6 FINANCE REPORT JUNE 2025

Author: Desiree Rodgers, Finance Manager
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Monthly Report June 25 [14.6.1 - 7 pages]

Officer Recommendation

That Council

- a. a. Endorses the Finance Report for the Month of June 2025.
- b. b. Approves the transfer of \$1,000,000 24/25 operating surplus to the Contingency Reserve (Pool) and approves the transfer of \$1,000,000 24/25 operating surplus to the Capital Renewal Reserve (Civic Centre).
- c. c. Approves the transfer \$1,000,000 from the Contingency Reserve (Pool) to the 25/26 council fund for the aquatic centre capital budget.

Purpose of Report

This report is to present to the Council the Financial Report for June 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 June 2025 with the Chief Executive Officer (CEO) Certification.

Discussion

Total YTD operating income is 6.64% over budget.

Interest revenue has been adjusted to include an accrual for interest not yet received but overall interest is still higher than budgeted for by 37.5%.

Operating grants revenue is 28.85% ahead from adjusted budget predictions mainly due to timing of grants being received early.

Total YTD operating expenditure is 11.20% below the budget due to less work being done than predicted.

Employee Costs are below budget by 14.02% as some positions remained vacant.

Monthly creditor payments have been made to all approved suppliers with payments made weekly.

25.91% of our Debtors (excluding rates and infringements) have been outstanding for longer than 90 days. We continue to follow up outstanding accounts.

53.06% of our outstanding rate balance reflects rates outstanding for 2024/2025 FY and prior.

Council has recommended \$1,000,000 be transferred to reserve for Aquatic Centre and \$1,000,000 for Civic Centre after posting surplus at end of financial year. The surplus has arisen due to a significant underspend in staffing and an underspend in anticipated infrastructure operational costs, due to contractor unavailability. Council can contribute to the completion of the Aquatic Centre, full shading of the new 25m pool, splash zone shading, new replacement shading for the 50m pool, and paving and tiling around the 50m pool. Council can progress the fully shaded car parking area, with solar panels for the civic centre project.

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:	30/06/2025

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

15/7/25.

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	9,540,385	9,532,823	7,562	9,532,823
***Waste Charges	1,529,154	1,554,125	(24,971)	1,554,125
Fees and Charges	2,618,397	2,341,024	277,373	2,341,024
Operating Grants and Subsidies	2,792,523	2,167,270	625,253	2,167,270
Interest / Investment Income	1,237,505	900,000	337,505	900,000
Commercial and Other Income	524,711	611,132	(86,421)	611,133
TOTAL OPERATING INCOME	18,242,675	17,106,374	1,136,301	17,106,375
OPERATING EXPENDITURE				
Employee Expenses	4,888,387	5,685,813	797,426	5,685,813
Materials and Contracts	6,337,446	8,168,806	1,831,360	8,166,230
Elected Member Allowances	241,500	241,500	-	241,500
Elected Member Expenses	38,085	43,961	5,876	43,961
Council Committee & LA Allowances	2,480	28,340	25,860	28,340
Council Committee & LA Expenses	155	10,000	9,845	8,000
Depreciation, Amortisation and Impairment	5,220,398	4,641,478	(578,920)	4,641,478
Other Expenses				
Interest Expenses (Finance Costs)				
Gain/Loss from the measurement of Disposal of Assets	(13,788)	2,576	16,364	2,576
Gain/Loss from the measurement of Disposal of Assets	-	-	-	451,330
*TOTAL OPERATING EXPENDITURE	16,714,663	18,822,474	2,107,811	19,269,228
OPERATING SURPLUS /(DEFICIT)	1,528,012	(1,716,100)	3,692,932	(2,162,853)

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)	1,528,012	(1,716,100)	3,692,932	(2,162,853)
Remove NON-CASH ITEMS				
Less Non-Cash Income			-	
Add Back Non-Cash Expenses	5,287,717	5,196,200	(91,517)	5,198,776
**TOTAL NON-CASH ITEMS	5,287,717	5,196,200	(91,517)	5,198,776
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	7,046,295	10,591,625	3,545,330	10,591,625
Borrowing Repayments (Principal Only)	-	-	-	
Transfer to Reserves	3,433,738	1,433,738	(2,000,000)	1,433,738
Other Outflows	-			
TOTAL ADDITIONAL OUTFLOWS	10,480,033	12,025,363	1,545,330	12,025,363
Add ADDITIONAL INFLOWS				
Capital Grants Income	6,870,972	8,432,297	(1,561,325)	8,432,297
Prior Year Carry Forward Tied Funding	799,289	799,289	-	799,289
Other Inflow of Funds	16,364	18,044	(1,680)	18,044
Application of Retained Earnings	-		-	-
Transfers from Reserves	-	-	-	-
Drawdown of Borrowings	-	-	-	-
TOTAL ADDITIONAL INFLOWS	7,686,625	9,249,630	(1,563,005)	9,249,630
NET BUDGETED OPERATING SURPLUS / DEFICIT	4,022,321	704,367	493,080	260,190

*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	280,731	359,159	(78,427)	1,219,162
Facilities & Improvements	5,715,874	6,908,963	(1,193,089)	6,954,595
Plant & Machinery	470,982	501,100	(30,118)	501,100
Fixtures	16,490	100,000	(83,510)	100,000
Fleet	117,521	240,592	(123,071)	240,592
Infrastructure Paths & Cycleways	6,290	40,436	(34,146)	40,436
Infrastructure Roads	40,030	1,217,613	(1,177,583)	1,177,177
Infrastructure Storm water & Drainage	77,031	100,000	(22,969)	100,000
Infrastructure - Street Lighting	110,723	96,562	14,161	258,562
TOTAL CAPITAL EXPENDITURE	6,835,671	9,564,425	(2,728,754)	10,591,625
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	(850,954)	314,795	(1,165,749)	1,341,995
Capital Grants	7,670,261	9,231,586	(1,561,325)	9,231,586
Utilisation of Retained Earnings	-	-	-	-
Transfers from Cash Reserves	-	-	-	-
Borrowings	-	-	-	-
Sale of Assets (Including Trade-In)	16,364	18,044	(1,680)	18,044
Other Funding	-	-	-	-
TOTAL CAPITAL EXPENDITURE FUNDING	6,835,671	9,564,425	(2,728,754)	10,591,625

Second Budget Review Changes

Statutory Charges estimated reduced

Increase in funding received

Interest rate and balances remain high

\$265,000 in insurance recoveries

Underspend due to difficulties in recruitment

Materials and Contrances need to increase contracting due to reduced staffing and \$100,000 for election

Council committee Allowances and costs change based number of Audit Committee meetings require and correction of allocation

Civic Centre loan not being draws down in 2024-2025

Other expenses budget Loss on Disposal of asset

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		5,018,723.56	11,200,000.00	6,181,276.44	Oct-25
Buildings Structures	Changing Places Aquatic centre		324,000.00	324,000.00	-	Oct-25
Buildings Structures	Dog Pound to Waste Facility - Funded (Retention)	250,000.00	189,743.14	250,000.00	60,256.86	Jun-25
Buildings Structures	Dog Pound to Waste Facility - Council funded			185,000.00	185,000.00	Aug-25
Infrastructure	Sportsground fencing	250,000.00	262,078.00	250,000.00	-	Jun-25
Buildings Structures	Civic Centre Upgrade		17,076.59	5,000,000.00	4,982,923.41	Feb-26
Buildings Structures	Lindsay St Amenities upgrade LRCI		131,604.15	288,649.00	157,044.85	Jun-25
Roads	First Street Improvement LRCI P4 & R2R (Retention)		29,157.73	350,000.00	320,842.27	Jun-25
Buildings Structures	Waste facility Machinery shed		320.44	350,000.00	349,679.56	Jun-25
Infrastructure	x1 nature playgrounds		27,116.29	100,000.00	72,883.71	Jun-25
Infrastructure	Irrigation		12,862.87	150,000.00	137,137.13	Jun-25
Buildings Structures	Outback Outhouse (Retention)		128,274.50	160,000.00	31,725.50	Jun-25
TOTAL		500,000.00	6,140,957.27	18,607,649.00	12,466,691.73	

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 30 JUNE 2025	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		
Tied Funds	15,485,524	(1)
Untied Funds	10,530,249	(1)
Trade Debtors	317,595	(2)
Rates & Charges Debtors	1,676,461	(2)
Other Current Assets	682,433	
TOTAL CURRENT ASSETS	28,692,261	
Non-Current Financial Assets	-	
Property, Plant and Equipment	114,810,668	
TOTAL NON-CURRENT ASSETS	114,810,668	
TOTAL ASSETS	143,502,929	
LIABILITIES		
Accounts Payable	148,071	(3)
ATO & Payroll Liabilities	(212,342)	(4)
Current Provisions	567,967	
Accruals	0	
Other Current Liabilities	251,595	
TOTAL CURRENT LIABILITIES	755,291	
Borrowings	-	
Non-Current Provisions	51,241	
Other Non-Current Liabilities	7,486,931	
TOTAL NON-CURRENT LIABILITIES	7,538,172	
TOTAL LIABILITIES	8,293,463	
NET ASSETS	135,209,466	
EQUITY		
Asset Revaluation Reserve	98,419,938	
Reserves	6,688,161	(1)
Accumulated Surplus	30,101,369	
TOTAL EQUITY	135,209,467	

Note 1. Tied Funds

11210 · Imprest Petty Cash	1,128.00
11220 · Employee Liabilities (Provisions)	619,000.00
33310 · Capital Renewal Reserve	6,487,646
33520 · Contingency Reserve	2,933,738
33610 · Municipal Election Reserve	100,000
33620 · Council Motion Funding Reserve	600,515
33530 · Grant Project Funding Reserve	500,000
11230 · Equity Reserves	6,688,161.00
11240 · Waste Management Make Good	7,486,931.00
11250 · Unspent Capital Grants	560,224.45
11260 · Deposits Held	130,080.00
	15,485,524.45

Untied Funds - Cash and Cash Equivalents less Tied Funds **10,530,248.55**

Note 1. Details of Cash and Investments Held

Cash at Bank consists of Term Deposits of \$23.2M with maturities as detailed below, with the remaining \$1.2M available at CBA Bank.

GENERAL FUND	\$
Commonwealth Bank	
Balance as per bank statement as at 30 June 2025	26,015,773.00
Credit card balances	9,159.00
Balance of Imprest and Petty Cash	1,128.00
Plus net outstanding deposits/(withdrawals)	
Adjusted cash at bank balance, 30 June 2025	26,026,060.00

INVESTMENTS							
INSTITUTION	PRINCIPAL \$	INTEREST RATE	EFFECTIVE DATE	MATURITY DATE	FINANCIAL \$	ESTIMATED INTEREST	INSTITUTION %
AMP	1,028,326	4.00%	14-May-25	1-May-26		41,133.04	
AMP	514,230	4.00%	14-May-25	14-May-26		20,569.21	
AMP	1,573,184	4.85%	14-Nov-24	14-Nov-25		76,299.40	
AMP	524,092	4.80%	28-Aug-24	28-Aug-25		25,156.44	
AMP	1,104,170	3.95%	27-Jun-25	27-Jun-26		43,614.73	
AMP	1,544,904	3.95%	29-Jun-25	30-Jun-26	6,288,906.43	61,023.70	25.3%
BOQ	501,216	4.50%	6-Apr-25	8-Oct-25		22,554.74	
BOQ	500,000	4.80%	5-Nov-24	5-Nov-25	1,001,216.43	24,000.00	4.0%
CBA	1,089,612	0.25%	25-Jun-24	23-Apr-25		2,724.03	
CBA	549,639	4.01%	31-May-25	26-May-26		22,040.51	
CBA	2,730,592	4.01%	23-Jul-25	23-Jul-26		109,496.74	
CBA	522,467	4.75%	1-Aug-24	1-Aug-25	4,892,310.19	24,817.19	19.7%
NAB	1,047,408	4.80%	4-Nov-24	4-Sep-25		50,275.59	
NAB	512,457	5.20%	11-Jul-24	11-Jul-25		26,647.75	
NAB	2,000,000	4.75%	14.10.2024	14.10.2025		95,000.00	
NAB	3,500,000	4.85%	12-Nov-24	11-Nov-25		169,750.00	
NAB	3,000,000	5.20%	30-Jul-24	30-Jul-25		156,000.00	
NAB	1,000,000	5.00%	6-Aug-24	6-Aug-25	11,059,864.98	50,000.00	44.5%
AMP (oncall)	560,615.93		on call	on call 30 days			
Commonwealth Bank	1,026,276.63		on call	on call 30 days	1,586,892.56		6.4%
Total Investments					24,829,190.59	1,021,103.08	100%
Total Funds					26,015,772.55		

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

Council's Summary	Debtor	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Rates Debtors		792,007	-	-	-	895,323.33	1,687,331
Trade Debtors		149,340	33,581	7,761	15,325	72,037	278,044
TOTAL		941,347	33,581	7,761	15,325	967,360.39	1,965,374

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
2-Jun	94.15	Mailchimp	Mailchimp subscription
2-Jun	6,804.04	Travel Managers	Band for Territory Day travel
3-Jun	93.85	Repco	Toilet rolls
4-Jun	262.48	Standards Australia	Australian Standards Licences AS4685.1:2021
4-Jun	256.70	Standards Australia	Australian Standards Licences AS4685.0:2017 Amd 1:2019 AS4422 (Int) :2022 AS 4685.0:2017
9-Jun	1.95	Personality Co.	Wellness Strategy
16-Jun	30.99	ChatGPT	Software subscription
16-Jun	0.77	International transaction fee	Software subscription
16-Jun	59.95	Personality Co.	Wellness Strategy
23-Jun	18.75	McDonalds	Incorrect transaction
24-Jun	35.83	ACT Cabs	Canberra conference
24-Jun	26.25	Canb Cabs	Canberra conference
30-Jun	105.98	Crowne Plaza	Canberra conference - Mayor Clark, Ingrid Stonhill & Peter breakfast
30-Jun	59.1	Crowne Plaza	Canberra conference - Peter Mc Dougall
30-Jun	26.49	Crowne Plaza	Canberra conference - Peter Mc Dougall
Total	\$7,877.28		

14.7 COMMUNITY RELATIONS REPORT FOR THE MONTH OF JUNE 2025

Author: Rhett English, Manager Community Relations
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 June 2025.

Purpose of Report

To provide an overview of the Community Relations Department activities for the Month of June 2025.

Strategic Plan

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

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

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

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

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

3.2.4 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

The Community Relations Department delivered a diverse range of services and programs throughout June 2025, contributing to civic pride, community engagement, and tourism development. Library services remained a key community hub, recording strong participation in early years programming and school holiday activities. While the Visitor Information Centre saw a modest decline in sales and visitation for the month, annual figures reflected a rise in total visitors, indicating positive long-term trends despite reduced spending per visitor. Community events, including the Citizenship Ceremony and outdoor movie nights, attracted solid attendance and showcased effective collaboration with local partners. These activities continue to support Council's strategic goals of enhancing visitor experiences, activating public spaces, and fostering a connected and inclusive community.

LIBRARY SERVICES

During June, the library continued to experience strong community engagement across its core services. A total of 1,623 patrons visited the library, with public computer use reaching 149 hours and the conference room booked for 7 hours. Borrowing activity remained solid, with 641 items checked out and 516 returned. In-library reading also saw steady use, with 227 soft loan circulations. The library welcomed 8 new regular members during the month, although no new online memberships were recorded.

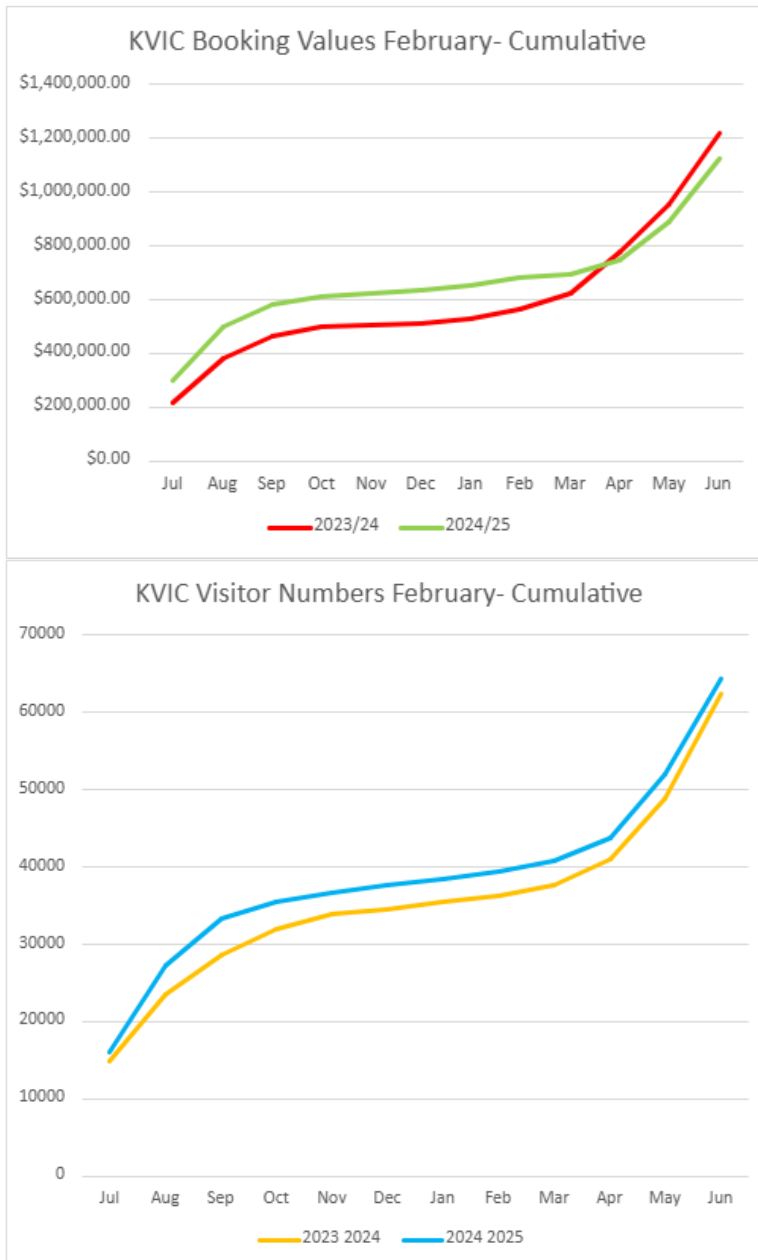
The library also delivered a dynamic and well-attended program calendar, with 17 programs drawing a combined attendance of 231 people. School holiday activities such as the Science Fair STEM session (34 attendees) and the Tiny Art Show (25 attendees) were standout events. Early years programs like Storytime, Toddler Rhyme Time, and Wriggle & Rhyme continued to be popular, attracting strong participation. These results reflect the library's important role as a welcoming space that offers diverse programs to meet the needs and interests of the Katherine community.

June Monthly Circulation Statistics Report Data		Totals	
Patron Count	1623		
Public computer Use (hours)	149		
Conference room (hours)	7		
Circulations (book borrowing)	641		
Circulations (returns)	516		
Soft Loan Circulation (books that have been read in the library)	227		
New Memberships	8 (Regular) 0 (Online)		
June Monthly Program Statistics Data		# Programs	# Attendance
Pet Rock SCH Craft	1	15	
Cloud Dough SCH Craft	1	13	
Library Bag Painting SCH Craft	1	12	
Tiny Art Show SCH Craft	1	25	
Science Fair SCH STEM	1	34	
Wriggle & Rhyme	4	31	
Toddler Rhyme Time	4	30	
Storytime	4	28	
Senior's Basic IT Support	2	3	
Seniors Paint by Numbers Craft	1	12	

VISITOR INFORMATION SERVICES

In June 2025, the Katherine Visitor Information Centre recorded a modest decline in both sales and visitation compared to the same month last year. Total sales dropped by 12.4%, while visitor numbers fell by 9.5%. Despite this, the average sales value per booking remained relatively stable at \$18.94—only 3.2% lower than June 2024. These results suggest softer end-of-season trading conditions, potentially influenced by shifting travel patterns or reduced discretionary spending among visitors.

Looking at the full 2024/25 financial year, the Centre welcomed more visitors overall, with a 2.5% increase in total visitation compared to the previous year. However, total sales declined by 7.8%, reflecting a noticeable drop in the average spend per booking—down 10.1% year-on-year to \$17.55. While increased foot traffic is encouraging, the decline in per-visitor sales highlights a key opportunity for future retail and tour product development. Continued support from Tourism NT and targeted promotional efforts will be essential to lift conversion rates and maximise the economic benefit of visitation.



COMMUNITY EVENTS

Citizenship Ceremony - 17 June

Katherine Town Council held its third Citizenship Ceremony of the year at the Civic Centre on Tuesday 17 June 2025. The event celebrated and welcomed 12 individuals as new Australian citizens. Around 40 people attended the ceremony, including special guests Mayor Elisabeth Clark, and CEO Ingrid Stonhill.

This was Mayor Elisabeth Clarks final Citizenship Ceremony after nearly 18 years of service at Katherine Town Council. Mayor Clark has presided over 14 Citizenship Ceremonies in her time as Mayor and welcomed 137 new Australian citizens to Katherine.

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



Outdoor Movie Nights, Town Square – 23 June Ratatouille & 30 June Encanto

Katherine Town Council launched its school holiday program with an outdoor screening of *Ratatouille* on Sunday 23 June 2025 at 6:30 PM in the Town Square, drawing an audience of approximately 150 community members. The event was supported by NT Police and the NT Government's Education Department as part of a broader school holiday engagement initiative. A second screening, featuring *Encanto*, took place on Monday 30 June and attracted around 100 attendees, including representatives from the NT Government's Education Department.

Both events were well-received, with NT Friendship and Support generously providing a free BBQ to ensure all attendees had access to a hearty meal. Community feedback was overwhelmingly positive, with families enjoying both the films and the relaxed, family-friendly atmosphere. For future events, it is recommended to encourage patrons to bring their own seating and snacks, and to consider selecting shorter films to help maintain audience engagement.

Minor instances of anti-social behaviour occurred during the *Encanto* screening but were promptly handled by the events team. Katherine Cinema 3 played a crucial role in supporting the events through digital conversion and sourcing the Blu-ray content.



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.

14.8 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF JUNE 2025

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

Officer Recommendation

That Council receives and note the Corporate Administration Report for the month of June 2025.

Purpose of Report

That Council receives and note the Corporate Administration Report for the month of June 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.

1.1.3 Improve transparency around issues affecting the community.

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

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 the Corporate Administration provides information that contains for the month of June regarding customer services requires and summary of the rates debtors.

Discussion

Customer Service Requests

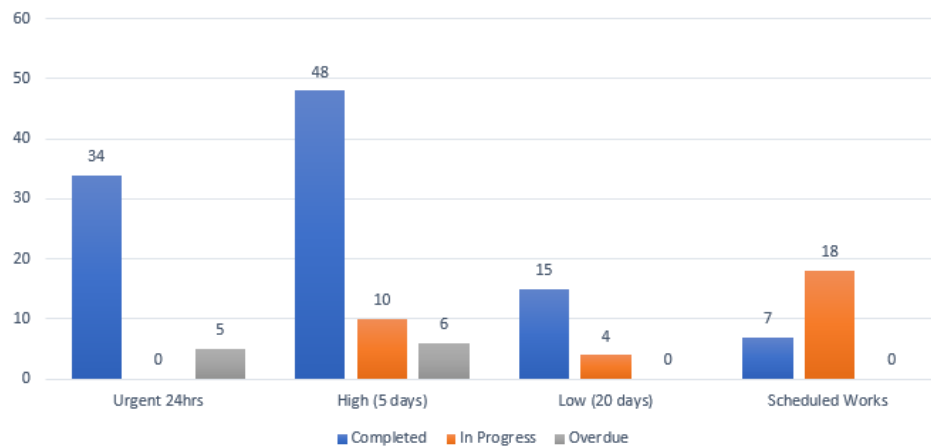
In June, the Council received a total of 158 service requests. Of these, 115 were resolved satisfactorily, 32 are still in progress, and 11 are overdue and pending resolution.

During the same period, 59 Snap Send Solve (SSS) reports were submitted. The main issues reported was rubbish and bins general, repair or replacements.

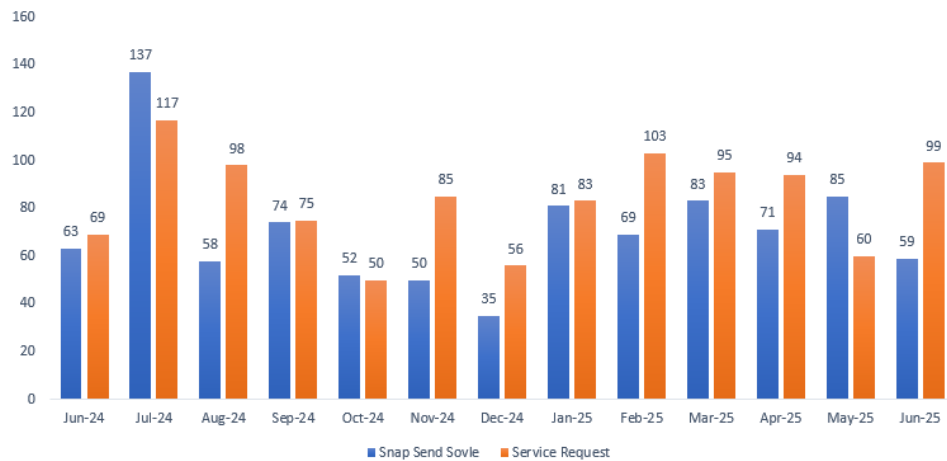
Additionally, service requests were received through other channels such as phone, email, or in person.



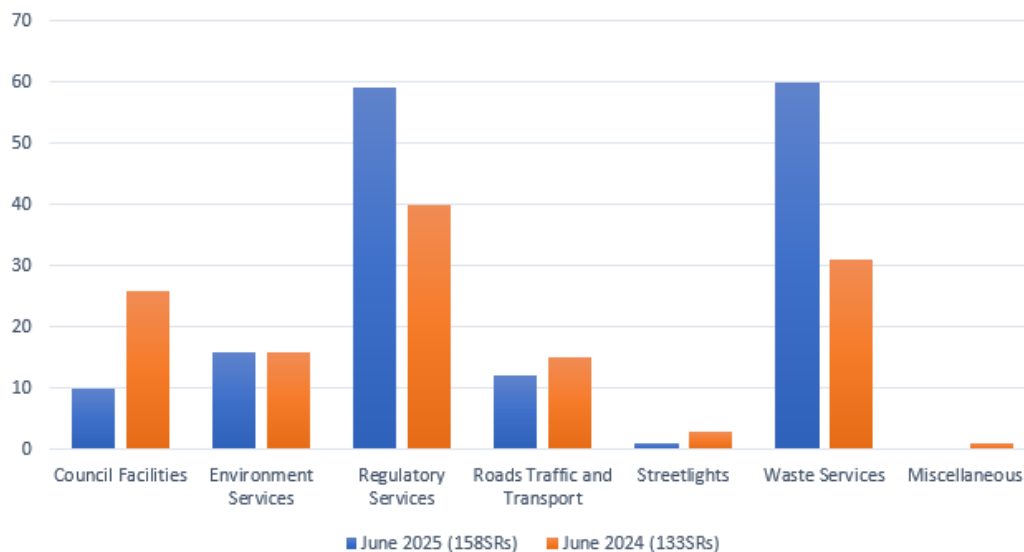
158 SERVICE REQUESTS - TRIAGING RESULTS - JUNE



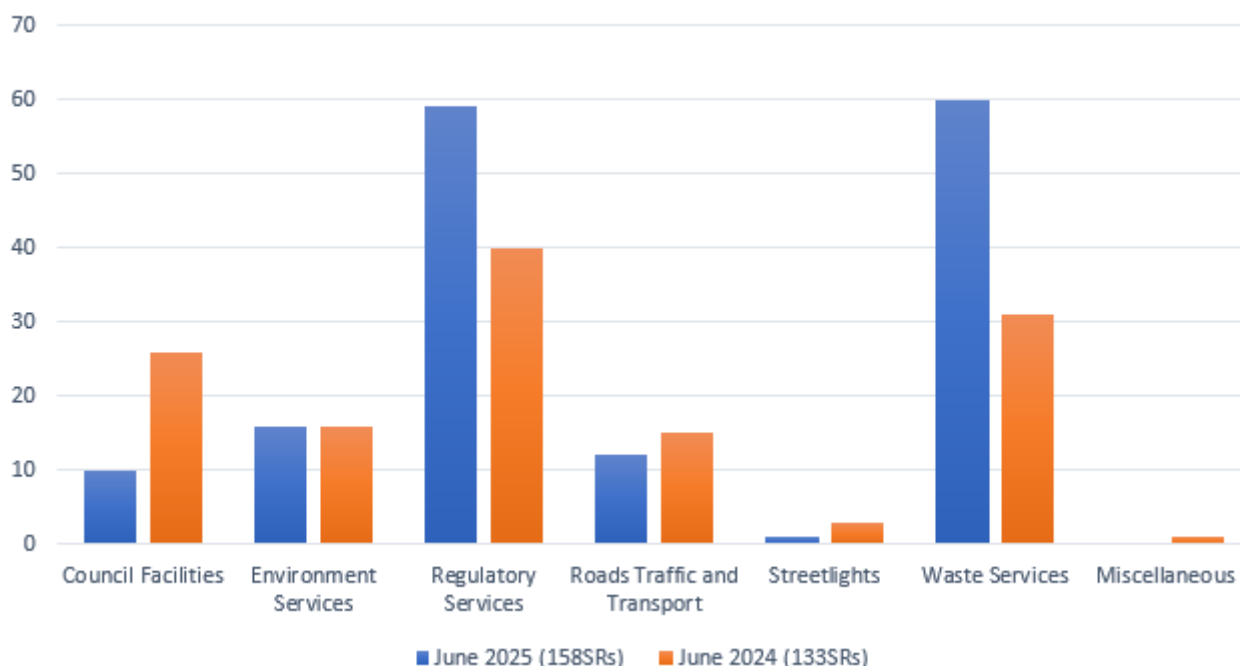
SNAP SEND SOLVE & SERVICE REQUESTS



INCIDENT TYPES COMPARISON JUNE



INCIDENT TYPES COMPARISON JUNE



SUMMARY OF SERVICE REQUESTS

Waste Services – 60 Requests

There was a significant spike in waste-related service requests, clearly tied to the red-lid bin rollout (17–22 June). Although Cleanaway is now handling bin-related customer service, residual requests still came through Council, which is expected during a handover.

Summary:

- Missed collections (10) and missing bins (21) made up over half the requests, indicating teething issues in the rollout process.
- Requests for new services (7) and bin repairs/replacements (9) are normal during an infrastructure change. Notably, the new service requests were a result of identifying properties with multiple bins that were not previously paying for additional waste services.

Breakdown of Waste Service Requests:

- 10 reports of missed collections
- 21 reports of missing bins
- 7 requests for new waste services
- 13 requests for voluntary litter collection
- 9 reports of bin replacements or repairs

Regulatory Services – 59 Requests

The bulk of these reports are animal-related, indicating that dog management remains a major ongoing community concern.

Summary:

- Dogs at large (31 reports) account for more than 50% of requests
- Lost dogs (10) and dog attacks (2) show impacts on both animals and community safety.
- Illegal camping (6) and abandoned vehicles (4) ongoing issues with public space use.
- (1) animal welfare concern was reported and (5) requests for collection of other animals.

Environment – 16 Requests

Environmental service requests were more routine and maintenance-based, reflecting ongoing seasonal or general infrastructure upkeep needs.

Summary:

- Tree maintenance (5) and park/oval concerns (4) indicate standard grounds management needs.
- Irrigation/sprinkler repairs (2) and footpath issues (2) suggest minor but important infrastructure maintenance concerns.
- Blocked drains (1) and hazardous rubbish (1) suggest isolated but potentially urgent safety risks.
- Overgrown vegetation on private allotments (1) reflects a compliance issue that may require follow-up notices.

RATES RECOVERY AND OUTSTANDING BALANCES UPDATE

Council Rates Overview as of 30 June 2025.

Rates Overview

Category	Amount / Figure	Details
Total Rates Outstanding	\$1,687,330.71	Includes all overdue balances and interest.
2024/2025 Rates Levy Balance	\$788,431.14	Unpaid after final instalment due 31/03/2025.
Outstanding Balances (2023/2024 or older)	\$895,323.33	Arrears from previous financial years.
Accrued Interest (since 01/07/2024)	\$118,836.58	Included in total above.
Assessments with Outstanding Balances	1,202	Number of properties with overdue rates.
Financial Hardship Arrangements	None	No active payment plans or extensions.

Formal Legal Action – Breakdown

Action	Amount	Assessments Affected	Details

Total Under Legal Action	\$644,530.44	42	Includes penalties and legal costs.
Secured via Statutory Charges (s.256 LGA)	\$644,530.44	42	Statutory charges registered against all affected assessments.
Recovery in Progress – Possession Not Gained	\$53,026.64	1	Court documents being prepared.
Power of Sale Preparation	\$486,042.32	25	Preparations underway for exercising power of sale.
Pending Legal Action (Letters of Demand Issued)	\$1,643,177.25	240	Overdue rates to be pursued through legal proceedings.

UPDATE: FEES AND CHARGES

The Fees and Charges document requires updating to include the Early Bird Lifetime Dog Registration for concession holders, set at a rate of \$81.70 per dog. Please note, this was endorsed by the Council on 17 June 2025.

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 ENVIRONMENTAL AND MUNICIPAL SERVICES REPORT

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 June 2025.

Purpose of Report

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

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

2.1.3 Improve street lighting for safety.

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.

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.

7.2.2 Embark on greening initiatives with the collective help of the community to beautify and increase green spaces.

7. ENVIRONMENTAL SUSTAINABILITY - 7.3 Protect Our Water - Sustainably manage our water resources.

7.3.3 Upgrade irrigation of our parks to minimize wastage of town and bore water.

Municipal Plan

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

7.1.7.1 Continue to implement the Waste Management Strategy

Background

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

Discussion

Environmental Services Updates:

Municipal Services Update

The Depot Team assisted with preparation of the Showgrounds for the Territory Day fireworks display on July 1st.

Council staff responded to 13 events of human feces in public locations in the CBD.

The Depot Team assisted with preparation of the town square for movie nights held over the school holiday period.

New DIP signs were erected on Riverbank Drive near Katherine South Primary School. Unfortunately, the signs were the subject of a graffiti attack within 72 hours of installation.



The Depot Team reopened the Low-Level Bridge, Hot Springs, Knotts Crossing and the Boat Ramp after the significant rainfall event in late May.

Firebreaks that had been completed in May required further work as a result of the rainfall event in late May.

Waste Management Facility

The Waste Management Facility had approximately 1120 users over the weighbridge, receiving approximately 1500 Tonnes of waste.

221 Tonnes of kerbside residential waste was collected by our contractor.

The mulching of some of the legacy green waste piles was completed in June.

The roll out of the new kerbside 240litre wheelie bins took place across the municipality. Our contractor delivered 3508 new bins as part of the roll out and collected approximately 2100 old bins. The removal of old bins will continue in the coming weeks.



Mosquito Testing

Mosquito Testing was conducted twice in June by council on behalf of NT Health; no infected mosquitos were detected within the Katherine municipality.

Katherine Civil Airport

There were approximately 540 air movements in June at the aerodrome, this is an increase in previous months. The increase can be attributed to extra charter flights and an increase in tourism-based flights

Regulatory Services

Council Rangers received 59 services requests for June.

11 dogs were impounded with 6 returned to their owners, 2 rehomed and 2 taken by an animal shelter in Darwin.

The dog registration compliance operation concluded in June.

54 infringements were issued for animal related matters

Regulatory Parking Summary

Council Staff saw a significant increase in tourism-related traffic and parking within the municipality.

21 parking infringements were issued.

327 verbal warnings were given to drivers.

Staff undertook 61 hours of parking patrols in June.

Emergency Management

NT Fire and Rescue conducted a road crash rescue training drill at the Waste Management Facility.



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 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF JUNE 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 June 2025.

Purpose of Report

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

Strategic Plan

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

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

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.

3.3.4 Make public toilets more accessible.

7. ENVIRONMENTAL SUSTAINABILITY - 7.3 Protect Our Water - Sustainably manage our water resources.

7.3.3 Upgrade irrigation of our parks to minimise wastage of town and bore water..

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

The Aquatic Centre is currently progressing as planned. Work on the 25m pool, plant room, Changing Places facility, splash zone and the existing 50m pool is ongoing.



Civic Centre Refurbishment

The first meeting involving the preferred supplier has occurred and works to complete an Existing Conditions and Dilapidation report has begun.

Zimin Drive Shared Path

Initial Survey work on Zimin Drive is complete.

A second gate pegging has also been completed informing Zimin Drive residents that feedback is to be received by 11 July prior to the council entering caretaker mode.

First Street Upgrade

This project is largely complete with Line Marking the only outstanding component to complete.

LRCI Funding will be acquitted for work up to the June 30 period.

R2R Funding will be acquitted in due course.

Lindsay Street Amenities Replacement

Construction is all but complete. Waiting on some fittings that have been held up in transit. The building certifier has fallen ill which may delay the Certificate of Existence and the Building Permit closure.

Dog Pound

On the final stretch with some building fit out and final fix items to complete. A septic system has been installed with a pump system fitted to reach the freshly laid absorption field. Looking forward to a final push to the finish in the coming weeks.

Machinery Shed

Pre-Pour Foundations have been completed. Waiting on the arrival of the concrete before erecting the shed.

Infrastructure Updates

Showgrounds Preparation for Katherine Show

The infrastructure team and contractors have been working on the annual showgrounds preparation for handover to the Katherine District Show Society. This included a full check of all electrical and plumbing on site. From this a number of issues have been identified and rectified in time for the 2025 Katherine Show and Rodeo. Including replacement of five electrical switchboards and a hot water unit.

Vandalism in Public Amenities

The last few weeks we have again seen an increase in destruction and vandalism in our towns public amenities. As usual we are working to rectify these issues in an expedited manner, but this of course causes disruption for the regular users of these services.



Key Facts for the 2024/2025 Financial Year

During the 2024/2025 financial year, Council has:

- Utilised approximately 5 tonnes of pothole premix to maintain and repair local roads.
- Purchased and replaced approximately 267 pop-up sprinklers across public spaces.
- Responded to 128 street light repair requests, ranging from individual poles to entire streets.
- Identified and replaced 10 side entry pits as part of ongoing improvements to the stormwater system.
- Council engaged contractors 51 times to investigate and make repairs to public toilets, mainly for biohazard cleans, plumbing requests and vandalism.

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.

14.11 PEOPLE AND CULTURE QUARTERLY REPORT

Author: Irenee McCreedy, Manager People and 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 April to June 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 April to June 2025.

Discussion

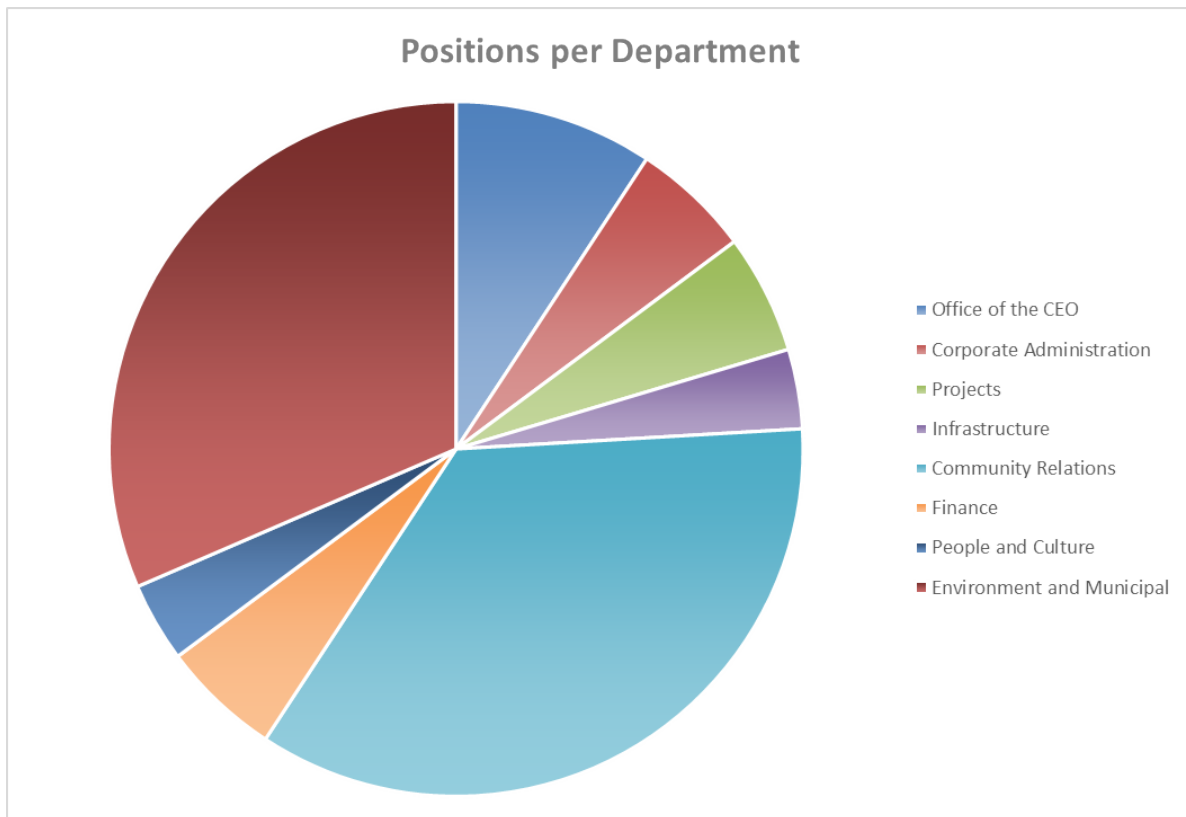
Demographics

Headcount June 2025 – 54 total staff, 44.6 full time equivalent (FTE).

This is higher this quarter, predominantly due to the seasonal recruiting for the Visitor Information Centre (VIC)

Gender Diversity- 65% identify as female, and 35% 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 two thirds 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 128.5 years.

Average tenure is 2.38 years.

This has dropped slightly due to the resignation of a long-term staff member.

Recruitment

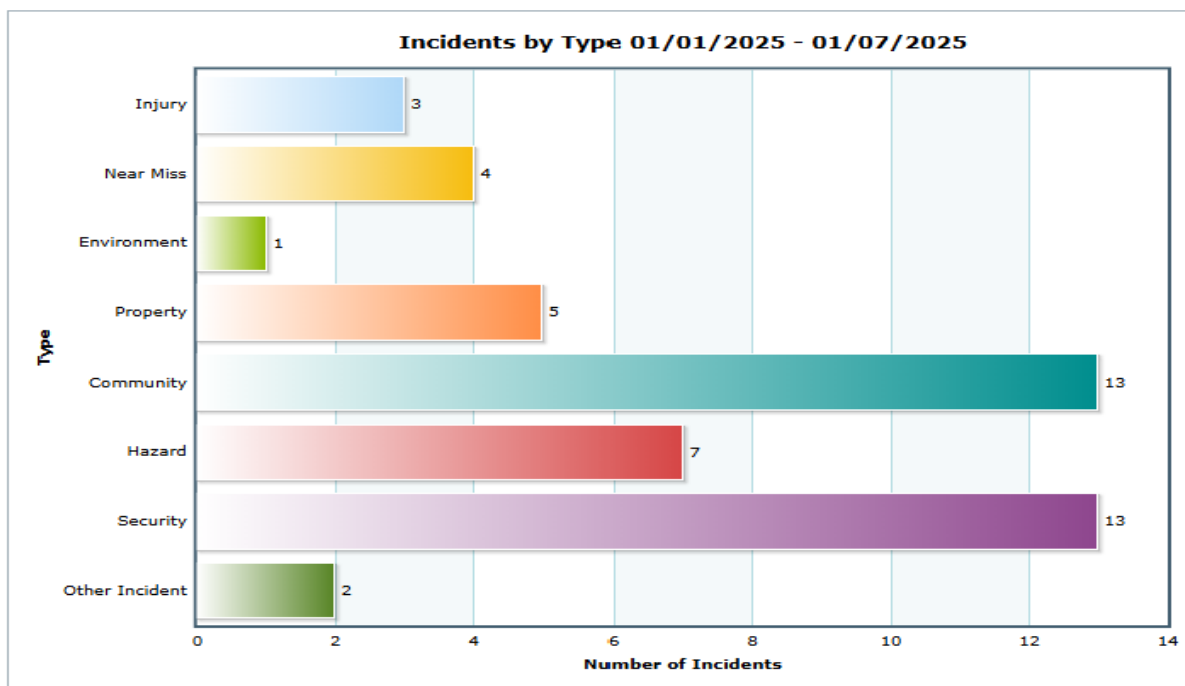
Council hired 9 new staff from April to June 2025, and as of 1 July 2025 had 8 roles advertised. By combining the casual roles at the VIC and Library into the Community Relations Officer role we have created more flexibility for the seasonal casual pool of staff to work across both locations increasing our ability to provide service levels throughout the season.

New starters continue to struggle to find accommodation in Katherine and continue to experience difficulty in engaging with accommodation providers.

Council has also created two traineeship opportunities, partnering with GTNT as part of the LGANT initiative. We hope to commence onboarding our first trainee at the Depot in July.

Incidents

Causes of incidents in the past six months



Council staff reported a much lower number of incidents this quarter, with only 11 incidents.

However, as demonstrated by the graph we continue to have numbers of staff assaulted including some very serious threats made directly to staff members from members of the public. This is represented by the number of community and security events.

We have continued to provide support and encouragement for staff to disengage with members of the public who are abusive or threatening; however, disappointingly it continues to happen. At one stage this quarter a security guard was engaged at the Civic Centre due to very serious and specific threats being made to a staff member.

Incidents at the Library have declined, likely due to the cooler temperatures. Council did have to make the decision to close the after-hours return chute at the library due to the hazardous materials that were being deposited which resulted in an injury to staff. Books can now be returned to the Civic Centre outside of Library hours.

The Property statistics relate to vandalism or biohazards encountered by staff in our venues.

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 April to June 2025:

- Taste of Harmony lunch
- 1 Crafternoon session
- Information sharing from salary packaging providers
- Mental Health Training for all staff
- Flu shots available for all staff
- 1 external skills development session for all staff

- 1 Internal skills development session for leaders

In addition to these events the other offerings under our Wellness Strategy such as 50% discounts on annual YMCA memberships and volunteering leave remain open to all staff.

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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15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

15.1.1 Centenary of Katherine 2026 Advisory Committee Meeting - Minutes - June 9 2025

Author: Isabella Murphy, Events and Engagement Coordinator

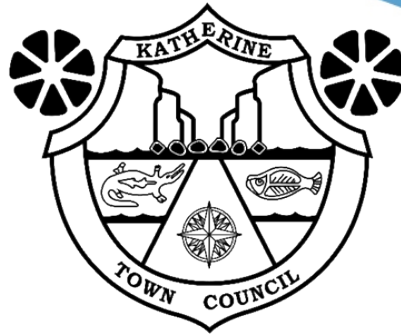
Authoriser: Ingrid Stonhill, Chief Executive Officer

Report Type: Previous Minutes

Attachments: 1. 2025 9 June - Centenary of Katherine Advisory Committee - Minutes - Unconfirmed
[15.1.1.1 - 6 pages]

Recommendation

That Council receive and note the minutes of the Centenary of Katherine 2026 Advisory Committee held on Tuesday 9 June 2025.



Minutes

Centenary of Katherine Advisory Committee

Held on 9 June 2025

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



1 ATTENDANCE

1.1 PRESENT

COMMITTEE MEMBERS

- Mayor Elisabeth Clark (Chair)
- Councillor Peter McDougall
- Toni Tapp Coutts
- Alexander Smith
- Clare Armitage
- Robert Friel
- Christine Butler
- Ethan Woods-Alum
- Simmone Croft

OFFICERS

- Mr Rhett English – Manager of Community Relations
- Isabella Murphy – Events and Engagement Coordinator (minute taker)

1.2 APOLOGIES

- Jenny Duggan

2 OPENING OF THE MEETING

Mayor Clark declared the Centenary of Katherine Advisory Committee - 10 June 2025 open at 5:35pm.

3 DECLARATION OF INTEREST

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

Nil conflicts declared.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CENTENARY OF KATHERINE 2026 MINUTES 18 MARCH 2025

COMMITTEE RESOLUTION CKAC-2025-10

Moved: Toni Tapp Coutts; **Seconded:** Simmone Croft

That the Centenary of Katherine 2026 Advisory Committee confirm the minutes of the Centenary of Katherine 2026 Advisory Committee held on 18 March 2025 as a true and accurate record.

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft
AGAINST: Nil

5 BUSINESS ARISING FROM PREVIOUS MINUTES



5.1 ACTION UPDATE JUNE 2025

COMMITTEE RESOLUTION CKAC-2025-11

Moved: Toni Tapp Coutts; **Seconded:** Simmone Croft

That Council receive and note the Action update.

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

6 PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

7 ITEMS FOR DISCUSSION

7.1 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEMBERS

COMMITTEE RESOLUTION CKAC-2025-12

Moved: Toni Tapp Coutts; **Seconded:** Simmone Croft

That Centenary of Katherine 2026 Advisory Committee receive and note:

- the resignation of Centenary of Katherine 2026 Advisory Committee member Lauren Reed without seeking a replacement member
- the resignation of Melissa Doyle as Manager of Community Relations
- The appointment of Rhett English as Manager of Community Relations and KTC representative on the Centenary of Katherine 2026 Advisory committee in an advisory capacity
- The updated membership register to accommodate these changes

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

Discussion

The Centenary of Katherine 2026 Advisory Committee agreed that replacing Lauren Reed was unnecessary as the committee has a large enough membership base, and it was more important to achieve quorum.

Lauren was part of the committee due to her role as Manager of the Katherine Museum. This gap in historical knowledge has been filled by Simmone Croft.

The Committee discussed community representation and agreed that inviting interested people as guests or to present as an external agency would ensure we were engaging appropriately with the wider community.

7.2 CENTENARY OF KATHERINE 2026 GRANT GUIDELINES

COMMITTEE RESOLUTION CKAC-2025-13

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



That Committee note approval of Centenary of Katherine 2026 Grant Guidelines in Ordinary meeting of Council 25 March 2025 and endorse proposed timeline for delivery of grant program.

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft
AGAINST: Nil

7.3 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEETING SCHEDULE

COMMITTEE RESOLUTION CKAC-2025-14

Moved: Toni Tapp Coutts; **Seconded:** Alexander Smith

That Centenary of Katherine 2026 Advisory Committee approve new Committee meeting schedule of once a quarter.

- Tuesday 10th June 2025
- Tuesday 9th September 2025
- Tuesday 9th December 2025

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft
AGAINST: Nil

Discussion

The Committee agreed that this timeline was acceptable. If there is a matter of great urgency the Events team can call a special meeting.

It was noted that it is a long time between meetings and Committee members may forget action items. The Events team will ensure to remind Committee members of outstanding action items to ensure continuous progression with Centenary planning.

This decision can be reevaluated at the next meeting if required.

7.4 CENTENARY OF KATHERINE 2026 PERSONALISED NUMBER PLATES

COMMITTEE RESOLUTION CKAC-2025-15

Moved: Councillor McDougall; **Seconded:** Robbie Friel

That Centenary of Katherine 2026 Advisory Committee approve:

- development of 100 personalised number plates
- Design including prefix KC1926-KC2026
- Design including the train/railway motif
- Design layout of KC (image) 1926

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft



AGAINST: Nil

Discussion

Events team provided a summary of the proposed number plate process.

Committee agreed on the second proposed design, Events team to continue working with MVR to progress this.

Suggestion for a different number range was accepted.

Events team will propose number range KC01-KC100 to MVR.

Committee agreed to auction the KC100 number plate to raise money for a charity.

Simmone suggested launch date on the 21st of January, to line up with when the first train came over the Historical Katherine Railway bridge.

7.5 CENTENARY OF KATHERINE 2026 FLAGS

COMMITTEE RESOLUTION CKAC-2025-16

Moved: Councillor McDougall; **Seconded:** Alexander Smith

That Centenary of Katherine 2026 Advisory Committee approve proposed flags displaying Centenary of Katherine logos for Katherine Terrace, Lindsay Street and Victoria Highway.

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

Discussion

Committee agreed that more flags rather than less would enhance the Centenary celebrations.

Agreed that large banners at the three entrances and on the old railway bridge would be appropriate.

Agreed that these flags and banners should also be launched on 21st January to tie in with the number plate launch and the first train going over the Historical Katherine railway bridge.

7.6 CENTENARY OF KATHERINE 2026 COMMITTEE RESOURCES

COMMITTEE RESOLUTION CKAC-2025-17

Moved: Councillor McDougall; **Seconded:** Alexander Smith

That the Centenary of Katherine 2026 Advisory Committee agrees to complete the provided documentation to establish a register of local heroes and historical information to support Centenary 2026 planning.

CARRIED 9|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

Discussion



Committee suggested that once they have submitted documentation to events team for collation this nomination be opened to the public to improve community engagement and ensure all local heroes are recognised.

Suggested creating a small book to recognise our local heroes and sell during the Centenary celebrations.

8 COMMITTEE MEMBER BUSINESS

NIL

Discussion

Committee requested an update on the Action Register, which was provided by Manager of Community Relations.

Suggested talking to community members about the story of the Eugene Betti bridge.

Local Heroes could be displayed on flags at the hot springs.

Needs to be an avenue to reflect on poetry written about Katherine, including the First Lady of the Outback. Liaise with Katherine Public Library.

9 CLOSURE OF THE MEETING

The Centenary of Katherine Advisory Committee - 10 June 2025 was declared closed at 6:23pm.

The next Centenary of Katherine Advisory Committee will be held on Tuesday 9 September 2025.

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES JUNE 2025

Report Type: For noting

Recommendation

That Council receive and note the Elected Member activities for June 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.

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

Councillor Madeleine Bower	
Date	Activity attended

Councillor Peter McDougall	
Date	Activity attended

Councillor Kerrie Mott	
Date	Activity attended
10 June 2025	Elected Member Information Session
17 June 2025	Citizenship Ceremony
17 June 2025	Ordinary Meeting of Council

Councillor Amanda Kingdon	
Date	Activity attended

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 17 JUNE 2025 MINUTES

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

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(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 CONFIRMATION OF THE PREVIOUS CONFIDENTIAL SPECIAL MEETING OF COUNCIL 30 JUNE 2025 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> .
Sub-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

20.3 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING 5 JUNE 2025 UNCONFIRMED 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:	(d) information subject to an obligation of confidentiality at law, or in equity.

20.4 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.

20.5 CORPORATE RISK REGISTER

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

20.6 CONFIDENTIAL ACTION 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:	(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

21 RESUMPTION OF OPEN MEETING



22 CLOSURE OF THE MEETING

The next Ordinary Meeting of Council will be held on 26 August 2025.