

AGENDA

**Ordinary Meeting of Council
To be held on Tuesday 23 June 2026
At 6:00 pm**

Top Didj Aboriginal Art Gallery, Exhibition Room
363 Gorge Road, Lansdowne, Katherine NT 0850

The Acting 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 Joanna Holden (Chair)
- Deputy Mayor Mel Doyle
- Councillor Kathryn Whitehouse
- Councillor Jim King
- Councillor Toni Tapp Coutts
- Councillor Kathy Glass
- Councillor Anjali Palmer

OFFICERS

- Casey Anderson – Acting Chief Executive Officer
- Yeshika Kandanaarachchi – Governance Officer – Minute Taker
- Amanda Haigh – Manager Governance and Risk
- Rebecca Baguley – Chief Financial Officer

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

No Councillors' Leave of Absence Applications have been identified as part of this Agenda.

5 DECLARATION OF INTEREST

Members Disclosure Conflict of Interest

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



6 PRESENTATIONS FROM EXTERNAL AGENCIES

6.1 MINISTER FOR FLOOD RECOVERY

Organisation: Minister for Flood Recovery
Presenter: Jo Hersey, Minister for Flood Recovery
Report Type: Presentations
Attachments: Nil



7 CONFIRMATION OF PREVIOUS MINUTES

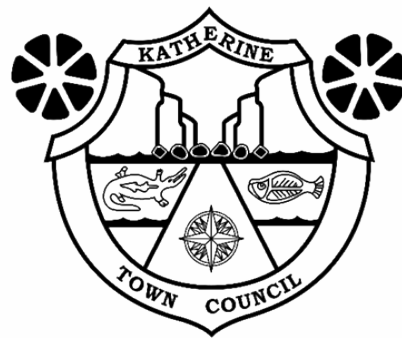
7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 26 MAY 2026

Report Type: Previous Minutes

Attachments: 1. Unconfirmed Minutes - Ordinary Meeting of Council - 26 May 2026 [7.1.1 - 18 pages]

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 26 May 2026 as a true and accurate record.



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 26 May 2026**

Top Didj Aboriginal Art Gallery, Exhibition Room
363 Gorge Road, Lansdowne, 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 Holden declared the Ordinary Meeting of Council - 26 May 2026 open at 6:00 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

- Mayor Joanna Holden (Chair)
- Deputy Mayor Mel Doyle
- Councillor Jim King
- Councillor Kathryn Whitehouse - via video conferencing
- Councillor Kathy Glass - via video conferencing
- Councillor Anjali Palmer - via video conferencing
- Councillor Toni Tapp Coutts

OFFICERS

- Amanda Haigh – Manager Governance and Risk
- Yeshika Kandanaarachchi – Governance Officer - Minute Taker
- Matt Arnott - Manager Project Portfolio
- Meredith Blair - Manager Finance

PUBLIC - 12

4.2 APOLOGIES

Acting Chief Executive Officer Casey Anderson was an apology for this meeting.

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST

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

Nil conflicts declared.



6 PRESENTATIONS FROM EXTERNAL AGENCIES

6.1 2026 CENSUS - CENSUS OF POPULATION AND HOUSING | AUSTRALIAN BUREAU OF STATISTICS

Deb Tyler and Mar Johnston from Australian Bureau of Statistics presented to the Council meeting, outlining the importance of 2026 Census, new strategies for inclusion, and plans for the community engagement in Katherine, with a focus on addressing previous challenges and ensuring comprehensive data collection.

Deb Tyler outlined that feedback from the previous census, particularly delays in getting forms out during Covid and difficulties with online completion has been addressed through improved strategies, including multiple response options and access via MyGov. The census collects a broad range of data, for major infrastructure planning like hospital needs to community-level information such as library services, and they emphasised that all data is strictly protected and cannot be used to identify individuals.

Mar described new response forms, including braille and accessible forms, the availability of interpreters, and the establishment of pop-up hubs to assist residents, especially those from culturally and linguistically diverse background and hard to reach groups to improve participation rates.

The pop-up hub event in Katherine will take place from 10 to 12 August, between 10:00am to 6:00pm, within the Woolworths complex. A private room will be available for individuals requiring assistance completing their forms. In response to questions from the audience, the presenters confirmed that people without fixed addresses will be counted under the homelessness strategy. The census team will also work with hospitals, hotels, caravan parks, farm stays, and other accommodation providers to ensure tourists, seasonal workers, and travelers are included.

Paper forms will be delivered to all households via the letterbox, while census workers will deliver forms directly to residents without a letterbox or those living in outlying areas. Australian Bureau of Statistics is also recruiting local community field officers to assist with census completion as a trusted local support on casual basis. Two census staff members, Barbara Quick (Homelessness strategy) and Robbie Hale (Aboriginal and Torres Strait Islander strategy), will be in Katherine the following week. Ms Tyler provided her mobile number - 0401 599 752 for anyone needing to coordinate with these staff.

Councillor Glass left the meeting at 6:16 pm, and returned 6.16 pm.

Audience raised concerns regarding people staying in farm stays and informal accommodation away from town, as well as travelers staying at truck stops. The presenters advised that this information would be passed to the relevant teams to ensure these areas are included. They noted that census follow-up activities will continue for two weeks after the main event to capture individuals who may have been missed. The census team will also provide information to the Visitor Information Centre to ensure visitors are aware of their obligations and available support, and pop-up hubs will be available to assist residents with form completion.



7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 28 APRIL 2026

COUNCIL RESOLUTION OMC-2026-120

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

That Council confirm the minutes of the Ordinary Meeting of Council held on 28 April 2026 as a true and accurate record.

CARRIED 7|0

Discussion

Councillor Palmer raised concerns about missing actions in the action register from the discussions in the previous minutes, Mayor Holden advised this should be raised under business arising from the previous minutes.



7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 13 MAY 2026

COUNCIL RESOLUTION OMC-2026-121

Moved: Deputy Mayor Doyle; **Seconded:** Councillor King

That Council confirm the minutes of the Special Meeting of Council held on 13 May 2026 as a true and accurate record.

CARRIED 7|0

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE MAY 2026

COUNCIL RESOLUTION OMC-2026-122

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

1. That Council receive and note the Action update.
2. That Council remove the below action from the action list:

Ordinary Meeting of Council - 25 September 2025	14.13	Legal Representation Costs for Elected Members and Council Employees Policy	On Hold
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CARRIED 7|0

Discussion

Councillor Palmer raised her question on why did actions from the minutes of the Ordinary Meeting of Council which was held on 28 April 2026 not mention in the action register; the actions included:

- more information from CEO under the item 14.2 Katherine Visitor Information Centre - Funding and Reporting - July - December 2025,
- review on the contractor repairs particularly in Cossack area before approve the payments under the item 14.12 Infrastructure and Projects Report for the month of March 2025,
- keep matters regarding the ongoing advocacy for the hospital, aged-care facilities, and other key services on the agenda, and
- review the layout of Council's finance report template under the item 18 General Business.

Mayor Holden advised that certain advocacy items require a formal council decision or motion to be added to the action register, and that ongoing advocacy for healthcare will be addressed through the petition process having in the agenda.



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES APRIL 2026

COUNCIL RESOLUTION OMC-2026-123

Moved: Councillor King; **Seconded:** Deputy Mayor Doyle

That Council receive and note the Mayoral activities for April 2026.

CARRIED 7|0

Discussion

Council noted the clarification provided by Mayor Holden regarding her activities for the Month of April 2026. During the Municipal Forum at the Local Government Association of Northern Territory (LGANT) Symposium on 14-15 April, the Mayor Holden confirmed that no specific issues were raised by or affecting Katherine Town Council with general discussions covering emergency response matters, which Local Government Association of Northern Territory (LGANT) will progress further independently, with no direct action required from council, proposed changes to the Local Government Association of Northern Territory (LGANT) Constitution, which will be released for consultation in due course.

The Mayor further advised that the Mayor and CEO sessions did not identify any matters of particular impact to Katherine, the Northern Territory Grants Commission meeting attended was a confidential Board meeting with further information expected in due course regarding methodologies, and the meetings with the Parliament Speaker and the Local Member did not result in any matters impacting Council.

9.2 COUNCILLOR GOALS FIRST 6 TO 12 MONTHS UPDATE

Council advised that Councillor Glass' connection dropped in and out at 6.32 pm.

COUNCIL RESOLUTION OMC-2026-124

Moved: Councillor King; **Seconded:** Councillor Tapp Coutts

That Council receive and note the Councillor First 6 to 12 Months Goals update.

CARRIED 7|0

Discussion

Council discussed the low-level bridge signage and noted it will be moved back further towards Gillard Crescent.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING

COUNCIL RESOLUTION OMC-2026-125

Moved: Deputy Mayor Doyle; **Seconded:** Councillor King

That Council receive and note the Incoming Correspondence:



- Attachments:
1. Letter - Chief Minister - Appreciation of Contribution during the recent flooding - 27 April 2026 - ID 253139 [10.1.1 - 1 page]
 2. Letter - CEO - DPSC - Ministers Advisory Council for Senior Territorians - 8 May 2026 - ID 253248 [10.1.2 - 1 page]
 3. Letter - Hon Jo Hersey MLA - Flood Recovery Fund - 11 May 2026 - ID 253242 [10.1.3 - 2 pages]
 4. Letter - Chief Minister - Community Safety Issue in Katherine - 13 May 2026 - ID 253318 [10.1.4 - 3 pages]
 5. Letter - Hon Kristy Mc Bain MP - Critical infrastructure Priorities in Katherine - 14 May 2026 - ID 253324 [10.1.5 - 2 pages]

CARRIED 7|0

Discussion

Council discussed the Chief Minister's correspondence and clarified that while monthly meetings with the Northern Territory (NT) Police representative do occur, these engagements are limited to the presentation of statistical dashboards, which are later made public, and do not include detailed discussion about solutions for the issue.

It was further advised that although the Manager Environment and Municipal Services attends the Katherine Community Safety Collaboration forum, the forum focuses on a range of operational matters such as blitzes along railway terrace, dog-owner education, and Council has not been provided with broader strategic information arising from these meetings. Council also confirmed that the statement regarding Deputy Mayor Doyle has engaged directly with Mr Thomas Archibold-Manning is incorrect. For accuracy and transparency, Council requested that the minutes formally record that the Chief Minister's statement regarding Council's level of engagement is not correct and does not reflect Council's actual involvement in these matters.

10.2 CORRESPONDENCE OUTGOING

COUNCIL RESOLUTION OMC-2026-126

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - Hon Jo Hersey - Invite to Council Meeting - Katherine Town Council - 15 May 2026 - ID 253369 [10.2.1 - 1 page]
 2. 180526 CM response to Roundtable Call is Unacceptable [10.2.2 - 1 page]

CARRIED 7|0

11 PETITIONS

11.1 REPLACE KATHERINE HOSPITAL WITH A NEW FACILITY OUTSIDE THE KATHERINE FLOOD ZONE


COUNCIL RESOLUTION OMC-2026-127

Moved: Councillor King; **Seconded:** Councillor Tapp Coutts

That Council receive and note the petition from Katherine Community regarding Replace Katherine Hospital with a new Facility outside the Katherine Flood Zone and prioritise the delivery of a new hospital and consideration stand as order of the day for the meeting.

CARRIED 7|0

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

There were Questions from the Gallery at the Ordinary Meeting of Council - 26 May 2026

Question	Response
What is the process of handling a petition laid on the table?	The Mayor clarified that a petition can be tabled as an order for the day.
Page 145 - Why would removing item 12 result in no Public Question Time being recorded?	Council confirmed they are not required to record Public Question time in the minutes.
Will Council respond to questions submitted online?	Online submissions are for preparing answers for the meeting, not for written replies. Questions requesting a written response should be requested via records@ktc.nt.gov.au .
What is the purpose of submitting questions online before the meeting?	Early submission allows Council to prepare and have available relevant information for the meeting.
Why is the Municipal Plan confidential at this stage?	It is a draft document and will be released for public comment once Council approves the draft.
What is the current status of Bylaws?	Previous proposed changes were financial; now with the parliamentary council, will be tabled back to council before being released for the public consultation.

Councillor Glass left the meeting at 6:50 pm.

13 NOTICE OF MOTION

Nil

14 REPORTS OF OFFICERS

14.1 KATHERINE COMMUNITY SAFETY ACTION GROUP (KCSAG) - TERMS OF REFERENCE

COUNCIL RESOLUTION OMC-2026-128

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

That Council:

1. Approve the establishment of the Katherine Community Safety Action Group.



2. Endorse the Terms of Reference for the Katherine Community Safety Action Group.
3. Note that an Expression of Interest process will be undertaken via *Your Say Katherine* to invite community and stakeholder participation in the Katherine Community Safety Action Group.
4. Note that a further report will be presented to Council regarding recommended membership appointments following the Expression of Interest process.
5. Appoint Councillor Anjali Palmer and Deputy Mayor Mel Doyle as the co-chairs of the Katherine Community Safety Action Group.

CARRIED 6|0**Discussion**

Councillor Palmer raised concerns regarding the decision-making process surrounding the establishment of the Katherine Community Safety Action Group (KSCAG), noting that she had not been involved in decisions relating to the matter. Mayor Holden acknowledged the concern and stated that she had been under the impression that the matter had been discussed in the previous Council meeting. She stated that, given Councillor Palmer's clarification, the relevant section of the recommendation could be removed and revisited.

Councillor Palmer noted that work on the Katherine Community Safety Action Group (KSCAG) Terms of Reference (TOI) had been undertaken last year by herself and Councillor Whitehouse and expressed concern that progress had been slow. She emphasised the need to establish the Katherine Community Safety Action Group (KSCAG) as a priority.

The EOI process and stakeholder engagement were considered operational matters, engaging to encourage the EOIs will be undertaken by staff of the Council.

The Secretariat support role is identified to be included in the draft Municipal Plan as part of broader discussions on resourcing Council committees.

Councillor Palmer requested a timeline of the EOI and the first meeting.

14.2 KATHERINE FM SPONSORSHIP**COUNCIL RESOLUTION OMC-2026-129**

Moved: Councillor Tapp Coutts; **Seconded:** Councillor King

That Council approve sponsorship with Katherine FM for five 2-hour live broadcasts at events celebrating the Centenary year.

CARRIED 6|0**14.3 LGANT CONFERENCE AND GENERAL MEETING 10 - 11 NOVEMBER 2026 - ALICE SPRINGS****COUNCIL RESOLUTION OMC-2026-130**

Moved: Councillor King; **Seconded:** Councillor Tapp Coutts

1. That Council note the next Local Government Association of the Northern Territory (LGANT) Conference, Annual General Meeting, and Dinner on 10 and 11 November 2026 in Alice Springs.

CARRIED 6|0**Discussion**

The Mayor Holden indicated her unavailability to attend the LGANT Conference in November 2026 and the need to appoint another delegate at the next Council meeting.



14.4 ORDINARY MEETING OF COUNCIL AGENDA AND REPORTS

COUNCIL RESOLUTION OMC-2026-131

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

1. That Council approve the revised Council meeting report template May 2026.
2. That Council continue the public question time commencing at 5.30pm till 5.50pm prior to an Ordinary Meeting of Council and remove from the agenda item 12 Public Question Time (Matters Referred to the Agenda).
3. That Council continue to accept submissions for public questions for matters referred to the agenda electronically that will be at the discretion of the Mayor to be tabled at the meeting or responded to at a later date.
4. That Council Department reports are quarterly reporting on the municipal plan deliverables and measures from 1 July 2026.
5. That Council approve the inclusion of the council media releases in the outgoing correspondence section for the agenda.

CARRIED 5|1

Discussion

Councillor Palmer expressed concerns about transparency and accountability regarding removing the Agenda Item 12 Public Question Time, and she was not in favour of recommendations 2 and 3.

14.5 PETITION - ELOISE SIMUDVARA - COMMUNITY INFORMATION SESSION TERRITORY ENERGY LINK

COUNCIL RESOLUTION OMC-2026-132

Moved: Councillor King; **Seconded:** Deputy Mayor Doyle

1. That Council note the petition from Eloise Simudvarac regarding NT Department of Industry, Infrastructure and Logistics to uphold their promise to the Katherine community to host a community information session regarding the proposed Territory Energy Link does not meet the requirements of By-Law 143 (5).
2. That Council will continue to advocate for community engagement information sessions for the Katherine community from Territory Energy Link on the multi-user, multi-asset Elliot to Darwin infrastructure corridor.

CARRIED 6|0

Discussion

The Council noted the petition and agreed to continue advocating for a community information session, and decided not to take a formal position on the project until fully informed.

14.6 PETITION - KATHERINE COMMUNITY - REPLACE KATHERINE HOSPITAL WITH A NEW FACILITY OUTSIDE THE KATHERINE FLOOD ZONE

COUNCIL RESOLUTION OMC-2026-133



Moved: Councillor King; **Seconded:** Deputy Mayor Doyle

That Council actively advocate to the Northern Territory and Australian Governments to secure funding and prioritise the delivery of a new hospital.

CARRIED 6|0

Discussion

Council noted that Council would continue to advocate strongly on the hospital issue. Council were informed of the appointment of Chris Hoskins, a former Department of Health officer, to lead work examining the situation at Royal Darwin and Katherine Hospital. Comments on the ABC radio from Mr Hoskins highlighted concerns about Katherine Hospital being one of the few hospitals in Australia to have closed twice in two weeks due to flooding, and spoke about the long-term importance of planning, noting it may be a 10-year process. Noting that it is expected Mr Hoskins would hopefully consult with the Katherine Community, Katherine Town Council, and relevant stakeholders, and confirmed that if this did not occur, Council would ensure engagement took place.

14.7 FINANCIAL REPORT AS AT 30 APRIL 2026

COUNCIL RESOLUTION OMC-2026-134

Moved: Councillor King; **Seconded:** Councillor Tapp Coutts

That Council endorses the Finance Report for the month ending 30 April 2026.

CARRIED 6|0

Discussion

The Manager Finance will provide clarification on the claim under recoveries on page 168.

The Council committees' allowance, figure is high due to Audit and Risk Committee, noting that the allowances for the two external experts represent a significant cost.

The 31% variance over the budget for buildings and other structures relates to timing around payments, and that the annual budget is not expected to be affected.

Clarification on tied funds - employee liabilities on page 174 confirmed the amount relates to leave entitlements, including annual leave and components of long service leave with current and long-term liabilities.

14.8 CORPORATE ADMINISTRATION QUARTERLY REPORT AS AT 30 APRIL 2026

COUNCIL RESOLUTION OMC-2026-135

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

That Council receives and notes the Corporate Administration Report for the quarterly period of February to April 2026.

CARRIED 6|0

Discussion

Council noted the increased efficiency of the quarterly reporting format and the improved capacity it



provides for meaningful trend analysis.

14.9 ENVIRONMENTAL AND MUNICIPAL SERVICES QUARTERLY REPORT AS AT 30 APRIL 2026

COUNCIL RESOLUTION OMC-2026-136

Moved: Deputy Mayor Doyle; **Seconded:** Councillor King

That Council receives and notes the report of the Environmental and Municipal Services Department for February 2026 to April 2026.

CARRIED 6|0

Discussion

Council acknowledged the great report.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

Nil

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES APRIL 2026

COUNCIL RESOLUTION OMC-2026-137

Moved: Deputy Mayor Doyle; **Seconded:** Councillor Tapp Coutts

That Council receive and note the Elected Member activities for April 2026.

CARRIED 6|0

17 LATE AGENDA

18 GENERAL BUSINESS

Councillor Tapp-Coutts acknowledged Monica Henry, a teacher at the Katherine School of Air, for her recent achievements noting that Ms Henry had won two age group titles at the National BMX Championships and has qualified for the World Championships to be held in Brisbane in August. Council recognised her accomplishments, noting that she has achieved significant success in a short period of time and agreed that her efforts should be acknowledged, and she be congratulated and wished best for the upcoming World Championships.

19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 7:21 pm.

COUNCIL RESOLUTION OMC-2026-138

Moved: Mayor Holden; **Seconded:** Deputy Mayor Doyle

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 APRIL 2026

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-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(c)(ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

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-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(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> .
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Sub-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.
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20.2 MINUTES OF THE CONFIDENTIAL SPECIAL MEETING OF COUNCIL 13 MAY 2026

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-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(c)(i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

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Sub-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(c)(iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

20.3 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(b) information about the personal circumstances of a resident or ratepayer;



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-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(c)(ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

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-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.4 CIVIC CENTRE REFURBISHMENT - UPDATE

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(c)(i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

20.5 EXTENSION OF DUE DATE – DECLARED CHARGE ON LAND (ASSESSMENT 556)

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-regulation and Reason:	Regulation 51(1)(b) information about the personal circumstances of a resident or ratepayer;

20.6 DRAFT 2026-2027 MUNICIPAL PLAN



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.

AMENDMENT RESOLUTION OMC-2026-144

Moved: Councillor Tapp Coutts; **Seconded:** Councillor King

1. That Council approve the Draft 2026-2027 Municipal Plan; including budget, long term financial plan, rates and fees and charges; for public consultation from 2 June 2026 to 22 June 2026 with the following amendments
 - a. Front page to include the word Draft
 - b. Page 5 – addition of Acting to Chief Executive Officer, add the Mayor and Acting CEO signature, include the link for the 2027 Strategic Plan
 - c. Page 9 – under Planning, Governance and Compliance include the link to the 2027 Strategic Plan and add a Community Consultation blurb “A 21-day consultation period ran from 2 to 22 June 2026 to ensure our plans reflect local priorities. Elected Members received the draft Municipal Plan on 15 May 2026, 6 business days before endorsing it for public consultation at an Ordinary Meeting of Council 26 May 2026.

Council promoted the consultation through Your Say Katherine www.yoursaykatherine.com.au and Council website, and Elected Members engaged with residents throughout the period to seek feedback. The final 2026-2027 Municipal Plan will be adopted at the Special Meeting of Council on 25 June 2026.”
 - d. Page 13 – under Office of CEO remove Museum
 - e. Page 15 – replace Corporate Administration blurb with “The Corporate Administration team delivers a broad range of internal and external services that support Council operations, including information and communication technology (ICT), rates administration, records compliance, facility leasing and insurance management.

Frontline responsibilities include revenue services, such as managing rates, fees, charges, and fines through regulatory processes.

The team is dedicated, and highly skilled across key administrative functions. Their focus is to optimise operational efficiency, enabling other departments to concentrate on their core functions”
 - f. Page 18 – remove the black vertical line
 - g. Page 19 – remove from highlights “Improving Access to Council meetings” and replace with Hot Springs toilet and that the Hot Springs toilet and cooling town square are subject to grant funding
 - h. Page 21 – remove highlight tables and replace with an image
 - i. Change colour of pages 22 to 33 to align with the Strategic Plan Priorities colouring
 - j. Page 26 – remove words {update table content}
 - k. Page 35 and 36 – Replace wording and rating table with attachment 20.6.3 2026-2027 Rates Waste and Fees and Charges - 28 April 2026
 - l. Page 37 – add Finance 2026-2027 Heading and the Budget Assumptions with attachment 20.6.2 Budget Assumptions and Explanatory notes
 - m. Page 38 – remove decimal points in the Budget Operating Surplus/Deficit line



- n. Page 39 – remove decimal points in the Budget Operating Surplus/Deficit line, remove Total Operating Income line
- o. Page 41 – remove word Equity in the middle of table under Liabilities
- p. Page 43 – add image
- q. Last page to be added to incorporate image and contact details
- r. Page 5 - Replace the existing Mayor's words by these words.

"Mayor's introduction

This year's Municipal Plan marks a fresh start for Council — and for Katherine.

Following the election of an entirely new Council in September 2025, this is the first plan we have delivered together. We didn't want it to be just another document — we wanted it to reflect what you've told us really matters.

And you've been clear.

We've heard about the importance of safe, reliable roads (especially after a big wet), well-maintained public spaces that suit our unique environment, practical and accessible community facilities, and keeping Katherine a connected, liveable place to call home.

This plan is our first step in responding to those priorities.

You will notice it is focused, measured and—quite deliberately—a little conservative. As a new Council, we are taking the time to properly understand our financial position, including the liabilities we carry and what it will take to meet them responsibly into the future. That means being careful with how we spend today, so we can deliver when it really counts tomorrow.

In simple terms: we're focused on getting the basics right. Delivering core services well, maintaining what we have, and making steady, visible improvements where we can.

That might not sound flashy—but it's the foundation of a Council that works.

Over the coming year, this work will also help shape our longer-term direction, and we will continue listening to the community as we plan for Katherine's future.

On behalf of Council, thank you for your ongoing input, honesty and engagement. We value it, and it is helping guide the decisions we are making every day.

We're committed to building a Katherine that is strong, sustainable and ready for what comes next — and we're glad to be on that journey with you."

- s. Page 18 - Put the actual projects under Highlights and move the information on 18 to 19.

2. That Council move the resolution, report and attachments to the open minutes.

CARRIED 6|0

20.7 CIVIC CENTRE



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 Local Government Act 2019.
Sub-regulation and Reason:	Regulation 51(1)(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 Local Government Act 2019.
Sub-regulation and Reason:	Regulation 51(1)(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 Local Government Act 2019.
Sub-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 7:51 pm.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 26 May 2026 was declared closed at 7:51 pm.

The next Ordinary Meeting of Council will be held on 23 June 2026.



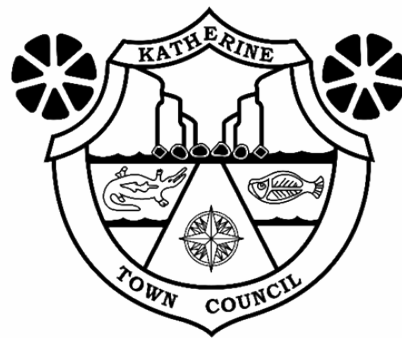
7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 2 JUNE 2026

Report Type: Previous Minutes

Attachments: 1. Unconfirmed Minutes - Special Meeting of Council - 2 June 2026 [7.2.1 - 3 pages]

Recommendation

That Council confirm the minutes of the Special Meeting of Council held on 2 June 2026 as a true and accurate record.



MINUTES

**Special Meeting of Council
Held on Tuesday 2 June 2026**

Video Conferencing, Teams
Online



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 Holden declared the Special Meeting of Council - 2 June 2026 open at 12:01 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS - all attendance was via videoconferencing

- Mayor Joanna Holden (Chair)
- Deputy Mayor Mel Doyle
- Councillor Kathryn Whitehouse
- Councillor Anjali Palmer
- Councillor Toni Tapp Coutts

OFFICERS

- Amanda Haigh – Manager Governance and Risk - Minute Taker

4.2 APOLOGIES

Councillor King and Councillor Glass were noted an apology for the meeting.

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST

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

Nil conflicts declared.

6 REPORTS OF OFFICERS

7 CLOSURE OF MEETING TO THE PUBLIC



The open meeting was declared closed to the public at 12:02 pm.

COUNCIL RESOLUTION SMC-2026-8

Moved: Mayor Holden; **Seconded:** Deputy Mayor Doyle

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

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

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

8 CONFIDENTIAL ITEMS

8.1 CHIEF EXECUTIVE OFFICER

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-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

9 RESUMPTION OF OPEN MEETING

Councillor Kathy Glass joined the meeting 12.04pm

The open meeting resumed at 12:19 pm.

10 CLOSURE OF THE MEETING

The Special Meeting of Council - 2 June 2026 was declared closed at 12:19 pm.



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE JUNE 2026

Report Type: For noting

Attachments: 1. Action Report 15 June 2026 [**8.1.1** - 5 pages]

Officer Recommendation

That Council receive and note the Action update.

Meeting Date	Meeting	Item #	Report name and Action	Status
22-04-2025	Ordinary Meeting of Council - 22 April 2025	10.1	Correspondence Incoming March 2025 - Request to raise with DLPE at next meeting to provide the data supporting the claim that the Materials Recovery Facility in Katherine is not viable.	In Progress
<p>April 2026: A/CEO has emailed the department requesting information/update regarding the Material Recovery Facility.</p> <p>1 May 2026: Correspondence from the Department, indicated that the project could not be delivered within the frames, land for the material recovery facility will not be available within the timeframe and long-term viability is unlikely due to insufficient waste volumes from Katherine and surrounding locations The scope of the Territory's contribution is outlined within the agreement with the Commonwealth. The agreement identifies that the Territory's contribution was to be in-kind and as such no cash funding was allocated. The Department is happy to continue engaging with KTC on this matter and provide support where needed. KTC will prepare correspondence for the DLPE Director Circular Economy to ask for a meeting.</p>				
24-02-2026	Ordinary Meeting of Council - 24 February 2026	14.5	<p>Waste Management Facility - Operational Hours Trial</p> <p>That Council approves a 3-month trial of changing the operating hours at the Katherine Waste Management Facility commencing March 2026.</p> <ul style="list-style-type: none"> • Monday to Sunday: 8:00am – 4:00pm • Public Holidays: 8:00am – 4:00pm • Closed: Good Friday 	In Progress
<p>21 April 2026: Waste Management Hours are to be implemented post flood waste management plan.</p> <p>May 2026: Staff conversations undertaken with trial to commence on next cycle of roster. Trial is due to commence on Monday 25th May 2026 and will conclude on Tuesday 25th August 2026.</p> <p>15 June 2026: Waste Management trial hours are progressing. To date we have had 3 weekends with extended hours. Community notifications were shared via Facebook posts, and updated trading hours were also displayed on signage at the front of the facility.</p> <p>On average, the number of additional customers attending during the extended hours is as follows:</p> <ul style="list-style-type: none"> • Friday: 4 customers 				

Meeting Date	Meeting	Item #	Report name and Action	Status
<ul style="list-style-type: none"> • Saturday: 5 customers • Sunday: 5 customers • Public Holiday: 5 customers 				
24-03-2026	Ordinary Meeting of Council - 24 February 2026	14.4	Proposed Lease – Service Stream (NBNco) - 28 Second Street - signing a Heads of Terms* agreement with Service Stream (NBN Co Limited), proposing a lease totalling 20 years (an initial 5 year term plus 3 rights of renewal of 5 years each) for a designated portion of Lot 73 (28 Second Street, Katherine NT).	In Progress
<p>20 April 2026: Draft lease received</p> <p>18 May 2026: Awaiting HWLE review of lease</p>				
24-03-2026	Ordinary Meeting of Council - 24 March 2026	14.6	Waste Management Strategy Review Working Group - Terms of Reference - Expression of Interest (EOI) process will be undertaken via <i>Your Say Katherine</i> to invite participation from community members, industry representatives and key stakeholders in the Working Group, supported by targeted engagement of key stakeholders by Council, further report will be presented to Council following the EOI process to determine and endorse Working Group membership, regular progress updates will be provided to Council as the Working Group undertakes its activities.	In Progress
<p>13 April 2026: Expression of Interest (EOI) process commenced via Your Say Katherine and Council communication channels, including social media, following Council Endorsement. Adopted Terms of Reference implemented to guide the Working Group framework and assessment process. Internal assessment panel established to</p>				

Meeting Date	Meeting	Item #	Report name and Action	Status
<p>review applications against the approved selection criteria. Next Steps: Assess and shortlist applicants in accordance with the Terms of Reference and selection criteria. Prepare a report to Council recommending selected candidates for endorsement. Subject to Council approval, formally establish the Waste Management Strategy Review Working Group and commence operations.</p> <p>May 2026: Report to be tabled at the June 2026 Council meeting.</p>				
26-05-2026	Ordinary Meeting of Council - 26 May 2026	14.1	Katherine Community Safety Action Group (KCSAG) - Terms of Reference - Expression of Interest process will be undertaken via <i>Your Say Katherine</i> to invite community and stakeholder participation in the Katherine Community Safety Action Group, further report will be presented to Council regarding recommended membership appointments following the Expression of Interest process, Appoint Councillor Anjali Palmer and Deputy Mayor Mel Doyle as the co-chairs of the Katherine Community Safety Action Group.	In Progress
<p>04 June 2026: Prepare and publish an Expression of Interest (EOI) process through Your Say Katherine seeking community and stakeholder participation in the Katherine Community Safety Action Group (KCSAG), in accordance with Council Resolution OMC-2026-128. Develop and implement a stakeholder engagement and communications plan to promote the EOI process and encourage participation from relevant community groups, service providers, government agencies, businesses and interested residents. Prepare a proposed project timeline outlining: EOI opening and closing dates; Assessment of applications; Presentation of recommended membership appointments to Council; Proposed date for the inaugural KCSAG meeting. Provide the proposed timeline to Councillor Anjali Palmer and Deputy Mayor Mel Doyle, noting their appointment as Co-Chairs of the Katherine Community Safety Action Group. Prepare a further report to Council following completion of the EOI process, detailing recommended membership appointments for Council consideration.</p> <p>05 June 2026 : TOR added to Policy register, records management undertaken and Action Group added to the Website Working Groups page.</p> <p>15 June 2026: EOI period commenced Friday 5 June and will close 12pm on Friday 19 June 2026.</p>				
26-05-2026	Ordinary Meeting of Council - 26 May 2026	14.2	Katherine FM Sponsorship – Council approved sponsorship with	In Progress

Meeting Date	Meeting	Item #	Report name and Action	Status
			Katherine FM for five 2-hour live broadcasts at events celebrating the Centenary year, so need to be advised to the Katherine FM and formalise the sponsorship agreement and organise payment.	
09 June 2026: Christine to advise Territory FM and formalise the sponsorship agreement and organise payment.				
15 June 2026: The Events Coordinator is currently awaiting a response from Katherine FM to finalise the agreement and payment.				
26-05-2026	Ordinary Meeting of Council - 26 May 2026	14.4	Ordinary Meeting of Council Agenda and Reports – Remove the agenda item 12 Public Question Time from the agenda and accept submissions for public questions for matters referred to the agenda electronically that will be at the discretion of the Mayor to be tabled at the meeting or responded to at a later date, add new meeting report template to meetings, department reports are quarterly reporting on the municipal plan deliverables and measures from 1 July 2026, include council media releases in the outgoing correspondence section for the agenda.	In Progress
12 June 2026: New report template added from June 2026 meetings; Removed Public question time from agenda; Council media releases included in outgoing correspondence from June 2026 council meetings.				
26-05-2026	Ordinary Meeting of Council - 26 May 2026	14.5	Petition - Eloise Simudvara - Community Information Session Territory Energy Link - Continue to advocate for community engagement information sessions for the Katherine community from Territory Energy Link on the multi-user, multi-asset Elliot to Darwin infrastructure corridor.	Awaiting response
15 June 2026: ACEO tried making contact with Territory Energy Link for an update on when the community engagement information sessions will be scheduled.				

Meeting Date	Meeting	Item #	Report name and Action	Status
26-05-2026	Ordinary Meeting of Council - 26 May 2026	14.6	Petition - Katherine community - Replace Katherine Hospital with a new Facility outside the Katherine Flood Zone - Advocate to the Northern Territory and Australian Governments to secure funding and prioritise the delivery of a new hospital	In progress
15 June 2026: Letter to Minister Kirsty McBain 30 March 2026. A response was received from the Minister 13 May 2026.				



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES MAY 2026

Report Type: For noting

Recommendation

That Council receive and note the Mayoral activities for May 2026.

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.

Mayor Joanna Holden	
Date	Activity attended
01 May 2026	173 rd Nitmiluk National Park Board Meeting
05 May 2026	Centenary Working Group Meeting
13 May 2026	Special Meeting of Council
13 May 2026	Elected Member Information Session (EMIS)
14 May 2026	Grants Commission Council Visit Coomalie
15 May 2026	Grants Commission Council Visit Maningrida and Jabiru
22 May 2026	Elected Member Information Session (EMIS)
22 May 2026	Meet and Greet Team Health
26 May 2026	Meeting with Community Member
26 May 2026	Ordinary Meeting of Council
27 May 2026	Centenary Working Group Meeting
27 May 2026	Katherine Museum
30 May 2026	Katherine Community Meet and Greet

9.2 COUNCILLOR GOALS FIRST 6 TO 12 MONTHS UPDATE

Report Type: For noting

Recommendation

That Council receive and note the Councillor First 6 to 12 Months Goals update.

Purpose of Report


To provide an update on the Councillor First 6 to 12 Months Goals.

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.

Goal	Elected Member	Status	Estimated Completed Date	Update
To strengthen the relationships between Katherine Town Council, local businesses, industry leaders, tourism operators and community stakeholders through the establishment of a Business and Tourism Working Group	Deputy Mayor Mel Doyle	Completed	April 2026	28/04/2026 minutes - The Deputy Mayor Doyle requested that her previously proposed goal to establish a Business and Tourism Working group be withdrawn and put forward a new goal, noting that following further investigation and consultation, existing representative bodies and community mechanisms - particularly the re-establishment of the Chamber and its board - provide adequate avenues for engagement. The Deputy Mayor Doyle advised her priority will be active participation with these established structures.
To establish a Community Safety Action Group which delivers a structured, collaborative, and preventative approach: not just reacting to crime, but building long-term safety and resilience	Councillor Anjali Palmer	In progress	Sept 2026	Expression of Interest (EOI) for membership commenced Friday 5 June – concludes Friday 12pm, 19 June 2026.
To enhance safety and environs of Katherine by undertaking a sign audit with recommendations for improvements and the beautification of roundabouts	Councillor Toni Tapp Coutts	In progress	30 October 2026	Missing signage at roundabouts was replaced. CBD lighting audit has been proposal for the 2026/27 Municipal Plan and budget.
To reduce the impacts of crime on the community and enhance public spaces through establishing a partnership with the Department of Corrections which will enable Council to engage persons with community work orders	Councillor Kathryn Whitehouse	Completed	21 February 2026	Partnership established. Waiting on allocated participants. The department has informed that they will not provide supervision. Department advises that NAJAA and Judges have been advised that

				community work orders are now a sentencing option. <u>As of March 2026:</u> KTC currently has access to 2 x correction crews undertaking various tasks on a daily basis. Various tasks including mowing, litter collection, flood clean-up and public space maintenance.
to increase road safety for road trains, install a “No Road Trains” allowed on Zimin Drive at Gillard Road to prevent trucks becoming stuck at the low level. Council to investigate having Google maps updated to clearly indicate no road trains are allowed on this road	Councillor Jim King	In progress	30 June 2026	KTC has sent a official request to DLI to consider the signage installation proposal. KTC has also ordered an additional sign as below, to be installed on Zimin drive near the Liberty Fuel Station. 
To reduce illegal dumping and enhance community appearance by changing the existing waste management facility opening hours to enable community members access when required to the facility to dump waste	Councillor Kathy Glass	In progress	August 2026	Increase operating hours will commence 25 May 2026 - 25 August 2026. OMC-2026-32

<p>To encourage community connect and wellbeing by enabling the community free entry to the Katherine pool throughout December 2025 and January 2026</p>	<p>Mayor Joanna Holden</p>	<p>Completed</p>	<p>May 2026</p>	<p>Council officers have kindly requested to use the underspend of the grant to facilitate free pool entry for the June/July 2026 school holiday. Waiting for the departments confirmation.</p>
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10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING

Report Type: For noting

Recommendation

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - DHLGCD - Closure of Compliance Review 2023-24 - 20 May 2026 - ID253472
[**10.1.1** - 1 page]
 2. Letter - NTGC - to Councils - Review of Funding Methodology - 21 May 2026 -
ID255559 [**10.1.2** - 1 page]



Department of
**HOUSING, LOCAL GOVERNMENT
AND COMMUNITY DEVELOPMENT**

Level 3, Jacana House
39 Woods Street
DARWIN NT 0800

Postal address
GPO Box 4621
DARWIN NT 0801

20 May 2026

E lg.compliance@nt.gov.au

Ms Casey Anderson
Chief Executive Officer
Katherine Town Council
PO Box 1071
Katherine NT 0851

T 08 8999 8868

File reference: 08-2024/1836-1~003

Via email: casey.anderson@ktc.nt.gov.au

Dear Ms Anderson,

Re: CLOSURE OF 2023-24 COMPLIANCE REVIEW – KATHERINE TOWN COUNCIL

Following the final training delivered to Council on 20 February 2026, Local Government Inspectors have completed their review of all the information provided by the Council. I am pleased to advise that the Council has now addressed all issues raised in the compliance review and no further action is required. The compliance review is now officially complete.

I take this opportunity to thank your Council and staff for their cooperation and commitment in ensuring the Council is meeting its legislated requirements.

Please ensure a copy of this letter is tabled at your next Council meeting.

If you require any further information in relation to this matter, please do not hesitate to contact, Bilal Abbas, Compliance Manager on 8999 8988 or email lg.compliance@nt.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read "H King".

Hugh King
Director Sustainability and Compliance
Local Government Inspector



Northern Territory Grants Commission

Level 7, Jacana House,
39-41 Woods Street, Darwin NT

TRM Ref: 08-2024/1564-28-029

21 May 2026

To: Council Mayors and Presidents

The Northern Territory Grants Commission is a statutory body formed under the *Local Government Grants Commission Act 1986*. The Commission is responsible for the annual distribution of the Commonwealth Local Government Financial Assistance, General Purpose and Local Roads Grants to all eligible local governing bodies within the Northern Territory.

A decision has been made by the Commission to undertake a review of the methodology used to allocate funding in the Northern Territory. This significant step is being taken in an effort to better support councils in their provision of local government services, while also aiming to make the distribution more fair and equitable.

This decision is also a response to the recent concerns raised in the sector regarding the methodology and factors used to determine roads funding allocations for councils. Of particular note is the Commission's recent correspondence with the Local Government Association of the Northern Territory (LGANT), which expressed the sector's concerns surrounding the distribution of road funding allocations and reporting requirements. Such a change could enable councils to accurately report on actual costs per road type against the funding received.

The Commission will take these concerns into consideration and pursue all available avenues in conducting the review. There will also be a period of consultation with councils in due course, to gain any insight and feedback from local decision-makers. Further information will be issued when the consultation phase is due to commence to ensure a comprehensive review.

In the meantime, the Commission is reviewing data for the 2026-27 funding allocations. Thank you to all councils for submitting the Annual Return 2024-25 and the Road Return 2025-26 data which will be crucial in this work.

Yours sincerely

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

Mr Russell Anderson
Chairperson

GPO Box 4621 DARWIN NT 0801 Telephone (08) 8999 8993



10.2 CORRESPONDENCE OUTGOING

Report Type: For noting

Recommendation

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Media Release - KTC - Council to trial extended Waste Management Facility hours - 20 May 2026 [**10.2.1** - 1 page]
 2. Media Release - KTC - Draft Municipal Plan 2026-27 open for consultation - 02 June 2026 [**10.2.2** - 1 page]
 3. Media Release - KTC - EOI open for Community Safety Working Group - 04 June 2026 [**10.2.3** - 1 page]
 4. Letter - The Hon Marion Scrymgour MP - Katherine Community Safety Working Group - Funding Request Proposal - 12 June 2026 - ID255538 [**10.2.4** - 1 page]
 5. Letter - Ms Jessica De Masson - Permission to Install Traffic Signage - Victoria Highway (Zimin Drive-Turn-Off) - 15 June 2026 - ID255545 [**10.2.5** - 2 pages]



KATHERINE
TOWN COUNCIL

media release

20 May 2026

Katherine Waste Management Facility to trial new opening hours

Katherine Town Council will trial changed operating hours at the Katherine Waste Management Facility from Monday, 25 May 2026.

For the three-month trial, the facility will open from 8:00 am to 4:00 pm, Monday to Sunday, including public holidays.

The trial follows an initiative raised by Councillor Kathy Glass to explore whether adjusted hours would make it easier for residents to access the facility before and after work and provide more time on weekends for yard clean-ups and waste disposal.

Mayor Joanna Holden said the trial would help Council understand whether the changed hours better meet community needs.

“Council is trialling these hours to see whether they make it easier for residents to use the Waste Management Facility at times that suit them,” Mayor Holden said.

“The trial may also help reduce illegal dumping by giving people more opportunities to dispose of waste properly.

“Usage will be recorded over the three months, and Council will review the results before considering whether any longer-term changes should be made.”

Trial operating hours

- Monday to Sunday: 8:00 am to 4:00 pm
- Public holidays: 8:00 am to 4:00 pm

Media enquiries: Jo Brosnan 0428 976 979.



KATHERINE
TOWN COUNCIL

media release

2nd June 2026

Community Invited to Have Their Say on Draft Municipal Plan 2026/27

Katherine Town Council is inviting residents, businesses and community organisations to review and provide feedback on the Draft Municipal Plan 2026/27.

The draft plan, which has been endorsed by Council for public consultation, outlines the services, projects, budget, rates, fees and charges proposed for the year ahead.

Mayor Joanna Holden said community feedback was an important part of the planning process.

"The Municipal Plan is one of Council's most important documents. It sets out what we plan to deliver over the next 12 months and how we intend to allocate resources to meet community needs," Mayor Holden said.

"We want to hear from residents, businesses and community groups before the plan comes back to Council for final consideration. Whether you have a comment, suggestion or question, this is your opportunity to have your say."

The draft plan focuses on the delivery of core services, infrastructure, community facilities and projects that support Katherine's future growth and liveability.

The 2026/27 Plan will be the final plan guided by Katherine 2027, Katherine Town Council's five-year strategic plan.

Residents can review the plan and provide feedback through:

- the online survey or using the written feedback tool on Your Say Katherine
- by emailing records@ktc.nt.gov.au
- by lodging a written submission at Council's Customer Service Office at 29 Crawford Street.

Elected Members will also be available to discuss the draft plan with residents at:

- Woolworths, Oasis Shopping Centre – Friday 12 June, 10 am to 2 pm
- Katherine Research Station Field Day – Saturday 13 June

Consultation closes on 23 June 2026.

Feedback received during the consultation period will be considered before the Municipal Plan 2026/27 is presented to Council for final adoption.

To view the draft plan and provide feedback, visit [Your Say Katherine](#).



KATHERINE
TOWN COUNCIL

media release

4th June 2026

Expression of interest open for Council-led Community Safety Action Group

Katherine residents are invited to help address community safety concerns by submitting an Expression of Interest to be on the Katherine Community Safety Action Group (CSAG), led by the Katherine Town Council.

The initiative was proposed by Councillor Anjali Palmer and endorsed by Council as part of its efforts to support community-led solutions to local safety concerns.

The Group will bring together residents, businesses, First Nations leaders, young people, Council, Police, and government representatives to identify practical actions to improve community safety, strengthen community connections, and support long-term positive outcomes for Katherine.

Councillor Anjali Palmer said the home-grown Group will provide an opportunity for residents to shape solutions to issues affecting the community.

"Like many people in Katherine, I've listened to community concerns about safety and the impact it is having on residents, businesses and families," Cr Palmer said.

"What became clear is that people want more than just a chance to raise concerns; they want to be part of finding solutions. This Group is about bringing together people who care about Katherine and want to contribute to positive change."

Mayor Joanna Holden said community safety was one of the most significant issues raised with Council.

"While Council is not responsible for policing or the justice system, we do have a responsibility to advocate for our community and create opportunities for people to work together on local solutions," Mayor Holden said.

"The Group will provide a structured way for community voices with good ideas to be heard and help strengthen communication between residents, Council, Police and government agencies."

Deputy Mayor Mel Doyle said Council is seeking people who are committed to working collaboratively for the benefit of the broader community.

"We are looking for people who are passionate about Katherine, willing to listen to different perspectives and interested in helping identify practical, achievable solutions," Cr Doyle said.

"This Group will develop a Community Safety Action Plan and support initiatives that improve community wellbeing, safety and resilience."

Council encourages applications from people of all backgrounds and particularly welcomes interest from First Nations residents, young people, senior residents, business owners and people with community leadership or development experience.

Expressions of interest are to be submitted via the form on the [Your Say Katherine](#) website from tomorrow, Friday 5th June, and will close at 12 pm on 19th June 2026.



29 Crawford Street
PO Box 1071
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records@ktc.nt.gov.au
Ph: 08 8972 5500
Fax 08 8971 0305
ABN 4783 6889 865

12 June 2026

The Hon Marion Scrymgour MP
House of Representatives
Parliament House
Canberra ACT 2600
Email: marion.scrymgour.mp@aph.gov.au

Dear Minister Scrymgour,

REQUEST - KATHERINE COMMUNITY SAFETY ACTION GROUP – FUNDING PROPOSAL

Thank you for arranging the meeting for Council representatives and me to attend your office on Tuesday, 27 January 2026, where we had the opportunity to meet with Robert Knight and discuss a range of matters of importance to Katherine Town Council.

We also appreciate the update on the proposed Katherine Trades Training Centre and look forward to participating in future consultation opportunities as the project progresses.

During my meeting with you on Wednesday, 12 November 2025, Council discussed a proposal to establish a Katherine Community Safety Action Group (CSAG). Since that time, community safety has continued to be a significant and recurring concern for Katherine residents, businesses, and community organisations.

In response, Council resolved in December 2025 to establish the CSAG as a structured, community-led forum that brings together residents, First Nations leaders, youth representatives, businesses, Council, NT Police and government agencies to identify practical, evidence-based solutions to local safety challenges.

The Group is designed to move beyond discussion and advocacy alone by providing a mechanism for informed community input, collaborative problem solving and the development of a long-term Community Safety Plan for Katherine.

To support the establishment of the Group and the development of the initial scoping report and action plan, Council is seeking funding assistance. Further information is provided in Attachment A.

We would welcome the opportunity to discuss this proposal further and explore how the Australian Government can support this important, homegrown initiative.

Yours sincerely,

Joanna Holden
MAYOR OF KATHERINE



KATHERINE
TOWN COUNCIL

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15 June 2026

Jessica De Masson
Executive Director Northern Region
Department of Logistics and Infrastructure
Jessica.DeMasson@nt.gov.au

Dear Ms. De Masson

PERMISSION TO INSTALL TRAFFIC SIGNAGE – VICTORIA HIGHWAY (ZIMIN DRIVE TURN-OFF)

Katherine Town Council is seeking permission to install no left turn and no right turn for truck signage within the Department of Logistics and Infrastructure road reserve near the turn-off to Zimin Drive from the Victoria Highway.

This request has been prompted by concerns raised during the council meetings regarding heavy vehicles, particularly trucks, mistakenly using the Zimin Drive as a through road between Victoria and Stuart Highways, and subsequently becoming stuck or unable to safely turn around.

The proposed signage is intended to improve traffic safety and assist heavy vehicles with clearer directional guidance at this location. A sample of the signages is attached, as well as the map for installation.

Installation works will be carried out by HiQA, ensuring all works meet the appropriate standards and specifications.

Katherine Town Council agrees to cover all costs associated with the installation, as well as the ongoing maintenance and upkeep of the signage. All works will be conducted in accordance with relevant Northern Territory guidelines and safety requirements.

We appreciate your consideration of this request and would welcome any further requirements or approvals needed to progress.

Please do not hesitate to contact us if additional information is required.

Yours sincerely,

Casey Anderson
Acting Chief Executive Officer





11 PETITIONS

12 NOTICE OF MOTION



13 REPORTS OF OFFICERS

13.1 APPLICATIONS - CROWN LAND LICENCES FOR CENTENARY EVENTS - SUNSET DRINKS AND TERRITORY DAY

Author: Christine Schindler, Events and Communications Coordinator
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For decision
Attachments: Nil

PURPOSE OF REPORT

To seek Council's endorsement and approval for the Mayor and Acting Chief Executive Officer to execute Crown Land Licences (CLLs) to enable the use of Crown land for the delivery of Council-supported events.

RECOMMENDATION

1. That Council authorises the Mayor and Acting Chief Executive Officer to fully execute a Crown Land Licence over Lot 3019, Town of Katherine, commonly known as the Old Railway Bridge, for the event *Sunset Drinks on the Bridge* to be held on 26 June 2026.
2. That Council authorises the Mayor and Acting Chief Executive Officer to fully execute a Crown Land Licence over Lot 2999, Town of Katherine, commonly known as the Showgrounds Overflow Carpark, for the event *Territory Day* to be held on 1 July 2026.

SUMMARY

- **Two Crown Land Licences are required to support the delivery of Centenary events in Katherine.**
- **Old Railway Bridge (Part Lot 3019, Town of Katherine): to be used for *Sunset Drinks on the Bridge*, serving as the Centenary launch event and a dry season networking function.**
- **Territory Day (Part Lot 2999, Town of Katherine): to be used for overflow car parking to support the Territory Day community event.**

DISCUSSION, OPTIONS AND ANALYSIS

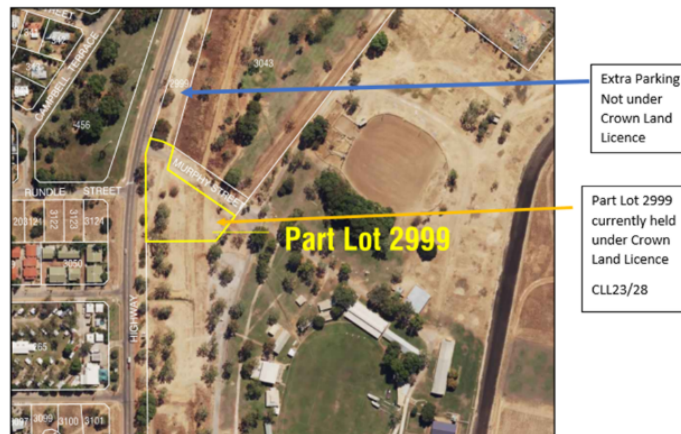
Katherine Town Council is required to apply for a Crown Land Licence (CLL) over Lot 3019, Town of Katherine, commonly known as the Old Railway Bridge.

The licence will grant permission for Council to support and conduct an event scheduled for 26 June 2026, titled *Sunset Drinks on the Bridge*.

This event is being delivered in partnership with the Katherine Community Projects Association (KCPA), with Council providing administrative and logistical support.



Katherine Town Council is also required to apply for a CLL over Lot 2999, Town of Katherine, commonly known as the Showgrounds Overflow Carpark. This licence will facilitate overflow car parking for the Katherine Centenary Major Event, *Territory Day*, to be held on 1 July 2026.



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

If the Crown Land Licences are not endorsed and fully executed, Council will not have the necessary permission to utilise these areas for the upcoming events.

Environment Sustainability Implications

There are no environmental sustainability implications.

Strategic Plan

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

2.2.2 Support business and community leaders in promoting Katherine’s competitive attributes.

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



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

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

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

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

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

Municipal Plan

1.2.1.1 Advance economic development within Katherine and the Big Rivers region

2.2.2.1 Make resources and data available to business and community groups promoting Katherine as a venue

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

3.1.1.2 Implement overarching centenary theme into 2026 events



13.2 COUNCIL POLICIES

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For decision
Attachments: 1. Draft - Policy - Asset Revaluation Reserve Policy - V1 [13.2.1 - 4 pages]
2. Policy - Attendance Meeting via Audio and Audio-Visual Conferencing System - V4 - Review Jun 2026 [13.2.2 - 3 pages]
3. Policy - Meetings Administration Policy - v7 - Review June 2026 [13.2.3 - 14 pages]

PURPOSE OF REPORT

For council to approve and adopt the Attendance Meeting via Audio and Audio-Visual Conferencing System – Version 4, Meeting Administration Policy – Version 7, and Asset Revaluation Reserve Policy – Version 1; and to rescind the Elected Member Professional Development Allowance Policy – Version 2, Other reasonable expenses and non-monetary benefits received by council members Policy – Version 2, and Reasonable expenses for travel and accommodation for elected members Policy – Version 3.

RECOMMENDATION

1. That Council approve the policies:
 - a. Policy – Attendance Meeting via Audio and Audio-Visual Conferencing System – Version 4
 - b. Policy – Meeting Administration – Version 7
 - c. Policy – Asset Revaluation Reserve – Version 1
2. That Council rescind the following policies:
 - a. Policy – Elected Member Professional Development Allowance – Version 2
 - b. Policy - Other reasonable expenses and non-monetary benefits received by council members – Version 2
 - c. Policy - Reasonable expenses for travel and accommodation for elected members – Version 3

SUMMARY

- **The Asset Revaluation Policy is a new policy to establish a clear and consistent framework for the recognition, maintenance, transfer, and disclosure of the Asset Revaluation Reserve for the Council’s property, plant, and equipment.**
- **Changes have been made to the Attendance Meeting via Audio and Audio-Visual Conferencing System and Meeting Administration Policy to reflect the recent released Guide to Meeting Procedures and Sample Meeting Procedures Policy by the Department of Housing, Local Government and Community Development**
- **The Reasonable Expenses for Travel and Accommodation by Elected Members Policy, Other Reasonable Expenses and Non-Monetary Benefits Received by Elected Members Policy, and Elected Member Professional Development Allowance Policy require rescinding after being incorporated in the Elected Member Allowances and Expenses Policy version 1 in April 2026.**

DISCUSSION, OPTIONS AND ANALYSIS

The Council Policy and Procedure Framework sets the review requirements of the council policies. The *Local Government Act 2019* and *Local Government (General) Regulations 2021* and other legislations set out the statutory role, functions, and objectives of the Council. Policies are one of the key mechanisms by which the Council carries out its statutory responsibilities and meets compliance.

Policies are developed to provide boundaries, guidelines and consistency for the achievement of strategic and operational directions. Policies are reviewed on a revolving timetable or as necessary. New policies are created as identified.

Policy – Asset Revaluation Reserve – Version 1

The policy is a new policy that was identified as required from the 2024-2025 audit. The policy is to establish a clear and consistent framework for the recognition, maintenance, transfer and disclosure of the Asset Revaluation Reserve (ARR) for the Council's property, plant and equipment. The policy supports accurate financial reporting, sound governance, and compliance with applicable Australian Accounting Standards and Northern Territory local government requirements.

The policy was tabled to the Audit and Risk Management Committee for review at the meeting held on 11 Jun 2026.

Council should have an Asset Revaluation Reserve Policy to ensure accurate financial reporting and efficient management of assets.

This policy helps in:

- Accurate Financial Reporting – Ensuring Assets are valued accurately, and revaluations are managed efficiently in according with Australian Accounting Standards and the Code of Accounting Practice
- Resource Allocation: A consistent approach to asset valuation supports the provision of relevant and comparable information for decision making about resource allocation
- Asset Management: It provides a framework for the efficient and effective administration of council's assets with regard to fair value and ensures assets are reviewed in accordance with applicable Australian Accounting Standards
- Long term financial sustainability: It helps in sustainable and responsible financial management of cash reserves, ensuring that public funds are used responsibly and with consideration of long-term financial sustainability

The Department of Housing, Local Government and Community Development released a Guide to Meeting Procedures and Sample Meeting Procedures Policy on the 27 March 2026 and can be found [Publications and reports | Department of Housing, Local Government and Community Development](#). The following policies have been reviewed to reflect the guidance and sample policy:

Policy - Attendance Meeting via Audio and Audio-Visual Conferencing System – Version 4

Sections 95(3)(a) and 98(3)(a) of the Local Government Act 2019 state the council and committee member's attendance at the meeting by means of an audio or audiovisual conferencing system is authorised in accordance with a council resolution establishing a policy for attendance in such a manner;

This policy authorises a member's attendance at a meeting by an audio or audiovisual conferencing system and outlines the duties and obligations of a member who attends by audio or audiovisual means, in accordance with sections 95(3)(a) and 98(3)(a) of the Local Government Act 2019.

Recommended amendments from the review include:

- Administrative amendments for consistency of terminology
- Changes to meet the *Local Government Act 2019* Guide to meeting procedures and sample meeting

procedures policy released 27 March 2026 and updates to the Meeting Administration Policy

- Addition of relevant policies, legislation and documents

Policy – Meeting Administration – Version 7

Council must conduct its meetings in accordance with the Local Government Act 2019 Chapter 6 Part 6.1 (Council Meetings), Local Government (General) Regulations 2021 and the Katherine Town Council By-Laws 1998. Regulation 50 Local Government (General) Regulations 2021 state if all members of the council, council committee or local authority are attending a meeting by means of an audio or audiovisual conferencing system, the meeting must be accessible to the public by means of the audio or audiovisual conferencing system.

The policy provides a clear, transparent framework for the effective conduct of business of the Council in Council meetings and support elected members to act as an informed representative and responsible decision makers in the interest of the Katherine area, within the powers and functions assigned to them under the *Local Government Act 2019*.

Recommended amendments from the review include:

- Amending the policy to reflect the Council decision **OMC-2026-131** removing Public Question Time, a new report template and media releases to be included in official outgoing correspondence;
- *Local Government Act 2019* Guide to meeting procedures and sample meeting procedures policy released 27 March 2026;
- Alignment to the Ordinary Meeting of Council General Business Guide for Elected Members;
- Council Policy updates;
- Remove duplicate information covered in another council policies that are not directly related to council meeting administration – Gifts and Benefits, Media, Council appointments to advisory external committees;
- Inclusion of requirement for the public to have access to join a meeting that is being attended via videoconferencing by any member.

On the 26 April 2026 council approved the Elected Member Allowances and Expenses Policy version 1 which collated three policies into one policy: Reasonable Expenses for Travel and Accommodation by Elected Members Policy, Other Reasonable Expenses and Non-Monetary Benefits Received by Elected Members Policy, and Elected Member Professional Development Allowance Policy. Council need to rescind those policies.

Consultation Process

The Audit and Risk Management Committee reviewed the Asset Revaluation Reserve Policy at the meeting held on 11 Jun 2026.

Policy Implications

The policies will replace all previous policies and be effective after approval by the council.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

Outdated or overdue policies present a significant governance risk to the Council, the CEO, and staff.

Policies affected by the Tranche 2 Amendments to the Local Government Act, once released and in force, will be required to be reviewed to ensure the council policies meet any new requirements.



Environment Sustainability Implications

There are no environmental sustainability implications.

Strategic Plan

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

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

Municipal Plan

1.1.2.1 Workplace policies and Council By-Laws are reviewed regularly



KATHERINE
TOWN COUNCIL

COUNCIL POLICY

ASSET REVALUATION RESERVE POLICY

Type:	Council - Finance		
Owner:	Chief Executive Officer		
Responsible Officer:	Chief Financial Officer		
Approval Date:		Next Review:	June 2028
Records Number:		Council/CEO Decision:	OMC
Legislation Reference:	<p><i>This policy is to be read in conjunction with the Council's Asset Accounting Policy, Asset Management Policy, annual financial reporting procedures and relevant delegations. It is intended to align with the Local Government Act 2019 (NT), the Local Government (General) Regulations 2021 (NT), including requirements relating to accounting records, reserves, annual financial statements, asset management and record keeping, and any applicable Ministerial Guidelines or General Instructions issued under that framework. It also aligns with applicable Australian Accounting Standards, including AASB 116 Property, Plant and Equipment, AASB 13 Fair Value Measurement, AASB 101 Presentation of Financial Statements and AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors.</i></p>		

1 PURPOSE

The purpose of this policy is to establish a clear and consistent framework for the recognition, maintenance, transfer and disclosure of the Asset Revaluation Reserve (ARR) for the Council's property, plant and equipment. The policy supports accurate financial reporting, sound governance, and compliance with applicable Australian Accounting Standards and Northern Territory local government requirements.

2 SCOPE

This policy applies to all classes of property, plant and equipment accounted for under the revaluation model, including infrastructure, land, buildings, plant and equipment and other eligible asset classes recognised in the Council's financial statements. It applies to all Council officers involved in asset accounting, financial reporting, valuation, disposal, and asset register maintenance.

3 DEFINITIONS

4 DETAILS

4.1 Policy Statement

The Council will maintain an Asset Revaluation Reserve within equity to record net upward revaluation movements for assets measured under the revaluation model. The ARR is an accumulated reserve arising from fair value movements recognised through other comprehensive income and does not represent cash or funds set aside for spending. The Council recognises that the ARR is an accounting reserve that may include legacy balances from earlier revaluation cycles. While the Council will seek to maintain appropriate linkage between reserve balances and underlying assets where practical and supportable, transfers from the ARR will only be made where permitted under the relevant accounting standards, supported by adequate records, and approved in accordance with this policy.

4.2 Policy Principles

- Revaluation increments are to be recognised in other comprehensive income and accumulated in the ARR, except to the extent that they reverse a previous decrement recognised in profit or loss for the same asset class or asset, as applicable.
- Revaluation decrements are to be recognised in accordance with applicable accounting standards, including offset against any existing revaluation surplus for the relevant asset where appropriate.
- The ARR must be supported by valuation records, financial working papers and, where practicable, asset register information.
- Transfers from the ARR to retained earnings will be made only in circumstances permitted by accounting standards and this policy.
- The Council will apply this policy consistently across relevant asset classes and reporting periods unless a justified change in accounting policy is approved.

4.3 Recognition and Maintenance of the Asset Revaluation Reserve

Following a revaluation of an applicable asset class, the resulting accounting entries must be processed in accordance with the valuation report, Katherine Town Council's approved financial procedures, and relevant accounting standards. The finance team must ensure that revaluation movements are appropriately reflected in the general ledger and that asset register values are updated to match the approved valuation outcomes, with records maintained in accordance with the *Local Government (General) Regulations 2021 (NT)*.

Where feasible, the Council will maintain supporting records that identify revaluation movements by asset class and, where system capability and historical records permit, by individual asset or asset component. The Council acknowledges that historical reserve balances may not always be fully attributable at individual asset level for earlier periods.

4.5 Transfers on Disposal or Derecognition

When a revalued asset is disposed of, written off, replaced, or otherwise derecognised, the Council may transfer the related balance of the ARR for that asset from the reserve to retained earnings where:

- the transfer is permitted under the relevant accounting standards;
- the amount attributable to the derecognised asset can be identified with sufficient reliability;
- the transfer is supported by working papers and asset records; and
- the transfer is reviewed and approved by the Chief Financial Officer, or delegate, as part of the year-end financial reporting process.

Any such transfer must be recorded as a movement within equity only and must not be recognised in profit or loss. The Council will generally apply transfers prospectively from the date this policy takes effect, unless a separately substantiated historical adjustment is approved on accounting advice and accepted through audit processes.

4.6 Legacy Balances and Historical Amounts

Where the ARR includes legacy balances arising from prior years and the Council cannot reliably attribute those balances to specific assets that remain on hand or have been derecognised, those amounts will remain in the ARR unless and until sufficient evidence exists to support a transfer or adjustment. The Council will not make broad or discretionary reserve realignments that are not supported by reliable evidence and appropriate accounting analysis.

Where material legacy balances exist, the Council will consider enhanced note disclosure in the financial statements to explain the nature of those balances, the historical circumstances that gave rise to them, and the policy approach being applied going forward.

4.7 Roles and Responsibilities

- **Council** is responsible for adopting this policy.
- **Chief Executive Officer** is responsible for ensuring appropriate systems, delegations and resources are in place to support implementation.
- **Chief Financial Officer** is responsible for oversight of compliance with accounting standards, reserve movements, year-end assessments and supporting documentation.
- **Finance officers** are responsible for maintaining ledger entries, reconciliations, financial workpapers and disclosure information.
- **Asset management officers** are responsible for maintaining accurate asset register records, disposal information and valuation support data.

Documentation and Controls

Katherine Town Council must maintain adequate records to support the ARR, including valuation reports, journal entries, reconciliation workpapers, disposal records, and management approvals. Reserve movements must be reviewed as part of each annual financial statement preparation cycle and considered in discussions with the external auditor where material or complex issues arise. Documentation and record retention must be consistent with the **Local Government Act 2019 (NT)** and the **Local Government (General) Regulations 2021 (NT)**, including requirements for accounting records, council records and asset information.

5 ASSOCIATED POLICIES/DOCUMENTS

6 REFERENCES AND RELATED LEGISLATION

Document	Relevance to this Policy
<i>Local Government Act 2019 (NT)</i>	Provides the legislative framework for Northern Territory councils, including governance, financial management, accounting records and council responsibilities.
<i>Local Government (General) Regulations 2021 (NT)</i>	Supports the Act with requirements relating to accounting records, annual financial statements, council records, and administrative and financial processes.
Ministerial Guideline 4: Assets	Provides guidance to councils on asset management practices relevant to the stewardship and control of council assets.
General Instruction 2: Annual Financial Statement	Supports preparation and presentation of annual financial statements and related disclosures under the NT local government framework.
AASB 116 Property, Plant and Equipment	Sets the accounting requirements for recognition, measurement, revaluation, derecognition and reserve transfers relating to property, plant and equipment.
AASB 13 Fair Value Measurement	Provides the fair value measurement framework used when assets are revalued.
AASB 101 Presentation of Financial Statements	Supports presentation and classification of reserve balances and equity disclosures in the financial statements.
AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors	Provides guidance for policy consistency, changes in accounting treatment and correction of errors where relevant.

Revision History

Version	Revision date	Details of change	Responsible officer
1	29/05/2026	Created	CFO
2			
3			



COUNCIL POLICY

ATTENDANCE AT MEETINGS VIA AUDIO OR AUDIOVISUAL CONFERENCING SYSTEM POLICY

Type:	Council – Elected Members		
Owner:	Council Chief Executive Officer		
Responsible Officer:	Chief Executive Officer Manager Governance and Risk		
Approval Date:	25/11/2025	Next Review:	November 2029
Records Number:	179562	Council/CEO Decision:	Council OMC-2025-289
Legislation Reference:	Sections 95(3)(a) and 98(3)(a) of the <i>Local Government Act 2019</i>		

1 PURPOSE

This policy authorises a member’s attendance at a meeting by an audio or audiovisual conferencing system and ~~describes~~ outlines the duties and obligations of a member who attends by audio or audiovisual means, in accordance with sections 95(3)(a) and 98(3)(a) of the *Local Government Act 2019*.

2 SCOPE

This policy applies to elected members, Council committee and working group members and Council employees with Katherine Town Council.

3 DEFINITIONS

CEO means Chief Executive Officer or Acting CEO

Meeting includes any meeting of Council, Audit and Risk Management Committee ~~or~~ Council Advisory Committee or working group.

Members means a member of council, Audit and Risk Management committee or council committee.

4 DETAILS

Where possible, Council is committed to facilitate access and participation in meetings by permitting members to be present and participate remotely by means of audio or audiovisual conferencing systems if specific needs arise.

4.1 Attendance

It is preferable that members attend meetings in person and members are encouraged to do so where possible. However, A member may attend any meeting via an audio or audiovisual conferencing system.

It is desirable, but not mandatory, that members give at least 1 days' notice to the CEO that they intend to attend the meeting via the conferencing system and the reason(s) for not being physically present at the meeting.

Notes: Regulation 50 (2) of the Local Government (General) Regulations 2021 state that if the elected members are attending the meeting by an audio or audiovisual conferencing system, the meeting must be accessible to the public by means of the audio or audiovisual system for public meetings.

4.2 CEO responsibilities

The CEO or delegate must ensure the provision of the necessary equipment, and setup of that equipment, to provide an adequate conferencing system that enables remote attendance of members.

The CEO or must ensure that the audio or audiovisual conferencing system is switched-on-and-tested working for the meeting and the relevant members have the correct information to enable their attendance (~~e.g. phone number, video link or other login details to enable a member to attend remotely~~).

4.3 General responsibilities

The Chair of a meeting must ensure that any member attending a meeting remotely is offered the same or substantially the same opportunity to participate in debate, and to register an opinion, on questions arising for decision, as if the member were physically present at the meeting.

All members in attendance are to abide by the Code of Conduct and, if attending via audiovisual conferencing, are to consider the appropriateness of their personal presentation and surrounding environment to the extent that they would if the member were attending the meeting in person.

The Chair is to confirm which participants are present at the commencement of the meeting.

The minutes of a meeting must identify ~~whether~~ each member attending in person or by audio or audiovisual conferencing means.

A member who is attending by audio or audiovisual conferencing means must advise the Chair if they are about to leave the meeting. A member must also advise the Chair immediately if they re-join the meeting. These details are to be recorded in the minutes with a reference to the member's time of departure and time of return (if applicable).

If technical issues arise that prevent a member from being heard or to hear during the meeting, the chair can declare that the member has left the meeting. If the chair experiences technical issues and has left the meeting, then council/committee must by resolution appoint a member as the presiding member being the Deputy Mayor/Deputy Chair in the first instance or another member if the deputy is unable to preside.

4.4 Conflicts of interests

It is the responsibility of individual members attending a meeting remotely to ensure they do not participate in an agenda item, or hear the discussion, if they have declared a conflict of interest in the matter.

The member must ensure they declare the conflict and disconnect from the conferencing system at the appropriate time (i.e. prior to discussion of the particular agenda item).

Where a member has disconnected from the conferencing system due to a conflict of interest, the Chair must contact the member as soon as the agenda item has concluded and request that they re-join the meeting.

4.5 Confidentiality

Members attending meetings remotely must:

- (a) ensure that people who are not members cannot see, overhear or listen to the member or the meeting (unless the Council is aware and accepts the circumstances);
- (b) not record the meeting unless all members in attendance at the meeting agree to the member recording the meeting; and

(c) ensure that confidential papers are not accessible by any person who is not a member.

Note: People who are not members are able to attend meetings in a manner allowed by the Council.

4.6 Voting

All members present at a meeting must exercise their vote on a question arising for decision. Before each agenda item and resolution, to ensure the participation of any members attending remotely, the Chair is to confirm that members attending remotely are able to hear the discussion and vote. Unless the council decides unanimously to take a vote by secret ballot, voting is to be by show of hands. In the case of secret ballots, the member will provide their vote to the CEO in confidence, who will then place it into the ballot box.

5 ASSOCIATED POLICIES/DOCUMENTS

Elected Members Conflicts of Interest Policy

Elected Members Code of Conduct

[Meeting Administration Policy](#)

[Livestreaming Policy](#)

[Conflict of interest form](#)

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

[*Local Government \(General\) Regulations 2021*](#)

[*Guide to Meeting Procedures - Department of Housing, Local Government and Community Development*](#)

[Katherine Town Council By-laws 1998](#)

Revision History

Version	Approval date	Details of change	Responsible officer
1	24/11/2020	Created and adopted	Policy Review Committee
2	20/06/2023	Reviewed – changed to new template, minor administrative amendments and under item 4.1 addition of ‘and the reason(s) for not being physically present at the meeting’	Governance and Executive Officer
3	17/11/2025	Reviewed – nil changes required	Acting CEO
4	11/06/2026	Reviewed to meet the <i>Local Government Act 2019</i> Guide to meeting procedures and sample meeting procedures policy released 27 March 2026 and updates to the Meeting Administration Policy	Manager Governance and Risk



COUNCIL POLICY

MEETINGS ADMINISTRATION POLICY

Type:	Council Policy – <u>Elected Members</u>		
Owner:	Chief Executive Officer		
Responsible Officer:	<u>Manager Governance and Risk</u> Chief Executive Officer		
Approval Date:	<u>23/09/2025</u>	Next Review:	<u>1 September 2027</u> 1/06/2029
Records Number:	175432	Council/CEO Decision:	Council OMC-2025-222
Legislation Reference:	<u>Local Government Act 2019 Chapter 6 Part 6.1 (Council Meetings), Local Government (General) Regulations 2021</u> and Katherine Town Council By-laws		

1 PURPOSE

Katherine Town Council is a prescribed Local Government body in accordance with the provisions of the *Local Government Act 2019*. There are a number of core obligations set out by this legislation, as well as the Local Government (General) Regulations 2021 and the Katherine Town Council By-laws 1998 in relation the conduct of Council meetings.

The purpose of this policy to provide a clear, transparent framework for the effective conduct of business of the Council in Council meetings and support elected members to act as an informed representative and responsible decision makers in the interest of the Katherine area, within the powers and functions assigned to them under the Local Government Act 2019.

2 SCOPE

This Policy applies to all elected members and Council employees for every Ordinary and Special Council Meeting.

3 DEFINITIONS

Casting vote means a vote that may be exercised by the Mayor/Chairperson in the event of a tied vote, in accordance with Council’s Casting Vote Policy.

CEO mean the Chief Executive Officer (CEO) and includes an acting CEO.

Chairperson means the Mayor or, if the Mayor is absent for any reason, the Deputy Mayor for Ordinary and Special Council Meetings. In the event that neither the Mayor nor the Deputy Mayor are available to chair the meeting, a Chairperson, for that meeting only, will be chosen from a Councillor who is in attendance, by resolution.

MEETINGS ADMINISTRATION POLICY

Confidential Information means any confidential information as defined by regulation 51 of the *Local Government (General) Regulations 2021*.

Councillor means an Elected Member of Katherine Town Council.

Deputation means the process by which individuals and groups may request presentation time at a Council meeting to make a formal address to the Council. Deputations provide an opportunity for members of the public to address Council on a specific **issuematter**.

Deputy Mayor means the Deputy Principal Member of the Katherine Town Council.

Mayor means the Principal Member of Katherine Town Council.

Motion means a proposal to be considered by Council at a meeting. It is a **formal proposal or recommendation for the council to make a decision or take an action**~~request to do something or to express an opinion about something~~. A motion formally puts the subject of the motion as an item of business for formal consideration for Council.

Motion of dissent means a motion set out in this policy, the purpose of which is to seek to correct what may have been a mistake of fact or interpretation on the part of the Chairperson.

Mover means the person at a meeting who initiates (moves) a motion.

Minutes mean the official record of the business transacted at Council meetings and the decisions made. They are a legal record and a public document.

Notice of motion means to provide advance notice to Councillors of an individual Councillors intention to move a particular motion on a specific matter at an Ordinary Meeting of Council.

Ordinary Meeting of Council means regular Council meetings where council conducts its core business.

Petition means a formal request to lobby a law-making body such as Council. It may request an amendment to general law or the review of an administrative decision. The petition is placed before Council with the object of implementing the particular action or amendment. Petitioning is one of the traditional forms by which people can make requests direct to Council for action.

Point of order means a point made to draw attention to an alleged breach of the Act, Katherine Town Council By-laws 1998, **Code of Conduct** or this policy in relation to the proceedings of a meeting.

Put to the vote means to formally state a question in its final form for the purpose of taking a vote.

Quorum ~~is the majority of all members holding office at the time of the meeting means the minimum number of members needing to be present to constitute a valid meeting (i.e. 50% of attendees plus one).~~ **Katherine Town Council quorum is four members (when all positions are filled).**

Resolution means a formal decision by Council that has been passed by a majority of its ~~sitting members~~**in attendance at the meeting where the resolution was made. E.g., a motion that has been decided and passed by a majority of Councillors at the meeting.**

Second means the person at a meeting who seconds a motion that has been moved.

Special Council Meetings means special Council meetings called on occasion to address an urgent item of business.

4 DETAILS

Council is a representative, decision-making body, that acts in the interests of its constituents and discharges its duties, ~~without fear or favour, as prescribed by~~ in accordance with the *Local Government Act 2019* and ~~its statutory instruments~~ the *Local Government (General) Regulations 2021*.

GENERAL INFORMATION FOR ELECTED MEMBERS

Role of elected members

The Section 44 *Local Government Act 2019* states that the role of a Councillor is to:

- represent the interests of all residents and ratepayers of the Council area (Katherine municipality)
- provide leadership and guidance
- facilitate communication between the members of the Council's constituency and the council
- be properly informed to enable participation in the deliberations of the Council and its community activities
- ensure, as far as practicable, that the Council acts honestly, efficiently, and appropriately in carrying out its statutory responsibilities
- ensure that Council resources are used prudently and solely in the public interest, and
- actively monitor the financial affairs of the Council.

An elected member of the council has no power to direct or control staff of the Council, or to interfere with the management of Council employees.

Elected members are bound by a Code of Conduct, and they have a duty to act, at all times, in what the member genuinely believes to be the best interests of Council's constituency – the Katherine community.

Functions of Council

The Section 22 *Local Government Act 2019* states tThe functions of Council include:

- planning for the future requirements of Katherine
- provision of services and facilities for the benefits of the Katherine community, its residents and visitors
- making prudent financial decisions
- managing the employment of the Chief Executive Officer
- providing for the interests and wellbeing of individuals in the Katherine community
- carrying out measures to protect the environment from natural and other hazards and to mitigate the effects of such hazards
- planning and developing council facilities in a sustainable way
- planning the use of council resources for the benefit of Katherine and the Big Rivers region
- promoting Katherine and the Big Rivers region a location for industry and commerce and as an attractive tourist destination, and
- establishing programs to benefit the Katherine community.

Conflicts of interest

A Councillor must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities. If a conflict of interest exists, the member must comply with any statutory obligations of disclosure. Refer to the 'Elected Member Code of Conduct' and 'Elected Members Conflicts of Interest policy'.

Gifts and benefits

~~A Councillor must discharge their duties, responsibilities, and obligations impartially and with integrity including in relation to receiving, accepting and disclosing gifts or benefits. They must not accept a gift or benefit that may be perceived by a reasonable person to improperly influence their performance or decisions. Refer to the 'Gifts and Benefits policy'.~~

Confidential information

Council is committed to transparent and accountable decision making, to achieve the outcomes of its Strategic Plan and Municipal Plan. However, from time to time, Council will consider confidential and sensitive information which it must treat with care.

If applicable, members will move and second a motion to close part of the meeting to the public to allow confidential matters to be considered and discussed.

At the conclusion of confidential business, council must determine whether the confidential information should no longer be confidential after a specified period of time or be subject to periodic review, in accordance with council's Council's 'Confidential Information Policy' -sets out Council's process to ensure the proper treatment and review of confidential items considered at Council meetings.

Any resolutions made during confidential business are to be reported publicly in a manner that does not disclose confidential information.

Audio or audio-visual conferencing

Where possible, Council is committed to facilitate access and participation in meetings by permitting Councillors to be present and participate remotely by means of audio or audio-visual conferencing systems.

A Councillor may attend any meeting via an audio or audio-visual conferencing system. It is desirable, but not mandatory, that members give at least one (1) days' notice to the Chief Executive Officer that they intend to attend the meeting via the conferencing system. Refer to the 'Attendance at meetings via audio or audio-visual conferencing system Policy'.

Regulation 50 (2) of the Local Government (General) Regulations 2021 state that if the elected members are attending the meeting by an audio or audiovisual conferencing system, the meeting must be accessible to the public by means of the audio or audiovisual system for public meetings. The meeting link for joining the meeting will be included in the meeting agenda.

Meetings will be recorded to assist with minute taking purposes only. Recording a council meeting for minute-taking purposes is important for:

- Accuracy and completeness - Audio or video recordings ensure that the minutes reflect exactly what was said and decided.
- Transparency and accountability - Recordings provide a verifiable source of truth for the Chair, CEO and minute taker.
- Support for the minute taker - Minute takers can focus on capturing key points rather than trying to write everything down in real time. They can revisit the recording to ensure nothing important was missed.
- Recordings become part of the official record and can be used for future reference, evidence, research, or training.

Media

As outlined in Council's Media Policy, the Mayor is the principal spokesperson for Council. In the absence of the Mayor or at the Mayor's request, the Deputy Mayor or Chief Executive Officer are authorised to make statements on behalf of Council to the media.

Council appointments to advisory and external committees

Council will appoint representatives as required. Appointment to Advisory and External Committees will be reviewed as required and endorsed at an Ordinary Meeting of Council. Refer to the 'Council delegates and representation on external organisations, including community groups Policy'.

Public Questions

Katherine residents and ratepayers have the right to ask questions and raise issues with Council. However, Council meetings are an opportunity to observe the Council at work and they are not generally the place for members of the public to debate with Councillors. A Public Question time is scheduled prior to the meeting, 5.30 to 5.50pm, providing the public an opportunity to ask any question to the Council.

A member of the public can also submit questions via the website form Council Meetings » Katherine Town Council or email records@ktc.nt.gov.au by 10.00 am on the day of the Council meeting. Members of the public will be given the opportunity to ask the question during the public question time prior to the Council meeting. If they are not in attendance at the meeting, they may also submit a question, however the Mayor will determine whether or not to read and respond to your question. For questions not responded to at the meeting, a response will be provided at a later date.

ADMINISTRATION OF COUNCIL MEETINGS

Council is accountable to the Katherine community for the decisions it makes, and those decisions must be based on sound, adequate and accurate information. The conduct of effective meetings is an indicator of good governance and how meetings are managed is an important part of achieving this goal. Meeting procedures contribute to good public decision-making and increase Council's transparency and accountability to the Katherine community.

~~Council's decision-making must be as open and transparent as possible. Council meetings are open to the public and the media, unless the topic is about a matter that may need to be kept confidential. Example of confidential matters include employee, commercial, security or legal matters.~~

~~Councillors make decisions by a majority (more than half of those present) vote at each meeting. A quorum (more than half) of the Councillors must be present for a vote to pass (or be carried). Each Councillor, including the Mayor and Deputy Mayor has one vote on decisions made at a Council meeting. Where there is an equal number of votes for and against a motion, the Mayor is required to cast a second 'casting vote' to break the tie.~~

Members of the public and the media may be present for Council meetings, but must not take part, or attempt to take part, in the proceedings of a meeting unless invited to do so by the chairperson. they are not permitted to speak unless invited to do so. They may be asked to leave when confidential matters are being discussed.

Meeting times (By-law 138)

From January to November each year, Ordinary Council Meetings will be held at 6.00 pm on the fourth Tuesday of the month.

In December, the Ordinary Council Meeting will be held at 6.00 pm on the second Tuesday.

Meetings are mostly held at the Civic Centre, Stuart Highway, Katherine, or by audio or audio-visual attendance.

From time to time, meetings may be held ~~in at a different location venue~~ advertised on Council's website, public notice boards and meeting agenda.

The dates and times of all Ordinary Meetings of Council for the term of the Council will be determined at the first Ordinary Meeting of the Council after a general election.

Meetings of council will be convened by the CEO.

~~Elected Members are expected to attend every Ordinary Meeting of Council and Special Council Meeting. If an Elected Member is absent, without permission of the Council, from two (2) consecutive Ordinary Meetings of Council, then it is considered that the Elected Member ceases to hold office.~~

Special Meetings of Council are convened for a specific urgent purpose by written request to the CEO by the Mayor, or majority three or more members of the Councillors, or by resolution at a Council meeting.

Order of business and business papers (By-laws 139 and 140)

MEETINGS ADMINISTRATION POLICY

The agenda is a list of items (or the order of business) that Council intends to consider at a meeting, with each agenda item usually supported by a business paper that contains information and recommendations. Councillors use these reports as a source of information and advice to assist their decision making.

Business papers will be available to elected members by close of business on the Wednesday preceding the Ordinary Meeting of Council. They Copies and access will also be made available at the Civic Centre, or Main Office, and the Library, and posted on Council's website.

The order of business for an Ordinary Meeting of Council is as follows:

1. Acknowledgement of Country
2. Opening Prayer
3. Opening of Meeting
4. Attendance - Present, Apologies and Leave of Absence
5. Declaration of Interest
6. Presentations from External Agencies and Deputations (By-law 144)
7. Confirmation of Previous Minutes
8. Business Arising from Previous Minutes
9. Mayoral Business
10. Correspondence and Documents
11. Petitions (By-law 143) and Deputations (By-law 144)
- ~~12.~~ Public Question Time (Matters Referred to the Agenda)
- ~~13-12.~~ Notice of Motion
- ~~14-13.~~ Reports of Officers
- ~~15-14.~~ Reports from Committees
- ~~16-15.~~ Elected Members Activities
- ~~17-16.~~ Late Agenda
- ~~18-17.~~ General Business (By-law 141)
- ~~19-18.~~ Closure of Meeting to Public (if required)
- ~~20-19.~~ Confidential Items
- ~~21-20.~~ Resumption of open meeting
- ~~22-21.~~ Closure of the Meeting

Apologies and leave of absence – Elected Members are expected to attend every Ordinary Meeting of Council and Special Council Meeting. If an Elected Member is unable to attend a meeting, they need to formally inform (via email or telephone call) the Mayor or CEO of their absence and have given reasons why they cannot attend the meeting.

this section considers the submissions of Councillors who are not in attendance however they have formally informed the Mayor, or Chief Executive Officer, of their absence, and have given reasons why they cannot attend the meeting.

Council shall decide whether the notification and reasons are acceptable. A motion will be made to either accept the absence, or to have it refused if Council deems the provided notice and reason(s) to be unacceptable. Council will NOT accept the apology, and therefore absence, of Councillors who have not provided a formal notice of absence. The apology must be accepted by resolution, if not accepted, the apology resolution will be recorded as an absence without permission. An Elected Member is disqualified from office if absent from two consecutive meetings of council without permission.

Declaration of interest – this section requires Elected Members to declare any personal or financial conflicts of interest with any agenda item at the meeting, at the beginning of the meeting or as soon as practicable after a member becomes aware of the conflict of interest.

Confirmation of previous minutes – a motion will be given that the previous minutes are a true and correct record of that meeting and its decisions (resolutions).

Business arising from previous minutes – ~~any business arising out of the last minutes/this section will table the action list from previous meetings that are not completed with the most recent updated on the progress.~~ Business arising will not be discussed until the previous minutes have been confirmed.

Mayoral business – this section provides an opportunity for the Mayor to outline meetings or other functions and events they have been involved in during the previous month. The reporting obligation forms part of the Katherine Town Council's Annual Report to the community, outlining the Mayors contribution to the council's service delivery.

Correspondence and documents – the Mayor and Council receives important letters and other documents, and these are tabled at an Ordinary Meeting of Council to provide Councillors with this information. Formal Outgoing correspondence is tabled within this section.

~~**Public Question Time** – Katherine residents and ratepayers have the right to ask questions and raise issues with Council. However, Council meetings are an opportunity to observe the Council at work and they are not generally the place for members of the public to debate with Councillors. People who have been invited to make a submission may speak when directed, but there should be no debate between the public and the Council at Council meetings.~~

~~If a member of the public wishes to ask a question about an item on the agenda of an Ordinary Meeting of Council, they are required to submit questions online or in person by 10.00 am on the day of the Council meeting. Members of the public will be given the opportunity to ask the question during the Council meeting, but it must relate to a specific agenda item. If they are not in attendance at the meeting, they may also submit a question, however the Mayor will determine whether or not to read and respond to your question. For questions not responded to at the meeting, a response will be provided at a later date.~~

Notice of Motion – Councillors may give written notice to the Mayor or CEO at least seven working business days prior to the Council meeting of a motion proposed to be moved at the meeting. Refer to policy section 'Motions (By-laws 145 to 150)'.

Reports of Officers – this section is where reports from Council officers about Council matters are presented for discussion and resolution. Reports for decision are tabled first followed by the Financial Report and other reports for noting.

Reports from Committees – this section is where minutes and reports from any Council and external committees are presented for consideration.

Elected Member activities – this section provides an opportunity for Councillors to report back to Council about their meetings and engagements that the individual Councillor attended in the previous month relevant to their role. The reporting obligation forms part of the Katherine Town Council's Annual Report to the community, outlining elected members contribution to the council's service delivery.

General business – this section provides an opportunity for Councillors to provide information and updates to the community ~~ie. events and speak about issues of a minor nature that do not require a decision of Council. such as events or an update on a specific matter. If an Elected Member intends to raise any minor issues, this should be discussed with the Mayor or CEO prior to the meeting and should be matters that do not request a decision or report from the Council Officers. Significant business items from Elected Members that require a decision or report from Council Officers are required to be presented by a Notice of Motion. If a General Business item requires reasonable consideration or analysis, Council shall consider deferring it to the next meeting.~~

Confidential session – if required, the confidential session of an Ordinary Meeting of Council will exclude members of the public and media as it deals with confidential matters. Guests may be invited to the Confidential session by the Chair when required.

Meeting close – confirmation of date and time of the next meeting and the Mayor will formally declare the time the meeting was closed.

Order of business for Special Council Meetings

Business papers will be available to elected members four hours preceding the Special Meeting of Council. They will also be available at the Civic Centre and the Library and posted on Council's website.

The order of business for a Special Meeting of Council is as follows:

1. Acknowledgement of Country
2. Opening Prayer
3. Opening of Meeting
4. Attendance - Present, Apologies and Leave of Absence
5. Declaration of Interest
6. Reports of Officers
7. Closure of meeting to public (if required)
8. Confidential Items
9. Resumption of open meeting
10. Meeting Close.

Notice of Business to be given by member (By-law 141)

Councillors requiring the consideration of a matter must be in writing and give a signed notice to the Chief Executive Officer-CEO or Mayor by close of business on the Monday one week days prior to the Ordinary Meeting. The Chief Executive Officer-CEO may provide a background report for inclusion with the notice where appropriate. The CEO may determine that a matter is not ready for inclusion on the agenda and may defer the matter to a future meeting if further information or analysis is required.

The By-Laws state the matter will may be considered during General Business and the member may not speak to the matter for more than five minutes. Where a matter raised under general business requires consideration, analysis, or the provision of a report, council should defer the matter to a future meeting. The Chief Executive Officer may provide a background report for inclusion with the notice where appropriate.

Petitions (By-law 143)

Councillors may present petitions at an Ordinary Meeting of Council by stating the nature of the petition and reading the petition. Where a Councillor presents a petition to a meeting, no debate on or in relation to it is allowed and the only motion that may be moved is:

- that the petition be received, and consideration stand as an order of the day for the meeting or for a future meeting, OR
- that the petition be received and referred to a committee or Council officer for consideration and a report to the council.

The Mayor will advise of the recommendation to be put forward for a petition and council officers will prepare a report as required.

Presentations and Deputations (By-law 144)

Presentations and Deputations wishing to attend and be heard at a meeting must give at least seven clear business days' notice of their proposed presentation or deputation by writing to the Chief Executive Officer.

Council will receive Presentations and Deputations at a date and time agreed by the Mayor in consultation with the presenter or members of the deputation.

Motions (By-laws 145 to 150)

Councillors may give written notice to the Mayor at least seven working-business days prior to the Council meeting of a motion proposed to be moved at the meeting. Notices of Motion will be listed on the agenda in the order determined by the Mayor Order of Business. Motions are required to have a mover and a seconder.

The Mayor will read out the agenda item and ask the relevant Councillor to speak on the agenda item. The Councillor will take no more than ten minutes (By-Law 157 (4)) to speak to the matter. A Councillor speaking about a motion must confine their remarks to the matter being considered. The Mayor is responsible for keeping Councillors on time.

If the Councillor who gave notice of the motion is absent from the meeting, the motion may be moved by another Councillor or deferred to the next Ordinary Meeting of Council.

A Councillor, other than the mover of an original motion, has the right to speak once to the motion and any amendment proposed to it. The Mayor has the right to close the debate at any time they deem there has been ample debate.

A Councillor who moves or seconds a motion must not move or second an amendment to the motion.

Process for dealing with a motion and amendments to motions

The Mayor will read the motion and invite Councillors to move the motion. Motions are required to have a mover and seconder. If a motion is not seconded, it will be recorded in the minutes as having lapsed.

When a motion has been moved and seconded, a member may move an amendment to the motion. The chairperson has the right to close the debate at any time they deem there has been ample debate. Council will then vote and if a majority vote is in favour of the motion, it is 'carried'. A carried motion becomes a resolution of council.

If Councillors are happy with the motion, Councillors will first show their hand and then move the motion. If any Councillor deems the motion requires amendment, then the amendment will be discussed, and the Mayor will invite Councillors to move the amended motion. Once a Councillor moves the motion, the Mayor will invite Councillors to second the motion. Councillors will show their hand and second the motion.

The Mayor shall only allow debate on a motion if it is seconded, requesting initially for a Councillor An Elected Member that may wish to speak for or against the motion to speak for a maximum of five minutes for, or against the motion. A motion that is not seconded must be recorded in the minutes as having lapsed.

Any amendment to motions must retain the identity of the original motion and not negate the intent of the original motion (By-Law 150 (3)). The Mayor shall rule that any proposed amendment that attempts to negate a motion, or replace an amended motion with the original motion, is rejected. A member who moves or seconds a motion may not move or second an amended motion (By-Law 150 (4)).

Council may only deal with one (1) amendment to a motion at a time. Once an amendment has been moved, no further amendment can be considered until that amendment is disposed of, either because it lapses, or is seconded and put to the vote. If an amendment to a motion is lost, then further amendments may be considered until a motion is carried (be it the original motion or some variation of it) or all motions are exhausted.

Once all debate on a motion is concluded, but before the motion is put to the vote, the mover of the original motion has a right of reply and may speak of all observations made in reference to the motion.

~~Once an amendment to a motion is put to the vote and carried, the motion, as amended, then becomes the motion before the meeting. Councillors will then put the original motion or amended motion to the vote.~~

Points of order (By-Law 151 and 163)

The Mayor may call to order a member at a meeting who is in breach of the [Local Government Act 2019, the Katherine Town Council By-laws 1998, Code of Conduct Act](#) or this Policy in relation to the proceedings of the meeting.

~~An Elected Member -Councillor~~ may raise a point of order. ~~The chairperson will pause discussion~~ and ~~the Elected Member~~ must state briefly the nature of the alleged breach. A point of order takes precedence over all other business until determined. The Mayor must rule on a point of order immediately. ~~Minutes will reflect the point of order raised, and by which Elected Member, the issue very briefly and the chairpersons ruling.~~

Motion of dissent (By-law 151)

A Councillor may, without notice, move a motion of dissent in relation to the Mayor on a point of order.

If a motion of dissent is moved in relation to a point of order, further consideration of the matter will be suspended until after the motion of dissent is put to the vote. If the motion [of dissent](#) is carried, the matter will proceed as though the [point of order](#) ruling had not been made or be restored to the business agenda and dealt with in the normal course of business.

The Mayor may speak to the motion of dissent and cast a deliberative vote for or against.

Procedural motions (By-law 153)

By-law 153 provides for a range of procedural motions, such as adjourning debate on a matter, moving to the next matter on the agenda or adjourning the meeting.

Procedural motions must be moved and seconded in accordance with the By-Laws, depending on the reason for the procedural motion.

Questions and discussion (By-law 154)

During a meeting, Councillors may ask a question for reply by another Councillor or a Council employee. A question raised during a meeting shall be asked categorically and without argument and no discussion is permitted at the meeting in relation to the reply or a refusal to reply.

Councillors will ask the Mayor to direct their question to another Councillor or Council employee, who can refuse to answer the question or take the question on notice and provide a reply at the next Ordinary Meeting of Council.

If a Councillor asks a question, that question is not considered part of the debate of a motion.

Method of Taking the Vote

~~Each member present has and must exercise one vote on each matter arising for decision. It is not an option to abstain or not vote.~~

The Mayor shall, in taking the vote on any motion or amendment, put the question first in the affirmative and then in the negative. ~~The Chair may do so as often as is necessary to determine the majority.~~ Voting shall be by a show of hands except where a Councillor is prevented by physical disability. ~~The names of members voting for or against motions will be recorded in the minutes.~~

Casting vote

The chairperson must exercise, in the event of an equality of votes, a second or casting vote. Casting votes will be made in accordance with Council's 'Casting Vote policy'.

Unless the council decides unanimously to take a vote by secret ballot, voting is to be by a show of hands.

Mayor to take precedence (By-law 155)

The Mayor may, at any time during debate of a matter at a meeting, indicate an intention to speak and, on so doing, a member speaking or proposing to speak is to cease speaking and remain silent or refrain from speaking until the Mayor has been heard.

Addressing Council (By-laws 156 and 160)

Councillors may insist that other Councillors address them by their official designation, as Mayor or Councillor, as the case may be. Council employees should be referred to using their official title.

Councillors shall refrain from the use of offensive or inappropriate language, especially in reference to another Councillor. Councillors shall not make imputations of improper motives or personal reflections on Councillors or council employees. A Councillor who considers that another Councillor is out of order may call upon the Mayor to maintain order.

Mayor to maintain order, to decide who can speak first and to have priority when speaking

The Mayor must maintain order, and may, without the intervention of any other Councillors, call any Councillor to order whenever, in their opinion, it is necessary to do so.

If two or more Councillors attempt to speak at the same time, the Mayor must decide which of the Councillors may speak first.

Order and disorder (By-laws 161 to 163)

The Mayor, or a Councillor who considers that another Councillor is out of order, may call upon the Mayor to maintain order.

A Councillor is guilty of an act of disorder if they:

- breach the *Local Government Act 2019* ~~or~~, the Katherine Town Council By-laws 1998, Code of Conduct or this policy,
- use language that, according to common usage would be considered disorderly or offensive,
- uses an expression inconsistent with good order and decorum, or
- says or does anything calculated to bring the Council into public disrepute or contempt.

The Mayor will rule on any question of disorder, and this ruling must be obeyed, unless there is a motion of dissent.

A member who interrupts the orderly conduct of a meeting shall, on being requested to do so by the chairperson, immediately leave the meeting and to apologise, without reservation, to other Councillors present, and this will be included in the minutes. A Councillor cannot refuse to leave the meeting if requested by the Mayor for an act of disorder.

~~A member who considers that another member is out of order may request the chairperson to bring order to the meeting. They Mayor may request a Councillor leave for the remainder of a meeting and to apologise, without reservation, to other Councillors present. A Councillor cannot refuse to leave the meeting if requested by the Mayor for an act of disorder.~~

If the Mayor or a Councillor considers that a matter being considered or discussed at a Council meeting is objectionable, the Mayor may declare a point of order that the matter not be further considered.

Quorum not present (By-law 164)

When a meeting is postponed, that fact together with the names of the members present at the time is to be recorded in the minutes. If it is impractical for a meeting to be postponed to later the same day, the CEO may postpone the meeting for up to 21 days.

The person who postpones a meeting must ensure, as far as practicable, that each member receives notice of the postponement and of the time and place to which the meeting was postponed. The website will be updated to advise of the changes. Where a meeting is postponed, that fact together with the names of the members present at the time is to be recorded in the minutes kept by Council.

Where at a meeting a quorum of members is not present, the Mayor is to suspend the meeting for a period of 30 minutes and, if at the expiration of that period a quorum is not present, the names of the members present at the time are to be recorded in the minutes and the Mayor is to adjourn the meeting to a later time or to another date, as the Mayor thinks fit.

Late Reports

Late reports and urgent business are discouraged, as they do not allow elected members or the public sufficient opportunity to consider the matter prior to the meeting. Late reports will only be admitted under exceptional circumstances as approved by the Mayor or Chief Executive Officer. Late reports are to be made available to Councillors elected members and the public as soon as practicable.

Any papers or documents considered at a meeting that were not published with the agenda must be published on the council website at the same time as the minutes of the meeting, unless the material is confidential.

Minutes

Unconfirmed minutes of each Ordinary and Special Council Meetings will be available within 10 business days following the meeting. The unconfirmed minutes will be made available at the Civic Centre and on Council's website.

Until minutes are adopted at the following Ordinary Meeting of Council, minutes will be marked as "unconfirmed".

The minutes of a council meeting are to be presented for confirmation at the next meeting.

Council may confirm the minutes with or without amendment.

Once confirmed, the minutes are taken to be a true and accurate record of the meeting, and the confirmation is to be recorded in the minutes of that meeting.

Grounds for closure to public and media to discuss confidential matters

From time to time, an Ordinary Meeting of Council or Special ~~council~~ Council Meeting may be closed to the public and the media to discuss confidential matters *such as:*

- ~~those~~ prescribed by Part 3 Section 51 of the *Local Government (General) Regulations 2021* as confidential.
 - ~~employee matters concerning particular individuals~~
 - ~~information about the personal circumstances of any resident or ratepayer~~
 - ~~information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business~~

- ~~commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it; or reveal a trade secret~~
- ~~information that would, if disclosed, prejudice the maintenance of law~~
- ~~matters affecting the security of Council, Councillors, Council employees, or Council property~~
- ~~advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.~~

~~Councillors~~ ~~The motion to close part of the meeting to the public to allow confidential matters to be considered and discussed~~ must be moved and seconded ~~a motion to close part of the meeting to the public to allow confidential matters to be considered and discussed~~. Once confidential business is completed, a motion to move back to the public meeting should ~~must~~ be moved and seconded, and the resolutions of the confidential meeting be made available to the public, in accordance with the Confidential Information Policy.

The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the subject title of the matter that is to be discussed during the closed part of the meeting and the reason why the part of the meeting is being closed.

Resolutions ~~or recommendations~~ made at a closed part of a Council meeting must be made public by the Mayor as soon as practical after the closed part of the meeting has ended, where applicable. While discussions about confidential matters in the closed part of the meeting will not be made public, the separate nature of a resolution ~~or recommendation~~ allows it to be made public immediately after the closed part of the meeting has ended.

5 ASSOCIATED POLICIES/DOCUMENTS

Casting Vote policy

~~Council delegates and representation on external organisations, including community groups Policy~~

Attendance at meetings via audio or audio-visual conferencing system policy

Elected Member Code of Conduct

Elected Members Conflicts of Interest policy

~~Gifts and Benefits Policy~~

Confidential Information Policy

Media Policy

Leave of absence form

Conflict of interest form

Resolution register

Conflict of interest register

Customer Service Charter

Livestreaming Policy

SOP - Ordinary Meeting of Council General Business Guide for Elected Members

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Local Government (General) Regulations 2021

Katherine Town Council By-laws 1998

[Guide to Meeting Procedures - Department of Housing, Local Government and Community Development](#)

[Sample Meeting Procedures Policy - Department of Housing, Local Government and Community Development](#)

[Council Member Disqualification – Absence from Council Meetings - Department of Housing, Local Government and Community Development](#)

Revision History

Version	Approval date	Details of change	Responsible officer
1	24/06/2008	Created	CEO
2	26/10/2010	Revision	CEO
3	30/08/2016	Revision	CEO
4	28/06/2022	Revision for consistency with new Local Government Act, update, and new template	CEO
5	22/03/2023	<u>News Story - Katherine council to trial daytime council meeting » Katherine Town Council (nt.gov.au)</u>	CEO
6	16/09/2025	Revision and policy name change	CEO
7	11/06/2026	<u>Reviewed to amend policy to 1. reflect Council decision OMC-2026-131 – removing Public Question Time, a new report template and media releases to be included in official outgoing correspondence; 2. Local Government Act 2019 Guide to meeting procedures and sample meeting procedures policy released 27 March 2026; 3. Alignment to the Ordinary Meeting of Council General Business Guide for Elected Members; 4. Council Policy updates; 5. Remove duplicate information covered in another council policy that are not directly related to council meeting administration – Gifts and Benefits, Media, Council appointments to advisory external committees; 5. Inclusion of requirement for the public to have access to join a meeting that is being attended via videoconferencing by any member.</u>	Manager Governance and Risk



13.3 FINES RECOVERY UNIT DRAFT AGREEMENT

Author: Sheralea Clemow, Rates and Regulatory Affairs Coordinator
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For decision
Attachments: 1. Letter to Katherine Town Council - Circulation of Draft Agreement - FRU [13.3.1 - 2 pages]

PURPOSE OF REPORT

To present the Draft Agreement between the Fines Recovery Unit (FRU) and Katherine Town Council for consideration and endorsement.

RECOMMENDATION

1. That Council endorse the Draft Agreement with the Fines Recovery Unit (FRU) and Katherine Town Council.
2. That Council authorises the Mayor and the Acting Chief Executive Officer to execute a three (3) year Agreement with the Fines Recovery Unit (FRU), with an option to renew for a further three (3) years, commencing 1 July 2026, and to affix the Common Seal of the Katherine Town Council.

SUMMARY

- **The previous Agreement between Council and the Fines Recovery Unit (FRU) operated from 1 January 2018 to 1 January 2021.**
- **A new Draft Agreement has been developed to continue and formalise this arrangement.**
- **The Agreement outlines enforcement, recovery, and administrative responsibilities for infringement notices and outstanding fines.**
- **It provides legislative authority and governance clarity for Council officers undertaking enforcement-related functions.**
- **The Agreement supports efficient recovery of unpaid fines and strengthens compliance outcomes.**
- **Endorsement will ensure continuity of service and alignment with current statutory requirements.**

DISCUSSION, OPTIONS AND ANALYSIS

Katherine Town Council previously entered into an Agreement with the Department of the Attorney-General and Justice for the provision of services through the Fines Recovery Unit (FRU) for the period 1 January 2018 to 1 January 2021.

The Agreement enabled Council to refer unpaid infringement notices to the FRU for recovery and enforcement, ensuring compliance with relevant Northern Territory legislation. It also defined the respective roles and responsibilities of both parties, including administrative procedures, data sharing, and enforcement powers.

Following the expiry of that Agreement, the operational relationship between Council and FRU has continued in practice, with FRU maintaining its role in enforcement and recovery of outstanding infringement notices. However, this has occurred without a current formal executed agreement in place.

To ensure appropriate governance, legal clarity, and compliance with legislative requirements, a new Draft Agreement has been prepared to formalise these ongoing arrangements.

The Draft Agreement provides an essential framework for the management of infringement notices and recovery of outstanding fines. Key considerations include:

- **Legislative Compliance:** Ensures Council enforcement activities align with Northern Territory laws governing fines and infringements.
- **Clear Roles and Responsibilities:** Defines obligations of Council and FRU, reducing operational ambiguity.
- **Enforcement Efficiency:** Enables streamlined processing, escalation, and recovery of unpaid fines.
- **Risk Management:** Reduces legal and administrative risks associated with informal or expired arrangements.
- **Governance and Accountability:** Establishes formal reporting, record-keeping, and compliance mechanisms.

Overall, the Agreement reflects the structure of the previous (2018–2021) arrangement while supporting improved clarity and consistency in enforcement practices. Council officers have reviewed the agreement, and no amendments will be requested.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Strategic Plan

Not Applicable

Municipal Plan

1.1.2.3 Ensure compliance with other legislation applicable to Council



Department of CORPORATE AND DIGITAL DEVELOPMENT

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27 May 2026

Sheralea Clemow
A/Manager Corporate Administration
Katherine Town Council
PO Box 1071
Katherine NT 0851

Dear Ms Clemow

BY EMAIL: sheralea.clemow@ktc.nt.gov.au & rebecca.baguley@ktc.nt.gov.au

Re: Circulation of Draft Agreement

The Department of Corporate and Digital Development (DCDD) Fines Recovery Unit (FRU) is reviewing its Agreements with partner agencies that issue infringement notices in the Northern Territory (enforcement agencies).

These Agreements describe how our agencies work together under the *Fines and Penalties (Recovery) Act 2001*, including service expectations and any functions that FRU may carry out on behalf of enforcement agencies.

As part of a broader governance uplift within FRU, the Agreements have been refreshed to improve clarity and ensure consistent, up-to-date language. This refresh does not change the intent of the agreements or how our agencies currently work together. Existing roles, responsibilities, and day-to-day processes remain the same.

Attached for your review is a draft updated Agreement proposed to be executed between our agencies. Please review the document and follow the relevant next steps below:

If:	Please:
The terms are acceptable and the agreement can proceed	Complete the highlighted fields (e.g. contact details, responsible officer, and executing officer—usually the CEO or statutory role holder), and arrange for the delegate to execute and return the document to us
Changes are required	Mark up the document with your tracked requested changes and return it

If no changes are required, FRU will arrange execution through our Executive and forward a copy of the fully executed agreement to you on completion.

If changes are requested, we will contact you to arrange a discussion to work through them.

Please contact me if you have any questions or would like to discuss the draft agreement further.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Beau Clark', with a long horizontal flourish extending to the right.

Beau Clark
Director Operations, Fines Recovery Unit

13.4 LGANT CONFERENCE AND GENERAL MEETING 10-11 NOVEMBER 2026 - ALICE SPRINGS

Author: Yeshika Kandanaarachchi, Governance Officer
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For decision
Attachments: Nil

PURPOSE OF REPORT

The purpose of this report is to appoint a Council representative delegate for the Local Government Association of the Northern Territory (LGANT) Conference, Annual General Meeting on 10 and 11 November 2026 in Alice Springs as the Mayor is unable to attend and authorise that Council representative delegate the delegation to make decisions on behalf of the Council.

RECOMMENDATION

1. That Council appoint Councillor Anjali Palmer as the Council representative delegate for the Local Government Association of the Northern Territory (LGANT) Conference, Annual General Meeting on 10 and 11 November 2026 in Alice Springs as the Mayor is unable to attend.
 2. That Council authorise Councillor Anjali Palmer as the Council representative delegate for the Local Government Association of the Northern Territory (LGANT) Conference, Annual General Meeting on 10 and 11 November 2026 to have delegation for decision making that is in the best interests of the Council.
-

SUMMARY

- **LGANT holds two conferences and has advised that the next Conference, Annual General Meeting, and Dinner will be held on the 10 and 11 November 2026 in Alice Springs.**
- **Council made the decision on the 28 October 2025 that the Mayor and Deputy Mayor are the nominated Katherine Town Council delegates for the LGANT annual and general meetings for the period of two years, ending 28 September 2027.**
- **The Council should appoint a Council representative delegate for the Local Government Association of the Northern Territory (LGANT) Conference, Annual General Meeting on 10 and 11 November 2026 as the Mayor is unable to attend.**
- **The Katherine Town Council approved delegates for the LGANT annual and general meetings have delegation for decision making that is in the best interests of the Council.**
- **Other Councillors may attend the Conference utilising their professional development allowance.**

DISCUSSION, OPTIONS AND ANALYSIS

LGANT hosts major sector events each year to support governance, leadership and sector-wide collaboration across Northern Territory local government. The LGANT November 2026 Conference is the Northern Territory local government sector's premier annual event and will be held on 10 and 11 November 2026 in Alice Springs.

The conference brings together Mayors and Presidents, Deputy Mayors and Vice Presidents, Councillors and Elected Members, Chief Executive Officers, Senior council staff, LGANT corporate and sector partners, invited government and sector stakeholders for two days of discussions, learning and networking focused

on priorities shaping local government across the Territory. The conference will also incorporate LGANT's Annual General Meeting (AGM).

The program includes keynote speakers with relevant local government experience, panel discussions, facilitated conversations, networking opportunities, and social events. The event provides members with an opportunity to step away from day-to-day operations and focus on strategic issues, governance, leadership development, shared experiences and policy direction for the local government sector.

LGANT member councils are also invited to submit motions for consideration at the November Conference and AGM. Motions provide councils with an important opportunity to raise matters of significance to the sector and contribute to LGANT's advocacy and policy priorities.

Expressions of interest are currently being sought for councils for attendance and/or presenting.

The Mayor and Deputy Mayor are the approved delegates for this conference; however, as the Mayor is unable to attend this time, a delegate should be appointed. Other Councillors may attend by Council resolution utilising their professional development allowance.

Consultation Process

There was no consultation process required for this report.

Policy Implications

The professional development allowance may be expended by approval from the Council, in relation to attending a conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

Council is entitled to appoint two voting delegates to the LGANT Annual General Meeting. If a delegate is not replaced, Council will forfeit one of its voting rights.

Environment Sustainability Implications

There are no environmental sustainability implications.

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

1.2.2.4 Membership with Local Government Association of the Northern Territory (LGANT)



13.5 FINANCIAL REPORT AS AT 31 MAY 2026

Author: Rebecca Baguley, {position
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For noting
Attachments: 1. 31 May Financial Report to June Council Meeting [13.5.1 - 13 pages]

Purpose of Report

This report is to present the financial position of Council for the year to dated ending 31 May 2026

Officer Recommendation

That Council endorses the Finance Report for the month ending May 2026.

Discussion

In accordance with the Local Government (General) Regulations 2021 – Part 2 (Division 7), the below monthly report must be presented to the Council at the monthly Ordinary Meeting of Council.

The Financial Report is compliant with Local Government (General) Regulations 2021 – Part 2 (Division 7) Clause 17, Items 1 and 2, whereby material variances between the most recent actual income and expenditure of the council have been identified in detail against the first amended Municipal Plan Annual Budget adopted January 2026.

Accordingly, the commentary attached presents the preliminary financial position of the council at the end of May 2026 with the Chief Executive Officer (CEO) Certification.

FINANCIAL REPORTS

Council officers have been exploring different formats for the presentation of the finance report to improve understanding of the council's financials. All commentary is now included in the attachment.

The statutory reporting requirements are in accordance with the legislation.

Consultation Process

Consultation was undertaken with Council's Senior Managers and Finance team members

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Strategic Plan



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

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

Municipal Plan

4.2.4.3 Comply with Council's procurement policy

4.2.4.6 Prudent financial management for stronger returns for ratepayers

4.2.4.7 Comply with financial legislative requirements

Certification by the CEO to the Council

Council Name:	Katherine Town Council
Reporting Period:	31/05/2026

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.

Acting CEO Signed:



Date Signed:

15/06/2026

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).

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$	Notes
OPERATING INCOME					
Rates*	10,178,825	9,974,731	123,480	10,158,579	*Rates revenue received
Waste Charges**	1,613,227	1,612,843	384	1,612,903	**Waste revenue received
Fees and Charges	2,091,785	2,057,096	34,689	2,766,259	Includes User Charges, Rental and Waste Transfer Charges
Operating Grants and Subsidies	1,495,622	1,989,147	(493,525)	2,244,689	Grants, Visitor Info Centre, Library
Interest / Investment Income	865,737	652,000	213,737	730,000	Term Deposit interest
Commercial and Other Income	443,026	333,771	109,255	311,411	Fuel Tax Credits, Recoveries
TOTAL OPERATING INCOME	16,688,226	16,619,588	(11,980)	17,623,841	
OPERATING EXPENDITURE					
Employee Expenses	4,527,985	4,814,284	(286,298)	5,009,713	Salaries and Wages
Materials and Contracts	6,275,223	7,509,701	(1,234,477)	7,932,671	Contracts, Admin, Grants, Commissions, Professional fees
Elected Member Allowances	208,542	252,560	(44,018)	312,000	
Elected Member Expenses	24,155	51,442	(27,287)	54,500	
Council Committee & LA Allowances	17,556	22,592	(8,036)	54,500	
Council Committee & LA Expenses	5,608	7,333	1,725	8,000	
Depreciation, Amortisation and Impairment	5,047,883	5,663,488	(615,605)	6,178,351	
Other Expenses	45,568	0	(45,568)	12,552	Loss on Disposal of Assets
Interest Expenses (Finance Costs)	43,232	34,833	8,399	38,000	
Gain/Loss on Remeasurement of Landfill	0	0	(650,000)	650,000	
TOTAL OPERATING EXPENDITURE	16,156,538	18,359,233	(2,163,480)	20,264,879	
OPERATING SURPLUS /(DEFICIT)	531,688	(2,254,508)	(1,722,840)	(2,641,038)	Including Depreciation

Table 1.1 Monthly Income and Expenditure Statement**EXPLANATORY NOTES TO TABLE 1.1 - Review of Monthly Income and Expenditure**

The total year-to-date (YTD) Operating Income at 31 May, is \$16,688,226, a variance of \$11,980 below projected forecast.

A summary of YTD variances:

- (a) **Rates Revenue** – up by \$123,480 collected charges of \$10,178,825 an increase on the May target. The projected forecast for the year ending 30th June is \$10,178,825.
- (b) **Waste Charges Revenue** – are above YTD May target by \$384
- (c) **Recoveries** - \$89,513 – due to Insurance claim of \$88,086 paid in April
- (d) **Statutory Charges** – Dog Registrations, licenses and Pound Release fees up on budget
- (e) **Fees and Charges** – Airport Landing Fees are down by \$43,007 at May

- (f) **Interest Income** – nterest due on previous investments had rolled to be reinvested on maturity, recalculation of investment revenue resulted in a reforecast for EOFY – \$865,737 - \$135,737 above original budget forecast.
- (g) **Water & Electrical** recoveries – Charges recovered from previous financial year on expenditure of \$52,000 will be adjusted at EOFY. (Prior period expenses)
- (h) **Operating Grants** - FAGS (Cwlth) funding budgeted to be received in June 2026

The total year-to-date (YTD) Operating Expenditure is down by \$1,722,840 on forecast May Target of \$18,359,233. This is due to a reduction in materials and contracts expenditure and depreciation yet to be processed.

Other factors include:

- (a) Salaries and Wages – is down on revised May target by (\$286,298)Staff resignations and vacancies in some positions are attributed to this result;
- (b) Training & Seminars – down by \$6,458.
- (c) Employee wellness program – down by \$23,000
- (d) Recruitment Advertising down by \$8,051
- (e) Professional fees down by \$294,000 on May budget actuals forecast
- (f) Elected Member expenses down on May forecast by \$1,661
- (g) Elected Member Training and Personal Development costs down by \$30,000
- (h) Council Committee Meeting costs down on May forecast by \$9,271
- (i) Council Sale of Assets - \$39K prior year adjustment for Laneway fencing

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Operating Surplus (Deficit)	531,688	(2,254,508)	(1,722,840)	(2,641,038)
Remove Non-Cash Items				
- Less Non-Cash Income	0	0	0	0
Add back Non-Cash Expenses – Note (a)				
Depreciation & Unwinding WMF Asset	5,047,883	5,663,448	(615,605)	6,828,351
Net Gain(Loss) on Disposal of Assets	(39,215)	0	(39,215)	(39,215)
Total Non-Cash Items	5,008,668	5,663,448	(654,820)	6,789,136
Less Additional Outflows				
Capital Expenditure	7,403,505	7,236,005	167,500	9,221,383
Borrowing Repayments (Principal only)	0	0	0	0
Transfers to Reserves	0	0	0	1,00,000
Other Outflows	0	0	0	0
Total Additional Outflows	7,403,505	7,236,005	167,500	10,221,393
Add Additional Inflows				
Capital Grants Income	4,191,530	4,435,029	(243,499)	4,550,121
Prior Year carried forward funding	186,580	186,580	0	186,580
Other inflow of Funds (Sale of Assets)	70,040	0	0	72,178
Transfers from Reserves	0	0	0	1,933,738
Drawdown of Borrowings	2,000,000	2,000,000	0	2,000,000
Total Additional Inflows	6,448,150	6,621,609	(173,549)	8,742,617

Net Budgeted Operating Surplus (Deficit)	4,585,001	2,794,544	1,790,457	2,708,537
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NOTES TO TABLE 1.2 Monthly operating Position

Non-Cash Items

- (a) Depreciation Expenditure – Revised in 2nd Budget Review to \$6,178,351 and Unwinding of the WMF discount provision of \$650,000 reforecast for EOFY. Non-cash expenses.
- (b) Transfers from Reserves – adjusted to reflect transfer to Aquatic centre reserve as per Council resolutions. Proposed to make an additional contribution of \$1M for the Waste Management Facility “Make Good Provision”. To be approved by Council at EOFY.
- (c) Drawdown on Borrowings – Loan for Civic Centre – \$2,000,000 at 31 May, 2026

Table 2.1 Capital Expenditure and Funding - by class of Infrastructure, property plant and equipment

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Current Year (Annual Budget)
Buildings and Other Structures	7,046,264	7,236,005	(189,741)	9,213,232
Improvements	0	15,000	(15,000)	50,000
Plant & Equipment	199,036	0	199,036	9,045
Furniture, Fittings & Equipment	0	0	0	50,000
Fleet	0	80,197	(80,197)	300,000
Infrastructure Paths & Cycleways	28,158	140,395	(112,237)	206,639
Infrastructure Roads	12,153	580,724	(568,571)	696,869
Infrastructure Storm water & Drainage	65,898	83,333	(17,435)	100,000
Infrastructure - Irrigation	16,238	22,000	(5,762)	22,000
DRFA - Emergency Response Expenses*	210,306	333,333	(123,027)	400,000
TOTAL CAPITAL EXPENDITURE	7,578,053	8,490,987	(912,934)	11,047,785

Total Capital Expenditure funded by:	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Current Year (Annual Budget)
Council Co-Contribution from Surplus	765,754	2,076,788	(1,311,034)	2,265,587
DRFA Emergency Council Contribution	210,306	333,333	(123,027)	400,000
Capital Grants	4,191,530	4,191,530	0	4,191,530
Transfers from Cash Reserves	1,933,975	0	1,933,975	1,933,975
Borrowings – Civic Centre Loan	381,868	2,000,000	(1,618,133)	2,000,000
Sales of Assets	70,040	36,089	33,951	70,040

Deferred Capital – Grants Carried Forward Prior Year	24,580	186,580	(162,000)	186,580
TOTAL CAPITAL EXPENDITURE	7,578,053	8,490,987	(893,219)	11,047,785

End of year capital expenditure position will be affected by Civic Centre Refurbishment. Delays will affect cash flow and outlays.

Zimin Drive project delayed, with expenditure reforecast at \$140k for the year, majority of project expenses to be incurred in 26-27 once the project commences.

Capital grants down due to Roads to Recovery committed spend for 25-26 moved to 26-27 due to timing and resources. Street lighting expenditure moved to 26-27 Budget.

DRFA co-contribution of \$400k expensed until emergency claim lodgement. Council's maximum contribution is forecast at \$400k. Currently expenditure of \$210,306k YTD.

Council co-contribution to Aquatic Centre Redevelopment budgeted at \$2,029,679. Currently spent, \$

Capital Projects – Financial Summaries

Capital Projects over \$150,000

Recently Completed Capital Project(s)	Planned Budget		Actual Spend	Balance	Status
	Grants	KTC Spend			
Katherine Aquatic Centre Upgrade	\$10,300,000	\$ 2,029,678	\$12,348,307	\$0	Complete
Changing Places (KAC)	\$162,000	\$0	\$162,000	\$0	Complete
Recycled BBQ Area & Sports Storage (KAC)	Nil	\$54,880	\$ 8,217	-\$3,337	Complete
VEEP Museum Upgrades	\$38,962	\$38,962	\$77,925	\$0	Complete
TOTAL	\$ 10,500,960	\$ 2,000,147	\$12,504,447	-\$ 3,337	

Fig 1 – Recently Completed Capital Projects (completed since last report)

Current Capital Project(s) (WIP)	Planned Budget				
	Grant	KTC Spend	Actual Spend - LOP	Balance	Est Completion Date
Civic Centre Refurbishment	\$0	\$5,000,000	\$ 428,500	\$ 4,571,500	Mar 2027
Zimin Drive Shared Path	\$756,000	\$394,000	\$ 71,370	\$1,078,630	Dec 2026
Visitor Information Centre Upgrade	\$87,978	\$ 29,326	\$117,230	\$74	Jun 2026
DRFA – (NEMA)	TBC	\$ 400,000	\$ 212,800	\$187,200	Jun 2027
Infrastructure/Roads - Rural intersection upgrades	\$0	\$ 400,000	\$0	\$400,000	Jun 2026
Irrigation Upgrades	\$0	\$100,000	\$16,240	\$83,760	Jun 2026
TOTAL	\$843,978	\$6,223,326	\$836,140	\$ 6,237,704	

Fig 2 – Current Capital Projects

Upcoming Capital Project(s)	Planned Budget				
	Grants	KTC Spend	Actual Spend	Balance	Est Completion Date
Infrastructure/Roads - Roads to Recovery	\$ 955,000	\$400,000	\$ 0	\$955,000	Jun 2027
TOTAL	\$ 955,000	\$ 400,000	\$0	\$ 955,000	

Fig 3 – Upcoming Capital Projects

Table 2.2. Report on Planned Major Capital Works Works over \$150K										
Class of Assets	By Major Capital Project	Total Planned Budget \$ Life of Project	Grant Funding approved	Council Contribution - Life of Project	Council Contribution 25-26 Budget	Total Prior Year(s) Expenditure \$	YTD Actual Spend \$	TOTAL Spent LOP \$	Total Yet to Spend \$	Revised Project Completion Date
Buildings & Other Structures	Aquatic Centre Redevelopment	12,029,679	10,000,000	2,029,679	2,029,679	5,786,019	5,896,685	12,048,307	-	Jun-26
Buildings & Other Structures	Changing Places Aquatic centre	162,000	162,000			162,000		162,000	-	complete
	Design Phase Aquatic Centre	300,000	300,000			300,000	-	300,000	-	complete
	TOTAL AQUATIC CENTRE	12,491,679	10,462,000	2,029,679	2,029,679	6,248,019	5,896,685	12,510,307	(18,628)	
Buildings & Other Structures	Civic Centre Upgrade	5,000,000		5,000,000	2,000,000	-	381,868	381,868	4,618,133	Dec-26
Buildings & Other Structures	Lindsay St Amenities upgrade LRCIP - A	324,000	324,000		0	247,784	5,053	252,837	-	complete
Buildings & Other Structures	Waste facility shed raise tipshop	350,000		350,000	350,000	-	350,000	350,000	-	complete
Improvements	X 3 nature playgrounds	200,000		175,000	100,000	78,962	96,000	174,962	-	complete
Improvements	Irrigation Upgrades: priority for Railway Terrace, Glencoe Park, Fuller Park	100,000		100,000	6,210	-	6,210	6,210	93,790	Jun-26
Improvements	Dog Pound	421,255	250,000	172,500	111,056	250,000	111,056	465,565	-	Complete

Table 2.2. Report on Planned Major Capital Works Works over \$150K										
Class of Assets	By Major Capital Project	Total Planned Budget \$ Life of Project	Grant Funding approved	Council Contribution - Life of Project	Council Contribution 25-26 Budget	Total Prior Year(s) Expenditure \$	YTD Actual Spend \$	TOTAL Spent LOP \$	Total Yet to Spend \$	Revised Project Completion Date
Drains and Stormwater	Drains & Stormwater	100,000	-	100,000	100,000	-	24,499	24,499	75,501	Jun-26
Infrastructure - Footpaths & Cycleways	New Shared Path - Zimin Drive	1,150,000	756,000	394,000	140,000	-	28,158	71,368	1,078,632	TBC
Infrastructure - Roads	First Street Improvement LRCI P4	339,990	339,990	-	-	329,854	12,153	342,007	(2,017)	complete
Infrastructure - Roads	Local Road & Pavements: Sheppard, Needam, Zimmin & Giles	635,029	635,029	-	-	-	-	-	635,029	Dec-26
Infrastructure - Roads	Rural Intersection Upgrades: Helena/Florina, Hendry/Florina, Collins/Byers, Collins/Cragborn	400,000	400,000	-	400,000	-	-	-	400,000	Jun-26
TOTAL		33,983,631	23,629,019	10,355,858	7,269,706	13,403,362	6,909,710	14,065,053	6,701,265	
NOTE: Council has adopted by ARMC resolution a definition for capital works consistent with the NT Government guidelines a minimum threshold for major capital works of \$150,000										

Table 3. Monthly Balance Sheet Report as at 31 May2026

BALANCE SHEET	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		
Tied Funds	18,603,539	(1)
Untied Funds	9,125,293	(1)
Trade Debtors	490,241	(2)
Rates & Charges Debtors	2,486,079	(2)
Other Current Assets	775,931	
TOTAL CURRENT ASSETS	31,481,083	
Non-Current Financial Assets	-	
Property, Plant and Equipment	130,916,687	
TOTAL NON-CURRENT ASSETS	130,916,687	
TOTAL ASSETS	162,397,770	
LIABILITIES		
Accounts Payable	616,890	(3)
ATO & Payroll Liabilities	(121,408)	(4)
Current Provisions	608,956	
Accruals	132,817	
Other Current Liabilities	280,431	
TOTAL CURRENT LIABILITIES	1,517,686	
Borrowings	2,000,000	
Non-Current Employee Provisions	33,160	
Waste Management Make Good Provision	20,391,239	
TOTAL NON-CURRENT LIABILITIES	22,424,399	
TOTAL LIABILITIES	23,942,085	
NET ASSETS	138,455,685	
EQUITY		
Asset Revaluation Reserve	98,420,175	
Reserves	14,651,023	(1)
Accumulated Surplus	25,384,850	
TOTAL EQUITY	138,456,048	

Note 1. Tied Funds

Imprest Petty Cash	1,127.68
Employee Liabilities (Provisions)	642,117.71
33310 Capital Renewal Reserve	6,487,646
33520 Contingency Reserve	1,000,000
33610 Municipal Election Reserve	100,000
33620 Council Motion Funding Reserve	600,515

11230 · Equity Reserves		8,188,161.06
Waste Management Make Good		7,955,991.04
Upent Loan funds for Civic Centre		1,618,132.50
Unspent Capital Grants		-
Deposits Held		198,009.46
	Tied	18,603,539.45
Untied Funds - Cash and Cash Equivalents less Tied Funds	Untied	9,125,292.99

Note 1. Details of Cash and Investments Held

Cash at Bank consists of Term Deposits of \$28.20M with maturities as detailed below, with the remaining \$4.2M available at CBA Bank.

GENERAL FUND	\$
Commonwealth Bank	
Balance as per bank statement as at 31 May 2026	27,728,832.44
Credit card balances	-14,266.48
Balance of Imprest and Petty Cash	1,127.68
Plus net outstanding deposits/(withdrawals)	
Adjusted cash at bank balance, 31 May 2026	27,715,693.64

INVESTMENTS							
INSTITUTION	PRINCIPAL	INTEREST RATE	EFFECTIVE DATE	INTEREST	MATURITY DATE	TOTALS	INSTITUTION %
AMP 1	\$562,351.88	5.20%	01.04.26		31/03/2027		
AMP 2	\$1,000,000.00	5.35%	01.05.26		3/05/2027		
AMP 3	\$500,000.00	5.25%	14.05.26		15/02/2027		
AMP 4	\$1,682,382.24	5.35%	15.05.26		15/05/2027		
AMP 5	\$1,104,170.48	3.95%	29.06.25		29/06/2026		
AMP 6	\$1,544,903.75	3.95%	30.26.25		30/06/2026		28.6%
BOQ 3	\$524,117.43	4.00%	6.11.25		6/11/2026		
						\$524,117.43	2.3%
CBA 1	\$2,730,592.05	5.27%	26.5.26		26/05/2027		
CBA	\$547,284.31	4.05%	01.08.25		31/07/2026		
CBA 4	\$549,638.68	4.01%	11.11.25		29/05/2026	3,827,515.04	17.1%
NAB 1	\$3,669,750.00	4.05%	11.11.25		11/11/2026		
NAB 3	\$539,104.98	3.90%	11.07.25		13/07/2026		
NAB 4	\$3,156,000.00	4.00%	30.07.25		30/07/2026		
NAB 5	\$1,049,863.02	3.90%	06.08.25		6/08/2026		
NAB 6	\$1,097,683.82	3.95%	04.09.25		4/09/2026		
NAB 7	\$2,095,000.00	4.00%	14.10.25		14/10/2026	11,607,401.82	51.9%
AMP ON CALL	569,352.87	VARIABLE	30 DAYS	5,850.00			

CBA ON CALL	2,165,859.60	VARIABLE	30 DAYS	25,675.00		2,735,212.47	
TOTAL INVESTMENTS				31,525		25,088,055.11	
TOTAL FUNDS						27,728,831.99	

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	1,102,167		-	-	\$1,315,401.19	2,417,568
Trade Debtors	195,618	50,667	100,585	82,243	79,219	508,332
TOTAL	1,297,785	50,667	100,585	82,243	1,394,620.10	2,925,901

Note 3. Statement on Trade Creditors

	Current	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Trade Creditors*	404,882	209,910	(1,156)		1,000	614,635
Other Creditors	2,254		-	-	-	2,254
Total Accounts Payable	407,136	209,910	(1,156)	0	1,000.00	616,890

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

Council is a large withholder for PAYG purposes and consequently remits withholding 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 - GST	(87,090)
**Superannuation Payable Liability at 30 March 2026	754
**Prepaid Fringe Benefits Tax	(24,168)

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


Note 5. Current Ratio

	%
Current Ratio (current assets/current liabilities)	20.74



Current Ratio adjusted for Tied Funds	8.48



 Phocas Software
<https://www.phocassoftware.com> › Resources › Blog

Liquidity ratios: comparing current assets to current liabilities

A **current ratio** of 1.5 to 2 is generally considered **good**. This means the company has \$1.50 to \$2 of **current assets** for every \$1 of **current liabilities**.

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

Where a council credit card has been issued to an Elected Member and/or the CEO, a list per cardholder of all credit card transactions in the month is to be published including the name of the supplier, the amount for each transaction and the reason for the transaction.

Cardholder

Name: Casey Anderson

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
6/05/2026	\$20.00	NEWS PTY LIMITED SURRY HILLS NSW	Subscription
11/05/2026	\$291.65	XERO AU INV-52566752 HAWTHORN VIC	Financial Subscription
11/05/2026	\$286.50	STARLINK INTERNET Sydney AUS	CEO House and WMF
15/05/2026	\$12.00	NEWS PTY LIMITED SURRY HILLS NSW	Subscription
21/05/2026	\$10.00	XRO: XERO CUSTOM CONNE MELBOURNE VIC	Financial Subscription
22/05/2026	\$159.00	NEWSADDS A* NEWS CONCI SURRY HILLS NSW	Rppp Tender Ad
26/05/2026	\$401.94	EZI*Happy HR Pty Ltd Essendon WesAUS	Subscription
26/05/2026	\$787.89	Adobe Sydney AUS	Subscription
Total	\$1,968.98		

Cardholder

Name: Ingrid Stonhill

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
15-May-26	41.01	DROPBOX*DFV2KHKT2RJ3 D02FD79 D	Subscription
15-May-26	27.73	OPENAI *CHATGPT SUBSCR SAN FRANCISCCA	ChatGPT fee
15-May-26	0.69	International transaction	ChatGPT Exchange rate fee
1-Jun-26	84.38	Intuit Sydney AUS	Subscription
Total	\$153.81		



13.6 COMMUNITY RELATIONS QUARTERLY REPORT AS AT 31 MAY 2026

Author: Rhett English, Manager Community Relations
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For noting
Attachments: 1. Katherine Visitor Information Centre Performance Ch [13.6.1 - 3 pages]
2. Katherine Public Library Monthly Comparison Charts [13.6.2 - 3 pages]

PURPOSE OF REPORT

To provide Council with an overview of Community Relations Department activities for the period 1 February 2026 to 31 May 2026.

RECOMMENDATION

That Council receive and note the Community Relations Department Quarterly Report for the period 1 February 2026 to 31 May 2026.

SUMMARY

- **Community Relations services remained operational throughout the February to May 2026 reporting period despite significant impacts from the Katherine Flood 2026 event.**
- **The Katherine Public Library recorded 5,188 patron visits, 1,858 borrowing transactions and 43 new memberships during the quarter.**
- **The Katherine Visitor Information Centre experienced strong recovery in visitor numbers and sales following flood-related disruptions and wet season impacts.**
- **Visitor numbers increased from 835 in March to 5,850 in May as regional attractions reopened and dry season visitation commenced.**
- **Progress continued on the Tourism Town Asset Program Round 5 (TTAP5) project, Visit Katherine website redevelopment and Bookeasy booking system enhancements.**
- **Additional seasonal and casual staff were recruited to support increased visitation and service demand during the 2026 dry season.**

DISCUSSION, OPTIONS AND ANALYSIS

The Community Relations Department is responsible for the delivery of public library services, visitor information services, and customer service functions that support residents, visitors and businesses throughout the Katherine region.

The reporting period was significantly impacted by the Katherine Flood 2026 event. Flooding, road closures and temporary attraction closures affected tourism activity, visitor movements and access to community services throughout February and March.

Despite these challenges, Community Relations staff continued to support residents and visitors through the provision of essential information, customer service, literacy programs, and visitor assistance. Service delivery recovered strongly throughout April and May as floodwaters receded; attractions reopened, and visitation increased.

Library Services

The Katherine Public Library continued to provide an important community hub for learning, literacy, digital access, and community connection.

Key performance outcomes for the quarter included:

- 5,188 patron visits.
- 662.5 hours of public computer usage.
- 30 hours of conference room utilisation.
- 1,858 borrowing transactions.
- 591 soft loan transactions.
- 43 new memberships.

Library operations were temporarily disrupted during March due to flood-related closures and building assessments. Following reopening, patron visitation increased from 764 visits in March to 1,500 visits in April, demonstrating strong community demand and recovery.

Children's and family literacy programs continued throughout the quarter, including Toddler Rhyme Time, Storytime and Wiggle & Rhyme. These programs continue to provide important opportunities for literacy development, social connection, and community participation.

Visitor Information Services

The Katherine Visitor Information Centre continued to provide frontline tourism information, destination marketing, and visitor support services throughout the reporting period.

Wet season conditions, flooding, and road closures significantly impacted tourism activity during February and March. Staff continued to provide visitors with current travel information, accommodation bookings, itinerary planning, and road condition updates during this period.

Tourism activity recovered strongly during April and May as regional attractions reopened, and dry season visitation commenced.

Visitor numbers increased from:

- 835 visitors in March;
- 2,896 visitors in April; and
- 5,850 visitors in May.

Visitor Information Centre sales performance reflected this recovery, increasing from \$2,385 in March to \$15,249 in April and \$39,843 in May.

The Centre continued to support local tourism operators through accommodation, tour and attraction bookings while promoting the Katherine and Big Rivers region through personalised visitor services and destination information.

Staff also assisted travelers with current road conditions, safety messaging, and promotion of the Road Report NT application to support informed travel decisions.

Strategic Projects and Initiatives

Progress continued on several key strategic initiatives during the reporting period including:

- Tourism Town Asset Program Round 5 accessibility and visitor infrastructure upgrades.
- Visit Katherine website redevelopment and enhancement project.
- Continued implementation and optimisation of the Bookeasy booking platform.
- Recruitment and onboarding of additional seasonal Visitor Information Centre staff.

The reporting period demonstrates the resilience of Community Relations services during significant operational disruptions associated with the Katherine Flood 2026 event.

Both Library and Visitor Information Centre services experienced strong recovery following the flood period. Visitor numbers, sales performance and community participation increased significantly during April and May, reflecting improved visitor confidence and the commencement of the dry season tourism period.

The positive performance trend provides confidence that visitation and community engagement will continue to strengthen throughout the remainder of the 2026 dry season.

Consultation Process

There was no consultation process required for this report.

Policy Implications

The activities outlined in this report have been undertaken in accordance with Council policies, operational procedures and funding agreement obligations.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

The Katherine Flood 2026 event presented operational risks associated with service continuity, visitor safety, and facility access. Appropriate controls were implemented to support ongoing service delivery and safe operations.

Environment Sustainability Implications

There are no environmental sustainability implications.

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.

Municipal Plan

1.1.3.2 Encourage and educate the community about the services that are provided by Council

1.4.1.1 Partner with Tourism Top End (TTE) and the Top End Visitor Information Centre

1.4.1.4 Active participation and completion of agreed actions as part of the Big Rivers Region Destination Management Plan implementation team

3.2.4.1 Active participation and completion of agreed actions as part of the Big Rivers Region Destination Management Plan Implementation Team

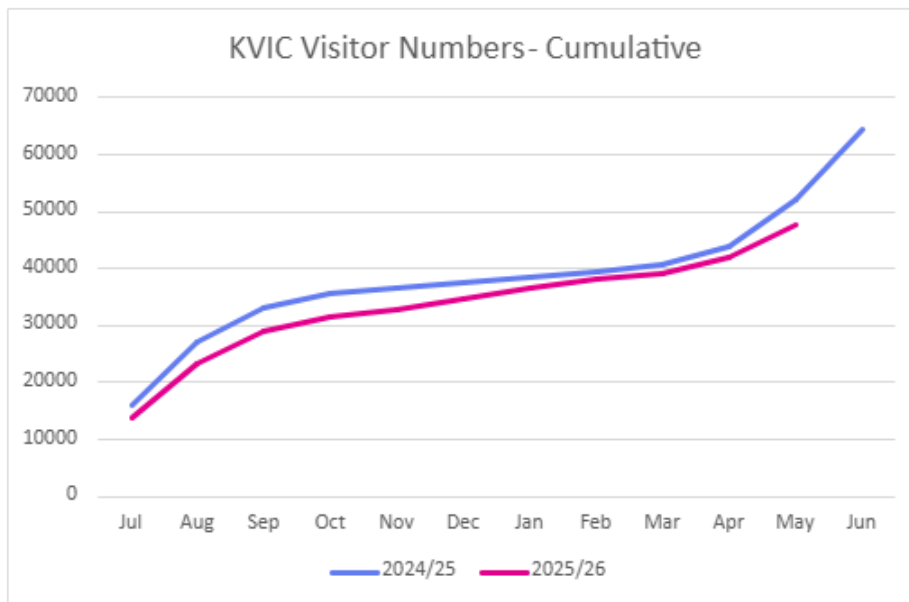
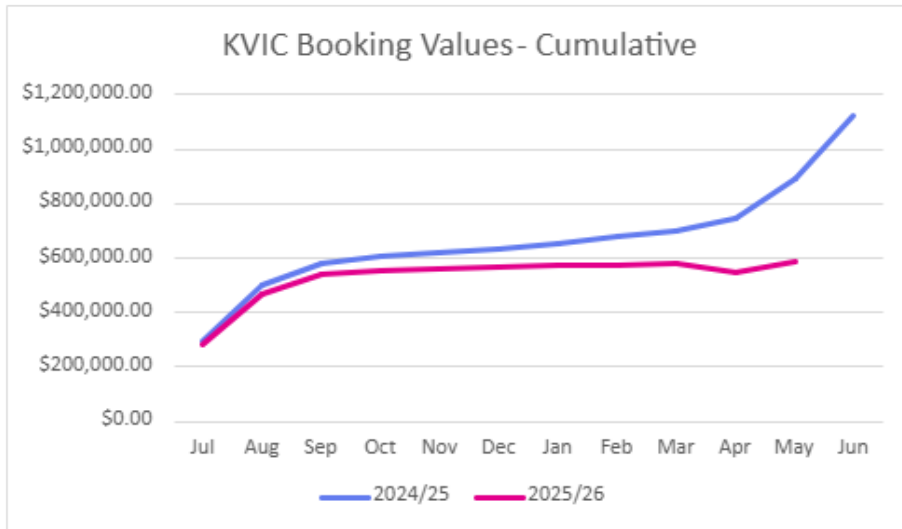
3.4.6.2 Undertake library operations as per the funding agreement

3.4.6.4 Increase community participation

3.4.6.5 Partner with local organisations to enhance library services and programs

3.4.6.6 Provide access to public computers and free public Wi-Fi

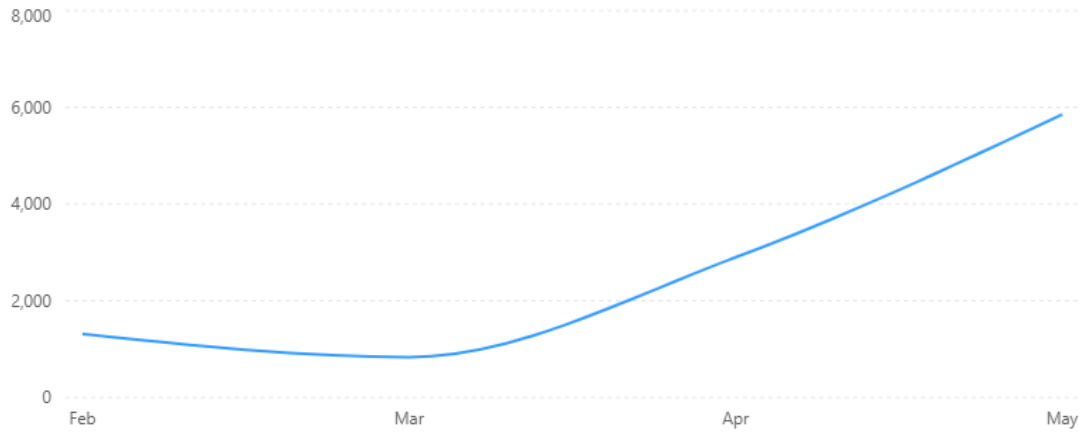
3.4.6.7 Deliver library programs and events for our community



Katherine Visitor Information Centre Visitor Numbers



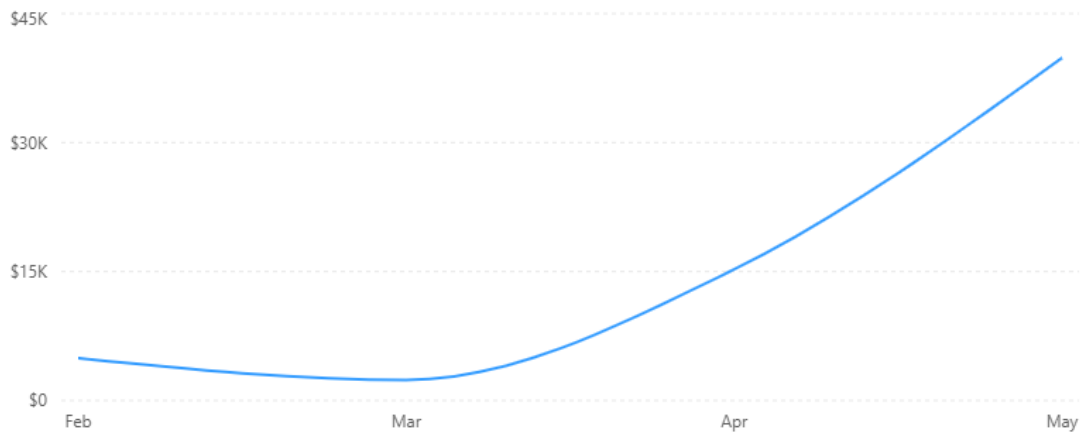
Visitor numbers recovered strongly from March to May 2026.



Katherine Visitor Information Centre Total Sales



Sales increased significantly as the region transitioned into the dry season.



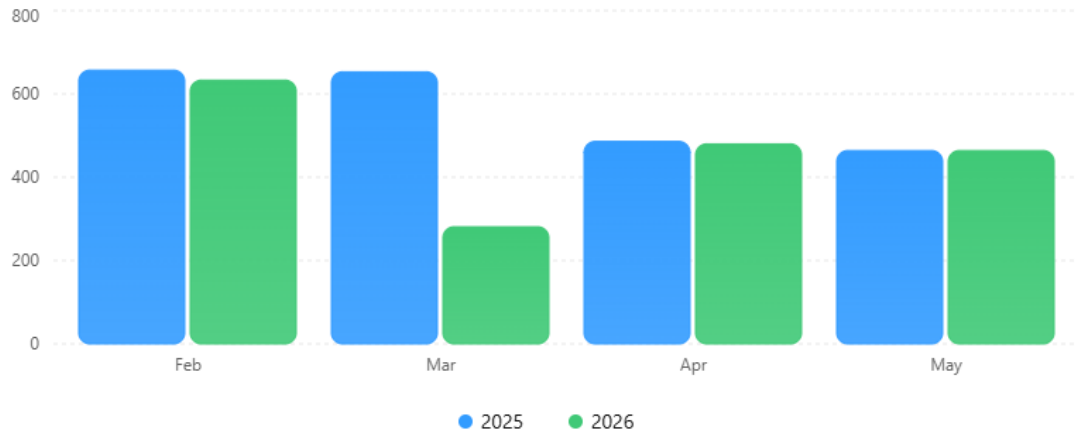
Key Insights

- Strong recovery in visitor activity following the Katherine Flood 2026 event.
- Visitor numbers increased significantly during April and May as attractions reopened.
- Booking values strengthened throughout the quarter, reflecting increased visitor expenditure.
- The gap between 2024/25 and 2025/26 cumulative performance narrowed during the reporting period.
- Dry season visitation trends indicate improving visitor confidence and regional tourism activity.
- Positive performance is expected to continue throughout the peak tourism season.

Katherine Public Library Book Borrowing



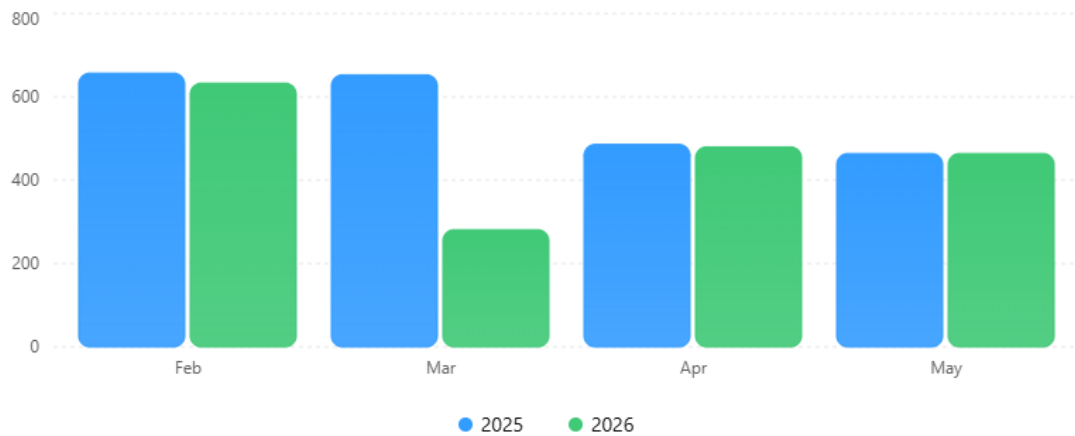
February to May comparison between 2025 and 2026.



Katherine Public Library Book Borrowing



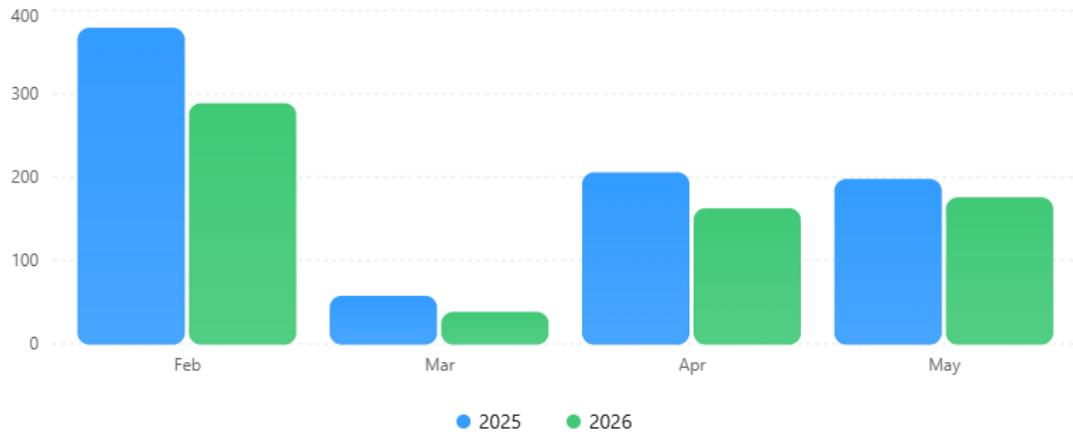
February to May comparison between 2025 and 2026.



Katherine Public Library Public Computer Usage



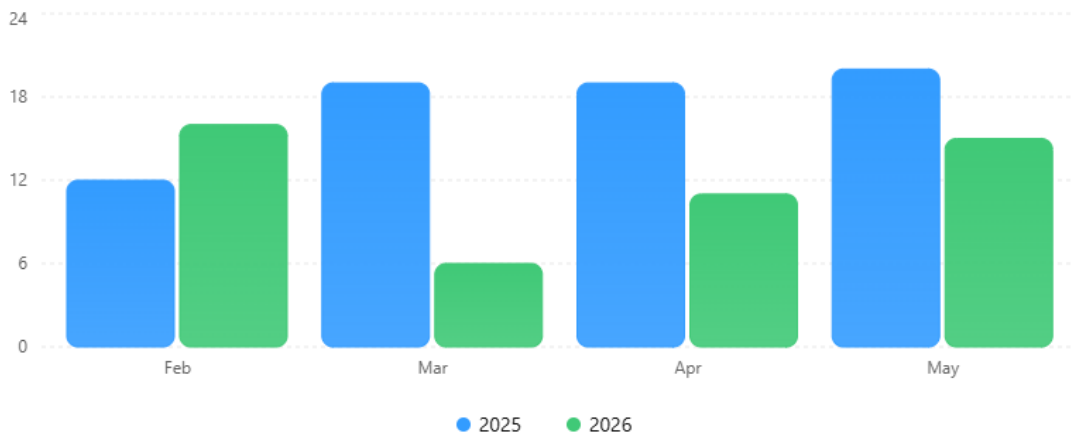
Hours of public computer usage from February to May.



Katherine Public Library New Memberships



February to May comparison between 2025 and 2026.



Key Insights

- Library services were significantly impacted by the Katherine Flood 2026 event during March, resulting in temporary closures and reduced visitation.
- Patron visits recovered strongly in April 2026, exceeding April 2025 visitation levels.
- Book borrowing remained relatively consistent during February, April and May despite flood disruptions.
- Public computer usage remained below 2025 levels following flood-related service interruptions but continued to recover through April and May.
- New memberships continued throughout the reporting period, demonstrating ongoing community engagement with Library services.
- The Library remains an important community hub providing access to information, technology, literacy programs and community connection.



13.7 STRATEGIC COMMUNICATIONS AND EVENTS QUARTERLY REPORT AS AT 31 MAY 2026

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

PURPOSE OF REPORT

To provide Council with an overview of communication and engagement activities during the reporting period.

RECOMMENDATION

That Council receives and notes the Strategic Communications report for April - May 2026.

SUMMARY

- **The Strategic Communications team's focus has been on planning and organising our Centenary events – The Territory Day/Centenary Day (1 July), The Centenary Day Sports Carnival (27th June) and the Centenary Street Parade (4th July).**
- **An additional \$90,000 funding has been secured through support from CMC, through the Department of Housing, Local Government and Community Development, to support the street parade, a mural, Parks and Wildlife's family fun day (\$5000), and KCPA's Sunset Drinks (\$5000). A CBF grant sourced through a partnership with GYRACC has provided an additional \$90,000 for Territory Day/Centenary Day celebrations.**
- **We also delivered three public consultations – Municipal Plan, the Community Safety Action Group EOI, and closed out the poll on the K100 number plate centenary auction (Katherine Museum)**
- **The new Katherine Visitor Information Centre website will go live on 30 June. The project is overseen by the Strategic Communications Manager and Visitor Centre Coordinator.**
- **The number of social media views increased by 19 per cent and engagement by 17 per cent over the last 90 days. The most popular post by views was the Low Level Bridge clean-up and reopening after the flood.**

DISCUSSION, OPTIONS AND ANALYSIS

Community consultations

Draft Municipal Plan 2026/27

Public consultation on the Draft Municipal Plan 2026/27 is currently underway through Your Say Katherine. Community members are encouraged to review the draft plan, budget and proposed fees and charges and provide feedback before the consultation period closes 23 June 2026.

KC 100 Charity Auction Poll

The community poll to determine the recipient of proceeds from the auction of the KC 100 Centenary number plate has now closed. A total of 87 votes were received, with Katherine

Museum receiving 67 per cent of the vote and selected as the preferred beneficiary. Proceeds from the auction, to be held during the Territory Day/Centenary celebrations, will be donated to the Museum.

Community Safety Action Group – Expressions of Interest

Expressions of Interest for the proposed Community Safety Action Group opened during the reporting period and remain open until 12 pm on Friday, 19 June 2026. A further report on the level of interest and next steps will be provided once the EOI process has concluded.

Centenary Events planning

Planning for the Centenary program has moved into the delivery phase, with a focus on finalising entertainment, securing participation, confirming event personnel and progressing the operational arrangements required to deliver Katherine's major Centenary celebrations. All information and registration forms for all events are on the website, with a quick link from the homepage.

Territory Day and Centenary Celebrations

Planning for the Territory Day celebrations is progressing, with the Centenary event at the Katherine Showgrounds remaining a key feature of Katherine's 100-year celebrations. Preparations are underway for the charity auction of the commemorative KC 100 number plate, with the Katherine Museum confirmed as the recipient of the auction proceeds by community vote.

The main stage entertainment program has now been confirmed and will feature Jem Cassar-Daly, Australian Idol winner Dylan Wright and Tom Curtain. Amy Hetherington has been engaged as MC for the main stage program. Planning is also progressing for a themed, ticketed VIP function to be held in a specially styled shed at the Showgrounds. Event logistics, entertainment, vendors and operational planning continue to be organised.

Centenary Sports Carnival

Planning is progressing for the Centenary Sports Carnival on the 27th June. Olympic swimmer Leisel Jones has been confirmed as the Carnival's special guest. In partnership with NT Swimming, she will participate in a community Q&A session, referee the Great Centenary Tug of War and present prizes to competition winners.

Expressions of interest are invited for the Great Centenary Tug of War, which will be a feature event of the program. Community groups, schools, businesses and sporting organisations are being encouraged to enter teams, with further promotion and event coordination continuing in the lead-up to the celebrations.

Centenary Street Parade

Preparations for the Centenary Street Parade on 4 July 2026 are well advanced. Community groups, schools, businesses and organisations are being encouraged to participate, with registrations open for floats and parade entries. Registration packs are being distributed to interested groups and individuals. ABC presenter Liz Trevaskis is currently being confirmed to MC the parade proceedings.

Regular event program:

School Holiday Activities

The School Holiday Pool Party attracted approximately 250 attendees and was delivered in



conjunction with free pool entry during the school holidays. Feedback indicated the event was simple to deliver, well-received by families and effectively activated the Katherine Aquatic Centre. It is recommended that similar events continue each school holiday period.

Youth Events

Council participated in the NT Youth Markets and Big Rivers Youth Expo. The NT Youth Markets attracted 30–50 attendees and highlighted transport as a potential barrier to participation. More than 100 young people engaged with Council's stall at the Big Rivers Youth Expo.

Civic and Commemorative Events

Council hosted an Australian Citizenship Ceremony to welcome nine new Australian citizens, with approximately 50–60 people in attendance. The venue was changed to Roper Gulf Regional Council due to flood-related impacts.

ANZAC Day commemorations were successfully delivered despite flooding impacts and associated time constraints. Attendance at the Dawn Service and march was estimated at 200–300 people. Several operational improvements were implemented, including enhanced coordination of wreath laying and the use of amplified marching music.

Community Engagement

Council participated in the COTA Seniors Expo, with at least 75 people engaging with the Centenary-themed stall and elected members available throughout the day to speak with attendees.

Road Safety

National Road Safety Week activities were delivered in partnership with emergency services and local schools. The event featured live rescue demonstrations and interactive activities, with strong participation from school students and families.

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.

Strategic Plan

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

1.1.3 Improve transparency around issues affecting the community.

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

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

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



3. SPORTS AND CIVIC EVENTS - 3.1 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

1.1.3.6 Increase social media engagement

1.1.3.7 Incorporate email campaigns to promote Council's educational initiatives

1.1.3.9 Communicate the outcomes of council meetings by implementing post council meeting video briefings

1.1.4.2 Use Your Say Katherine to inform and gather feedback on council projects and activities

1.4.3.1 Implement and promote the new Visit Katherine website

1.5.3.1 Seek funding for services and projects outside of Council budget

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

3.1.1.2 Implement overarching centenary theme into 2026 events



14 REPORTS FROM COMMITTEES

14.1 MINUTES FROM COMMITTEES

15 ELECTED MEMBER ACTIVITIES

15.1 ELECTED MEMBER ACTIVITIES MAY 2026

Report Type: For noting

Recommendation

That Council receive and note the Elected Member activities for May 2026.

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.

Deputy Mayor Mel Doyle	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
22 May	Elected Member Information Session (EMIS)
22 May	Meet and Greet Team Health
22 May	Meeting with Charles Darwin University representatives - Bush Foods, Botanicals & Community Precinct & Regional Updates
26 May	Ordinary Meeting of Council

Councillor Kathryn Whitehouse	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
22 May	Elected Member Information Session (EMIS)
26 May	Ordinary Meeting of Council

Councillor Jim King	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
22 May	Elected Member Information Session (EMIS)
26 May	Ordinary Meeting of Council

Councillor Toni Tapp-Coutts	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
21 May	Charles Darwin University - Katherine Campus Graduation Event
22 May	Elected Member Information Session (EMIS)
26 May	Ordinary Meeting of Council

Councillor Kathy Glass	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
22 May	Elected Member Information Session (EMIS)
26 May	Ordinary Meeting of Council

Councillor Anjali Palmer	
Date	Activity attended
13 May	Special Meeting of Council
13 May	Elected Member Information Session (EMIS)
22 May	Elected Member Information Session (EMIS)
26 May	Ordinary Meeting of Council
27 May	Ministerial Guidelines briefing organised by Local Government Association of Northern Territory (LGANT)



16 LATE AGENDA

17 GENERAL BUSINESS

18 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.

19 CONFIDENTIAL ITEMS

19.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 26 MAY 2026

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-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(c)(ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

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-regulation and Reason:	Regulation 51(1)(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> .
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Sub-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.

19.2 WASTE MANAGEMENT STRATEGY REVIEW WORKING GROUP - ENDORSEMENT OF MEMBERSHIP

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-regulation and Reason:	Regulation 51(1)(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.

19.3 CORYMBIA DRIVE | KATHERINE EAST CENTRE - ASSET HANDOVER

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-regulation and Reason:	Regulation 51(1)(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.

19.4 CONFIRMATION OF CONFIDENTIAL SPECIAL MEETING OF COUNCIL MINUTES 2 JUNE 2026

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-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

19.5 CONFIRMATION OF ADMINISTRATIVE REVIEW COMMITTEE MINUTES 2 MARCH 2026

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-regulation and Reason:	Regulation 51(1)(b) information about the personal circumstances of a resident or ratepayer;

19.6 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.



Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(b) information about the personal circumstances of a resident or ratepayer;

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-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(c)(ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

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-regulation and Reason:	Regulation 51(1)(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-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(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

19.7 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING RECOMMENDATION - 11 JUNE 2026

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-regulation and Reason:	Regulation 51(1)(c)(ii) information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.

19.8 CIVIC CENTRE REFURBISHMENT - UPDATE



Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-regulation and Reason:	Regulation 51(1)(c)(i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

19.9 CORPORATE RISK REGISTER REVIEW 2026

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-regulation and Reason:	Regulation 51(1)(c)(iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

19.10 KATHERINE LEVEE NORTH - MEMORANDUM OF UNDERSTANDING

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-regulation and Reason:	Regulation 51(1)(d) information subject to an obligation of confidentiality at law, or in equity.

19.11 VISITOR INFORMATION CENTRE – HISTORICAL CASH HANDLING REVIEW AND WRITE-OFF OF UNRECONCILED ACCOUNTING VARIANCE

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-regulation and Reason:	Regulation 51(1)(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 RESUMPTION OF OPEN MEETING

21 CLOSURE OF THE MEETING

The next Ordinary Meeting of Council will be held on 28 July 2026.