

# AGENDA

**Ordinary Meeting of Council**  
**To be held on Tuesday 23 July 2024**  
At 12:00 pm

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

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

**ELECTED MEMBERS**

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

**OFFICERS**

- Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk
- Rosemary Jennings – Manager Community Relations
- Desiree Rodgers – Finance Manager
- Irene McCreevy – Manager People and Culture
- Brett Kimpton – Manager Environment and Municipal Services
- Casey Anderson – Manager Corporate Administration

**VISION:**

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

**MISSION:**

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

**VALUES:**

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

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## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING PRAYER

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

## 3 OPENING OF THE MEETING

## 4 ATTENDANCE

### 4.1 PRESENT

### 4.2 APOLOGIES

### 4.3 LEAVE OF ABSENCE

## 5 DECLARATION OF INTEREST

Members Disclosure Conflict of Interest

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

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 25 JUNE 2024

Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council - 25 June 2024 - Minutes - Unconfirmed [7.1.1 - 14 pages]

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### **Recommendation**

That Council confirm the minutes of the Ordinary Meeting of Council held on 25 June 2024 as a true and accurate record.



# MINUTES

**Ordinary Meeting of Council  
Held on Tuesday 25 June 2024**

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



## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING PRAYER

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

## 3 OPENING OF THE MEETING

Councillor Trembath declared the Ordinary Meeting of Council - 25 June 2024 open at 12:00 pm.

## 4 ATTENDANCE

### 4.1 PRESENT

#### ELECTED MEMBERS

- Deputy Mayor Denis Coburn - via video conference
- Councillor Jeremy Trembath (Chair)
- Councillor Amanda Kingdon
- Councillor Peter McDougall
- Councillor Kerrie Mott

#### OFFICERS

- Ms Ingrid Stonhill - Chief Executive Officer
- Amanda Haigh - Manager Governance and Risk
- Brett Kimpton - Manager Environment and Municipal
- Casey Anderson - Manager Corporate Administration
- Desiree Rodgers - Manager Finance
- Irene McCreevy - Manager People and Culture
- Rosemary Jennings - Manager Community Relations
- Matthew Arnott - Projects Portfolio Manager
- Emily Jones - Executive Assistant Governance (minute taker)

#### PUBLIC - 2

### 4.2 APOLOGIES

Mayor Elisabeth Clark and Councillor Maddy Bower apology for the meeting was noted.

### 4.3 LEAVE OF ABSENCE

Nil

## 5 DECLARATION OF INTEREST



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

Nil conflicts declared.

## **6 PRESENTATIONS FROM EXTERNAL AGENCIES**

Nil

UNCONFIRMED



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## 7 CONFIRMATION OF PREVIOUS MINUTES

### 7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 28 MAY 2024

#### **COUNCIL RESOLUTION OMC-2024-106**

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 28 May 2024 as a true and accurate record.

**CARRIED 5|0**

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



## 7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 4 JUNE 2024

### **COUNCIL RESOLUTION OMC-2024-107**

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

That Council confirm the minutes of the Special Meeting of Council held on 4 June 2024 as a true and accurate record.

**CARRIED 3|2**

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

#### Discussion

Councillor Mott and Councillor Kingdon votes have been cast as 'AGAINST' due to being absent from the meeting on 4 June 2024.

## 7.3 MINUTES OF THE SPECIAL MEETING OF COUNCIL 12 JUNE 2024

### **COUNCIL RESOLUTION OMC-2024-108**

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

That Council confirm the minutes of the Special Meeting of Council held on 12 June 2024 as a true and accurate record, with the amendment of including the apology from Councillor Mott.

**CARRIED 4|1**

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

#### Discussion

Councillor Mott submitted an apology for the meeting however this is not listed. Minutes to be amended to reflect this.

Councillor Mott vote has been cast as 'AGAINST' due to being absent from the meeting on 12 June 2024.

## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION UPDATE MAY 2024

#### **COUNCIL RESOLUTION OMC-2024-109**

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

That Council receive and note the Action update.

**CARRIED 5|0**

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

#### Discussion

In reference to '7.1 Minutes of the Ordinary Meeting of Council 28 May 2024' it was raised regarding the



Mayor signing off on the minutes. Further discussion outlined that the process of having the minutes signed was in place when the old minute-taking system was utilised which ceased in September 2022. With the new system in place, there is no requirement for the Mayor's signature to confirm the minutes, nor is it a requirement under the Act. Both the Unconfirmed and Confirmed minutes are required to be uploaded on the website which shows changes to the minutes, if any. CEO will discuss further with the Mayor regarding this process of confirming minutes and present a report to the next Council meeting.

Outstanding action of meeting with Louise McCormick has been postponed due to attendance. Has been rescheduled for 2:30pm on Tuesday 23 July 2024.



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES MAY 2024

#### **COUNCIL RESOLUTION OMC-2024-110**

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

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

**CARRIED 5|0**

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

#### Discussion

Mayor absent from meeting so the CEO addressed questions and discussion where able. If the CEO was unable to answer the questions relating to the activities, it was suggested that Elected Member's email the Mayor directly.

29 May - Meeting with CEOs from NTG: All NTG CEO's, except 3 - although they had representatives attend, came together in the Chambers where the Mayor and CEO did a presentation on the Strategic Plan and where identified pressure points and priorities are.

Request to have access to the Mayor's calendar to be able to view upcoming meetings and events. It was suggested that this request should be emailed to the Mayor directly then discussed with the group at a later time.

## 10 CORRESPONDENCE AND DOCUMENTS

### 11 PETITIONS

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

There were no Questions from the Gallery at the Ordinary Meeting of Council - 25 June 2024

### 13 NOTICE OF MOTION

### 14 REPORTS OF OFFICERS

#### 14.1 KATHERINE TOWN COUNCIL REPRESENTATIVE ON THE GYRACC COMMITTEE BOARD

#### **COUNCIL RESOLUTION OMC-2024-111**

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

That Council appoint Ingrid Stonhill, Chief Executive Officer, as the Katherine Town Council representative on the Godinymayin Yijard Rivers Arts and Culture Centre Board and advise Godinymayin Yijard Rivers Arts and Culture Centre Management on this appointment accordingly.

**CARRIED 4|1**





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

Discussion

CEO is currently only on one Board through Council; Nitmiluk Park Board.

Appointment to the GYRACC Board is a historical appointment which was previously held by a Director . It is recommended that the appointment be someone who is able to make decisions within Council in a timely manner.

Question raised if an Elected Member can represent Council on the GYRACC Board. The Board currently has 4-6 community representatives and at present have only requested for one appointment by Council.

## 14.2 CROWN LAND LICENCE - PART LOT 2999 - VICTORIA HIGHWAY

### **COUNCIL RESOLUTION OMC-2024-112**

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

That Council authorise the Mayor and Chief Executive Officer to sign and execute a short-term Crown Land Licences over Part Lot 2999, Katherine NT 0850.

**CARRIED 5|0**

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

Discussion

Future applications of the Crown Land Licence will need to be applied for by user groups directly. This process will be advertised to the user groups to allow sufficient time for the applications to be approved.

## 14.3 KATHERINE TOWN COUNCIL SIGNS CODE

### **COUNCIL RESOLUTION OMC-2024-113**

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

That Council approve the reviewed Katherine Town Council Signs Code that is restructured for ease of use and clarity of what signs can be erected in what zones and specifications.

**CARRIED 5|0**

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

Discussion

Clarification on '12.a Vehicle or Trailer Signs'. Vehicle is allowed to be painted or contain advertising magnetic signs as long as the vehicle's primary use is for transportation. Signed Vehicles are prohibited to be parked up with the main purpose of advertisement.

Concerns and complaints about the content of an advertising sign should be directed to the Advertising Standards Board. CEO and Council staff have the task of ensuring compliance of signs and this can then be referred onto Council for decisions.



Long flags on poles often utilised by businesses are classified as a banner and will be categorised accordingly.

Suggestion to review the Signs Code at a later date as there are many non-compliant signs. This will be a large project due to consultation. Will revisit this idea later in the year.

Can only govern what is within Katherine Municipality.

#### 14.4 FINANCE REPORT FOR THE MONTH OF MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-114**

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

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

**CARRIED 4|1**

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

##### Discussion

Noted error with the formatting of tables - printing upside down in the agenda.

There has been two revised budget reviews conducted throughout the year which has resulted in the overall annual budget figure changing.

#### 14.5 COMMUNITY SERVICES REPORT FOR THE MONTH OF MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-115**

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

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

**CARRIED 5|0**

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

##### Discussion

Good that the library team is back in the building as of 6 June 2024. There has been more commitment from the Building Owner in relation to mould prevention, including roof repairs. The effectiveness of the recently undertaken repairs and prevention of mould will be unknown until next wet season. There were approximately 1300 fiction books damaged through mould and the cost of this is still being tallied. Currently going through insurance to recover these costs.

Great engagement in the Wriggle and Rhyme program at the Hot Springs and hope to see this continue next dry season as well as more outdoor activities.

Noted that visitor numbers to the VIC have decreased yet the booking values are higher in comparison to this time last year. Some of this can be due to price increases, but it has also been shown that the visitors are willing to spend more.

Council has had stalls at the Katherine Show in previous years that have allowed for community engagement. This year's theme is building community trust and how the community has interacted with



**KATHERINE**  
TOWN COUNCIL

Council. The main emphasis of the KTC stall will be to demonstrate the tools that allow the trust and confidence of the community to be built by showcasing projects such as 'Your Say' and 'Katherine Life'.

#### 14.6 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-116**

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

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

**CARRIED 5|0**

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

##### Discussion

Identified error on page 89 of the agenda - 'l' missing at the end of the word 'Level' in the subtitle 'Low Levee Pedestrian Bridge'.

Clarification that the pedestrian bridge at low level is still closed, however the road itself is open for vehicles. Engineers have inspected the pedestrian bridge and are awaiting the report of this. Once this report is received the repair work can commence. Currently investigating a different way of how to do the bridge during wet season - potentially removable handrails.

There is line-marking scheduled within the next two weeks for around school areas. This has been published on 'Your Say'. At the beginning of new financial year, areas will begin to be identified that are needing to have works done for line-marking.

Good to see Council getting hybrid fleet vehicles. It was mentioned that 80 kilometres is on the lower side before the vehicle requires charging, however the vehicle can still utilise fuel / diesel.

Question raised of if these vehicles have lithium batteries. Taken on notice.

#### 14.7 ENVIRONMENTAL SERVICE REPORT FOR THE MONTH OF MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-117**

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

That Council receive and note the report of the Environmental Services Department for May 2024.

**CARRIED 5|0**

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

##### Discussion

Identified error on page 92 of the agenda - subtitle should be "RV Service Area" not "EV Service Area". Should also read 'RV' not 'EV' within the paragraph under subtitle.

Seating within RV Service Area has already been placed and was conducted through funding.

Concerns that there are 2.5 staff members working daily to pick up rubbish, now including Saturday and Sunday. Commendation to staff that are picking up rubbish. The town is looking clean and green which is



pleasing to see.

The air movement numbers recorded are inclusive of a few interstate visitors as well as any medical evacuations.

#### 14.8 CORPORATE ADMINISTRATION MONTHLY REPORT - MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-118**

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

That Council receive and note the Corporate Administration Report for the month of May 2024.

**CARRIED 5|0**

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

##### Discussion

Identified error on page 94 of the agenda - under 'Officer Recommendation' and 'Purpose of Report' it should be the month of May not April.

Budget for streetlights comes under infrastructure. Current priority is solar lighting and continue working towards funding for solar lights. There are delays in the current solar lights that have been ordered.

There are personal monuments such as flags, etc. that have been identified within the cemetery that go against the policy of Council. Current delays in compliance of this policy include staff shortages and awaiting drone mapping.

Rate debtors being managed through approved Financial Hardship still attracts interest.

The 2 animal attacks were separate incidents on members of the public.

#### 15 REPORTS FROM COMMITTEES

##### 15.1 MINUTES FROM COMMITTEES

#### 16 ELECTED MEMBER ACTIVITIES

##### 16.1 ELECTED MEMBER ACTIVITIES MAY 2024

##### **COUNCIL RESOLUTION OMC-2024-119**

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

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

**CARRIED 5|0**

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

##### Discussion

Activity from April of Cr Kingdon - LGANT Conference - has not been listed. To be discussed internally.



**KATHERINE**  
TOWN COUNCIL

Centenary of Katherine Advisory Committee Meeting was attended by Cr McDougall. This meeting did not have a quorum hence why no report was tabled for this meeting.

Audit and Risk Management Committee Meeting occurred last week with Deputy Mayor and Mayor in attendance. Minutes from this meeting will be provided at the next Meeting of Council.

## 17 LATE AGENDA

## 18 GENERAL BUSINESS

Community member reached out regarding the Parks and Wildlife Shed near the Showgrounds. DIPL has ownership of this shed, not Council. Shed is no longer safe.

Street Party being held this Thursday 27 June, on First Street.

Twilight Lights down at the Hot Springs was well attended and organised by community members.

Tribute to Jim Forscutt, Bob Johnson and Anita Boyle. All OMC attendees stood for a moment of silence out of respect.

## 19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1:20 pm.

### **COUNCIL RESOLUTION**

**Moved:** Councillor Trembath; **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 28 MAY 2024

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

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

MINUTES - Ordinary Meeting of Council - 25 June 2024

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.
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Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(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 CONFIRMATION OF THE PREVIOUS CONFIDENTIAL SPECIAL MEETING OF COUNCIL 4 JUNE 2024

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

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

## 20.3 CONFIRMATION OF THE PREVIOUS CONFIDENTIAL SPECIAL MEETING OF COUNCIL 12 JUNE 2024

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

## 20.4 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

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

## 21 RESUMPTION OF OPEN MEETING



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The open meeting resumed at 1:29 pm.

## 22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 25 June 2024 was declared closed at 1:29 pm.

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

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## 7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 27 JUNE 2024

Report Type: Previous Minutes

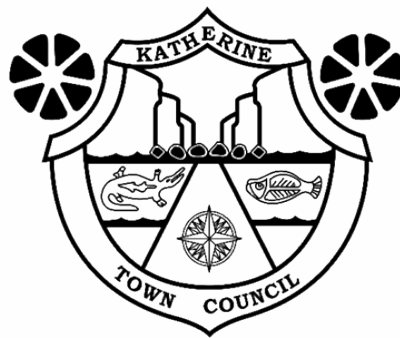
Attachments: 1. Special Meeting of Council - 27 June 2024 - Minutes - Unconfirmed [7.2.1 - 5 pages]

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### **Recommendation**

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





# MINUTES

**Special Meeting of Council  
Held on Thursday 27 June 2024**

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



## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING PRAYER

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

## 3 OPENING OF THE MEETING

Mayor Clark declared the Special Meeting of Council - 27 June 2024 open at 12:01 pm.

## 4 ATTENDANCE

### 4.1 PRESENT

#### ELECTED MEMBERS

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

#### OFFICERS

- Amanda Haigh – A/CEO, Manager Governance and Risk (minute taker)
- Desiree Rodgers - Manager Finance
- Irene McCreevy - Manager People and Culture
- Brett Kimpton - Manager Environment and Municipal
- Casey Anderson - Manager Corporate Administration
- Clare Milikins - CFO Business Associate

**PUBLIC** - 0

### 4.2 APOLOGIES

Apologies were noted for Councillor Maddy Bower and CEO Ingrid Stonhill.

### 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.

*Deputy Mayor Denis Coburn call dropped out at 12.02pm intermittently and returned at 12.02pm.*

## 6 REPORTS OF OFFICERS

### 6.1 DECLARATION OF RATES AND CHARGES 2024-2025

#### **COUNCIL RESOLUTION SMC-2024-2**

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

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 2024/2025 for the financial year ending 30 June 2025, pursuant to Section 237 and 238 of the *Local Government Act 2019*; and
3. That Council approve the revised Rating Strategy Policy, version eight (8).

**CARRIED 5|1**

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

AGAINST: Councillor Mott

#### **Discussion**

Councillor Amanda Kingdon advised that she had not had time to read the report.

Noted that previously advised that Waste Charges would increase to 7%, good to see well under at 5.9%. The prediction is for a gradual increase to 10% over the next 3 years.

Question posed, the revenue for Multiple Dwellings is that in the declaration or budget.

Multiple Dwelling rates and charges are not considered in the Rates Declaration, the Rates Declaration only accounts for Council's Assessment Record. Multiple Dwelling rates and charges are supplementary rates.

Modeling in the projected budget has been worked from what was achieved till March 2024 and includes the supplementary rates received. Supplementary rates, including Multiple Dwellings, are not guaranteed to be reflected in the next Financial Year.

### 6.2 2024-2025 MUNICIPAL PLAN, BUDGET AND FEES AND CHARGES

#### **COUNCIL RESOLUTION SMC-2024-3**

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

1. That Council adopt the Budget for 2024/2025.
2. That Council adopt the Municipal Plan for 2024/2025.
3. That Council adopt the Fees and Charges for 2024/2025.

**CARRIED 4|2**

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

AGAINST: Councillor Kingdon and Councillor Mott

**Discussion**

Attachment 1 Municipal Plan 2024-2025 Written Submissions to be replaced with Municipal Plan 2024-2025 V2. Some of the submissions information dropped off from the version in the report when collating the agenda. Elected Members were notified via email at 10.32am.

Mayor read out the report at the request of Councillor Kingdon.

*Deputy Mayor joined the meeting via videoconference at 12.20pm.*

Noted error in report dot point regarding page 33 should be 23 July 2024 Council meeting not 23 June 2024.

It is clarified that the report is to table the submissions received for Council to consider and adopt the Plan and Budget before submitting to the Minister.

*Councillor Kingdon requested the child be removed from the meeting due to being too distracting.*

Confirmed that Councillor feedback received via email has been incorporated into the submissions document.

Queried being informed that the Rapid Response buggy is operating extra hours on Saturday and Sunday and has this been provided for in the Budget - an operational area with extra litter cleanup occurring over the weekend currently and this is within the operational budget set by the Council.

Councillor Kingdon advised that she had not read all the feedback and responses. Special Meeting agendas must be distributed at least 4 hours prior to the meeting as prescribed in the *Local Government Act 2019*. Consultation closed at 5pm 25 June 2024, the submission report was prepared for the agenda and distributed at 5.59pm 26 June 2024. A reminder email was sent to Elected Members again on Thursday morning 27 June 2024.

Raised that no engagement event was scheduled for Elected Members to consult community members. Noted last year some Councillors organised a 'Cuppa with a Councillor' to engage on the Municipal Plan. Councillors noted the varied efforts taken to seek community feedback and let people know that the plan was open for submissions and feedback.

Councillor Kingdon requested it be noted that Council did not organise an engagement event for consultation on the Municipal Plan. However, this is not correct. The CEO and Mayor held a business consultation engagement meeting through the Chamber of Commerce and the Economic Development Committee. Council also organised numerous engagement methods for the Municipal Plan.

Suggested next year the Elected Members hold a stall at the markets at least once over the consultation period for Municipal Plan engagement with the community.

Noted it will be a challenging year ahead and that council must look at a loan for the Civic Centre building upgrades otherwise the building will need to be closed due to the leaking roof and noncompliant disabled access. The Audit and Risk Management Committee independent members advised that the council are in a good position to service a loan. Council is unable to seek other sources of funds for an administration building as it is our own building and do not have a choice but to fix the roof and non compliance's, especially the doors and disabled access.

Councillor McDougall notified his device was about to drop out and requested to be noted that he was in favour of passing the report.

*Councillor McDougall left the meeting at 12:36 pm*

*Further discussion occurred brought to Point of Order.*

## 7 CLOSURE OF MEETING TO THE PUBLIC



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Nil

**8 CONFIDENTIAL ITEMS**

**9 RESUMPTION OF OPEN MEETING**

**10 CLOSURE OF THE MEETING**

The Special Meeting of Council - 27 June 2024 was declared closed at 12.39 pm.

Mayor thanked everyone for coming noting it was a very difficult meeting.



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

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## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES JUNE 2024

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

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

#### **Strategic Plan**

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

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

1.1.3 Improve transparency around issues affecting the community.

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

**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.

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

1.2.3 Act as a connector for businesses to foster collaboration and partnership opportunities.

**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 – 6.3. 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
1 <sup>st</sup> June 2024	Junk Festival at Lindsay Street Complex
3 <sup>rd</sup> June 2024	Katherine Police Meeting
4 <sup>th</sup> June 2024	Special Confidential Council Meeting
4 <sup>th</sup> June 2024	Meeting with Minister Paech – NT Grants Commission
5 <sup>th</sup> June 2024	Bendigo Bank breakfast at the Golf Club
5 <sup>th</sup> June 2024	MQ4C Triton Confidential Meeting
6 <sup>th</sup> June 2024	Sue Moran Radio
6 <sup>th</sup> June 2024	Radio – Katy Woolf
6 <sup>th</sup> June 2024	Women in Business – Chamber of Commerce
7 <sup>th</sup> June 2024	Katherine Times article
11 <sup>th</sup> June 2024	Elected Members Information Session
11 <sup>th</sup> June 2024	Presentation John Perry Mead Group
12 <sup>th</sup> June 2024	Department of the Chief Minister and Cabinet
12 <sup>th</sup> June 2024	Special Meeting of Council
12 <sup>th</sup> June 2024	Meeting Business Leaders – Municipal Plan
14 <sup>th</sup> June 2024	Kintore Street School Paralympics – Town Oval
17 <sup>th</sup> June 2024	Citizenship Ceremony
17 <sup>th</sup> June 2024	Katherine Outback Experience – Tourism Top End
19 <sup>th</sup> June 2024	LGANT Board Meeting
20 <sup>th</sup> June 2024	Audit and Risk Management Committee Meeting
20 <sup>th</sup> June 2024	Katherine Times
	Personal Leave from 21 <sup>st</sup> – 26 <sup>th</sup> June
27 <sup>th</sup> June 2024	Special Meeting of Council – Municipal Plan
27 <sup>th</sup> June 2024	Street Party



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## 10 CORRESPONDENCE AND DOCUMENTS

### 10.1 CORRESPONDENCE INCOMING JUNE 2024

Report Type: For noting

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#### **Recommendation**

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - NT Grants Commission - Financial Assistance Grants 85% bring forward - 1 July 2024 - D193882 [**10.1.1** - 2 pages]
  2. Letter -Defence Minister - Katherine Civic Airport - 30 April -D194158 [**10.1.2** - 2 pages]
  3. Letter - Welcome letter - GYRACC - 15 July - D1946 [**10.1.3** - 1 page]
  4. Letter - Minister for Local Gov - Funding of the Civic Centre - 21 June 2024 - D194202 [**10.1.4** - 1 page]



## Northern Territory Grants Commission

**Office of the Executive**

First Floor, RCG Centre,  
47 Mitchell Street,  
Darwin NT 0800

File Ref: NTGC2021/0001

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

Dear Ms Stonhill

### Early Payment 2024-25 Northern Territory Financial Assistance Grants

The NT Grants Commission has received advice from the Department of Infrastructure, Transport, Regional Development, Communications and the Arts that the Australian Government will be bringing forward 85 percent of the 2024-25 Financial Assistance Grants entitlements in 2023-24. This equates to \$38.1 million that will be paid to the Northern Territory for allocating to local governing bodies. Due to the Northern Territory Government end of financial year system closures that have already occurred. The Northern Territory Government will release payments as soon as practically possible in the new financial year.

The Australian Government has made this early cash injection to give councils immediate access to funds to help manage the significant financial pressures they are experiencing.

The Australian Government has calculated the brought forward payment based on the 2024-25 Financial Assistance Grant entitlements for the Northern Territory and has decided on the amount to be allocated to your council based on each local governing body's 2023-24 financial assistance grant relativities.

This means that Katherine Town Council will receive the following amounts totalling \$1 063 697 being an advance of the funding under the 2024-25 Financial Assistance General Purpose and Local Road grants.

	Early Payment
<b>FAA - General Purpose</b>	<b>\$ 389,641</b>
<b>Approximate Release Date</b>	<b>5/7/2024</b>
<b>FAA - Roads</b>	<b>\$ 674,056</b>
<b>Approximate Release Date</b>	<b>5/7/2024</b>

As the amounts allocated to your council in the table above were not derived from the NT Grants Commission's 2024-25 funding methodologies, payment adjustments may be required in 2024-25 to align the amounts paid with the actual approved allocations.

GPO Box 4621 DARWIN NT 0801

Telephone (08) 8999 8523

Facsimile: (08) 8999 8822

The Katherine Town Council will receive further advice in July/August 2024 with respect to the final 2024-25 funding outcomes for both the general purpose and local roads grants. If you have any queries in relation to the matters raised in this letter please contact the Commission's Executive Officer, Ms Celia Hill on (08) 8999 8820

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Anderson', written in a cursive style.

Russell Anderson  
Chairman  
1 July 2024

GPO Box 4396 DARWIN NT 0801

Telephone (08) 8999 8565



**THE HON MATT THISTLETHWAITE MP**  
**ASSISTANT MINISTER FOR DEFENCE**  
**ASSISTANT MINISTER FOR VETERANS' AFFAIRS**  
**ASSISTANT MINISTER FOR THE REPUBLIC**

Ref No: MC24-000920

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

Dear Ms Stonhill

A handwritten signature in blue ink that reads 'Ingrid'.

Thank you for your ongoing correspondence regarding the potential upgrade of Katherine Airport to support larger and heavier civilian aircraft.

I appreciate your patience while field work and technical reporting on the culvert was undertaken and I am pleased to enclose a copy of the final Structural Pavement Assessment report for your consideration. Defence has completed its review of the report's findings. The findings indicate the taxiway, culvert and sections of the aircraft parking apron will accommodate aircraft up to Boeing 737-800 size and weight, but will shorten the useful life.

A number of key points were raised in the report, including the asphalt surface appears to be at the end of its remaining useful life. The report also raises concerns that an increase in heavy aircraft traffic may lead to an accelerated degradation of the asphalt surface.

The report is an important first step in considering future options for civil aircraft operations at RAAF Base Tindal. Defence will continue to work collaboratively with the Council on any proposed changes to civilian operations to ensure compatibility with safety, security and operations. It will be important for Defence to engage with you on the development of a revised airport master plan to document an agreed vision for Katherine Airport's future. I am sure any parameters set will balance the needs of the local community, while being predicated on the safety of all users and requirements for Defence activities.

Parliament House Canberra ACT 2600 Telephone (02) 6277 4840

I encourage you to continue engaging with Defence and maintain a mutually supportive relationship in which clear and open communication is maintained to work through the above matters. The Defence point of contact is Colonel Matthew Quinn, Executive Director Program Delivery Capital Facilities and Infrastructure, who can be contacted at [matthew.quinn@defence.gov.au](mailto:matthew.quinn@defence.gov.au)

I trust this engagement will help support the Council's development of its plans for Katherine Airport.

Yours sincerely



MATT THISTLETHWAITE

18 APRIL 2024



PO BOX 613  
Katherine NT 0850

Lot 3238 Stuart Highway  
Katherine East NT 0850

08 8972 3751

12<sup>th</sup> July, 2024

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

Via email: [ingrid.stonhill@ktc.nt.gov.au](mailto:ingrid.stonhill@ktc.nt.gov.au)  
[nikola.faberova@ktc.nt.gov.au](mailto:nikola.faberova@ktc.nt.gov.au) (Executive Assistant to the CEO)

[director@gyracc.org.au](mailto:director@gyracc.org.au)  
[info@gyracc.org.au](mailto:info@gyracc.org.au)  
[www.gyracc.org.au](http://www.gyracc.org.au)  
ABN 83151148104

Dear Ingrid,

Thank you for agreeing to join our Board of Directors as the Katherine Town Council Representative.

Your extensive previous experience, expertise, and understanding of our region will be of enormous benefit to our current board and our organisation.

The Chief Executive Officer, Clare Armitage will be in contact with you directly with relevant information and dates for our next meeting. If you have any questions or would like to discuss anything further, please contact Clare on 0411266926, or email her [director@gyracc.org.au](mailto:director@gyracc.org.au).

On behalf of the Board, the CEO and the staff of the Godinymayin Centre, welcome, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robbie Friel'.

Robbie Friel  
Chairperson

A handwritten signature in black ink, appearing to read 'Armitage'.

Clare Armitage  
Chief Executive officer





DEPUTY CHIEF MINISTER  
MINISTER FOR LOCAL GOVERNMENT

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

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Mrs Elisabeth Clark  
Mayor of Katherine  
Katherine Town Council

Via email: [Elisabeth.Clark@ktc.nt.gov.au](mailto:Elisabeth.Clark@ktc.nt.gov.au)

Dear Mayor

On 30 May 2024, Ms Ingrid Stonhill, Chief Executive Officer, Katherine Town Council, wrote to me seeking approval for the Katherine Town Council (the Council) to borrow up to \$5 million to fund the upgrade of the Katherine Civic Centre, and to use the Council's general revenue as security.

Prior to giving any approval, I am required, under the *Local Government Act 2019*, to consult with the Treasurer, the Hon Eva Lawler MLA.

Once a decision has been made, the Department of the Chief Minister and Cabinet will write to the Council to advise of my decision.

Yours sincerely,

CHANSEY PAECH 19 JUN 2024

Cc: [ingrid.stonhill@ktc.nt.gov.au](mailto:ingrid.stonhill@ktc.nt.gov.au)





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## 10.2 CORRESPONDENCE OUTGOING JUNE 2024

Report Type: For noting

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### **Recommendation**

That Council receive and note the Outgoing Correspondence:

Attachments: 1. Letter to Minister for Local Gov regarding the upgrade of the Civic Centre - 30 May 2024 - D194205 [**10.2.1** - 1 page]





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

30 May 2024

Chanston Paech  
Minister for Local Government  
GPO BOX 3146  
DARWIN NT 0801

Dear Minister Paech,

**REQUEST FOR APPROVAL FOR BORROWING**

As discussed with you on your recent visit, the Katherine Civic Centre building, built over 42 years ago, is in need of urgent major works so that the building can remain occupied.

The building was built prior to the building code and NTG have six rectification requirements for compliance against the Building Code and Australian Standards on Katherine Town Council for the building to remain occupational.

Although there are many issues with the building, the biggest and most urgent is the replacement of the roof before this wet season otherwise Council administration will have to move out due to the occupational safety risk to remain in the building.

At the Ordinary Meeting of Council 28 May 2024 Council unanimously resolved to seek approval for a loan to upgrade the Katherine Civic Centre Building. The attached Business Case details the proposal.

Council has looked at options for funding and due to no other alternatives requests approval from you as Minister for Local Government for Katherine Town Council to seek a loan for \$5million to upgrade the Katherine Civic Centre Building.

Your support with this request as per our discussion would be appreciated.

Yours Sincerely

Ingrid Stonhill  
**CHIEF EXECUTIVE OFFICER**

## **11 PETITIONS**

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

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

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

## **13 NOTICE OF MOTION**

## 14 REPORTS OF OFFICERS

### 14.1 LGANT REPRESENTATIVE COMMITTEES NOMINATIONS

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

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#### **Officer Recommendation**

That Council approve the following nominations to the LGANT representative committees:

1. Gamba Eradication and Biodiversity Project Steering Committee - Councillor Kerrie Mott,
2. NT Heritage Council - Councillor Peter McDougall, and
3. NT Minister's Advisory Council for Senior Territorians (MACST) - Deputy Mayor Denis Coburn.

#### **Purpose of Report**

For Council to approve nominations to LGANT representative committees:

4. Gamba Eradication and Biodiversity Project Steering Committee,
5. NT Heritage Council, and
6. NT Minister's Advisory Council for Senior Territorians (MACST).

#### **Strategic Plan**

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

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

#### **Municipal Plan**

1.2.2.1 Membership on external committees involved with community issues such Katherine Crime and Antisocial Behaviour Committee, Katherine Community Engagement and Support Reference Group, Big Rivers region Coordination Committee, Big Rivers Economic Growth Committee, Local Emergency Committee, GYRACC Board of Management, Katherine Chamber of Commerce, Nitmiluk National Park Board, Katherine Anti Social Behaviour Reference Group, Beetaloo Regional Reference Group, Katherine Youth Interagency Committee, Community Benefit Committee

#### **Background**

LGANT is seeking nominations from member councils for a LGANT representative to the following committees:

1. Gamba Eradication and Biodiversity Project Steering Committee,
2. NT Heritage Council, and
3. NT Minister's Advisory Council for Senior Territorians (MACST).

The prescribed nomination must be completed and returned by the due date.

Council must approve the nomination by resolution.

#### **Discussion**

##### **Gamba Eradication and Biodiversity Project Steering Committee**

The Australian Government has recently contracted the Northern Land Council to coordinate a 3-year

project to eradicate gamba grass from priority areas of the remote Northern Territory (the Gamba Eradication and Biodiversity Conservation project). The project will run for the next two and a half years to keep threatened species safe from gamba-fuelled wildfires.

#### NT Heritage Council

The Council is accountable to the Minister for Tourism, Sport and Culture; is responsible for the provision of advice to the Northern Territory Government, through the Minister, on matters affecting the Territory's cultural and natural heritage; and provides advice to the Department about who should receive funding under the NT Heritage Grants Program.

#### NT Minister's Advisory Council for Senior Territorians (MACST)

MACST is an independent voice for Territory seniors on issues of interest and importance; provides high level and strategic advice to the Minister responsible for seniors on issues relevant to the social, economic, and civic life of Territory seniors; and provides an effective mechanism, linking the government and seniors community in order to improve policy and service outcomes.

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

The prescribed nomination form is required.

LGANT representatives on committees are required to provide the Association with regular reports and an annual report for its Annual General Meeting in November of each year.

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

All travel expenses for meetings will be paid by the Northern Land Council.

Sitting fees are not applicable.

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

There are no risk, legal and legislative implications.

#### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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

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## 14.2 AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER V4

Author: Amanda Haigh, Manager Governance and Risk  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Audit and Risk Committee Charter - V4 - 12 July 2024 [**14.2.1** - 9 pages]

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### **Officer Recommendation**

That Council approve the Audit and Risk Management Committee Charter Version 4.

### **Purpose of Report**

To present the revised Audit and Risk Management Committee Charter Version 3 for approval.

### **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

1.2.2.2 Improve Council advisory committees' governance compliance with their Terms of Reference (ToR)

4.2.1.1 All policies and procedures are up-to-date

### **Background**

Council has established and maintains an Audit and Risk Management Committee (ARMC) to provide additional oversight of the audit process and outcomes, effectiveness of internal controls, and risk management processes. The Audit and Risk Management Committee play 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 purpose of this Charter is to outline the functions and responsibilities of the Audit and Risk Management Committee (the Committee) in assisting Council to fulfil its oversight and corporate governance responsibilities.

### **Discussion**

The Audit and Risk Management Committee recommended the change to the charter for the provision of the independent members appointment to be a minimum of two years.

### **Consultation Process**

Audit and Risk Management Committee 20 June 2024

### **Policy Implications**

The Audit and Risk Management Committee Charter has been amended to reflect the change as suggested for council approval.

### **Budget and Resource Implications**

Within current service delivery budget and resource. Remuneration for independent members is at the discretion of Katherine Town Council.

**Risk, Legal and Legislative Implications**

Section 86 of the Local Government Act 2019 requires Council to establish an Audit Committee to monitor and review the integrity of Council's financial management and its internal controls and to make recommendations to Council about matters within its remit that may require Council consideration.

Section 83 (4) of the Local Government Act 2019 requires a Council committee to have a terms of reference, approved by council resolution, that sets out its functions.

Section 82 of the Local Government Act 2019 requires person appointments by resolution of council to be members of the committee.

**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

## AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER

Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director, Corporate Services		
Approval Date:	22 August 2023	Next Review:	1 May 2027
Records Number:	179384	Council/CEO Decision:	Council
Legislation Reference:	Section 86 of the <i>Local Government Act 2019</i>		

## 1 PURPOSE

Council has established and maintains an Audit and Risk Management Committee to provide additional oversight of the audit process and outcomes, effectiveness of internal controls, and risk management processes. The Audit and Risk Management Committee play 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 purpose of this Charter is to outline the functions and responsibilities of the Audit and Risk Management Committee (the Committee) in assisting Council to fulfil its oversight and corporate governance responsibilities.

## 2 SCOPE

This policy applies to all elected members, employees and members who are appointed to or involved in Council's Audit and Risk Management Committee.

## 3 DETAILS

The Audit and Risk Management Committee's primary role is to provide independent assurance and advice to Council in the following areas:

- issues relevant to the integrity of Council's financial reporting
- financial and non-financial performance reporting
- risk management, including enterprise risk management, workplace health and safety, fraud and corruption prevention, business continuity planning and disaster recovery
- internal and external audit
- internal control framework including policies and procedures as they apply to:
  - financial reporting
  - management policies, for example entertainment expenses, use of corporate credit cards
  - administrative policies, for example information management, privacy and risk management

- compliance of Council policies and procedures with the overarching governance principles, the Act, the regulations, any Ministerial directions and other relevant legislation and regulations.

It does this through the provision of independent advice and recommendations on matters relevant to its Charter, to facilitate decision-making by Council.

## ESTABLISHMENT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE

Section 86 of the *Local Government Act 2019* requires Council to establish an Audit and Risk Management Committee to monitor and review the integrity of Council's financial management and its internal controls and to make recommendations to Council about matters within its remit that may require Council consideration.

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 and may also act as a conduit between Council and its auditors to help improve financial reporting, accountability and transparency within Council.

The Audit and Risk Management Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility.

Members of the Audit and Risk Management Committee must be appointed by Council resolution.

The Audit and Risk Management Committee will play an active role in:

- developing and maintaining a culture of accountability, transparency and integrity
- facilitating the integration of good financial and corporate governance practices into day-to-day business activities and processes
- promoting a culture of cost-consciousness, self-assessment and adherence to high ethical standards, and
- fostering a culture of performance and achievement of outcomes.

## COMMITTEE ROLES AND RESPONSIBILITIES

The role of the Audit and Risk Management Committee is to:

1. Review Council's draft annual financial report and annual performance statement, focusing on:
  - the reporting requirements of accounting policies and Approved Accounting Standards
  - changes to reporting requirements due to changes in accounting policies and Approved Accounting Standards
  - the assumptions used and processes applied in making significant accounting estimates
  - significant adjustments to the financial report (if any) arising from the audit process
  - compliance with accounting standards and other reporting requirements of financial and non-financial information; and
  - significant changes to the content of reports, the operating results, financial position and performance indicators in comparison to the prior year.
2. Review and recommend appointment of internal and external auditor to council.
3. Review and recommend adoption of the Annual Financial and Performance Statements to Council and review any significant changes and the reasons for the changes that may arise subsequent to any such recommendation but before the financial report is signed.
4. Provide oversight of Council's Risk Management Framework
5. Provide oversight of activities conducted by auditors and any other assurance providers.
6. Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems in place to report on Council's risk profile and changes to it
7. Escalate to Council when the Committee considers that management is not responding as it should on concerns about the Risk Management Framework, and



8. Monitor reported related party transactions, the implementation of recommendations arising from reports presented and review the effectiveness of Council's internal control systems
9. Review the Council's fraud and corruption reporting framework as established under the Fraud and Corruption Reporting Policy to ensure the Council has appropriate processes and systems in place to ensure material fraud risks to the Council are treated and any alleged fraud activities are investigated
10. Review the findings of any examinations by regulatory or other independent agencies, and any auditor (internal or external) observations and confirm that management have taken appropriate action as a result of the findings.

The Committee will address issues brought to its attention, including responding to requests from Council for advice.

The independent Chairperson is responsible for:

- recommending to the Elected Members and Chief Executive Officer the appointment of Audit and Risk Management Committee members
- assisting committee members to maintain a good understanding of Council's objectives, business needs, risks and priorities
- settling the agenda for each meeting with the committee secretariat
- leading discussion and encouraging the participation of other members, and focusing the committee's deliberations on the most important issues
- seeking the input of observers or other experts to maximise their contribution to the deliberations of the committee
- summarising discussion outcomes and actions, including assigning responsibility and timeframes for actions
- reporting formally and informally to the Elected Members and Chief Executive Officer
- attending formal and informal meetings with the Chief Executive Officer, Directors and external auditor as required, and
- arranging for a periodic review of the performance of the Committee against its charter.

The independent representative is responsible for:

- attending Audit and Risk Management Committee meetings
- at the request of the Chairperson, being available for discussion with the Chairperson, other members, management or the external auditor between meetings of the Committee
- whenever necessary to facilitate the effective performance of the Committee's duties, attends meetings, workshops or briefings of the Council
- engage in discussion and contribute to the debate at meetings so that all matters on the agenda are dealt with effectively and appropriately, and
- engage in regular assessments of the effectiveness of the Committee's performance.

A member of the Audit and Risk Management Committee will not:

- improperly use information acquired as a member of the Committee to gain, directly or indirectly, a financial advantage for that person or someone else
- improperly use information acquired as a member of the Committee to damage Council's reputation
- release information that the member knows or should reasonably know is information that is private or confidential to Council
- make public or media comment on behalf of Council, unless the Member is authorised in accordance with Council's Media Policy.

### Conflicts of interest

Committee members will at all times discharge their duties and responsibilities honestly and with objectivity and will not engage knowingly in acts or activities that have the potential to bring discredit to Council or be considered a conflict of interest.

All committee members have an obligation to disclose to the committee, any material personal interest which relates to the business of Council. When an issue arises at a committee meeting, relating to such an interest, the Chairperson will advise the committee member not to attend the meeting while the matter is discussed and that they may not vote on such an issue, unless the non-conflicted members pass a resolution that the member may either remain for the discussion but not vote or remain for the discussion and vote.

The non-conflicted members will only pass such a resolution when they are strongly of the view that the nature of the conflict does not inhibit the conflicted member from deciding in the best interest of Council. Members have an obligation to disclose to the committee any other interest which the member believes is appropriate to disclose in order to ensure there is no actual or perceived conflict of interest.

## COMMITTEE MEETINGS

The Audit and Risk Management Committee will convene a minimum of twice in a twelve-month period. Alternatively, a committee meeting can be convened when Council or the Chairperson so requests. In such situations, a minimum of seven days' notice must be given unless it is an emergency meeting.

The meeting agenda and previous minutes are provided to committee members no less than seven calendar days prior to a scheduled meeting.

Meetings are conducted to allow a full and frank exchange of views while at the same time ensuring that a positive committee culture is maintained. A full set of minutes is to be kept.

In order to provide an even distribution of work over each financial year, the committee will adopt a twelve-month calendar, which includes all scheduled committee meetings.

Attendance at committee meetings by members can be in person and/or via audio/audio-visual conference. Audit and Risk Management Committee members should endeavour to attend at 100% of scheduled meetings.

## Quorum

A quorum consists of no less than three voting members.

## Voting rights

Those individuals who are officially appointed to the Audit and Risk Management Committee have equal voting rights. Where a vote is taken, and the result is undecided the Chairperson has the casting vote.

Alternate Elected Member has no formal voting rights unless attending as the replacement member.

## REPORTING

As soon as practicable after each Committee Meeting, the Chief Executive Officer must give Council a written report about the matters reviewed at the meeting and the Committee's recommendations about the matters.

## SECRETARIAT SUPPORT

Council will provide secretariat support to the Audit and Risk Management Committee to ensure minutes and agendas are provided to committee members.

Council will ensure the Audit and Risk Management Committee members have access to the agenda, meeting papers and prior unapproved minutes no less than seven (7) calendar days prior to a scheduled meeting.

## COMMITTEE PERFORMANCE

The Committee will evaluate their own performance collectively against the Charter and provide a copy of the annual assessment to the Chief Executive Officer for tabling at the next Council meeting. The evaluation will include feedback from both Committee members and senior officers who have regular interactions with the Committee.

### COMMITTEE MEMBERSHIP

The Audit and Risk Management Committee will comprise a minimum of four (4) members. This includes an independent Chairperson, one independent representative and two Elected Member. Council may appoint an alternate Elected Member to the Committee.

Council's Chief Executive Officer and the Director of Corporate Services are invited to attend all meetings as permanent attendees; however they have no voting rights.

Alternate Elected Member may attend and contribute at meetings but has no voting rights unless attending as a replacement member.

Non-permanent invitees may be requested to attend Committee meetings for the purpose of providing information to the Committee.

### Selection process

New independent member appointments will be merit and skill based through an open process.

Consideration should be given to the type of skills, personal attributes and practical experience each independent representative must have before being considered. Factors to consider include:

- level of knowledge and practical exposure on governance and financial management practices
- general level of understanding of local government and Council's operations
- capacity to dedicate adequate time to the committee
- depth of knowledge of regulatory and legislative requirements, and
- ability to maintain professional relationships particularly with Elected Members, staff and other stakeholders.

### Independent Chairperson

The independent Chairperson plays a pivotal role in the effective functioning of the Committee, with particular responsibilities to set the tone and direction of the committee's deliberations and is the most important appointee. The Chairperson needs to have expertise and experience in governance and to bring personal qualities and independence to the role that will openly and effectively involve all those the Committee needs to work with.

The requirements for the independent Chairperson include:

#### Skills

- High level managerial skills to work independently, exercise initiative and meet deadlines.
- Excellent communication skills, both verbal and written.
- The ability to interpret legislative requirements and develop appropriate strategies and responses.

#### Knowledge

- Significant experience in budget, financial and program management.
- The management of multi-disciplinary teams.
- Negotiating with external agencies and customer groups and delivering results in a complex environment.
- Familiarity with workplace health, safety and welfare and equity and diversity policies and practices.

#### Experience / Qualifications

- Desirable qualification up to Bachelor Degree level in administration, finance and/or business management.
- Ability to deal with several issues/projects concurrently.

### Independent representative

The independent representative should have the ability to provide Elected Members, the Chief Executive Officer and Council's administration with well-rounded and professional advice concerning the adequacy of Council's administrative, operational, financial and accounting systems and controls, performance reporting regimes, and risk management processes.

#### Skills

- High level managerial skills to work independently, exercise initiative and meet deadlines.
- Excellent communication skills, both verbal and written.
- The ability to interpret legislative requirements and develop appropriate strategies and responses.

#### Knowledge

- The role of local government.
- Experience in budget and financial management.
- Familiarity with workplace health, safety and welfare and equity and diversity policies and practices.

### Term of Appointment

All Audit and Risk Management Committee members (other than Council staff) are appointed for a minimum two-year period and can be re-appointed by Council resolution. An individual can only serve in the positions of independent Chairperson or member for a maximum of three terms (or six consecutive years).

### Termination or resignation of Committee members

Audit and Risk Management Committee members can cease being a member of the committee if they provide, in writing, a letter of resignation to the Mayor through the Chief Executive Officer.

The Chairperson is appointed by Council for a set period and can be terminated by Council subject to the appointment agreement.

### Remuneration

Remuneration for independent members is at the discretion of Katherine Town Council. The Council will consider, among other matters, the time, commitment, responsibility required in undertaking duties, and parity with other local government entities equivalent to Council's size and complexity.

Fees will be paid to independent members on a per meeting basis in arrears.

Bona fide expenses incurred by independent members will be paid or reimbursed in accordance with Council’s Expenses Policy.

## 5 ASSOCIATED POLICIES/DOCUMENTS

Privacy policy

Confidential Information policy

Media policy

Advisory Committee Policy

## 6 REFERENCES AND RELATED LEGISLATION

*Local Government Act 2019*

### Revision History

Version	Approval date	Details of change	Responsible officer
1	May 2015	Created	CEO
2	23 June 2020	Included risk management	CEO
3	7/06/2023	Revision for compliance with new <i>Local Government Act 2019</i>	Director, Corporate Services
4	12/07/2024	Changed independent members membership provision to be a minimum of two years	Manager Governance and Risk

### AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER



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### 14.3 CENTENARY KATHERINE 2026 ADVISORY COMMITTEE ELECTED MEMBER APPOINTMENTS

Author: Dylan Chapman, Events Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: 1. Terms of Reference - Centenary of Katherine 2026 Advisory Committee - Approved 26 March 2024 [**14.3.1** - 4 pages]

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#### **Officer Recommendation**

1. That Council appoint Councillor Peter McDougall to the Centenary of Katherine 2026 Advisory Committee.
2. That Council appoint Councillor ..... to the Centenary of Katherine 2026 Advisory Committee as the alternate.

#### **Purpose of Report**

The appoint elected members to the for the Centenary of Katherine 2026 Advisory Committee as per the Terms of References membership for Elected members:

- Mayor
- One Councillor, and
- Alternate Councillor.

#### **Strategic Plan**

**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.

#### **Municipal Plan**

3.1.1.1 Deliver complete program of commemorative events as agree in partnership with identified stakeholders

#### **Background**

The Centenary of Katherine 2026 Advisory Committee has been established to advise on the upcoming 100-year celebration of the establishment of Katherine. The advisory committee is established based on a set of Terms of Reference that define the membership.

#### **Discussion**

The Terms of Reference approved by Council on 26 March 2024 membership of Elected Members to consist of:

- The Mayor Elizabeth Clark
- One Councillor and one alternate.

The membership appointment to date has not been formally approved.

All other Elected Members can still attend the meetings as observers and will have no voting rights.

#### **Consultation Process**

There was no consultation process required for this report.



**Policy Implications**

The Terms of Reference are updated to reflect the recommendation attached.

**Budget and Resource Implications**

Within current service delivery budget and resource.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



## COUNCIL POLICY

## TERMS OF REFERENCE - CENTENARY OF KATHERINE ADVISORY COMMITTEE

Type:	Terms of Reference		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:	26 March 2024	Next Review:	1/05/2027
Records Number:	190223	Council/CEO Decision:	Council
Legislation Reference:	section 82 of the <i>Local Government Act 2019</i> Advisory Committee Policy		

## 1 INTENT

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

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

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

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

## 2 SCOPE

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

## 3 POWERS OF COMMITTEE

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

## PURPOSE

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

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

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

## MEMBERSHIP

Membership of the Advisory Committee shall consist of:

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

The position of Chairperson will be held by the Mayor.

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

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

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

## COMMITTEE TERMS

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

## MEETINGS

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

Attendance may be available through electronic means.

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

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

## CENTENARY OF KATHERINE TERMS OF REFERENCE

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

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

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

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

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

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

### PERFORMANCE EVALUATION

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

### RESPONSIBILITIES

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

Advisory Committee Members are responsible for:

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

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

The Advisory Committee makes recommendations to Council.

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

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

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

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

**5 ASSOCIATED POLICIES/DOCUMENTS**

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Advisory Committee Policy

Privacy Policy

Confidential Information Policy

[Revision History](#)

Version	Approval date	Details of change	Responsible officer
1	9/10/2023	Created and endorsed by Centenary of Katherine 2026 Advisory Committee	CEO

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## 14.4 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE - GYRACC NOMINATION

Author: Dylan Chapman, Events Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: Nil

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### **Officer Recommendation**

1. That the Council rescind Eric Vaughn Holowacz membership from the Centenary of Katherine 2026 Advisory Committee.
2. That the Council appoint Claire Armitage as a member of the Centenary of Katherine 2026 Advisory Committee.

### **Purpose of Report**

To formally acknowledge Eric Vaughn Holowacz's resignation from the Centenary of Katherine 2026 Advisory Committee and to put forward Clare Armitage's request to be accepted as a new member.

### **Strategic Plan**

**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.

### **Municipal Plan**

3.1.1.1 Deliver complete program of commemorative events as agree in partnership with identified stakeholders

### **Background**

The Centenary of Katherine 2026 Advisory Committee has been established to advise on the upcoming 100-year celebration of the establishment of Katherine. This Committee is made up of individuals significant to the operations and community reflection of Katherine.

### **Discussion**

As of the 15th of February, Eric Vaughn Holowacz formally resigned from his position on the advisory committee due to him resigning from his position of Chief Executive Officer of Godinymayin Yijard Rivers Arts and Culture Centre. As a result, it is required that the committee acknowledges the formal rescinding of Eric Vaughn Holowacz as a committee member.

The new Chief Executive Officer of Godinymayin Yijard Rivers Arts and Culture Centre, Claire Armitage, has expressed an interest in joining the committee. Godinymayin Yijard Rivers Arts and Culture Centre is an important part of Katherine Community through its social and cultural representation.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

Within current service delivery budget and resource.



**Risk, Legal and Legislative Implications**

Amendments to the advisory committee must be formally voted on by members

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

## 14.5 FINANCE POLICIES

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

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### **Officer Recommendation**

That Council rescind the following policies:

- I. Accounting and Policy Manual
- II. Payment plan policy
- III. Stock (Assets) Take Policy
- IV. Asset Capitalisation Policy
- V. Asset Disposal Policy
- VI. Debt Recovery Policy
- VII. Minor and Attractive Items Policy
- VIII. Petty Cash Policy

### **Purpose of Report**

For council to rescind finance policies no longer required:

- I. Accounting and Policy Manual
- II. Payment plan policy
- III. Stock (Assets) Take Policy
- IV. Asset Capitalisation Policy
- V. Asset Disposal Policy
- VI. Debt Recovery Policy
- VII. Minor and Attractive Items Policy
- VIII. Petty Cash 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.

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**

1.1.2.1 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**

The old Local Government Act had requirements for certain policies that are now no longer required under the *Local Government Act 2019*. The council have been reviewing the policies and updating as required.

### **Discussion**

The Accounting Policy and Manual that was a requirement of the old Local Government Act and now no longer mandated and has been reviewed to form a Finance Handbook. Along with this other finance policies were reviewed if required as a policy or a procedure. These policies have now been incorporated into the procedural Finance Handbook.

The Audit and Risk Management Committee have recommended the rescinding of the policies.

### **Consultation Process**

Audit and Risk Management Committee 20 June 2024

### **Policy Implications**

The rescinded polies will be no longer be in affect.

### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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

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## 14.6 ALGA CONFERENCE 2-5 JULY 2024

Author: Amanda Haigh, Manager Governance and Risk  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: 1. Report - NGA 2024 - 2-5 July 2024 [**14.6.1** - 26 pages]  
2. Report Communique - NGA 2024 - 2-5 July [**14.6.2** - 3 pages]

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### **Officer Recommendation**

That Council receive and note the report on the 30th National General Assembly (NGA) of Local Government 2024 conference.

### **Purpose of Report**

To provide council with an overview of the 30th National General Assembly (NGA) of Local Government 2024 conference.

### **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. 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.

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

1.5.1 Collaborate with all three levels of government.

**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.

### **Municipal Plan**

1.1.4.1 Support Elected Members to participate in community engagement forums

1.5.1.1 CEO to participate in intergovernmental reference groups and engage NT and federal government as stakeholders in Council initiatives

6.3.1.1 Advocacy for issues affecting Katherine

### **Background**

The 30th National General Assembly (NGA) of Local Government 2024 conference was held 2-5 July at the National Convention Centre, Canberra, organised by the Australian Local government Association (ALGA). This year's theme was Building Community Trust.

Mayor Clark, Councillor McDougall and the CEO attended on behalf of the Council.

### **Discussion**

The conference had a full packed agenda with a regional cooperation and development forum; National Press Club address by Councillor Linda Scott, president ALGA; sessions on housing and community

infrastructure, disaster resilience and recovery, roads and transport, and energy transition; minister address's; sessions on politics and civic engagement, the local government report, intergenerational equity and fairness, community trust in the built environment, and a panel addressing intergenerational trust; and debate on motions.

Our CEO, Ingrid Stonhill, was invited to take her place alongside four other panel members to discuss Addressing Intergenerational Trust in front of more than 1400 delegates. For a small Council that constantly fights to be heard, it's an honour that our CEO was invited to the national stage to share her thoughts.

The other panel members were Kate Fielding, Chief Executive Officer, A New Approach; Rebecca McKenzie, Chief Executive Officer, Glen Eira City Council; Professor Valerie Cooms, Director, Centre for Aboriginal Economic Policy Research; and Tahlia Azaria, Executive Director, Young Mayors at The Foundation for Young Australians.

The sessions on housing and community infrastructure, disaster resilience and recovery, roads and transport, and energy transition, provided a free-flowing exchange of ideas between councils, the federal public service and other stakeholders. Melbourne Leadership Group facilitated these sessions and has produced a report outlining the key themes discussed, attached to this report.

Mayor Clark, Councillor McDougall and CEO also used the opportunity of being in Canberra to advocate for the interests of our community at additional meetings with Minister Thistlethwaite, Colonel Matthew Quinn, and the U.S. Embassy. LGANT also organised a roundtable with Ministers.

On the final day was the Australian Council Local Government forum that covered panel sessions of ministers addressing the topics of service delivery, housing, communications, skills and capacity; disaster recovery and resilience; climate change and renewable energy; and peri urban councils and regional cities.





### **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.





# LISTENING REPORT

2024 National General Assembly

- ✓ Roads & Transport
- ✓ Disaster Resilience & Recovery
- ✓ Energy Transition
- ✓ Housing & Community Infrastructure

## LISTENING SESSIONS OVERVIEW

Over 500 representatives from councils nationwide attended four concurrent listening sessions to share their stories and their community experiences in responding to the policy challenges in four critical areas:

- i) Roads & Transport
- ii) Disaster Resilience & Recovery
- iii) Energy Transition
- iv) Housing & Community Infrastructure.

Many of the representatives present were from councils in rural, regional and remote communities across Australia.

Panels of departmental and non-government policy experts attended as invited guests. Their role was to listen to the voice of local government, the concerns and feedback of participants, and to comment as required on federal government and other initiatives that might assist in challenges being faced in local communities.

The listening sessions were independently facilitated by Melbourne Leadership Group, who compiled this listening report. The comments in this report incorporate both verbal feedback provided by participants, and also written comments in the interactive audience engagement tool, Slido. This report captures the discussion in thematic categories rather than as a chronology.

As the sessions were not designed as problem-solving workshops, the report does not contain recommendations or the endorsed views of participating organisations; rather it is intended to convey to policy-makers the flavour of the conversations and the opinions and feelings of elected officials, their staff, and community members in local government areas.

It is important to note that:

- This report is a summary of the views of attending stakeholders at each listening session.
- The discussions and views raised in these sessions reflect the personal views of the attendees and do not reflect the position of the Australian Local Government Association.
- The discussion primarily reflects the lived experience of attendees and should be viewed as an insight into how each issue is viewed within councils and local communities.
- Any factual inaccuracies are a reflection of the discussion and have not been fact-checked as part of compiling this report.

If there was to be one unifying theme across all four sessions, it would be the importance of coordination and collaboration across all three tiers of government to achieving meaningful outcomes in these critical policy areas.

**Melbourne Leadership Group**

2 July 2024

## ROADS & TRANSPORT

### Survey results and responses

The pre-conference survey results from 36 participants highlighted road construction and maintenance as the major priority for council resources and budgets with regards to roads and transport.

The second priority was road safety, including the Black Spot and National Road Safety Action Programs, followed by active travel and transport, public transport and finally regional transport, heavy vehicles access and urban freight. In relation to road safety, respondents ranked infrastructure planning and investment as the highest priority, with medium priority for vulnerable road users, regional road safety and risky road use.

The invited guests on the listening panel, comprising both departmental and non-government policy experts, responded that the survey results reinforced what they were hearing, particularly around road construction and maintenance being the highest priority. They reported that construction costs and the challenges with road maintenance funding are of interest and the Government has been considering these issues. There had also been commentary from rural areas around resilience, roads and also operational supply chains.

With regard to road safety, invited guests highlighted the strong interest and investment in vulnerable road users and the need for both short and long-term solutions. Trends in road trauma are projecting higher injury rates compared to those of several decades ago, and local government is seeing this as a priority.

### KEY THEMES

#### Road construction and maintenance

Rural roads, particularly those with increasing heavy vehicle road use, are an increasing burden for councils. Repeated flood events create ongoing pressures on road maintenance and the standard of road construction needs to ensure longer lifecycles. Currently the standard of road construction and maintenance is compromised by the funding received. Innovations and new technologies are not readily available or understood by local authorities.

Participants observed that, with the increase in heavy vehicle masses, sizes and volume, the current infrastructure is increasingly inadequate. Regional areas face



specific issues with road suitability for heavy vehicles, bridge replacements, and heavy transport using local roads instead of state routes. Safety concerns were expressed in relation to heavier and longer trucks. Suggestions were made about the need to improve rail freight accessibility to relieve the pressure of heavy vehicles on roads.

Councils in peri-urban high growth areas are increasingly challenged by road construction demands, to relieve congestion and safely manage the mix of cars, freight and public transport. Better planning for freight routes and bypasses for cities and urban areas is required.

### **Impacts of the transition to renewable energy**

The group observed that new emerging industries and the rapid pace of change towards renewable energy is placing increasing heavy vehicle pressure on regional and rural networks, for the construction of renewable energy infrastructure and the movement of the mineral resources needed.

Concerns were also expressed about the implementation and cost implications of electric vehicle infrastructure in regional areas.

### **Funding and budget constraints**

Councils highlighted a significant lack of funding and the impact of budget constraints affecting infrastructure maintenance and upgrades. Competitive grant programs do not seem to address the issue and increased longer term funding is needed.

The unit cost of road construction used by departments for funding was not considered to have kept pace with increases in construction costs, nor the need to upgrade road construction techniques to withstand heavy vehicle access and extreme weather impacts. The speedier processing of funding allocations would ensure more timely distribution following disasters.

Local knowledge of road use is high in regional and rural areas and greater engagement and recognition of this knowledge would assist in better decision making. Councils can provide more information on which stretches of road are degraded or unsafe.

Participants expressed the need for better coordination between levels of government for planning and budgeting for road and transport programs and initiatives.

## Sharing of knowledge, data and information

Participants expressed appreciation for the sharing of knowledge, data and information. Ongoing investigations into innovations in road construction are welcomed, but not readily shared or accessible to councils.

Mass transition solutions are considered valuable. Examples of success in various cities were shared. Case studies highlighting heavy transport regulation and approaches between states are also helpful. High productivity vehicle operators can provide useful insights in the design of bypasses and truck facilities.

## Ideas for the future

Coordinated and integrated planning and budgeting between all levels of government, based on current data and evidence, would improve the effectiveness of road and transport policies, programs and decision making on priorities.

Improved engagement, end to end thinking and working together is seen to be very beneficial to align approaches. Collaborative approaches to collecting data, setting priorities and assessing the value of investments are needed.

New funding models and frameworks are needed to address overall financial demands, unit cost increases and the changing nature of and patterns of road use and to ensure funding is well targeted to local needs. This includes understanding and aligning planning and budgeting cycles to funding recipients' needs.

Participants observed that opportunities exist for implementing innovations in new technology for road construction and maintenance with longer lasting products. The research work of publicly funded entities could be more fully shared.

Utilising mining waste rock for road pavements could provide significant cost savings and would support the general shift to a circular economy.

New supply chains in regard to mining methods and renewable energy infrastructure and resources could be better understood and monitored, to build longer term approaches for transport infrastructure needs.

Participants learned that the Commonwealth Government is working with states and territories to come up with a strategic prioritised plan.

New modes of public transport such as trackless trams and trains are being trialled and offer more options for growing cities and regions.

Better and more frequent engagement and transparency between local government and federal departments would assist with improving understanding of specific and diverse community needs and demands. Options and local solutions can be explored with case studies and examples of what has been trialled and is delivering benefits.

It was suggested that regional and rural local government road maintenance crews could be deployed for pothole repairs on state and national roads. This would provide a more immediate response and also a revenue stream back to councils.

Finally, federal department staff were encouraged to visit regional and rural councils to understand local needs first hand.

## DISASTER RESILIENCE & RECOVERY

### Survey results and responses

Prior to the session, a survey collected data on the current issues councils were facing in disaster resilience and recovery. The responses of 34 people highlighted similar issues to those discussed during the session. These included the critical importance of betterment compared to like-for-like replacement of infrastructure, better access to funding and quicker timeframes, the level of administrative burden, and the need for improved mental health and wellbeing support and better communication.

The listening panel noted that the current response to natural disasters is based on historical methods that have been used for some time. Due to the increased frequency of disasters, the downtime for recovery is shrinking and the resilience of communities to deal with these events is weakening.

There is recognition that there needs to be a paradigm shift in our mitigation strategies before disaster events, and how communities can become more resilient to withstand adversity both during and after an event.

The panel emphasised the importance of resilience and innovation becoming mainstream in disaster planning and response. Funding arrangements that are a product of a decade ago urgently require updating to address the present challenges that communities are now facing.

### KEY THEMES

#### Infrastructure replacement and improvement

A dominant theme in participant discussions was building for betterment and its role in disaster mitigation. It was noted by the listening panel that mitigation and betterment needs to be incorporated as a preferred approach in future.

One council raised an example of rebuilding infrastructure back to a like-for-like state. The local community believed this infrastructure would not survive future disaster events and that front-line workers would face blame and criticism from their community about the insufficient strength and resilience of that infrastructure.

In 2022-23, one council had severe floods as a result of dams being at capacity. Participants commented that smaller councils do not have the capacity to respond to this scale and frequency of disaster events, and their ability to plan for and fund betterment is quite limited.

The limited resources that remote councils have access to was noted. Some remote councils relied on contract workers to do repair and recovery work. Many of the required tasks are put on hold when there is no workforce available. The workforce population in some areas is transient, which also creates the linked challenge of mobilising grassroots efforts to respond to disaster events.

Another participant noted that a future mitigation strategy should be conceived at a national level. The current model is perceived to result in communities being pitted against one another, which undermines a collaborative approach to mitigation.

Communication infrastructure was highlighted as an area for improvement, particularly in some coastal, rural and remote areas, which can get cut off from the urgent information needed to respond to disasters.

## **Funding**

One of the biggest issues that was repeatedly raised by participants was the need for building for betterment. Mitigation works were seen as critical in helping communities build resilience due to the increased frequency of disasters they were responding to. There was a consistent message that building for betterment was heavily reliant on being able to access funding quickly, in order to meet immediate needs.

Some participants felt that consistency was not applied in the recognition of disasters. There were observations that having the 'right type of fire or flood' was needed in order to access appropriate funding. Receiving some types of disaster or emergency funding was only possible when disasters were recognised retrospectively after a second, well-publicised disaster hit months later.

The listening panel noted that the current funding model was an outdated product and that models needed to evolve. The panel mentioned that there was access to betterment funding and that there are ways of getting this to councils. There is a need to understand the weak points in the system and to better network.

Participants felt that financial relief for both businesses and individuals needed to be streamlined. An example raised was that farms and other businesses needed to spend government support funding first, then apply for reimbursement. This places

huge strains on the cashflow of some businesses. The conditions attached to funding needs to consider these consequences.

Several individuals raised issues around the access to Centrelink payments needed during disaster events. The administration required to set up a Centrelink profile with the agency was onerous for many, and it meant individuals did not apply or didn't receive funding in time when they needed it most.

### **Coastal adaptation**

Another need that was identified by multiple councils across multiple states was the need for a National Coastal Adaptation Plan.

Some councils expressed urgency, as many townships in some councils were islands and forecast to be permanently inundated by rising sea levels. It was also expressed that listening to residents with lived experiences was key to informing this plan, and truth-telling was important in this area.

### **Mental health and wellbeing**

It was recognised by the listening panel that this group had collective lived experience of trauma in times of disaster.

Due to the increased regularity of disasters, community members are being impacted more frequently by something that used to be a once in a lifetime event. The resilience of communities to bounce back from these events is heavily reliant on the mental health support both during and after these events. There was consistent sentiment that council staff and community members are exhausted and there is a need for increased mental health and wellbeing support.

The strain on councils and individual staff members was also recognised, as many of these people were also experiencing personal impacts of these events themselves.

The ongoing need for funding for mental health and wellbeing support was key to resilience and recovery efforts and needs to be a high priority when considering funding allocations.

### **First responders and volunteers**

A key issue that was raised multiple times by the group was the mental health and wellbeing for first responders and volunteers. This support needed to be ongoing and not just during a disaster and its immediate aftermath.

It was observed that over past few years, more than 60,000 volunteers and staff have left the emergency services system, resulting in a significant generational gap in the volunteer cohort. There is an urgent need to find a way to get people to respond to these disasters.

### **Administrative load**

Many of the participants mentioned that the administrative load on councils is onerous, especially for small councils. There are not the resources or capabilities available to meet the administrative requirements currently demanded.

One council shared the example of the process to repair and restore roads, which required the measurement of every pothole in order to get funding. Grant funding of \$6m was awarded, however, \$1m of this was spent on administrative costs alone. A more streamlined approach to reporting repairs and to reducing this administrative load is needed.

### **Insurance**

Insurance was widely recognised a challenge for most communities affected by disaster, especially those in rural and regional areas. Due to the increase in natural disasters globally, and supply chain issues, the price of insurance is increasing worldwide.

There was consistent sentiment that insurance prices needed to be equitable for families. Another issue affecting insurances prices for remote families was that some remote communities don't have their own postcodes, and consequently these residents use the postcode of the nearest township, which had higher risk profiles and therefore higher premiums.

Structural mitigation was raised as a potential strategy for lowering insurance costs. Working with local brokers, who know the local area well, would be preferable to dealing with global companies.

It was acknowledged by both the participants and the panel that the insurance issue is complex, and that the current approach needed to be 'flipped on its head.'

### **Communication and collaboration**

Whilst the pre-event survey did not highlight broad public awareness campaigns as a high priority, it was noted this was still an important factor to the resilience effort.

It was identified that more work needed to be done to work with indigenous communities to share local knowledge of the area, as well as helping those in remote areas to be more prepared for disasters. More isolated communities may have increased vulnerabilities during a disaster.

Some councils observed that communication channels within their communities were good, however, during a disaster these channels needed to be reliable and online to be effective. Some coastal councils said that due to infrastructure issues, communication efforts were difficult as these channels were sometimes down.

The panel shared information about new handbook guides to assist in the communication efforts during disasters.

### **Natural environment and wildlife**

It was observed that due to changes in climate, extreme weather events, and population growth, some bushland areas are no longer safe to live in. The vulnerability profiles of natural environments need to be considered when housing and other community infrastructure is situated.

The care and management of affected wildlife post bushfires and floods was raised as an issue that needed more awareness and support. Much wildlife suffers severe injuries that will eventually prove fatal, and efforts are needed to support injured wildlife humanely in these events.

### **Things working well**

Some councils acknowledged the positive outcomes that had come out of the disasters that they had been through, including the ability to adapt to the new challenges the world now faces.

Examples included having sub-committee groups in local townships as the go-to people on the ground in disaster-prone areas to provide information and communication during a disaster. Another example shared was a council appointing a Disaster Director who was solely focussed on the recovery effort and was not distracted by the day to day, business as usual work of council.

Many participants reinforced the need for a collective and collaborative effort between all levels of government and communities, and acknowledged that every council is unique and that therefore, there can be no one size fits all approach.



## ENERGY TRANSITION

### Survey results and responses

Responses were received from 24 people to the pre-conference survey.

Participants were asked to choose the priorities for their council area in the energy transition and net zero space. Pathways to transition to net zero for both council operations and the community was the highest priority identified.

Responses were spread for community engagement and retrofitting of existing buildings, ensuring the planning system is capable and effective of supporting the net zero transition, and supporting new technologies and innovation. The response to the fair transition of replacing fossil fuels industries, and building new renewable and transition lines, was slightly more polarised, with some respondents rating this as a high priority and others rating it the lowest.

The majority of respondents indicated an intention to make a submission for round 2 funding for the Community Energy Upgrades Fund Program.

### KEY THEMES

The broader group discussion revolved around the transition to renewable energy and its impact on local communities. Key themes included the need for equitable access to renewable infrastructure, especially in rural areas; the importance of tailored, place-based approaches rather than one-size-fits-all solutions; the urgency of developing clear transition pathways; balancing energy efficiency with renewable energy production; concerns about the economic impact on local communities, particularly job losses in fossil fuel industries; the need for better storage solutions and grid planning; the importance of community benefits and social license; challenges in funding and infrastructure development for local councils; and the potential for local manufacturing and economic opportunities in the renewable sector.

In imagining future policies and possibilities for Australia's energy transition, the discussion explored setting aside ideological differences to prioritise national interests, increasing renewable energy usage, and depoliticising the energy sector to build public trust and understanding.

Participants observed a disconnect between younger generations and cost-of-living concerns, particularly regarding regulating reducing emissions and impact. There

was support for better-funded energy programs, investment in energy storage solutions for worst-case scenarios, and the development of a comprehensive national grid masterplan.

There was a strong emphasis on collaboration between different levels of government, knowledge sharing, and the need for a comprehensive national energy transition plan that considers environmental, economic, and social sustainability.

To enable governments, communities and councils, the dialogue highlighted coordinated efforts across different levels of government and stakeholders, and emphasising collaboration, transparency, and community engagement will be important to successfully navigating the energy transition towards a sustainable future.

### **What's working well**

Notable insights that arose during the dialogue included several innovative energy initiatives with remarkable success and no direct financial investment.

The establishment of a virtual battery system was discussed; one that allows residents' batteries to be used by the community when homeowners are away.

Through a white-labelled bulk fuel program, residents can purchase solar panels and batteries at competitive prices with no upfront costs, repaying through energy savings. This program is evolving into a virtual power plant for energy sharing.

Participants report that these initiatives have been highly successful and positive, requiring only their time and effort to coordinate. The community also offers bulk-buy electric chargers for homes.

The group considered the potential impact of a focus on reducing their own power consumption first and transitioning to renewable sources internally.

### **The role of local government**

A recurring theme throughout the conversation was the crucial role local councils play in leading the transition to renewable energy, requiring a bespoke approach for different communities as challenges vary across regions. Critical aspects raised included comprehensive planning, lobbying for federal support, addressing cost shifts, the importance of building social license through community engagement and the challenges when social license is expended through factors outside of the council's control, such as energy transmission lines.

Several individuals highlighted the need to understand and target major emission sources, adopt end-to-end approaches, and prioritise local procurement.

Challenges involve coordinating infrastructure for diverse needs, embedding circular economy principles, and improving inter-governmental coordination.

It was noted that the focus has shifted towards planning in recent months, emphasising energy efficiency, knowledge sharing, and collaboration among local government areas.

The conversation touched upon the key to success being a collaborative approach to navigating change, leveraging Australia's resources, and ensuring genuine community engagement to address concerns and build social acceptance for renewable energy initiatives.

Participants also observed that regional councils sometimes struggle to recruit enough staff to complete important strategic transition documentation such as climate plans and risk assessments. This is an important area worthy of funding.

Finally, participants expressed frustration that some councils are not able to charge fair council rates to renewable electricity generators and that millions of dollars in rates were therefore being pushed to communities. Some felt that without councils being able to levy rates on crown land, there was no benefit to local government from the presence of wind turbines.

### **The role of federal government**

Participants questioned whether federal government departments were working together on the intersection of various policies that impact energy transition. They queried how the federal government might better support investment by local governments in the human capacity to participate in the transition.

More direct suggestions included a household battery program being funded by the federal government to take advantage of abundant rooftop solar power, and the development of a federal government policy on the end of life treatment of renewable components such as wind turbine blades and solar panels.

Participants were particularly keen to avoid the issue of cost shifting on to local government.

## Community context and impacts

Various perspectives were offered highlighting the complex challenges and opportunities surrounding Australia's energy transition. There was a strong emphasis on the need for targeted, place-based approaches that respond to local community needs, particularly in regional areas.

While renewable energy development faces obstacles, including land use conflicts and transmission infrastructure impacts on farmland, there was recognition of the potential for domestic manufacturing to fill employment gaps left by fossil fuel industries.

The conversation acknowledged the urgency of addressing climate change, with Australia potentially facing severe consequences if action is delayed. However, concerns were raised about job losses and the economic impacts in communities reliant on traditional power sources.

Participants called for energy market regulators to act more quickly reliably to approve or disallow generation and storage projects, and for a greater investment in Australian-made technologies and manufacturing capabilities, particularly in areas like battery production and software development, to capitalise on the economic opportunities presented by the energy transition.

Other participants observed 'consultation fatigue' that flowed from multiple renewable energy providers trying to 'woo' regional communities. Some felt that the developers of solar and wind farms were disinclined to exhibit goodwill to communities and were more focused on profits.

One participant felt that the community impact of renewable energy developments was one cost to balance in the face of broader cost of living challenges. Another participant thought that an appropriate offset to the community impact was the granting of free electricity to communities around large scale projects.

## Energy itself

During the discussion, the multifaceted challenges and opportunities in the energy transition were discussed. Highlighting the importance of energy storage and the need to focus on reducing consumption overall, participants felt that energy efficiency and storage is as crucial as the energy source itself.

The group observed that renewable energy, while promising, faces challenges with predictability and storage, leading some to question if net zero can be achieved

without nuclear power. Concerns were also raised about the sustainability of battery production, wind turbine blades and solar panel lifecycles. Some participants felt that wind and solar energy is as only as good as the weakest battery.

The discussion touched on the complexities of centralised versus distributed infrastructure, the oversupply of solar energy during midday, and the need for universal electric vehicle charging standards.

Attendees shared potential solutions for exploration such as bulk purchasing for communities, local energy generation and consumption, and finding ways to utilise excess midday energy.

A recurring theme throughout the conversation was that the energy transition is not just about achieving net zero, but also about ensuring the prosperity, safety, and security of Australians in a global context.

### **Community benefits**

Participants shared that the transition to renewable energy presents significant opportunities, but there's a pressing need to ensure its benefits reach everyday households, communities, and regions directly impacted by the change.

Attendees addressed the substantial potential for community benefit, however they flagged concerns about the current renewable rollout and the distribution of advantages. Issues discussed include the lack of financial returns to local government areas, despite increased infrastructure demands, particularly in areas targeted for large-scale projects like offshore wind farms.

There was a call for more transparent and effective benefit-sharing mechanisms, including free or discounted power for residents. The transition is seen as an environmental issue, and crucial for economic and social sustainability. However, others in the group shared that the current approach isn't sufficiently supporting widespread manufacturing growth or providing adequate structures for community benefit.

The impact on land use was acknowledged, where in some cases valuable agricultural land may be sought for renewable energy production which could be located elsewhere. The desire to protect land for its highest and best use was emphasised. Councils were keen for land use policies and community benefit funding models to be upheld, and for state government policy to assist in ensuring that development proponents abide by council guidelines.

Participants observed that improving access to benefits for constituents and securing social license through tangible community benefits are considered fundamental to the success of this transition.

One participant observed that the clear benefit to communities from the transition to cleaner energy is a planet that is habitable for humans.

### **Changing the narrative**

Another area of challenge explored during the discussion was the importance of having a clear vision for the future of energy and community development overall, as well as an underpinning narrative. The opportunity to change the narrative and language around the transition and renewable energy could be impactful.

A participant suggested that we should not be constrained by current limitations, but instead focus on defining the ideal future state we want to achieve. The conversation highlighted the need to shift the perspective from simply reaching net-zero emissions to considering the broader economic and social implications of energy transition.

The group stressed the importance of empowering communities to determine their own goals and the kind of life they want to build. The discussion also touched upon looking to other countries leading in this area, suggesting that there are valuable lessons to be learned from their experiences.

The conversation identified the need to broaden the dialogue beyond technical energy solutions to encompass a more holistic view of community development, quality of life and complexity.

## HOUSING & COMMUNITY INFRASTRUCTURE

### Survey results and responses

The pre-event survey was completed by 45 people and showed that the provision of public and social housing was the highest concern among respondents, with nearly half of the respondents selected this as the most important issue.

This was followed by the capacity of the council workforce, the provision of financing through private, individual and institutional investment, and the capacity of the local construction industry.

Around 30% of councils would be making a submission on behalf of the council to the Housing Support Program. When asked about the Thriving Suburbs Initiative, 53% of participants responded that they will make an application when it opens.

Survey respondents also commented on the responsiveness of federal funding models to local needs, the coordination of multiple tiers of government, taxation arrangements, new housing models, market intervention, and the differing needs of rural and remote areas.

The listening panel noted that the survey results reflected a wide range of issues that are integral to the daily policy work of departments, highlighting the extensive reach of various departments to address housing policy.

The differing challenges across regional, rural and remote areas showcase the diverse range of challenges which face policy makers. Despite these differences, there are common threads, such as the importance of aged care and the goal of keeping people in their homes as long as they desire.

The panel also discussed sustainability concerns, considering climate and disaster resilience in housing planning, and the need for active transport connections to reduce car dependence.

A perennial issue noted by the panel is the need to increase exposure for Government programs within communities in order to incorporate community ideas and lived experiences.

The panel recognised the importance of increasing social housing, including income-based rents, key worker housing, and affordable housing, with the budget set to expand social and affordable housing over the next five years.

However, the panel also pointed out several roadblocks to delivering the expected number of homes. The actual number being delivered is lower than predicted, with a productivity decline in the industry due to labour shortages and retiring tradespeople. Regulatory issues and increased building costs adds further pressure.

Private investment in housing is declining due to these rising costs and rising interest rates. The panel mentioned that while there is a target of building 40,000 houses, only about 20% might be realised if these issues were not addressed.

Investment in social housing is starting to increase, but it is sometimes viewed as a something governments fund only in better economic times. The panel suggested that 1 in 10 houses should be socially affordable, emphasising the need for long-term commitment to building social and affordable housing and more partnerships.

The federal government was commended for prioritising housing, even at a challenging economic time. It was observed that meeting targets is difficult and noted that the housing crisis is an international issue, not solvable by pressuring local governments alone.

The private sector alone cannot deliver the predicted housing numbers; both private and government sectors must collaborate. Governments will need the right tools and planning capabilities to do this.

## KEY THEMES

### Cost of housing

The rising cost of housing was a consistent theme throughout the discussion. Participants observed the multifactorial reasons driving the cost increases.

Labour shortages have an impact on housing costs. Due to these shortages, project timelines are often inaccurate, leading to increased expenses. Subcontractors are charging higher rates and taking longer to complete projects, further driving up overall costs. Industrial relations issues and enterprise bargaining outcomes have added to expenses, with some agreements causing a 20% rise in costs and 100 days of paid non-working time.

Additionally, the cost of regulatory compliance has surged, requiring more administrative workers. Meanwhile, the rising material costs due to restricted resource extraction and freight challenges add to construction difficulties and cause overall input costs to rise.



## Workforce

The group discussed the significant impact of a tight workforce. Long-term solutions proposed included encouraging more people to enter trades, advocating for skilled migration, and prioritising trades through government funding to support work experience programs.

Participants highlighted a reluctance for builders to take on apprenticeships due to increasing and time-consuming administrative and legislative requirements. The group discussed ways to make these processes more appealing, such as the Apprentice Incentive Review, which simplifies the process. There was a suggestion that the government could consider covering the costs between trades and training companies.

The discussion also highlighted the gender imbalance in trades, emphasising the potential workforce that could be tapped by encouraging more women to enter the construction sector. To make this successful, the provision of childcare and addressing the stigma of hiring women would require action.

The shortage of tradespeople in regional areas potentially underscores the need for federal subsidies to attract apprentices and enhance TAFE programs. Increasing wages for tradespeople, especially carpenters, could be key to encouraging both new entrants and mature workers to join the industry.

## Social housing provision

Participants observed that integrating social housing into existing communities presents significant challenges, especially when there is local resistance. Overcoming negative perceptions is crucial to normalising the need for a diverse range of housing options to ensure everyone has access to shelter.

Some best practices for community engagement were shared. Early community involvement in the design process was raised as a way to address this issue. By fostering partnerships between local councils and communities, and involving them in the housing design phase, residents could better understand the planning and thought behind social housing projects. Building relationships and openly discussing social housing could help community members see that social housing residents are a diverse group, and that social housing does not necessarily lead to community challenges, unlike the problems caused by homelessness.

The panel acknowledged the audience's knowledge and expressed a desire to partner with them to showcase the benefits of such partnerships, and the benefits of social housing for local communities.

The importance of collaboration between public and private sectors to facilitate the delivery of social housing was also emphasised. There is an opportunity for the private sector to better understand the constraints faced by the public sector and vice versa. Inclusionary zoning requirements for the private sector to meet would be integrated into land purchase costs, as has occurred in London, if governments applied these policies consistently. Participants also cautioned against the privatisation of public housing over time.

### **Coordinating across tiers of government**

The involvement of local, state and federal government was discussed at length throughout the session. While it was noted that the federal government is involved in housing more than ever, ambitious housing targets will only be met if the effort between levels of government is coordinated and collaborative.

The group discussed how to align state governments to support federal funding for housing projects, without reducing state contributions as federal funding increases.

Participants also highlighted the challenges of the regulatory burden on developers and builders. The risk aversion of decision-makers at local, state, and federal levels sometimes delays crucial decisions, which hinders progress. All levels of government need to expedite decision-making to meet housing targets.

Concerns were raised about how states manage federal funds for social housing, sometimes taking out a portion for themselves, thereby reducing overall funds available for housing. The panel noted that new funding agreements have an outcomes framework to ensure states report spending and progress transparently.

Direct funding to local governments was discussed as an alternative to competitive grants, which often do support innovative approaches. There could be more trust placed in local councils to deliver what is needed for their communities and potentially become their own housing providers.

Engaging local builders and creating circular housing economies could yield significant results, as evidenced by local councils producing multiple houses with limited funding. Joint home-building vehicles and special purpose vehicles were discussed to access larger funding pools and bring in necessary skills.

## Taxation

Taxation policies significantly impact housing affordability and availability. Avenues for reform suggested by participants include changing negative gearing laws to discourage viewing homes purely as investments, which could help stabilise the housing market. Tax reforms could also enhance housing mobility, allowing individuals to move into suitable housing at different life stages.

Revising capital gains tax to exempt homeowners who rent out part of their homes to social housing candidates could incentivise more people to offer housing options. The panel observed that the Henry Tax Review recommended that government not consider changes to tax arrangements until the supply of housing was right, as premature change would reduce the number of houses being built and lead to a loss of investment in housing and a loss of jobs in the industry.

Participants mentioned that one issue not discussed enough is the involvement of banks setting the price of the housing. The influence of taxation change, grant funding and the RBA's interest rate decisions greatly affect the market.

## Funding

To enhance funding for social housing, suggestions included providing interest-free loans on a per capita basis to local governments, allocating part of the Housing Australia fund directly to local councils, and ensuring that federal funding is directed to local governments rather than state governments.

The effectiveness of competitive grant programs in addressing housing needs was questioned, with a call for leveraging data to understand local requirements better. There is also a need to incentivise institutional investment in affordable housing. Advocating for low fixed-rate long-term bank loans, similar to those in the USA, could provide financial stability for homeowners.

Local councils' readiness to undertake affordable housing projects was noted, but state government requirements for market value payment for unused land often hinder these projects. The potential for the federal government to remove the profit motive from state governments to facilitate such projects was discussed.

The efficiency of government spending on rental housing was questioned, and the need for value-for-money assessments was emphasised.

## Housing types and quality

The need to focus not just on the number of houses, but also on improving living standards, was discussed. Integrating health and wellbeing into housing policy and design, such as considering accessibility, adaptation, energy efficiency, and communal spaces, is crucial. NDIS money shouldn't need to be spent on upgrading housing.

It was noted by the panel that national housing and homelessness programs are considering approaches such as these, and a national construction code would take into account the minimum criteria for accessibility and adaptation.

The importance of placemaking was emphasised, highlighting that we cannot lose the connection between great placemaking and housing numbers. It was noted that public housing now includes communal spaces in the design process.

Cohousing projects with intergenerational and varied home sizes, where families and individuals can have private living spaces but share communal areas can facilitate integration, could be encouraged.

Concerns about poorly built single dwellings on small blocks were raised. The role of state governments in applying planning controls and ensuring builders adhere to standards was highlighted. The need for accountability in the building sector to maintain standards and reputation was emphasised. Participants encouraged builders who do not comply with building laws to be held accountable, as non-compliant businesses undercut their competitors and damage the construction sector's reputation.

Additionally, the impact of poorly located housing on the cost of living was noted, with the examples of tolls, lengthy commutes, childcare, and parking discussed. There was a call for the Commonwealth to guide state governments to prevent them from simply handing over land to developers without ensuring quality infrastructure. The panel noted that the Housing Support Program has a focus on well-located housing, and emphasised that planning controls are the responsibility of state governments.

Addressing the housing needs of single-person households in small communities was discussed. The industry could consider building homes that better suit the needs of single people, as most current houses are designed with multiple bedrooms, which may not be suitable for all demographics.

Participants observed that there is a distinction between a housing problem and a homes problem, emphasising the need to better use existing homes and infrastructure. The adaptive re-use of excess office space for housing could reduce carbon impact, and councils should play a role in housing supply due to their local knowledge in this space.

Leasing land for long terms, such as 99 years, could reduce the cost of home ownership. Reviewing and releasing boarded-up housing stock would also help. A consistent approach across all governments to resolve issues related to tiny homes and mobile homes is needed.

### **Policy and governance**

Some participants felt that local government should play a significant role in housing, supported by policies such as inclusionary zoning. State government bureaucracy was seen to hamper federal and local government partnerships, with local councils frequently bearing the brunt of cost-shifting.

Recognising that regional councils have different needs compared to larger urban councils was seen to be essential. The classification of rural and remote communities means some councils, although worthy of funding, are not receiving it.

Giving local councils control over short-term rental accommodations could help to manage housing availability. There seems to be little appetite from the Commonwealth to address this, leaving it a state issue. A direct link between negative gearing and Airbnb was noted as a challenge that needs addressing.

### **Capacity of local government**

Participants felt that local governments, familiar with their communities' needs, should receive direct funding to avoid duplication of efforts, however balancing business-as-usual responsibilities with building partnerships is challenging for local government staff.

Clear communication channels and readily accessible contact details for collaborative partners are essential. Awareness of funding programs that enable local and Commonwealth collaboration in social and community housing is necessary for effective action.

Some participants expressed concern that local government was being encouraged to take a role in housing provision, which is traditionally thought to be a policy responsibility of state and federal government.

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[melbourneleadershipgroup.com](https://melbourneleadershipgroup.com)

Level 20 / 31 Queen St, Melbourne 3000

 1300 388 563



## Communique

### National General Assembly 2024

More than 1,200 local government leaders from across Australia gathered in Canberra from 2-4 July for the 30th National General Assembly of Local Government (NGA).

We were welcomed to country by Ngunnawal, Kambri and Ngambri custodian Paul Girrawah House. 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.

Opening the NGA, and speaking in her first major public address, Her Excellency the Honourable Ms Sam Mostyn AC, Governor General of the Commonwealth of Australia, spoke about increasing civic engagement with our future leaders and the importance of kindness and care in our leadership.

We welcomed and thanked the many federal members of parliament who attended and spoke at the NGA or associated events, including the Hon Catherine King, the Hon Kristy McBain, Senator the Hon Bridget McKenzie, the Hon Darren Chester, and Luke Gosling OAM MP.

Delegates received a presentation on new local government financial sustainability research, which highlighted that sustainable federal funding to



councils would deliver a \$7 billion increase to Australia's GDP. The 2024 National State of the Assets report was also launched, outlining the condition of one third of Australia's public infrastructure, which is part of the \$643 billion worth of assets councils manage. This new research reinforces the urgent need for federal Financial Assistance Grants to local government to be restored to at least one percent of Commonwealth taxation revenue.

Across two days, numerous presenters spoke on the theme of building community trust, and how local government is integral to holding and building this trust.

This year's NGA included new listening sessions on housing and community infrastructure, emergency management, roads and transport and energy transition, that provided a free-flowing exchange of ideas between councils, the federal public service, and other stakeholders.

This year's Assembly program included consideration of 160 motions submitted by councils, outlining opportunities for the Federal Government to better support councils and Australian communities.

These motions included solutions to address the financial sustainability of councils, support councils to deliver cost of living relief, facilitate more affordable housing, maintain safe and productive local roads, cycleways and footpaths, better prepare for and recover from natural disasters, and Close the Gap between Indigenous and non-Indigenous Australians.

In the lead up to the next federal election, ALGA will work with our state and territory member associations, and Australia's 537 local governments, to





advocate for critical Financial Assistance Grants to be restored to at least one percent of Commonwealth taxation revenue, and for local government to be restored as a full voting member of National Cabinet.

These are critical to ensuring that local government continues to play a role in the ongoing sustainability and liveability of every community.

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## 14.7 FINANCE REPORT FOR THE MONTH OF JUNE 2024

Author: Desiree Rodgers, Finance Manager  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Monthly Statement for June 2024 [**14.7.1** - 8 pages]

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### **Officer Recommendation**

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

### **Purpose of Report**

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

### **Strategic Plan**

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

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

### **Municipal Plan**

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

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

### **Background**

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

### **Discussion**

- Total YTD operating income is 1.12% below the budget.
  - Interest revenue is below budget due to interest rates moving lower from 5% to 4%.
  - Operating grants revenue is ahead of budget mainly due to the timing, as majority of the grants are paid in second half of the financial year.
  - Total YTD operating expenditure is 7.07% below the budget.
  - Employee Costs are below budget by 9.0% as some positions remained vacant.
  - Monthly creditor payments have been made to all approved suppliers with payments made weekly.
  - 14% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
  - 41% of our outstanding rate balance reflects rates outstanding for prior financial years (2022/2023 FY and prior).
- . Note there are still some EOFY adjustments to be done and depreciation & Asset corrections before close off.

**Consultation Process****Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

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

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

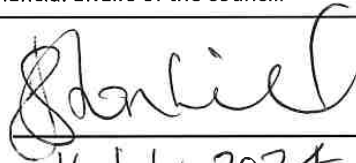
### Certification by the CEO to the Council

<b>Council Name:</b>	Katherine Town Council
<b>Reporting Period:</b>	30/06/2024

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

CEO Signed

Date Signed

  
 16 July 2024.

**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 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	42,446	6,667	35,779	10,000
Improvements	581,824	766,319	( 184,495)	1,149,479
Plant & Machinery	659,990	472,555	187,435	708,833
Fixtures	123,276	133,333	( 10,057)	200,000
Fleet	438,726	232,861	205,865	349,292
Infrastructure Paths & Cycleways	16,599	35,517	( 18,918)	53,276
Infrastructure Roads	51,308	-	51,308	-
Infrastructure Storm water & Drainage	79,512	62,333	17,179	93,500
Infrastructure Streetlights	-	-	-	-
			-	
<b>TOTAL CAPITAL EXPENDITURE*</b>	<b>1,993,681</b>	<b>1,709,587</b>	<b>284,094</b>	<b>2,564,380</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Operating Income (amount allocated to fund capital items)	1,016,281	1,355,573	( 339,292)	2,033,360
Capital Grants	840,754	283,333	557,421	425,000
Utilisation of Retained Earnings	-	-	-	-
Transfers from Cash Reserves	-	-	-	-
Borrowings	-	-	-	-
Sale of Assets (Including Trade-In)	136,646	70,680	65,966	106,020
Other Funding	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>1,993,681</b>	<b>1,709,587</b>	<b>284,094</b>	<b>2,564,380</b>

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>OPERATING INCOME</b>				
Rates	9,092,931	9,018,935	73,996	9,018,935
Waste Charges	1,431,011	1,956,720	( 525,709)	1,956,720
Fees and Charges	2,360,547	2,171,581	188,966	2,171,581
Operating Grants and Subsidies	718,378	684,232	34,146	684,232
Interest / Investment Income	1,023,103	1,053,309	( 30,206)	1,053,309
Commercial and Other Income	482,812	395,221	87,591	395,221
<b>TOTAL OPERATING INCOME</b>	<b>15,108,782</b>	<b>15,279,998</b>	<b>( 171,216)</b>	<b>15,279,998</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	5,105,745	5,621,449	( 515,704)	5,621,449
Materials and Contracts	7,173,319	7,880,490	( 707,171)	7,880,490
Elected Member Allowances	234,667	233,600	1,067	233,600
Elected Member Expenses	27,675	39,500	( 11,825)	39,500
Council Committee & LA Allowances	7,085	14,000	( 6,915)	14,000
Council Committee & LA Expenses	5,286	10,000	( 4,714)	10,000
Depreciation, Amortisation and Impairment	4,278,175	4,414,706	( 136,531)	4,414,706
Finance Costs				
Other Expenses	546,487	486,360	60,127	486,360
<b>TOTAL OPERATING EXPENDITURE</b>	<b>17,378,439</b>	<b>18,700,105</b>	<b>( 1,321,666)</b>	<b>18,700,105</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>( 2,269,657)</b>	<b>( 3,420,107)</b>	<b>1,150,450</b>	<b>( 3,420,107)</b>

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>( 2,269,657)</b>	<b>( 3,420,107)</b>	<b>1,150,450</b>	<b>( 3,420,107)</b>
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income			-	
Add Back Non-Cash Expenses	5,957,403	4,737,934	1,219,469	4,737,934
<b>TOTAL NON-CASH ITEMS</b>	<b>5,957,403</b>	<b>4,737,934</b>	<b>1,219,469</b>	<b>4,737,934</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure	1,999,231	2,564,380	( 565,149)	2,564,380
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Other Outflows	-	-	-	-
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>( 1,999,231)</b>	<b>( 2,564,380)</b>	<b>565,149</b>	<b>( 2,564,380)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	1,031,995	425,000	606,995	425,000
Prior Year Carry Forward Tied Funding	840,754	840,755	( 1)	840,755
Other Inflow of Funds	136,646	106,020	30,626	106,020
Application of Retained Earnings	-	-	-	-
Transfers from Reserves	-	-	-	-
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>2,009,395</b>	<b>1,371,775</b>	<b>637,620</b>	<b>1,371,775</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>3,697,910</b>	<b>125,222</b>	<b>3,572,688</b>	<b>125,222</b>

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

Class of Assets	By Major Capital Project *	Total Prior Year(s) Actuals \$  (A)	YTD Actuals \$  (B)	Total Actuals \$  (C = A + B)	Total Planned Budget ** \$  (D)	Total Yet to Spend \$  (E = D - C)	Expected Project Completion Date
Buildings Structures	Aquatic Centre	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 10,300,000.00	\$ 10,150,000.00	Jun-25
Buildings Structures	Civic Centre	\$ -	\$ -	\$ -	\$ 3,000,000.00	\$ 3,000,000.00	
Buildings Structures	Lindsay St Amenities upgrade LRCI	\$ -	\$ -	\$ -	\$ 288,649.00	\$ 288,649.00	Jun-25
Buildings Structures	Changing Places Aquatic centre	\$ -	\$ -	\$ -	\$ 324,000.00	\$ 324,000.00	Dec-26
Buildings Structures	Dog Pound to Waste	\$ -	\$ 404.66	\$ 404.66	\$ 250,000.00	\$ 249,595.34	Jun-25
Infrastructure	Sportsground fencing	\$ -	\$ 404.66	\$ 404.66	\$ 250,000.00	\$ 249,595.34	Jun-25
Roads	First Street Improvement LRCI P4	\$ -	\$ -	\$ -	\$ 350,000.00	\$ 350,000.00	Jun-25
Roads	Florina Road sliproad R2R	\$ -	\$ -	\$ -	\$ 368,446.00	\$ 368,446.00	Jun-24
Buildings Structures	Waste facility shed raise tipshop	\$ -	\$ -	\$ -	\$ 400,000.00	\$ 400,000.00	
Infrastructure	x4 nature playgrounds	\$ -	\$ -	\$ -	\$ 200,000.00	\$ 200,000.00	
Infrastructure	Irrigation	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	
TOTAL ***		\$ -	\$ 809.32	\$ 150,809.32	\$ 15,881,095.00	\$ 15,730,285.68	

\*\*\*Council has adopted by ARMC resolution a definition for capital works consistent with the NT Government guidelines.

\*\*\*A minimum threshold as the basis for including budgeted major capital works projects of \$150,000 and a good definition of projects and community significance

**Table 3. Monthly Balance Sheet Report**

<b>BALANCE SHEET AS AT 30 JUNE 2024</b>			<b>YTD Actuals \$</b>	<b>Note Reference*</b>
<b>ASSETS</b>				
Cash at Bank				(1)
Tied Funds			15,693,429	
Untied Funds			5,208,211	
Accounts Receivable				
Trade Debtors			298,467	(2)
Rates & Charges Debtors			1,515,176	(2)
Other Current Assets			735,670	
<b>TOTAL CURRENT ASSETS</b>			<b>23,450,953</b>	
Non-Current Financial Assets			-	
Property, Plant and Equipment			94,564,257	
<b>TOTAL NON-CURRENT ASSETS</b>			<b>94,564,257</b>	
<b>TOTAL ASSETS</b>			<b>118,015,210</b>	
<b>LIABILITIES</b>				
Accounts Payable			405,957	(3)
ATO & Payroll Liabilities			(29,195)	(4)
Current Provisions			534,527	
Accruals			19,833	
Other Current Liabilities			292,437	
<b>TOTAL CURRENT LIABILITIES</b>			<b>1,223,559</b>	
Borrowings			0	
Non-Current Provisions			74,922	
Other Non-Current Liabilities			7,053,377	
<b>TOTAL NON-CURRENT LIABILITIES</b>			<b>7,128,299</b>	
<b>TOTAL LIABILITIES</b>			<b>8,351,858</b>	
<b>NET ASSETS</b>			<b>109,663,352</b>	
<b>EQUITY</b>				
Asset Revaluation Reserve			76,090,502	
Reserves			6,688,161	
Accumulated Surplus			26,884,689	
<b>TOTAL EQUITY</b>			<b>109,663,352</b>	



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

*Cash at Bank consists of Term Deposits of \$20.1M with maturities as detailed below, with the remaining \$0.983M available at CBA Bank.*

<b>GENERAL FUND</b>	<b>\$</b>
Commonwealth Bank	
Balance as per bank statement, 30 June 2024	979,986
Credit card balances	2,315
Balance of Imprest and Petty Cash	1,128
Plus net outstanding deposits/(withdrawals)	0
<b>Adjusted cash at bank balance, 29 February 2024</b>	<b>983,428.90</b>

<b>INVESTMENTS</b>						
<b>FINANCIAL INSTITUTION</b>	<b>PRINCIPAL \$</b>	<b>INTEREST RATE</b>	<b>EFFECTIVE DATE</b>	<b>MATURITY DATE</b>	<b>FINANCIAL TOTALS</b>	<b>INSTITUTION %</b>
NAB	3,500,000	5.05%	11-Nov-23	11-Nov-24		
NAB	1,000,000	5.00%	11-Jan-24	11-Nov-24		
NAB	500,000	5.00%	11-Jan-24	11-Jul-24	5,000,000	25.12%
BOQ	500,000	5.15%	9-Oct-23	8-Oct-24		
BOQ	1,000,000	5.15%	4-Oct-23	4-Sep-24		
BOQ	1,000,000	5.15%	4-Oct-23	5-Aug-24	3,000,000	15.07%
BOQ	500,000	5.20%	3-Nov-23	4-Nov-24		
AMP	1,500,000	5.30%	14-Dec-23	14-Nov-24		
AMP	1,000,000	5.30%	2-Nov-23	2-Oct-24		
AMP	500,000	5.25%	28-Sep-23	28-Aug-24		
AMP	1,470,249	5.05%	31-Jul-24	1-Jul-25		
AMP	500,000	5.35%	13-Nov-23	14-Oct-24		32.34%
AMP	1,051,090	5.05%	27-Jul-24	27-Jun-25		
AMP (oncall)	541,967		on call	on call	6,563,307	
Commonwealth Bank	524,004	4.96%	31-May-25	31-May-25		
Commonwealth Bank	500,000	4.97%	6-Sep-23	1-Aug-24		
Commonwealth Bank	1,047,075	4.91%	23-Apr-24	23-Apr-25		
Commonwealth Bank	2,500,000	5.40%	28-Aug-23	23-Aug-24		
Commonwealth Bank (oncall)	983,878.48		on call	on call	5,554,957	27.48%
<b>Total Investments</b>					<b>20,118,264</b>	<b>100%</b>
<b>Total Funds</b>					<b>20,901,640</b>	

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

Council's Debtor Summary	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Rates Debtors	-	1,562,156	-	-	734,547	2,296,703
Trade Debtors	216,406	17,223	17,828	1,548	44,362	297,367
<b>TOTAL</b>	<b>216,406</b>	<b>1,579,379</b>	<b>17,828</b>	<b>1,548</b>	<b>778,909</b>	<b>2,594,070</b>

**Note 3. Statement on Trade Creditors**

<i>(Council can select timing of the age of creditors)</i>	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors	398,158.53	935	364	-	145	397,442
Other Creditors	-	-	-	-	-	-
<b>Total Accounts Payable</b>	<b>398,159</b>	<b>935</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>397,442</b>

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

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

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

KTC is due for refund this amount from ATO	46,239
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**\*\*Note this is an estimate only due to timing of reports**

**Note 5. Current Ratio**

Current Ratio	19.27
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*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.*

**Cardholder Name:** Ingrid Stonhill

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## 14.8 CORPORATE ADMINISTRATION MONTHLY REPORT - JUNE 2024

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

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### **Officer Recommendation**

That Council receive and note the Corporate Administration Report for month of June 2024.

### **Purpose of Report**

That Council receive and note the Corporate Administration Report for the month for June 2024.

### **Strategic Plan**

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

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

1.1.3 Improve transparency around issues affecting the community.

### **Municipal Plan**

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

2.1.2 Comply with legislative requirements.

2.1.3 Prudent financial management for stronger returns for ratepayers.

#### **2.2 Corporate Services - Administration Services**

2.2.1 Action service requests in line with customer service charter.

2.2.3 Deliver positive customer service.

### **Background**

The monthly report of Corporate Administration highlights key developments and activities that were undertaken in the month of June.

### **Discussion**

#### **Customer Service Requests**

In June, the Council received a total of 132 service requests. Out of these, 102 were satisfactorily completed, 8 service requests are still in progress, while 22 remain overdue and await resolution.

For the month of June, a total of 63 Snap Send Solve (SSS) reports were submitted. The predominant incident types reported were related Facility General Requests which related to rubbish and damages in parks and open spaces, waste service requests and the reporting of broken storm water drain lids.

The information above specifically addresses SSS incident types. However, additional service requests were received through general methods such as phone, email, or in person. These requests included:

#### **Facility Maintenance:**



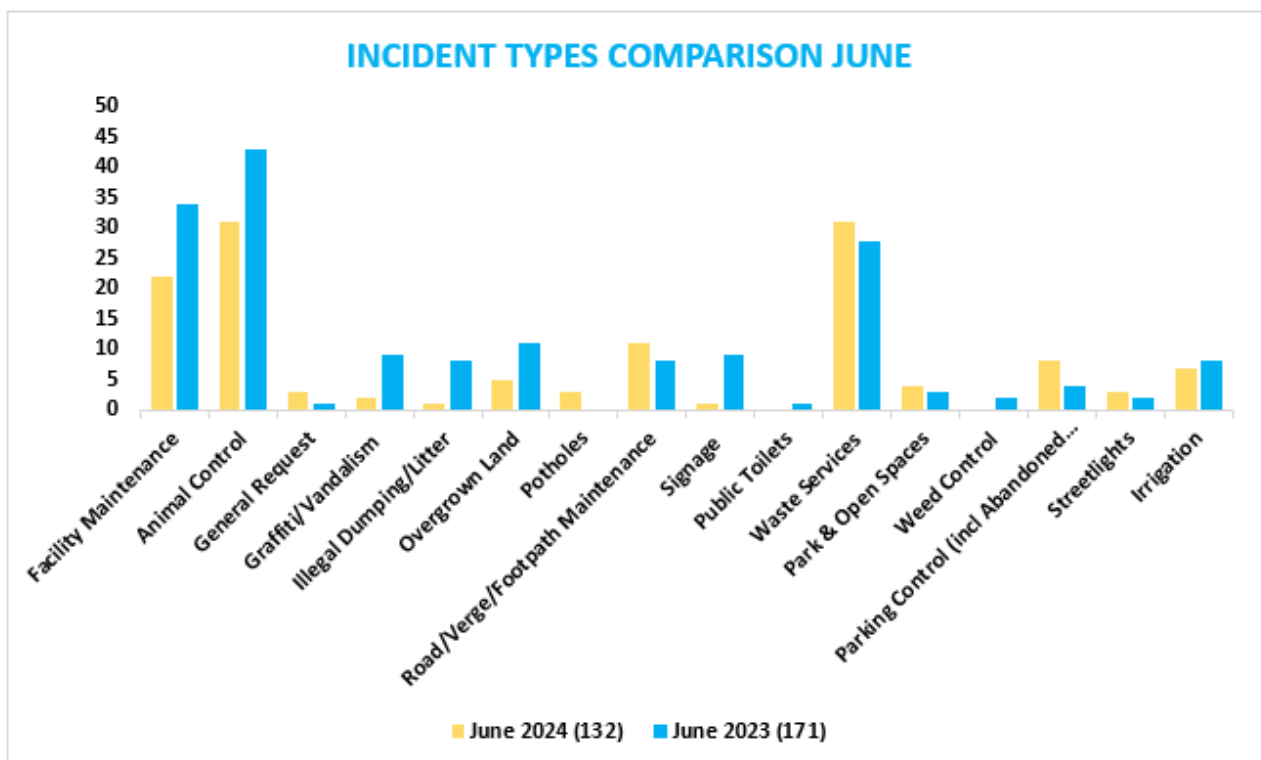
- **22 requests** related to grounds and facilities maintenance:
  - **6 Showgrounds:** Issues with the main gate, grandstand seating, and other electrical problems.
  - **5 Sportsgrounds:** Issues with oval lights, toilet block lights, and minor electrical problems.
  - **11 general requests** for other council facilities, including leaking taps, graffiti removal, and repairs and maintenance for public toilets.

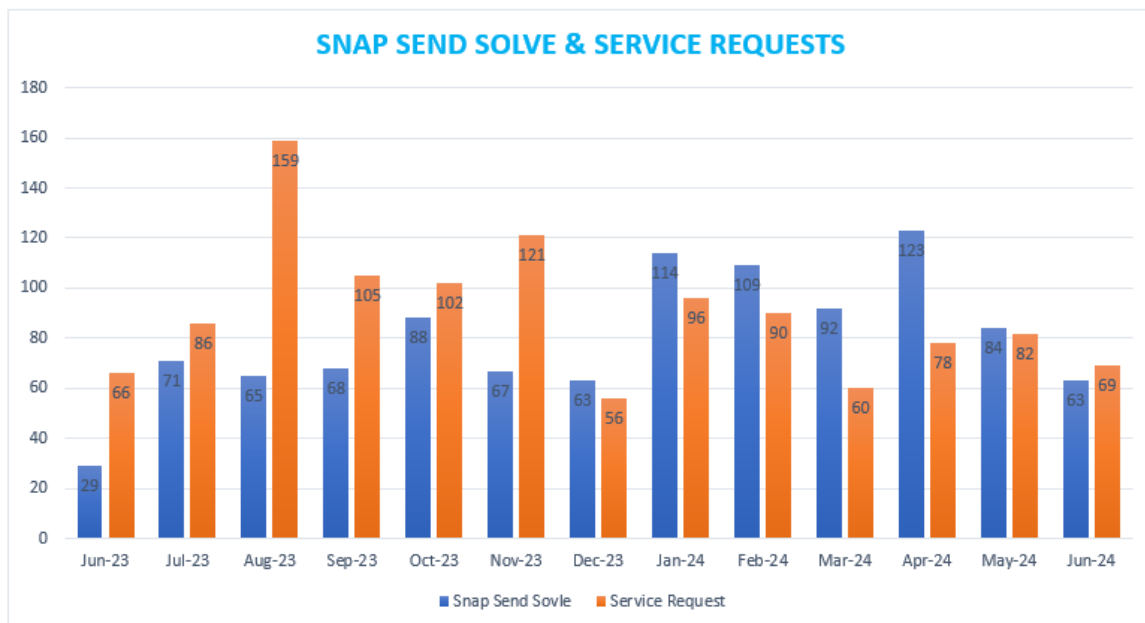
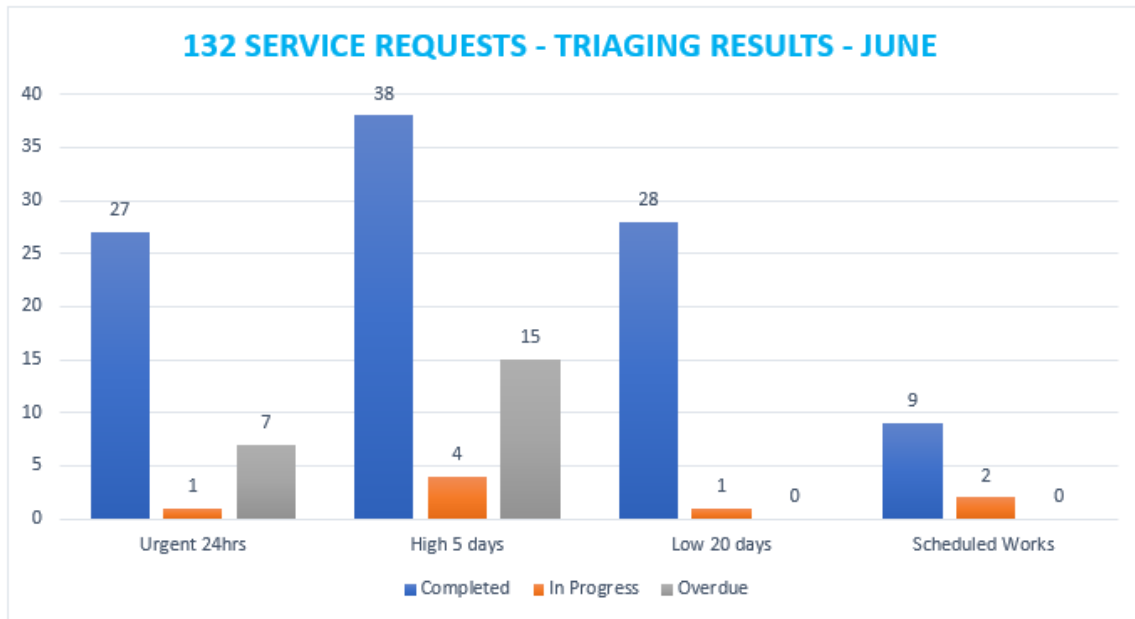
**Animal Services:**

- **31 animal-related requests:**
  - 5 animal attacks
  - 5 missing/found dog reports
  - 17 reports of dogs at large
  - 4 animal welfare reports

**Waste Services:**

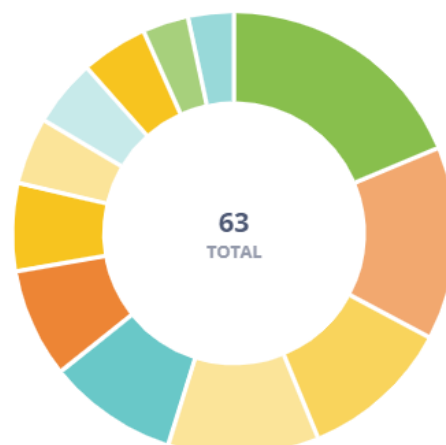
- **31 waste-related requests:**
  - 3 missed bin collections
  - 2 requests for missing bins
  - 2 requests for new services
  - 10 reports of litter overflow in various places
  - 14 requests for bin repairs or replacements





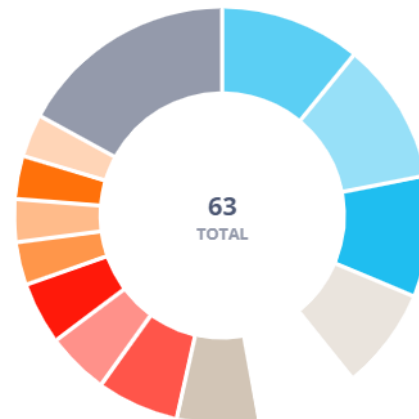
#### Reports by Category.

Rubbish & Bins	19.05%
Parks & Council Facilities	14.29%
Feedback & General Request	11.11%
Water & Sewer	11.11%
Trees	9.52%
Animals & Pests	7.94%
Power	6.35%
Noise & Pollution	4.76%
Parking & Cars	4.76%
Pavement & Footpath	4.76%
Graffiti & Vandalism	3.17%
Roads & Signage	3.17%



### **Reports by incident type.**

General Request	11.11%
Request Bin Repair or Replacement	11.11%
Facility - General Request	9.52%
Overgrown Vegetation	7.94%
Street Gutters / Storm Water	7.94%
Rubbish and Bins - General	6.35%
Street Light - General	6.35%
Animal - Domestic	4.76%
Park - General Request	4.76%
Animal - General	3.17%
Pavement - General	3.17%
Pollution - General	3.17%
Water Fountain	3.17%
Other	17.46%



### **Rates Debtors**

As of June 28, 2024, the Council's total rates balance stands at \$1,516,496.05 which includes \$884,063.66 from the 2023/2024 rates levy.

Since July 1, 2023, \$140,316.32 in interest has accrued on overdue rates.

The Council's rates debtor under legal action currently has a balance of approximately \$572,807.39.

Of this balance, approximately \$477,307.17 in arrears, including any penalties or costs, has been secured by the registration of Overriding Statutory Charges (OSC) against 32 assessments, pursuant to Section 256 of the Local Government Act.

Council officers are continuing to pursue approximately \$46,152.37 after vacant possession was not successfully handed over by the ratepayer(s). This matter is currently on hold due to mortgagee in possession and subsequent court proceedings.

An amount of \$15,488.76 is being maintained through approved Financial Hardship - Special Payment Arrangements and/or Payment Extensions.

The remaining rates debt under legal action, approximately \$80,011.46, including any penalties or costs, will be pursued through final demand letters and/or the registration of Overriding Statutory Charges.

The remaining overdue rates balance of \$928,199.90 will be pursued through informal and formal legal action if the debt is six months or older.

### **Insurance Claim Update**

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

Works have been completed. Waiting for the final invoices to be submitted to the loss adjuster.

#### **Katherine New Years Eve Storm**

As of the previous month, two jobs are currently in the works.

### **Consultation Process**

There was no consultation process required for this report.

**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

There are no budget and resource requirements.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



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## 14.9 COMMUNITY RELATIONS REPORT FOR THE MONTH OF JUNE 2024

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

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### **Officer Recommendation**

That Council receive and note the Community Relations Department report for the Month of June 2024.

### **Purpose of Report**

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

### **Strategic Plan**

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

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

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

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

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

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

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

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

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

### **Municipal Plan**

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

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

3.1.2 Collaborate with community partners.

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

3.2.1 Increase total sales.

3.2.2 Deliver positive customer experiences.

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

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

3.3.1 Provide interactive library programs and initiatives to engage patrons.

### **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**

#### **LIBRARY SERVICES**

Programs	# Programs	# Attendance
Wriggle & Rhyme	3	20
Toddler Rhyme Time	3	29
Storytime	4	59
Miscellaneous – Dungeons & Dragons	2	4

The library reopened to the public on 6 June 2024 following the remediation works and our programs were back in earnest running three to four of the regular early childhood programs with increased attendance numbers of 108 for June for programmed activities.

The Library staff continued the outdoor wriggle and rhyme session at the hot springs with 27 people attending a single session. These outdoor sessions are planned to continue for the duration of the dry season.

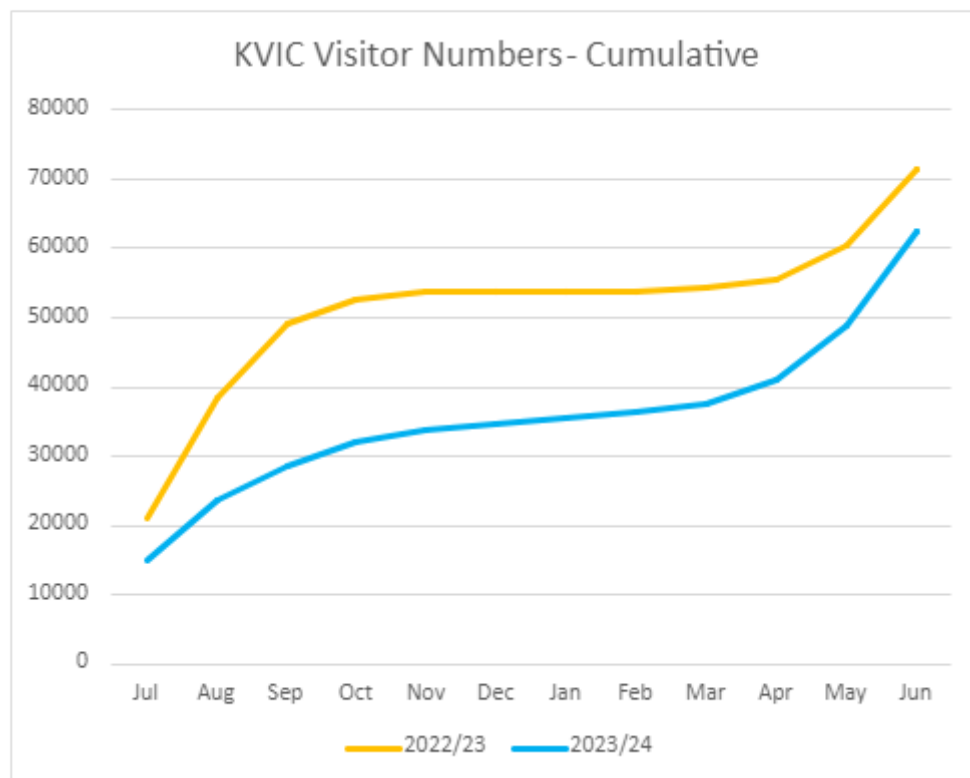
Other program activity includes a collaboration with Parks and Wildlife for World Croc Day. School Holiday programs have included a session with the Katherine Show Society to make craft exhibitions for the show and an interactive comedy and juggling act.

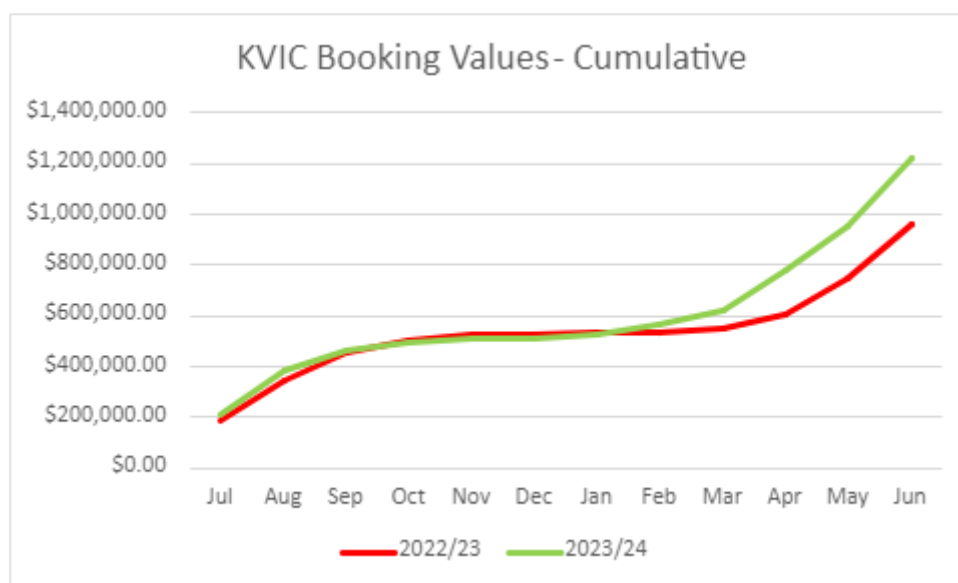
#### VISITOR SERVICES

Visitor numbers in terms of sales and visitation are increasing compared to this time in previous years. With an uptake in last minute bookings. Bookings for Kakadu Park passes are lower due to an account error that has been rectified.

Two new staff members have been recruited and started and we are still actively recruiting to increase our capacity at the Visitor Information Centre.

Visitor numbers are coming closer to this time last year and the value of bookings made continues to be higher than last year.












The 6 monthly funding performance report shows a strong door count, sales slightly below expected but at nearly half the annual measure. The trend for increased booking value should see this grow over the rest of the season.

#### PERFORMANCE REPORT DASHBOARD – Required each 6-months

1. Provide a profit and loss for visitor information centre, which clearly shows all revenue sources (including commissions from sales, retail sales, other grants etc.) and all expenditures relevant to the VIC. This profit and loss can be the same document provided to the KTC Councilors.
2. Please fill out the following template which outlines performance measures and required supporting documentation.

FY24 – Second half (January – June 2024)						
	Measure	Annual Target	6-month Result	Status	Supporting Documentation to be Attached <sup>1</sup>	Status Legend
	Door count – Katherine VIC	70,000	27,870 (VIC 27,242 Online 628)			 Greater than 5% above target
	Booking value – Katherine VIC – online	\$1.12 million \$220,000	\$610,028.99 \$95,557.18			 More than 5% below target
						 Within 5% of target

#### COMMUNITY EVENTS

##### **Monday 17 June | Citizenship Ceremony**

10 conferees became new Australian citizens and 28 people in attendance at a ceremony hosted at the Civic Centre.

##### **Saturday 22 and Sunday 23 June | Springs Alight Event – Assisting Activate Katherine team | Katherine Hot Springs**

Katherine Town Councils role in this event was to support Activate Katherine with promotion and advisory. Depot staff also assisted on the day of the event.

##### **Thursday 25 June | Street Party | First Street**

The street party again was a huge success. The scale of the event was significantly larger than last year and

as a result had far more outreach with local businesses and organisations. The event included food and market stalls, children's activities, entertainment and music. The free event was a partnership activity between Katherine Town Council and Katherine Community Projects Association, and the NT Government supports through the Activate Katherine program. Up to 1500 people estimated attending the event.

Upcoming events and activities include:

#### July 2024

- Tuesday 2 July | Outdoor Movie Night | Town Square
- Thursday 20 June to Saturday 20 July | School Holiday Program Banner Design Competition | Katherine Hot Springs
- Wednesday 10 July | Amazing Drumming Monkeys Show | Town Square
- Wednesday 10 July | NAIDOC Week Stall | Kalano
- Friday 19 and Saturday 20 July | Katherine Town Council Booth | Katherine Show
- Sunday 28 July | Doggy Day | Andrew Wilson Memorial Dog Park

#### August 2024

- August | 2024-25 Council Community Grants Program open for application
- Friday 2 August | Seniors Morning Tea | O'Keefe House
- Sunday 18 August | Veterans Day Commemorative Event | Katherine Cenotaph

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

There are no policy implications resulting from the decision.

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

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

#### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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

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## 14.10 ENVIRONMENTAL SERVICES REPORT FOR THE MONTH OF JUNE 2024

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

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### **Officer Recommendation**

That Council receive and note the report of the Environmental Services Department for June 2024.

### **Purpose of Report**

To provide the Elected Members an update regarding the Environmental Services Department's activities for the month of June 2024.

### **Strategic Plan**

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

1.1.4 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 minimise wastage of town and bore water..

### **Municipal Plan**

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

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

**4.4 Infrastructure and Environment - Streetlighting**

4.4.2 Urgent service requests actioned in accordance with the Customer Service Charter.

4.4.3 Non-urgent service requests actioned when minimum five requests received.

**4.8 Infrastructure and Environment - Waste Management**

4.8.1 Ensure contractor provides kerbside collection in accordance with agreed service levels.

4.8.11 Implement Waste Management Strategy 2021-2026.

**4.9 Infrastructure and Environment - Open Spaces**

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

## **Background**

Katherine Town Council's (KTC) 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 continues to see an increase in rubbish in the CBD with 2.5 x staff members working daily to pick up rubbish on footpaths, in parks, on streets and around council facilities. The Depot Team collected approximately 2.6 Tonnes of rubbish by hand for the month of June. The Depot team began working a 7-day roster to keep on top of the litter in the CBD.

The Depot Team spent several days at the Showgrounds in preparation of the handover of the facility to the Show Society for the Katherine Show in July.

The Depot team played a pivotal role in preparing the cinema car park and surroundings for the Street Party held in June.

#### **Waste Management Facility**

The Waste Management Facility had 1290 customers over the weighbridge receiving approximately 1100 Tonnes of waste. 217 Tonnes of kerbside residential waste was collected by our contractor.

155 Tonne of green waste was received by the facility.

#### **Mosquito Testing**

Mosquito Testing was conducted twice in June by council staff, no infected mosquitos were detected within the Katherine municipality.

#### **RV Service Area**

The RV Service Area continues to be popular with users taking advantage of the potable water station and dump point. The seating and shade structure was installed with plans to add a rubbish bin stand holder to the area.

#### **Electric Vehicle Charging Station**

The NRMA electric vehicle chargers at the Lindsay Street Complex Car park were used 23 times by members of the public in June.

#### **Katherine Civil Airport**

There were approximately 450 air movements in June, a slight reduction from previous months, attributed to a shorter calendar month and less aero medical evacuations from previous reporting periods. New car park signs were installed along with updated road regulatory signage. The new signs have replaced faded and out of date signage.

#### **Regulatory Services**

##### **Regulatory Animal Summary**

Council Rangers received 31 animal-related services requests for June, 14 of these requests were resolved and a further 17 require further follow-up or investigation.

12 dogs were impounded with 11 returned to owners and 1 rehomed.

Council Rangers hosted a doggie day at Binjari Community, Vaccinations, medial checks and medical procedures were conducted on approximately 40 dogs by an onsite vet.

**Regulatory Parking Summary**

Council Rangers continue to address parking issues within the municipality. Rangers have adopted an education over enforcement posture. This has resulted in 157 verbal warnings given to drivers and 7 infringements issued, generally in relation to exceeding time limits, causing an obstruction or parking not entirely in parking bays.

Rangers undertook 70 hours of parking patrols for the month.

16 vehicles were impounded by regulatory staff in June.

No Standing signs have been installed on the Lindsay St complex area verge; these have replaced existing faded signs. No Standing signs have been installed in the Lindsay St Complex Car Park to try and ease traffic congestion and improve safety in the area.

**Consultation Process**

There was no consultation process required for this report.

**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

There are no budget and resource requirements.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

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## 14.11 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF JUNE 2024

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

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### **Officer Recommendation**

That Council receive and note the report of the Infrastructure Services Department for June 2024.

### **Purpose of Report**

To provide the Elected Members an update regarding the Infrastructure Services Department's activities and projects for the month of June 2024.

### **Strategic Plan**

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

2.1.1 Enhance road safety around schools.

2.1.3 Improve street lighting for safety.

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

2.2.4 Support Buy Local initiatives where possible.

#### **4. GROWTH AND SUSTAINABILITY - 4.1 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.

#### **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.**

7.2.5 Provide cool and shaded spaces for the community.

#### **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**

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

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

4.2.2 Begin works on high priority areas as per 2022-23 footpath audit.

4.2.4 Deliver capital works program for road resealing and pavement rehabilitation.

4.2.9 Carry out line marking renewal program.

#### **4.4 Infrastructure and Environment - Streetlighting**

4.4.1 Expenditure for annual streetlighting program within budget.

#### **4.7 Infrastructure and Environment - Cemetery**

4.7.5 Implement byondcloud online search.

1.3.3.3 Online Search - Cemetery

### **Background**



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

### **Discussion**

#### **Projects Updates:**

##### Aquatic Centre

Scheduling generally is on track; however, worthy of note is a change of Sitzler Project Management personnel, resulting in an onboarding period requirement. Construction will begin in July as planned and practical completion remains as per the contractually agreed date. Further investigation of the existing pool structure will be required during initial works.

##### Chambers Drive Fencing (Sportsground Stage 2)

The tender for the next stage of Fencing at the Sportsgrounds has been awarded. With the manufacturing of fencing materials completed. Works on site will begin and progress throughout August. The additional fencing and gates between the skate park and adventure playground are being scheduled for completion.

##### Pavilion Defects

Changeroom floor defects in the Katherine and Big Rivers Community, Sport and Recreation Venue have been rectified and the surface resealed. Changeroom access returns to normal for user groups. Final defects have now been completed.

#### **Infrastructure Updates:**

##### Binjari

In June, a thorough inspection of Binjari facilities was carried out, including the monthly service delivery meeting with council staff and Binjari Community Coordinator. The report indicated several issues that needed attention, including fixing a non-functioning bore and irrigation services. Arborists have assessed all trees on verges and park areas, and recommendations for necessary work been made. The fencing around the Oval has also been identified for repairs and upgrades, with contractors having inspected the area. Quotes requests for the necessary work are currently underway.

##### Florina Road Roadworks

At the end of June roadworks were undertaken in three sections of Florina Road. These were flagged as recurring problem areas and areas in need of upgrade. The works included edge patching, extending the slip lane into Rockhole Community by 50 meters, installation of additional passing lane for the Helena Road turnoff and the much-needed upgrade to Asphalt for the Florina Road Store section, which had suffered a significant amount of damage this season. The final component is line marking and installation of guideposts.

##### School Zone Upgrades

During this financial year, the council was awarded funding to enhance the school zones on Casuarina Street and Grevillea Road. The improvements included repainting of line markings, extension footpaths, enhancing pedestrian crossings and acquiring electronic "Your Speed" signs, pending installation. These upgrades have been finalized with the goal of increasing safety for both students, road users and the general public in the school zones.

##### Potable Water Upgrade

The potable water station project works have now been finalised, including the addition of the last component being a shaded picnic table in June. The Council is optimistic that the improvements to the Katherine RV Service Area will enhance visitor services in our community. The project, funded by a grant,

has been successfully completed.

#### **Streetlight Repairs**

During the month of June, a total of Ten (10) locations of streetlight outages were reported. Of this only one was unable to be repaired as it required further investigation and work. On average, the repair time is within 72 hours (about 3 days) of a report being received.

#### **Cemetery Drone Mapping**

Drone mapping was conducted at Katherine Memorial Cemetery last month. The data collected has been sent to a software company for compilation and integration into our online record system. The council expects this will enable the creation of an online search portal for community members to find the grave sites of their loved ones or view available plots for reservation.

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

There are no policy implications resulting from the decision.

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

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

#### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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



## **15 REPORTS FROM COMMITTEES**

### **15.1 MINUTES FROM COMMITTEES**

### **15.2 REPORTS FROM COMMITTEES**

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## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES JUNE 2024

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

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

#### **Strategic Plan**

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

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

**5. ARTS, CULTURE AND HERITAGE - 5.2 Support Culture - Acknowledge and promote multiculturalism**

5.2.5 Celebrate culturally important days.

### Deputy Mayor Denis Coburn

Date	Activity attended

### Councillor Madeleine Bower

Date	Activity attended
1.6.24	Junk Festival
4.6.24	Special Confidential Meeting
20.6.24	Jim Forscutt Funeral
27.6.24	Katherine Street Party

### Councillor Amanda Kingdon

Date	Activity attended
June 2 - 7	personal leave
11.6.24	EMIS Presentation from John Perry Mead Group Rates and charges summary
12.6.24	Confidential Special meeting of Council
20.6.24	Jim Forscutt Funeral
24.6.24	EMIS
25.6.24	OMC
26.6.24	Special Meeting of Council – Municipal Plan
27.6.24	Katherine Street Party

### Councillor Peter McDougall

Date	Activity attended
01-06-24	Katherine Junk festival
04-06-24	Special confidential meeting
11-06-24	EMIS
12-06-24	Special Confidential Meeting
17-06-24	Australian Citizenship Ceremony

24-06-24	EMIS
25-06-24	OMC
27-06-24	Special Meeting of Council
27-06-24	Katherine Street Party

Councillor Kerrie Mott	
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 25 JUNE 2024

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

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

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

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**20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES**

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

**20.3 MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - 20 JULY 2024**

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

**20.4 BREACH OF CODE OF CONDUCT DECISION**

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.

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

The next Ordinary Meeting of Council will be held on 27 August 2024.