



AGENDA

Ordinary Meeting of Council
To be held on Tuesday 24 March 2026
At 2:00 pm

Roper Gulf Regional Council, Wilton Training Room
2 Crawford Street, 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
- Brett Kimpton – Manager Environment and Municipal Services
- Matt Arnott - Manager Project Portfolio
- Rhett English - Manager Community Relations
- Jo Brosnan - Manager Strategic Communications
- Kimberly Worrigal – Contracts Coordinator
- Rebecca Baguley – Chief Financial Officer
- Meredith Blair – Finance Manager
- Barbara Mason – Manager People and Culture

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.**

ORDER OF BUSINESS

1	Acknowledgement of Country	6
2	Opening Prayer.....	6
3	Opening of the Meeting	6
4	Attendance.....	6
4.1	Present.....	6
4.2	Apologies	6
4.3	Leave of Absence	6
5	Declaration of Interest.....	6
6	Presentations from External Agencies.....	6
7	Confirmation of Previous Minutes.....	6
7.1	Minutes of the Ordinary Meeting of Council 24 February 2025	6
7.2	Minutes of the Special Meeting of Council 13 February 2026	26
7.3	Minutes of the Special Meeting of Council 3 March 2026.....	31
7.4	Minutes of the Special Meeting of Council 6 March 2026.....	36
8	Business Arising from Previous Minutes	41
8.1	Action Update March 2026	41
9	Mayoral Business	44
9.1	Mayor Activities February 2026	44
9.2	Councillor Goals First 6 to 12 Months Update	46
9.3	Mayoral March 2026 Katherine Flood Report.....	49
10	Correspondence and Documents	50
10.1	Correspondence Incoming.....	50
10.2	Correspondence Outgoing.....	55
11	Petitions	60
12	Public Question Time (matters referred to the agenda).....	60
13	Notice of Motion.....	60
14	Reports of Officers.....	61

14.1	Ordinary Meeting of Council Six Month Trial Report.....	61
14.2	Policy - Draft Council Meeting Live Streaming.....	65
14.3	Policies Reviewed.....	72
14.4	Proposed Lease - Service Stream (NBNco) - 28 Second Street	103
14.5	Shared Pathway Strategy 2025 - 2035.....	106
14.6	Waste Management Strategy Review Working Group - Terms of Reference	132
14.7	A/CEO March 2026 Katherine Flood Report	140
14.8	LGANT Symposium and General Meeting 14 - 15 April 2026 - Darwin.....	142
14.9	Local Government Representative Nomination for Northern Territory Heritage Council	144
14.10	Financial Report as at 28 February 2026	177
14.11	Community Relations Report for the Month of February 2026	187
14.12	Corporate Administration Report for the Month of February 2026.....	194
14.13	Environmental and Municipal Services Report for the Month of February 2026	198
14.14	Infrastructure and Projects Report for the Month of February 2026	203
14.15	People and Culture Quarterly Report	207
14.16	Strategic Communications Report.....	211
15	Reports from Committees.....	216
15.1	Minutes from Committees.....	216
16	Elected Member Activities	216
16.1	Elected Member Activities February 2026	216
17	Late Agenda	220
18	General Business	220
19	Closure of Meeting to Public.....	220
20	Confidential Items	220
20.1	Confirmation of Previous Confidential Minutes 24 February 2026	220
20.2	Minutes of the Confidential Special Meeting of Council 13 February 2026	220
20.3	Minutes of the Confidential Special Meeting of Council 3 March 2026.....	221
20.4	Minutes of the Confidential Special Meeting of Council 6 March 2026.....	221
20.5	Minutes of the Administrative Review Committee Meeting - 2 March 2026	222

20.6 Confidential Business Arising from Previous Minutes	222
20.7 Confidential Correspondence	222
20.8 Confidential Resolution Register Review List	223
20.9 Civic Centre Refurbishment - Update	223
20.10 Lease - Largeone Pty Ltd - Unit 2, 23 Chambers Drive	223
20.11 Sublease – Oodles Therapy - Katherine Civil Airport	223
20.12 Declaration of Charge on Land - Execution of Works - Assessment 556	223
20.13 Tourism Town Asset Program Funding - Round 5	223
21 Resumption of Open Meeting	224
22 Closure of the Meeting.....	224

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

Councillor Whitehouse will be on Leave of Absence 24 to 27 April 2026 inclusive.

5 DECLARATION OF INTEREST

Members Disclosure Conflict of Interest

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

6 PRESENTATIONS FROM EXTERNAL AGENCIES

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 24 FEBRUARY 2025

Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council - 24 February 2026 - Minutes - Unconfirmed - with attachment [7.1.1 - 19 pages]

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 24 February 2026 as a true and accurate record.



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 24 February 2026**

Godinyamyin Yijard Rivers Arts and Culture Centre
Lot 3238 Stuart Highway, Katherine



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 - 24 February 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
- Councillor Kathy Glass
- Councillor Anjali Palmer

OFFICERS

- Casey Anderson – Acting Chief Executive Officer
- Amanda Haigh – Manager Governance and Risk - Minute Taker
- Brett Kimpton – Manager Environment and Municipal Services
- Meredith Blair - Finance Manager

- Guest presenters - Tim Nicol and Hailey Hardy, NBN

PUBLIC - 13

4.2 APOLOGIES

Councillor Tapp Coutts was an apology for this meeting.

4.3 LEAVE OF ABSENCE

Councillor Tapp Coutts is on leave of absence for this meeting.

Leave of Absence received by Councillor Kathryn Whitehouse for the 24 April 2026 – 27 April 2026.

5 DECLARATION OF INTEREST

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



Councillor Glass declared a conflict to item 14.2 and 14.4.

6 PRESENTATIONS FROM EXTERNAL AGENCIES

6.1 NBN LOCAL UPDATE

Tim Nicole and Hailey Hardy from NBN Local provided the Council with a comprehensive update on NBN connectivity levels in the Katherine region with current connection statistics, progress on fixed wireless upgrades, the upcoming Amazon Low Earth Orbit (LEO) satellite service, and their role in emergency response, while also responding to councillor concerns about areas with limited fiber or mobile coverage and committing to follow up on future upgrade options.



7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 27 JANUARY 2026

COUNCIL RESOLUTION OMC-2026-25

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 27 January 2026 as a true and accurate record.

CARRIED 6|0

UNCONFIRMED



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE FEBRUARY 2026

COUNCIL RESOLUTION OMC-2026-26

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

1. That Council receive and note the Action update.
2. That Council remove Action:

23-09-2025	Ordinary Meeting of Council - 23 September 2025	14.13	Legal Representation Costs for Elected Members and Council Employees Policy - That Council lay on the table the Legal Representation Costs for Elected Members and Council Employee Policy to allow Council more time to review.	Awaiting internal response
02 December 2025 - Recommend Council to place this policy on hold and consider in the future.				

CARRIED 6|0



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES JANUARY 2026

Acknowledgement to Mr. Robert Holt

Mr Holt was a remarkable member of our community. In the weeks ahead, many will rightly speak of his achievements. Today, I would like to speak about his legacy — because his legacy lives on in us. Mr and Mrs Holt are more than residents of this town; they were part of the village that raised so many of us. I count myself among those fortunate enough to have grown up under their example. For me, Mr Holt was like a row of guideposts on a dark night — steady, reliable, quietly showing the way. He set a standard, not through loud words, but through consistent action. He showed us what integrity looks like. What commitment looks like. What community looks like. I stand here today aspiring to be the kind of person — the kind of leader — he would respect. He believed in Katherine, in its people, and in its future. He gave to this community quietly and generously. He cared deeply, and he served without seeking recognition. Today, I feel that I — and Katherine — have lost a mentor, a role model, and a quiet leader. But his example remains. And it is now for us to carry it forward.

COUNCIL RESOLUTION

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

Voting was not carried out

9.2 COUNCILLOR GOALS FIRST 6 TO 12 MONTHS UPDATE

COUNCIL RESOLUTION

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

Voting was not carried out

Discussion

Councillors and staff were acknowledged for their commitment to making the goals happen.

Council noted upcoming 3 months trial of revised waste facility (dump) operating hours, as outlined in the agenda item 14.5, with the trial intended to assess community usage and operational impacts before a final recommendation is made.

Council recognised the Mayor's continued work on progressing the Safety Action Group, although no formal update was provided. The Terms of Reference and Expressions of Interests are currently in draft form and will be presented to council once finalised.

It was noted that an update on the Reconciliation Action Plan (RAP) appears on page 47 of the agenda and should be included in future reporting.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE OUTGOING

COUNCIL RESOLUTION OMC-2026-27

Moved: Councillor Glass; **Seconded:** Councillor Whitehouse



That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - LGANT - Support for NTLRC submission - 19 Jan 2026 - ID247066 [10.1.1 - 1 page]
 2. Letter - NTLRC - Support for LGANT submission - 19 Jan 2026 - ID247067 [10.1.2 - 2 pages]
 3. Letter - Red Cross - Support for Multicultural Festival 2026 - 06 Feb 2026 - ID247853 [10.1.3 - 1 page]

CARRIED 6|0

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

There were Questions from the Gallery at the Ordinary Meeting of Council - 24 February 2026

Question	Response
Page 46 - first paragraph, whether the live streaming policy is being tabled at this council meeting for approval?	The policy is not being tabled at this meeting, as it has been deferred to the next council meeting.
Item 9.2 - Councillor goals update, why the completion dates were not updated in the table?	Completion dates will be added in the future reporting.
Page 86 - Does the requirement regarding the Code of Conduct apply to only the Audit and Risk Management Committee, and other advisory committees as the specific advisory committees have been removed?	The requirement applies to any advisory committee and any committee that is established under the Local Government Act.
Page 150 - Are the mentioned multiple transactions for subscriptions are monthly costs?	Some are monthly and others are quarterly, the finance team can provide a full breakdown if required.
Page 192 - Is the listed item regarding Needham Terrace a renewal of an existing contract?	The item refers to specific works for which two separate tenders were issued, not a renewal of any previous contract.
Page 145 - What does the expenditure under the Waste facility shed relate to, is that tipshop?	The expenditure refers to the construction of a new shed at the Waste Management Facility.
Page 150 - Why three different credit cards transactions for Rental Property Supplies?	New staff have been recruited and they have come in over the weekend, and required to equip these properties with some essentials such as toilet papers, toilet cleaner etc.
Page 150 -Expenditures related to the pool party?	The costs covered snacks, food, and free pool entry during the December, January school holidays. These expenses were paid by Council initially via the credit card but fully funded through a NT Government grant, with costs to be acquitted against that grant.
Financial report layout change is great in print but hard to read in the online version	The original report could not be properly converted due to system compatibility issues. It was removed because it became difficult to read,



	and a new layout is being developed to ensure income and expenditure reports display correctly in future agendas.
What is the status of Councillor AICD training and funding?	Councillors were previously approved to undertake AICD training, subject to NT Government funding, but recently advised the costs will not be covered. Councillors may now choose to use their Professional Development allocation to undertake the course.
When will the 20.5 investigation report of last meeting be released to the public?	Confidential items are reviewed periodically. The report remains confidential at this stage, no summary and media statement will be issued.
Page 102 - Why does the CEO hold delegation for legal and financial authority?	Delegations remain unchanged from the previous council, except for minor amendments. The CEO holds financial delegation to incur expenses, including legal costs, within the defined limits. The Mayor and Council do not hold this. Additional constraints within the delegation document restrict what the CEO can commit Council to.
An email sent to the Mayor and Deputy Mayor noted comments on the Code of Conduct policy to consider?	Acknowledged the feedback. The policy presented is the version for adoption. Further amendments are expected in future due to upcoming changes under the Local Government Act.
Page 189 - Attendance for WALGA formation meeting, in Council Palmer's activities, was this personal or Council approved?	If the activity meets the definition of community engagement, it is included.
When will the outcomes of council tenders be made public, and where can they be accessed as the normally are?	Tender outcomes remain confidential until all tenderers have been notified, and the successful tenderer has formally accepted and executed the contract. Once these steps are completed, the tender information is moved into the open minutes of the council meeting and is also published on the council meeting, where the public can view final results.

13 NOTICE OF MOTION

Nil

14 REPORTS OF OFFICERS

14.1 2026 ALGA NATIONAL GENERAL ASSEMBLY

COUNCIL RESOLUTION OMC-2026-28

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

1. That Council approve the Mayor and CEO to attend the 2026 National General Assembly of Local Government (NGA) in Canberra from 23 to 25 June 2026.

LOST 2|4



Discussion

Discussed whether Council intended to submit a motion, raising waste management or environmental issues for ideas. The stringent requirements relating to motions and the need to garner support from other Councils for proposed motions was highlighted. Any motions from Council would need to meet these requirements.

Due to other priorities Council should consider not attending in 2026.

14.2 KATHERINE TOWN COUNCIL REPRESENTATIVE ON THE GYRACC COMMITTEE BOARD

Councillor Glass left the meeting at 6:51 pm.

COUNCIL RESOLUTION OMC-2026-29

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

That Council appoint Joanna Holden, Mayor, as the Katherine Town Council member representative director on the Katherine Regional Cultural Precinct Ltd (KRCP) board and advise Godinymayin Yijard Rivers Arts and Culture Centre Management on this appointment accordingly.

CARRIED 5|0

Discussion

Noted report authoriser needs to be change from Ingrid Stonhill to Casey Anderson, as Casey the Acting Chief Executive Officer (A/CEO).

It was confirmed the appointment was to the KRCP Board of Directors, noting Council, the Northern Territory Government (NTG) and the Northern Land Council (NLC) are the shareholders of the company and each appoint directors to the board. The structure of the Board and the role of the CEO were briefly explained.

14.3 REVIEWED POLICIES

Councillor Glass returned to the meeting at 6:55 pm.

COUNCIL RESOLUTION

Moved: Councillor King; **Seconded:** Councillor Glass

1. That Council approve the reviewed statutory policies:
 - a. Policy – Elected Members Code of Conduct – Version 2
 - b. Policy – Breach of Code of Conduct – Version 4
 - c. Policy - Conflicts of Interest – Elected Members – Version 2
 - d. Instrument of Delegation – Council to the Chief Executive Officer
 - e. Policy – Conflicts of Interest – CEO and Employees – Version 3



- f. Policy – Gifts and Benefits – CEO and Employees – Version 2
- g. Policy – Shared Services – Version 3

Discussion

Suggestion was made to list advisory committee names in the Code of conduct for easier community reference, and to ensure policy language is accessible and clear for public understanding.

Discussion carried out about the removal of the "What is not a conflict of interest" section from the CEO and employees policy, with clarification given that this change had been recommended through a compliance review from the NT Government.

An amendment was proposed and adopted to clarify contract approval limits for the CEO: up \$150,000 within the budget, and up to \$500,000 in emergency situations meeting regulatory exemption criteria, with all such approvals to be reported back to Council.

AMENDMENT RESOLUTION OMC-2026-30

Moved: Councillor King; **Seconded:** Councillor Whitehouse

1. That Council approve the reviewed statutory policies:
 - a. Policy – Elected Members Code of Conduct – Version 2
 - b. Policy – Breach of Code of Conduct – Version 4
 - c. Policy - Conflicts of Interest – Elected Members – Version 2
 - d. Instrument of Delegation – Council to the Chief Executive Officer
 - e. Policy – Conflicts of Interest – CEO and Employees – Version 3
 - f. Policy – Gifts and Benefits – CEO and Employees – Version 2
 - g. Policy – Shared Services – Version 3

With an amendment to the policy, Instrument of Delegation - Council to the Chief Executive Officer - page 100 of the agenda, area - contracts, functions - contracts, activity to change to "Approve contracts for council services within the approved budget, up to a limit of \$150,000. Except in emergency situations that meets the regulation exemptions criteria and up to the financial delegation limit of \$500,000, with all such approvals to be reported back to Council."

CARRIED 6|0

14.4 VISITOR INFORMATION CENTRE RELOCATION CONSULTATION REPORT

Councillor Glass left the meeting at 7:03 pm.

COUNCIL RESOLUTION

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

That Council:

1. Receives and notes the consultation findings regarding the proposed relocation of the Katherine Visitor Information Centre to co-locate with the Godinymayin Yijard Rivers Arts and Culture Centre;



and

2. Considers the issues raised through consultation, including community sentiment, tourism industry feedback, operational considerations and stakeholder impacts, in determining the future location of the Katherine Visitor Information Centre.
3. Based on the findings, the Council [approves/does not approve] the relocation of the Katherine Visitor Information Centre to Godinymayin Yijard Rivers Arts and Culture Centre.

Discussion

Concerns were raised that the community had not been given sufficient background information about the proposed relocation of the Visitor Information Centre, included limited visibility of earlier planning work, the underlying rationale for the proposal, and key considerations relating to potential sites. Noted that the consultation survey provided only minimal context, which may have restricted the depth and quality of community feedback. Clarified that the relocation proposal and library safety matters had been treated as separate issues within the municipal plan, and that the consultation had been intentionally restricted to the Visitor Information Center relocation. Further advised that detailed plans had not been presented to the current Council and that NT government funding would be subject to a request for variation. The concerns were acknowledged and confirmed a request for variation would be actioned.

AMENDMENT RESOLUTION OMC-2026-31

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

That Council:

1. Receives and notes the consultation findings regarding the proposed relocation of the Katherine Visitor Information Centre to co-locate with the Godinymayin Yijard Rivers Arts and Culture Centre; and
2. Considers the issues raised through consultation, including community sentiment, tourism industry feedback, operational considerations and stakeholder impacts, in determining the future location of the Katherine Visitor Information Centre.
3. Based on the findings, the Council does not approve the relocation of the Katherine Visitor Information Centre to Godinymayin Yijard Rivers Arts and Culture Centre.

CARRIED 4|1

14.5 WASTE MANAGEMENT FACILITY - OPERATIONAL HOURS TRIAL

Councillor Glass returned to the meeting at 7:11 pm.

COUNCIL RESOLUTION OMC-2026-32

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

That Council approves a 3-month trial of changing the operating hours at the Katherine Waste Management Facility commencing March 2026.

- **Monday to Sunday:** 8:00am – 4:00pm
- **Public Holidays:** 8:00am – 4:00pm



- **Closed:** Good Friday

CARRIED 6|0

14.6 FINANCE REPORT JANUARY 2026

COUNCIL RESOLUTION OMC-2026-33

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

That Council endorses the Finance Report for the month ending 31 January 2026.

CARRIED 6|0

14.7 CENTENARY PROGRAM UPDATE

COUNCIL RESOLUTION OMC-2026-34

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

That the Council notes the 2026 Centenary of Katherine Calendar of Events

CARRIED 6|0

Discussion

Council agreed to amend references to NAIDOC activities so they read National Aboriginal and Islanders Day Observation Committee (NAIDOC) Opening Ceremony, and noted additional inclusions for page 155- the NAIDOC March on Friday 10 July at 10.00am, commencing from the Cenotaph, and the NAIDOC Closing Ceremony on 12 July at 10.00am, with the location still to be determined due to the Civic Centre being closed. Council also acknowledged the significant work of the Action Group in finalising the Centenary schedule, which will be published on the website once formally endorsed.

14.8 COMMUNITY RELATIONS REPORT FOR THE MONTH OF JANUARY 2026

COUNCIL RESOLUTION OMC-2026-35

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

That Council receive and note the Community Relations Department report for the month of January 2026.

CARRIED 6|0

Discussion

Council discussion centered on bringing back the pie charts that show the program areas.

A member requested a clear overview of the library program's monthly delivery, including a breakdown of attendance to be reinstated back into the monthly report. A member also requested for clarification on what the eight additional community programs were and to be reported back to council.

14.9 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF JANUARY 2026

COUNCIL RESOLUTION OMC-2026-36

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



That Council receives and notes the Corporate Administration Report for the month of January 2026.

CARRIED 6|0

Discussion

Discussion carried out highlighting that the abbreviation SSS should not be used due to its negative associations. Council acknowledged the good work reflected in the report.

14.10 ENVIRONMENTAL AND MUNICIPAL SERVICES REPORT FOR THE MONTH OF JANUARY 2026

COUNCIL RESOLUTION OMC-2026-37

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

That Council receives and notes the report of the Environmental and Municipal Services Department for January 2026.

CARRIED 6|0

14.11 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF JANUARY 2026

COUNCIL RESOLUTION OMC-2026-38

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

That Council receive and note the report of the Infrastructure and Projects Department for January 2026.

CARRIED 6|0

14.12 STRATEGIC COMMUNICATIONS REPORT

COUNCIL RESOLUTION OMC-2026-39

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

That Council receives and notes the Strategic Communications report for February 2026.

CARRIED 6|0

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES JANUARY 2026

COUNCIL RESOLUTION OMC-2026-40

Moved: Councillor King; **Seconded:** Councillor Glass

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

CARRIED 6|0

**17 LATE AGENDA****18 GENERAL BUSINESS****Safety Concerns raised by the Katherine Senior Citizens Group**

Deputy Mayor Doyle noted serious concerns raised by the Katherine Senior Citizens group regarding repeated break-ins, fear, and declining safety, with some residents experiencing up to nine incidents in six weeks and feeling abandoned in their own homes. The Deputy Mayor stressed the need for coordinated, measurable action rather than fragmented responses and called for all key stakeholders to come together urgently.

COUNCIL RESOLUTION OMC-2026-41

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

Council resolved to write to the Chief Minister and Local Member of Parliament requesting she arrange a coordinated roundtable involving NT Police, the state member, Chief Minister Housing, Youth Services and Community Safety, and other relevant agencies, with the purpose of developing a clear action plan with timelines and accountability.

CARRIED 6|0**Acknowledgement to Mr. Robert Holt**

Councillor King acknowledged the passing of Robert Holt, noting his long-standing contribution to the Katherine community and recognising his loss as deeply felt across the region. His commitment, service, and positive impact on local residents were formally acknowledged, and council expressed its condolences to his family and friends, marking his passing as a great loss to Katherine.

Bridges and Kathrine Civic Airport Planning Status

Councillor Glass acknowledged an apology for being unable to attend the National Apology Day held on 13 February, due to other commitments. Also sought an update on the cracks in the two bridges previously raised. Councillor Glass was advised the Mayor was awaiting a response to the email sent requesting further information and documentation on the matter as Council has no records relating to this issue. An update was also requested on the Katherine Civic Airport, with questions regarding whether the current 5 year plan remains up to date, noting recent improvements to the RAAF airstrip and terminal.

Mayor Holden declared Conflict of Interest with Defence and left the meeting at 7.33 pm.

Councillor Glass highlighted that the RAAF Tindal airstrip and terminal have recently been upgraded, while the civil terminal appears outdated, and requested that council explore discussions with Defence about supporting a terminal upgrade, noting similar successful arrangements in other locations. The A/CEO confirmed ongoing discussions with Defence regarding tenure and leasing matters and advised that the airport needs are being considered in municipal and strategic planning, with further information to be provided. Councillor Glass also raised the lack of recent community access to the RAAF Base and suggested re-establishing an open day to strengthen community-base connections. Acknowledged past open days and agreed that future engagement could be explored by the council to strengthen the connections.

Mayor Holden returned to the meeting at - 7.37 pm.



19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 7:39 pm.

COUNCIL RESOLUTION OMC-2026-42

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.

CARRIED 6|0

20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 27 JANUARY 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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

Section Under the Act	The grounds on which part 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) (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-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.2 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

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

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

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

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

20.3 CONFIDENTIAL CORRESPONDENCE

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

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

20.4 MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING - 2 DECEMBER 2026 AND 17 DECEMBER 2025



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

20.5 COUNCILS LEADERSHIP ROLES AND RECRUITMENT

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

20.6 TENDER AWARD - T25-14 - NEEDHAM TERRACE AND SHEPHERD STREET RENEWALS

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

COUNCIL RESOLUTION OMC-2026-48

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

That Council:

1. Award Tender T25-14 – Needham Terrace and Shepherd Street Renewals to *F & J Bitumen* for the amount of:
 - a. *Needham Terrace - Three Hundred and Thirty Thousand, Five-Hundred and Six Dollars and Thirty-Four Cents*
 - b. *Shepherd Street – Ninety-One Thousand, Four Hundred and Thirty-One Dollars and Fifty Cents.*
2. Approve releasing the resolution to the public minutes.

CARRIED 6|0

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 8:03 pm.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 24 February 2026 was declared closed at 8:03 pm.

The next Ordinary Meeting of Council will be held on 24 March 2026.



14.2 KATHERINE TOWN COUNCIL REPRESENTATIVE ON THE GYRACC COMMITTEE BOARD

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

Officer Recommendation

That Council appoint Joanna Holden, Mayor, as the Katherine Town Council member representative director on the Katherine Regional Cultural Precinct Ltd (KRCP) board and advise Godinymayin Yijard Rivers Arts and Culture Centre Management on this appointment accordingly.

Purpose of Report

The purpose of this report is to seek council's approval to appoint Joanna Holden, Mayor, as the Katherine Town Council member representative director on the Katherine Regional Cultural Precinct Ltd (KRCP) board.

Strategic Plan

5. ARTS, CULTURE AND HERITAGE - 5.2 Support Culture - Acknowledge and promote multiculturalism
 5.2.2 Support culturally-appropriate facilities.

Municipal Plan

1.1 Governance - Governance and Elected Members

1.1.9 Participate in reference groups, working on issues that affect the community

Background

Katherine Regional Cultural Precinct Ltd (KRCP) is a cultural enterprise established in 2011 to develop and professionally manage the Godinymayin Yijard Rivers Arts and Culture Centre (GYRACC). KRCP is a Company Limited by Guarantee, and its members are the Northern Land Council, the Northern Territory Government, and Katherine Town Council.

Council's Chief Executive Officer, Ingrid Stonhill, was previously appointed as the Katherine Town Council the member representative director on the GYRACC Board on 25 June 2024. Ingrid subsequently resigned from this position as Council's representative 18 August 2025.

Discussion

The Mayor was appointed as member representative for the annual general meeting. Currently, there is no designated Council representative appointed as a director on behalf of Katherine Town Council. Formal endorsement of this appointment is recommended to ensure Council maintains both director and member representation.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications



There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

7.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL 13 FEBRUARY 2026

Report Type: Previous Minutes

Attachments: 1. Unconfirmed Minutes - Special Meeting of Council - 13 February 2026 [7.2.1 - 4 pages]

Recommendation

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



MINUTES

**Special Meeting of Council
Held on Friday 13 February 2026**

Katherine Library, Conference Room
15 Katherine Terrace, Katherine NT 0850



1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING PRAYER

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

3 OPENING OF THE MEETING

Mayor Holden declared the Special Meeting of Council - 13 February 2026 open at 1:00 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

- Mayor Joanna Holden (Chair)
- Deputy Mayor Mel Doyle
- Councillor Jim King
- Councillor Kathryn Whitehouse
- Councillor Kathy Glass
- Councillor Anjali Palmer

OFFICERS

OBSERVER - Chris Morey and Reinis Dancis - HWLE Lawyers and Minute Takers

4.2 APOLOGIES

Nil

4.3 LEAVE OF ABSENCE

Councillor Tapp Coutts is on leave of absence for this meeting.

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

COUNCIL RESOLUTION SMC-2025-19

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.

CARRIED 6|0

8 CONFIDENTIAL ITEMS

8.1 CONFIDENTIAL REPORT - 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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

Section Under the Act	The grounds on which part 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) (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-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.



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

9 RESUMPTION OF OPEN MEETING

The open meeting resumed at 1:18 pm.

10 CLOSURE OF THE MEETING

The Special Meeting of Council - 13 February 2026 was declared closed at 1:19 pm.

UNCONFIRMED



7.3 MINUTES OF THE SPECIAL MEETING OF COUNCIL 3 MARCH 2026

Report Type: Previous Minutes

Attachments: 1. Unconfirmed Minutes - Special Meeting of Council - 3 March 2026 [7.3.1 - 4 pages]

Recommendation

That Council confirm the minutes of the Special Meeting of Council held on 3 March 2026 as a true and accurate record.



MINUTES

**Special Meeting of Council
Held on Tuesday 3 March 2026**

Victoria Daly Regional Council, Council Chambers
18 Pearce Street, 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 Special Meeting of Council - 3 March 2026 open at 1:33 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

- Mayor Joanna Holden (Chair)
- Deputy Mayor Mel Doyle
- Councillor Jim King
- Councillor Kathryn Whitehouse
- Councillor Kathy Glass
- Councillor Anjali Palmer

OBSERVER - Chris Morey - HWLE Lawyers and Minute Taker

4.2 APOLOGIES

Councillor Tapp Coutts

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 1:35 pm.

COUNCIL RESOLUTION SMC-2026-2

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.

CARRIED 6|0

8 CONFIDENTIAL ITEMS

8.1 CONFIDENTIAL REPORT - 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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

Section Under the Act	The grounds on which part 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) (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-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.



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

9 RESUMPTION OF OPEN MEETING

The open meeting resumed at 2:11 pm.

10 CLOSURE OF THE MEETING

The Special Meeting of Council - 3 March 2026 was declared closed at 2:11 pm.

UNCONFIRMED



7.4 MINUTES OF THE SPECIAL MEETING OF COUNCIL 6 MARCH 2026

Report Type: Previous Minutes

Attachments: 1. Unconfirmed Minutes - Special Meeting of Council - 6 March 2026 [7.4.1 - 4 pages]

Recommendation

That Council confirm the minutes of the Special Meeting of Council held on 6 March 2026 as a true and accurate record.



MINUTES

**Special Meeting of Council
Held on Friday 6 March 2026**

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



1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING PRAYER

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

3 OPENING OF THE MEETING

Mayor Holden declared the Special Meeting of Council - 6 March 2026 open at 8:33 am and the meeting is being recorded for minute taking purposes.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

- Mayor Joanna Holden (Chair) - via videoconferencing
- Deputy Mayor Mel Doyle - via videoconferencing in the Manager Governance and Risk office
- Councillor Jim King - via videoconferencing in the Manager Governance and Risk office
- Councillor Kathryn Whitehouse - via videoconferencing
- Councillor Kathy Glass - via videoconferencing
- Councillor Anjali Palmer - via videoconferencing

OFFICERS

- Amanda Haigh – Manager Governance and Risk - Minute Taker - via videoconferencing

4.2 APOLOGIES

Councillor Tapp Coutts is an apology for the meeting.

4.3 LEAVE OF ABSENCE

Councillor Tapp Coutts is on leave of absence for this meeting.

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 8:34 am.

COUNCIL RESOLUTION

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

COUNCIL RESOLUTION SMC-2026-5

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

1. That Council approve the appointment of Ms Casey Anderson, interim CEO of the Katherine Town Council until the Council finalises the recruitment process for a permanent appointment to the position of the CEO.
2. That Council move the resolution to the public minutes.

CARRIED 5|1

9 RESUMPTION OF OPEN MEETING

The open meeting resumed at 8:54 am.

10 CLOSURE OF THE MEETING

The Special Meeting of Council - 6 March 2026 was declared closed at 8:54 am.



UNCONFIRMED

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE MARCH 2026

Report Type: For noting

Attachments: 1. Action Report - 16 March 2025 [**8.1.1** - 2 pages]

Officer Recommendation

That Council receive and note the Action update.

Meeting Date	Meeting	Item #	Report name and Action	Status
22-10-2024	Ordinary Meeting of Council - 22 October 2024	14.2	Policies - Live streaming ability to be included in the upgrades to the Civic centre. Policy to be revised following the upgrade.	In Progress
<p>Policy being reviewed to table at the December Ordinary Meeting of Council. Livestreaming capability being investigated.</p> <p>Options for live streaming are progressing. The policy has been tabled to EMIS for Elected Member feedback and comment and will be tabled at the February council meeting for approval.</p> <p>Draft Policy tabled at the Ordinary Meeting of Council March 2026</p>				
22-04-2025	Ordinary Meeting of Council - 22 April 2025	10.1	Correspondence Incoming March 2025 - Request to raise with DLPE at next meeting to provide the data supporting the claim that the Materials Recovery Facility in Katherine is not viable.	Not yet started
23-09-2025	Ordinary Meeting of Council - 23 September 2025	14.10	Proposed NBN Telecommunication Lease - 26 Second Street Katherine - That Council will be provided with an updated report once the lease agreement with NBN Co Limited for a designated portion of Lot 73, 28 Second Street, Katherine NT is executed.	In Progress
<p>12 November 2025 - Council officers are reviewing the Head of Terms for the telco lease.</p> <p>3 February 2026 - NBN has now requested a 20year lease term, which is contrary to the leasing terms previously agreed to. Under the NT Planning Regulations, telecommunications infrastructure is exempt from the standard 12year leasing limit. As a result, Council officers are reexamining the requirements under both the Planning Regulations and Council’s leasing policy. Depending on the outcome of this review, the matter may need to be represented to Council with a new recommendation supporting a 20-year lease. Staff are currently awaiting further advice before progressing.</p> <p>16 March 2026 – Report tabled at the Ordinary Meeting of Council March 2026.</p>				

Meeting Date	Meeting	Item #	Report name and Action	Status
9-12-2025	Ordinary Meeting of Council - 9 December 2025	9.2	Establishment of Community Safety Action Group - approved	In progress
<p>Terms of Reference to be developed.</p> <p>16 March 2026: Draft Terms of Reference near completion for Elected Members review and consideration.</p>				
9-12-2025	Ordinary Meeting of Council - 9 December 2025	9.3	Service Assessment Proposal – approved and requests the CEO to provide progress updates, with a final SLDA Report presented to Council for consideration and adoption.	In Progress
<p>16 February 2026: RFQ is in its final draft and undergoing peer review.</p>				

9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES FEBRUARY 2026

Report Type: For noting

Recommendation

That Council receive and note the Mayoral activities for February 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

Not Applicable

Mayor Joanna Holden	
Date	Activity attended
04 February	Stakeholder Engagement Training
06 February	International Women's Day Collaboration discussion with Victoria Daly Regional Council
10 February	Audit and Risk Management Committee Meeting
11 February	Meeting with Member for Katherine
12 February	Meeting on Katherine Correction Skills and Training Centre (KCSTC)
12 February	Katherine Town Council – Service Review and Assessment - Support
13 February	Meeting with Chairperson of Katherine Museum
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council
17 February	Community Action Group Meeting for Centenary of Katherine
18 February	Tranche 2 amendments – feedback (part 2) by LGANT
20 February	Local Business Engagement
20 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures
20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Meeting of Council
25 February	LGANT Strategic Planning and Board Meeting
26 February	LGANT Strategic Planning and Board Meeting

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	In progress	Sept 2026	Initial discussions held with DTBAR
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	Draft TOR and EOI near completion for EM's review.
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 June 2026	First St road safety audit done; audit identified signage & lighting deficiencies at roundabouts. Signage improvements in progress. Project Plan to incorporate lighting into beautification in progress.
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.
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 to send correspondence to DLI for approval and KTC will be required to assume all cost associated with signage on DLI land.

				 <p>This sign has been installed on Zimin drive after the Florina Road intersection.</p>
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	Completed	March 2026	Waste Management Hours are to be implemented post flood waste management plan.
To encourage community connect and wellbeing by enabling the community free entry to the Katherine pool throughout December 2025 and January 2026	Mayor Joanna Holden	Completed	May 2026	Funding received from NTG. April/May holidays will also be free under this agreement.

9.3 MAYORAL MARCH 2026 KATHERINE FLOOD REPORT

Report Type: For noting

Attachments: nil

Community Flood Response

The recent flooding has again reminded us how vulnerable we can be, but also how strong our community is. Our thoughts are with the many residents and businesses who have experienced loss, damage, and disruption.

Floods take a real toll, not just on homes and property, but on people. But time and again, we see the best of Katherine come through. As soon as it was safe to do so, people turned out in large numbers to help neighbours clean up homes, move belongings and support local businesses.

A huge amount of work went into preparing for the flood, particularly the effort to deliver and fill sandbags across town. Numerous people played a part in that effort.

Many local businesses and organisations also stepped up to provide meals for SES volunteers and emergency workers, and to help supply evacuation centres. Several local helicopter operators have also assisted with emergency response and support. There were many others who contributed in different ways, and we thank you all.

I would also like to acknowledge Tindal residents who came into town to help fill sandbags and source supplies, and the many not-for-profit organisations supporting evacuation centres and affected residents.

Our emergency services and frontline responders have done an outstanding job. Thank you to the NT Emergency Service volunteers, the NT Police, the NT Fire and Rescue, and the staff at Katherine Hospital for supporting the evacuation response.

I would also like to recognise the efforts of Katherine Town Council staff. Teams across Council threw themselves into supporting the response while many were also dealing with challenges at home. Some of our staff are very new to Katherine, and they stepped up in an impressive way.

Our thoughts are also with other communities across the Top End who have been badly affected by this unusual weather event. At times, it felt like the rain would never stop. Thankfully, it has eased, and recovery is now underway.

Once again, this event has shown the resilience, kindness and generosity of the Katherine community. On behalf of the Council, thank you to everyone who has helped support the response and recovery.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING

Report Type: For noting

Recommendation

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - Hon Steven Edgington MLA - DHLGCD - SLDA Resolutions - 1 Feb 2026 - ID 248003 [**10.1.1** - 1 page]
 2. Letter - Ms Gemma Lake - DLI - NT Infrastructure Plan and Pipeline 2026 - 26 Feb 2026 - ID 249041 [**10.1.2** - 1 page]
 3. Communique - LGANT CEO - 25 February 2026 LGANT Board meeting Communique - 27 Feb 2026 - ID 249289 [**10.1.3** - 2 pages]



MINISTER FOR HOUSING, LOCAL GOVERNMENT AND
COMMUNITY DEVELOPMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8635

Her Worship the Mayor
Ms Joanna Holden
Katherine Town Council
Email: joanna.holden@ktc.nt.gov.au

Dear Mayor

Thank you for your correspondence regarding Katherine Town Council's (the Council) proposal to undertake a Service Level and Delivery Assessment (SLDA).

I acknowledge the Council's decision to review its service delivery, organisational structure and long-term sustainability. I also recognise the operating challenges faced by regional councils and appreciate the Council's commitment to strengthening governance, efficiency and alignment with community expectations.

The Northern Territory (NT) Government is supportive of the intent and objectives of the proposed SLDA. However, I regret to advise that the NT Government cannot provide a financial co-contribution to support the delivery of the review.

While funding assistance is not available, the Department of Housing, Local Government and Community Development (the Department) remains committed to working constructively with the Council. Officers from the Department are available to provide guidance and support to the Council to facilitate the completion of the SLDA and assist in identifying alternative funding opportunities, including relevant Commonwealth or Territory grant programs.

If you would like to discuss this matter further and would like assistance in exploring alternative support options please contact Mr Hugh King, Director, Sustainability and Compliance, on telephone 08 8999 8668 or via email hugh.king@nt.gov.au.

Yours sincerely

STEVE EDGINGTON
- 1 FEB 2026





Department of LOGISTICS
AND INFRASTRUCTURE

Level 3 Energy House
18 - 20 Cavenagh Street
Darwin City NT 0800

Postal address
GPO Box 2520
Darwin City NT 0801

26 February 2026

E ceo.dli@nt.gov.au

Ms Casey Anderson
A/Chief Executive Officer
Katherine Town Council

T 08 8924 7021

File reference
2026/0695~0004

Via Email: Records@ktc.nt.gov.au

Dear Ms Anderson

Re: NT Infrastructure Plan and Pipeline 2026

Thank you for your ongoing contribution to the infrastructure planning work undertaken by Infrastructure NT, including the *2025 Infrastructure Australia Market Capacity Report*. These documents play an important role in providing the evidence base that supports future infrastructure investment decisions across the Northern Territory.

My team has commenced the review of the *NT Infrastructure Plan and Pipeline*, which captures both current funded projects and unfunded planned proposals valued at over \$1 million. As key partners in local infrastructure planning and delivery, your Council's input is essential to ensuring the Plan and Pipeline accurately represents priority projects within your local government area.

We are therefore seeking to update the projects and proposals relevant to your Council. Could you please advise Mrs Emma Williams, via return email to infrastructure.nt@nt.gov.au, by **Friday, 13 March 2026**, of the nominated Council officers you wish to participate in this review.

If you have any questions or require further information, please do not hesitate to contact Mrs Williams at the email above or by phone on **(08) 8999 4743**.

We are pleased to confirm that Infrastructure Australia's *Market Capacity Report* is available at [2025 Infrastructure Market Capacity Report | Infrastructure Australia](#)

Thank you for your assistance in delivering this important Northern Territory Government commitment.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Gemma Lake".

Gemma Lake
Chief Executive Officer



25 FEBRUARY 2026 LGANT BOARD MEETING COMMUNIQUE

The LGANT Board met for its first meeting of 2026 on Wednesday 25 February at the Vibe Hotel Darwin Waterfront.

The Board endorsed minutes from an out-of-session meeting on 15 December 2025 which was held to endorse a number of time critical committee appointments: NT Councils Discretionary Trust Advisory Committee, NT Planning Commission, NT Water Safety Advisory Council, and NT Place Names Committee.

The Board then heard from Reece Ravlich from the City of Darwin who provided an update on the Animal Welfare Advisory Committee in his capacity as the LGANT representative.

The Board approved the fourth tranche of LGANT's updated organisational policies, the CEOs new KPIs and position description, and the financial report. The Board also endorsed the updated Board meeting dates for 2026, and LGANT's new Reflect Reconciliation Action Plan.

The LGANT President provided an update on his activities since the last Board Meeting including his and the Vice President Regional and Shires' attendance at the ALGA Strategic Planning days held on 11 and 12 February 2025.

The Board noted the CEOs report (including a summary of her meetings and a marketing analytics report), the WALGA IR/HR service quarterly report, the forward Board calendar, activity on General Business motions, submissions, and incoming and outgoing correspondence.

The Board will next meet on 25 March 2026.

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

Alternatively, you can contact members of the LGANT Board:

President: Cr Peter Pangquee	City of Darwin	peter.pangquee@darwin.nt.gov.au	0419 858 636
Vice President Municipal: Cr Allison Bitar	Alice Springs Town Council	abitar@alicesprings.nt.gov.au	0491 055 224
Vice President Regional and Shires: Mayor Brian Pedwell	Victoria Daly Regional Council	brian.pedwell@vicdaly.nt.gov.au	0429 341 336
Municipal Director - City of Darwin nominated representative:	City of Darwin	sam.weston@darwin.nt.gov.au	0499 389 462

Cr Sam Weston			
Municipal Director: Mayor Joanna Holden	Katherine Town Council	joanna.holden@ktc.nt.gov.au	0428 717 044
Municipal Director: Cr Mark Fraser	City of Palmerston	councillor.fraser@palmerston.nt.gov.au	0411 224 670
Regional and Shires Director: Cr Peter Clee	Wagait Shire Council	peter.clee@wagait.nt.gov.au	0418 894 404
Regional and Shires Director Mayor Lynette De Santis	Tiwi Islands Regional Council	lynettejane.desantis@tiwiislands.nt.gov.au	0419 033 821
Regional and Shire Director: Mayor James Woods	West Arnhem Regional Council	james.woods@westarnhem.nt.gov.au	0497 919 225

10.2 CORRESPONDENCE OUTGOING

Report Type: For noting

Recommendation

That Council receive and note the Outgoing Correspondence:

- Attachments:
1. Letter - Katherine Motorsport's Club - Letter of Support for Grant Application - 24 Feb 2026 - ID 248872 [**10.2.1** - 1 page]
 2. Letter - GYRACC- Letter of Support - Centenary of Katherine Program Delivery Package - 27 Feb 2026 - ID 249296 [**10.2.2** - 1 page]
 3. Letter - Hon Chief Minister - Request for Round Table - Katherine Safety - KTC - 18 March 2026 - ID250271 [**10.2.3** - 2 pages]



29 Crawford Street
PO Box 1071
KATHERINE NT 0851
records@ktc.nt.gov.au
Ph: 08 8972 5500
Fax 08 8971 0305
ABN 4783 6889 865

24 February 2026

To whom it may concern

I am writing in support of the Katherine Motorsports Club's application for a Major Community Grant to assist with the delivery of their full 2026 race season. As a long-standing and highly valued community organisation, the Club continues to demonstrate commitment to providing safe, inclusive, family-friendly motorsport opportunities for the Katherine region and the Northern Territory.

The 2026 season holds particular significance, marking 30 years of Katherine Speedway—a milestone that reflects decades of volunteer dedication, community spirit, and regional pride. The Club is entirely volunteer-driven, and its members consistently go above and beyond to deliver high-quality events that benefit not only motorsport participants but the broader Katherine community.

The Club's recent recognition as 2025 Motorsports NT Club of the Year, along with five NT-wide volunteer awards, highlights the professionalism, passion, and community impact of its members.

Supporting this grant application is an investment in community wellbeing, regional tourism, youth engagement, and the long-term sustainability of a local sporting organisation.

Yours sincerely

Joanna Holden
MAYOR OF KATHERINE



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

27 February 2026

To whom it may concern

Re: Letter of Support – Centenary of Katherine Program Delivery Package

Katherine Town Council is pleased to support the Centenary of Katherine Program Delivery Package and our partnership with Godinymayin Yijard Rivers Arts & Culture Centre (GYRACC) to deliver this important community initiative.

The Centenary of Katherine in 2026 is a significant milestone for our town. The program has been developed through the community-based Centenary Working Group and is designed to create inclusive opportunities for participation and deliver benefits for the whole community.

Council strongly supports the collaborative delivery model. In a regional community, organisational capacity is limited, and partnerships are essential to deliver events of this scale and quality. By working together, Katherine Town Council and GYRACC will combine our resources, experience and expertise to deliver a coordinated and professional program that would not be achievable by either organisation alone.

This partnership allows each organisation to play to its strengths, with GYRACC providing financial management and governance, and Council contributing project management, operational delivery, communications and community engagement.

Together, our collaboration will deliver a comprehensive Centenary program that brings the community together, supports local participation and showcases Katherine during a peak visitor period.

Katherine Town Council strongly endorses this application and is committed to working in partnership with GYRACC to deliver a meaningful and inclusive celebration of Katherine's 100th anniversary.

Yours sincerely,



Mel Doyle
Deputy Mayor



29 Crawford Street
PO Box 1071
KATHERINE NT 0851
records@ktc.nt.gov.au
Ph: 08 8972 5500
Fax 08 8971 0305
ABN 4783 6889 865

18 March 2026

Hon Lia Finocchiaro
Chief Minister
Email: chief.minister@nt.gov.au

Cc – Hon Jo-Anne Hersey
minister.hersey@nt.gov.au

Dear Chief Minister Lia Finocchiaro,

REQUEST FOR ROUNDTABLE MEETING ON CRIMINAL AND ANTISOCIAL BEHAVIOUR IN KATHERINE

I am writing to formally call on you as the Chief Minister to convene an urgent round table to address the escalating levels of criminal and antisocial behavior in Katherine. Recent community engagement by Elected Members indicates that crime continues to be a significant issue in Katherine.

Anecdotally, these crimes are becoming more violent in nature, significantly increasing the risk of serious harm to victims. Victims are increasingly reporting clusters of incidents occurring within short timeframes, while a growing number of individuals and businesses indicate they are no longer reporting to police, highlighting a potential under-reporting trend.

A meeting between the Deputy Mayor and Katherine Senior Citizens, has revealed deeply concerning experiences from our elderly residents. Many members of our community, especially the elderly, fear for their safety both at home and at the supermarket.

Repeating trauma coupled with escalating crime has real impacts on individuals and our community. The current situation in Katherine is having significant impacts on:

- Local business confidence,
- Tourism and visitor experience,
- The attraction and retention of skilled workers,
- Family safety and community morale, and
- The protection of our elderly and most vulnerable residents.

Council is calling on the NT Government to urgently address this issue by convening a roundtable meeting to establish a clear, accountable action plan with defined timelines and measurable outcomes for improving community safety in Katherine. This meeting should include representatives of:

- NT Police,
- The local member for Katherine,



29 Crawford Street
PO Box 1071
KATHERINE NT 0851
records@ktc.nt.gov.au
Ph: 08 8972 5500
Fax 08 8971 0305
ABN 4783 6889 865

- The Chief Minister (Housing, Youth Services, Community Safety), and
- Any other relevant agencies or service providers.

We would welcome the opportunity to meet with you beforehand should you wish to discuss this issue in more detail.

Kind Regards,



Joanna Holden
MAYOR OF KATHERINE



Mel Doyle
DEPUTY MAYOR OF KATHERINE

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

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

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

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 ORDINARY MEETING OF COUNCIL SIX MONTH TRIAL REPORT

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For decision
Attachments: Nil

Officer Recommendation

1. That Council set the Ordinary Meeting of Council to start at 6:00 pm, with a public question session at 5:30 pm.
2. That Council approve an extra 2025/2026 budget of \$6,000 for Council meeting costs.

Purpose of Report

To present a report on the Ordinary Meeting of Council trial 6:00 pm until 24 March 2026 for the Council to decide on future meeting time.

Strategic Plan

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

- 1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.
- 1.1.2 Ensure strong internal governance with updated policies and procedures in place.

Municipal Plan

- 1.1.1.2 Organise Council meetings and special meetings
- 1.1.2.2 Ensure compliance with local government legislation

Background

At the First Meeting of the Council the council resolved OMC-2025-212:

2. That Council meet the 4th Tuesday of the month commencing at the next Ordinary Meeting of Council on 28th October 2025, with a public question session at 5:30 pm and the Ordinary Meeting of Council to start at 6:00 pm as a trial until 24 March 2026.

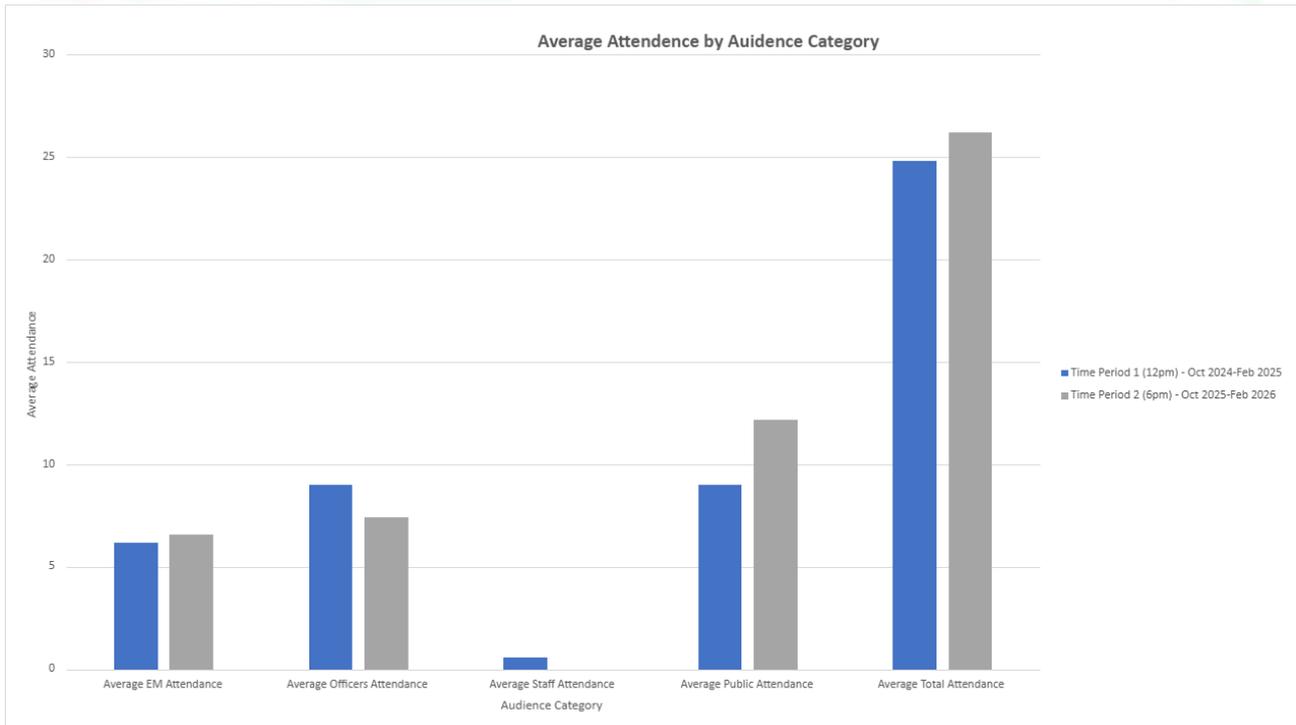
The six-month trial for Ordinary Meetings of Council now concludes; Council must decide on the future meeting times for the remainder of the term of the Council.

Discussion

Council has trailed the Ordinary Meetings of Council with the October 2025 meeting held at Knotts Crossing Resort Conference Room and November 2025 to March 2026 meetings at Godinymayin Yijard Rivers Arts and Culture Centre (GYRACC).

Council has utilised Roper Gulf Regional Council Wilton Room and Victoria Daly Regional Council Chambers for other meetings such as Special Meetings and Elected Member Information Sessions (EMIS). The venue hire of these locations is limited to office hours.

Attendance at the Ordinary Meetings of Council over the trial period have improved attendance overall by public and Elected Members compared to the same period of the previous year of Ordinary Meetings of Council held at midday. Council Officers and Staff attendance has reduced.



Council are requested to consider options for future meetings and budget:

Option 1: Council continue meetings at 6.00 pm, \$3,500 budget will be required just for venue hire to continue at the current venue location.

Option 2: Alternatively, venues for meetings at 6.00 pm are limited at a reduced venue hire cost, budget still required although reduced.

Option 3: Council meetings are held at a time in office hours with potential further reduced budget required for venue hire.

Consultation Process

There was no consultation process required for this report.

Policy Implications

Council Meeting Administration Policy

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 a different location advised on Council’s website.

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.

Budget and Resource Implications

Current expenditure for Ordinary Meetings of Council over the comparison periods:

Oct 2025 to Feb 2026	
Council Meeting Costs (includes Catering & Hire)	\$ 9,231.14
TOIL (37.75 hours)	\$ 2,255.68
Total	\$ 11,486.82
Oct 2024 to Feb 2025	
Council Meeting Costs (includes Catering & Hire)	\$ 1,348.56
TOIL	\$ -
Total	\$ 1,348.56

Note: October 2024 to February 2025 Ordinary Meetings of Council were held at the Council Civic Centre therefore does not include venue Hire Fees.

2025/2026 Budget originally only covered catering costs due to no venue hire budget required for use of the Big Rivers Government Centre Big Rivers Room. This room is not available outside office hours.

Budget is required for the remainder of the financial year for Ordinary Meetings of Council. Estimated budget required for venue hire is \$6,000 to continue with the current hire arrangements. This budget includes meeting room hire for EMIS, Special Meetings and catering.

Risk, Legal and Legislative Implications

Section 90 of the Local Government Act 2019 states that a council must hold an ordinary meeting at least once every month if the council does not have a council committee performing the council's financial functions, the schedule for the holding of ordinary meetings may be altered at a subsequent meeting, and the council may hold a special meeting to deal with a particular item of business whenever circumstances require.

By-Law 138 states that an ordinary meeting is to be held on the day and at the time in each month as the council determines.

There is a significant corporate risk associated with managers attending evening council meetings that extend up to 9pm following a full day of work, primarily relating to fatigue, decision-making capacity, and work health and safety (WHS) obligations. Prolonged working hours can impair cognitive function, increase the likelihood of errors in judgement, and reduce the quality of governance outcomes. From a WHS perspective, this practice may expose Council to breaches of its duty of care under fatigue management principles, particularly if adequate rest breaks and workload controls are not in place. Additionally, there are industrial relations risks, including potential non-compliance with award or contractual provisions regarding reasonable hours and overtime, as well as longer-term impacts on employee wellbeing, retention, and organisational performance.

As a practical risk mitigation strategy, Council Officers attending meetings are limited to those necessary as decided by the Acting CEO.

Council could also consider implementing alternative working arrangements on meeting days, such as adjusted or staggered hours for officers (e.g. later start times or reduced daytime hours), to better manage

fatigue and ensure compliance with WHS obligations while maintaining effective participation in evening governance activities. These alternate hours would also support improved work-life balance, contributing to overall employee wellbeing, engagement, and retention.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.2 POLICY - DRAFT COUNCIL MEETING LIVE STREAMING

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For decision
Attachments: 1. Policy - Live Streaming - November 2025 [14.2.1 - 5 pages]

Officer Recommendation

That Council approve and adopt the Council Meeting Livestreaming Policy – Version 1.

Purpose of Report

To provide council with a draft Council Meeting Livestreaming policy for consideration.

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

Not applicable

Background

Council previously adopted a Council Meeting Live Streaming Policy on 28 April 2020. The Policy was rescinded on 21 October 2024, Resolution OMC-2024-225, due to inability of technology suitable for livestreaming. The policy is actioned to be reinstated once Live Streaming capability is included in the Civic Centre refurbishment project.

Discussion

The live streaming of Council meetings aims to foster confidence, integrity, and accountability in the decision-making processes of the Council. The policy sets out the rules and guidelines with regard to the live streaming of council meetings.

The new Council has indicated to advance the Live Streaming of Council meetings. The policy has been drafted utilising the council's previous policy.

Once the policy is approved, procurement will be undertaken to establish live streaming platform that meets the needs of the council.

Recordings of the meetings will be available on the council website for on-demand viewing dependent on space available.

A webcasting disclaimer will be included in each meeting agenda where the meeting is to be live streamed. Webcasting notices must be displayed when the meeting is being live streamed.

Consultation Process

Council staff have engaged with live streaming entities and other councils who provide the service to understand the requirements.

Policy Implications

The policy will be effective once approved and adopted. Live Streaming capability may take up several months to implement.

Budget and Resource Implications

Budget is required for the technology devices to live stream and the platform. Budget may be allocated in the next budget review or in the next financial year budget.

Risk, Legal and Legislative Implications

Dedicated staff or consultants will be required to ensure Live Streaming capability.

Live Streaming will need to cease in the closed session.

Rapid implementation may affect technical, policy, and resourcing complexities required to deliver live streaming.

Council must follow strict guidelines when livestreaming meetings, including:

- accessibility
- privacy
- record-keeping
- compliance with local government legislation

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



COUNCIL POLICY

COUNCIL MEETING LIVE STREAMING

Type:	Council Policy - Elected Member		
Owner:	Chief Executive Officer		
Responsible Officer:	Manager Governance and Risk		
Approval Date:		Next Review:	1/03/2030
Records Number:		Council/CEO Decision:	Council
Legislation Reference:	Section 99 of the Local Government Act 2019		

1 PURPOSE

The live streaming of Council meetings aims to foster confidence, integrity, and accountability in the decision-making processes of the Council. This policy sets the rules and guidelines with regards to the live streaming of council meetings.

2 SCOPE

This policy applies to:

- All **ordinary and special Council meetings** that include an open session.
- All **Council members, staff, and attendees** during meetings.
- Any location that the meeting is being held.

This policy does **not** apply to:

- Confidential sessions of Council meetings.
- Committee meetings unless specifically approved by Council.

3 DEFINITIONS

Live Streaming: The real-time broadcast of Council meetings via the internet.

Open Session: The portion of a Council meeting that is open to the public and not classified as confidential.

Confidential Session: A section of the meeting closed to the public under relevant legislation or Council procedures.

Council Website: The official online platform where recordings of live-streamed meetings will be published.

Social Platforms: Official Council social media accounts used to share links to live streams and recordings.

4 DETAILS

To improve accessibility and community participation during Ordinary and Special Meetings of Council. It is foreseen that live streaming and publishing the video recording of meetings on Council's website and Social Media platforms will provide more flexible and convenient access to a wider audience. This will allow the public to watch meetings "in real time" via the internet without having the person attend.

Live streaming will allow the community greater access to view Council's debates and decisions, whilst eliminating geographic and time barriers which may prevent the public from attending the meeting in person. The purpose of this is to achieve community awareness and confidence in the integrity and accountability of decision-making processes.

Pursuant to Section 99 of the *Local Government Act 2019*, Council Meetings are open to the Public. Council encourages the community to actively participate in an effective manner and to contribute in responsible governance of the municipality. To enable greater community involvement in council meetings Council will live stream Ordinary and Special Meetings of Council and recordings will be published on the Council's official website, with links shared via the Council's social media platforms.

The meeting minutes once confirmed by Council, provide the definite record of Council's resolutions and the Council's position on a particular matter.

Notification

At the commencement of each Council meeting, the Chair will advise all attendees that the meeting is being live streamed for the duration of the open session and that the recording will be published online.

The Chief Executive Officer (CEO) will include a webcast disclaimer within the agenda.

At the entry of the Council Chambers or venue where the meeting is being held, there shall be signage and notices displayed notifying that the meeting is being live streamed. the signage and notices will include the atherine Town Council – Webcasting Notice messaging.

The visual recording equipment will be configured to avoid coverage of the public gallery in the live streaming; however, audio captures will be covered.

Streaming Arrangements

Live streams will commence at the scheduled start time of the meeting and conclude once the meeting is adjourned.

Streams will include video and audio of elected members, staff, and public speakers. By speaking at a Council meeting, you consent to being recorded and published online.

Recordings will be archived and made available for on-demand viewing for a minimum of three years. CEO may remove archived recordings if legally required.

The audio recordings of meetings will be used for the preparation of the minutes and therefore are temporary records of council.

Council accepts no responsibility for defamatory or offensive remarks made during meetings.

Exceptions and Technical Issues

In some cases, the venue may not permit live streaming.

Unforeseen technical difficulties may prevent live streaming or access to recordings.

Council will make every reasonable effort to ensure live streaming and website functionality are maintained.

Technical issues may include, but are not limited to, the availability of the internet connection, equipment failure or fault, inaccessibility of social media platforms or power outages.

Live streaming does not enable viewers to participate in the meeting including public question time. Public participation must be by attendance in person only.

Confidential Sessions

Confidential Meetings will be closed to the public, in accordance with Section 93 (2) of the *Local Government Act 2019* these meetings will not be recorded. Live streaming will cease during any confidential section of the meeting and resume once the meeting reopens to the public.

Authority to Terminate

The Mayor or CEO have the discretion and authority at any time to direct the termination or interruption of live streaming if they believe it is advisable to do so. Such direction will only be given in exceptional circumstances, if the CEO or the Council has reasonable assessment and can be deemed as prejudice, or if the meeting infringes the rights or safety of an individual. Including circumstances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Council takes no liability for, the live streaming on the Council website being temporarily unavailable due to technical issues beyond Council's control.

5 ASSOCIATED POLICIES/DOCUMENTS

Elected Members Code of Conduct Policy

Breach of Code of Conduct Policy

Code of Conduct for Employees Policy

Attendance at meeting via audio and audio visual conferencing system Policy

Meeting Administration Policy

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Local Government (General) Regulations 2021

Disposal Schedule 2018.3 – Local Authorities in the Northern Territory

Revision History

Version	Revision date	Details of change	Responsible officer
1		Created utilising previous rescinded policy of council	CEO
2			
3			

WEBCASTING DISCLAIMER

The Katherine Town Council is live webcasting the Open Section of Ordinary and Special Meetings of Council. Audio-visual recording equipment has been configured to avoid coverage of the public gallery area and the Katherine Town Council will use its best endeavours to ensure images in this area are not webcast. However, the Katherine Town Council expressly provides no assurances to this effect and in the event your image is webcast, you will by remaining in the public gallery area be taken to have given the Katherine Town Council a non-exclusive licence to copy and broadcast your image worldwide for no reward. Every care is taken to maintain privacy and attendees are advised they may be recorded.

In the case of livestreaming becomes unavailable due to technical difficulties, Council will attempt every effort to ensure the live streaming issues are rectified promptly. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. Council will take no responsibility for and will not be held liable for the unavailability of live streaming in part or full; due to technical issues beyond its control.

Webcasting of Ordinary or Special Meetings of Council and any other public forums and meetings authorised by the Council remain the property of Katherine Town Council. Access to live streams and recordings of meetings is provided for personal and non-commercial use. Video, images, and audio must not be altered, reproduced or republished without the permission of the CEO. Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Katherine Town Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.

Katherine Town Council – Webcasting Notice**Recording of Meetings**

Ordinary and Special Council Meetings are streamed live online. The recording may include video and audio of the meeting.

Public Gallery

Cameras are set up to avoid filming the public gallery. However, we cannot guarantee this. By staying in the gallery, you agree that your image may be broadcast worldwide without payment.

Privacy

Please be aware that you may be recorded if you attend. Every effort is made to respect privacy.

Technical Issues

If livestreaming stops due to internet, equipment, or power problems, Council will try to fix it quickly. Council is not responsible for outages beyond its control.

Use of Recordings

Recordings belong to Katherine Town Council. They are provided for personal, non-commercial viewing only. You must not copy, alter, or share them without Council's permission.

Opinions Expressed

Comments made by individuals during meetings are their own. They do not represent the views of Katherine Town Council. Council accepts no responsibility for any offensive or defamatory remarks made.

14.3 POLICIES REVIEWED

Author:	Amanda Haigh, Manager Governance and Risk
Authoriser:	Casey Anderson (Acting Chief Executive Officer)
Report Type:	For decision
Attachments:	<ol style="list-style-type: none">1. Policy - Privacy - V6 - Review March 2026 [14.3.1 - 7 pages]2. Policy - Gifts and Benefits Received by Council Members - V3 - Review [14.3.2 - 3 pages]3. Policy - Code of Conduct for CEO - V7 - Review [14.3.3 - 5 pages]4. Policy - Confidential Information - V3 - Review [14.3.4 - 3 pages]5. Policy - Accountable Forms - V3 - Review [14.3.5 - 4 pages]6. Policy - Borrowing - V3 - Review [14.3.6 - 5 pages]

Officer Recommendation

1. That Council approve the reviewed statutory policies:
 - a. Policy – Privacy – Version 6
 - b. Policy – Gifts and Benefits Received by Council Members – Version 3
 - c. Policy – Code of Conduct for CEO – Version 7
 - d. Policy – Confidential Information – Version 3
 - e. Policy – Accountable Forms – Version 3
 - f. Policy – Borrowing

Purpose of Report

To provide the reviewed policies for council to approve and adopt the reviewed policies:

- a. Policy – Privacy – Version 6
- b. Policy – Gifts and Benefits Received by Council Members – Version 3
- c. Policy – Code of Conduct for CEO – Version 7
- d. Policy – Confidential Information – Version 3
- e. Policy – Accountable Forms – Version 3
- a. Policy – Borrowing

Strategic Plan

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

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

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

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

Municipal Plan

1.1.2.1 Workplace policies and Council By-Laws are reviewed regularly

1.1.2.2 Ensure compliance with local government legislation

4.2.1.1 All policies and procedures are up-to-date

Background

The Council Policy and Procedure Framework require Statutory policies under the *Local Government Act 2019* to be reviewed within 6 months of a new Council being elected.

This report includes 6 policies requiring review.

Discussion

Policy – Privacy – Version 6

Section 206(3) of the Local Government Act 2019 Council must adopt a privacy policy protecting members and council staff from undue intrusion into their private affairs. Members includes elected members, council committee members and Council staff.

Any monies spent on elected members or Council staff is information that must be included in Council's accounting records. This includes allowances, payroll payments, superannuation payments, leave entitlements and reimbursements, as well as rates payment records for an elected member or Council staff member who may be a ratepayer in Katherine.

The policy is to meet the Information Privacy Principles (IPPs) set out in the *Information Act 2002* in relation to the management and handling of personal information.

The policy review has included:

- minor administrative amendments,
- addition of the *Privacy Act 1988* under related legislation. The reference to this Act has been included broader legislative context for completeness and alignment with current privacy frameworks, and
- under the Accounting Privacy Principles section the removal of the following due to reduce duplication and improve readability. The policy already references the *Information Act 2002* and the Information Privacy Principles several times, which establish the legislative framework for managing personal and financial information. Retaining only the accounting privacy principles keeps the section clearer and more concise while still maintaining compliance with the Act.

Policy – Gifts and Benefits received by Elected Members

Section 112 of the Local Government Act 2019 Council must adopt a policy in relation to gifts and benefits received by council members. The policy must differentiate between what is given to a council member for the council and what is given to the member as a relevant gift or benefit; and be in accordance with any relevant guidelines the Minister may make.

The policy is to set out the requirements for council members receiving gifts or benefits and disclosing relevant gifts or benefits. Council must set the nominal value of a gift or benefit and differentiate between what is given to a council member for the council and what is given to the member as a relevant gift or benefit.

Nil changes have been recommended from this review.

The Nominal value for a single gift or benefit less than \$50 in value (or multiple gifts or benefits totalling less than \$100 in value, given by the same donor in a financial year).

A relevant gift or benefit is a gift or benefit (or multiple gifts or benefits) received and accepted by a council member that exceed the nominal value and includes:

- (b) gift or benefit received for the Council and accepted by a council member; or
- (b) gift or benefit received and accepted by a council member for the council member or another person.

Policy - Code of Conduct CEO

Section 175(1) of the Local Government Act 2019 Council must adopt a code of conduct for the CEO.

The Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour that the Council's stakeholders could reasonably expect the Chief Executive Officer to demonstrate in the performance of their duties and functions.

Minor administrative amendments made in this revision.

Policy – Confidential Information

Regulation 53 (1) of Local Government (General) Regulations 2021 Council must have a policy for confidential information and business. The policy must deal with the type of confidential information that should no longer be confidential after a specified period of time; and the type of confidential information that should be subject to periodic review to determine if it should no longer be confidential.

The Council policy sets out Council's process to ensure the proper treatment and review of confidential items considered at a Council Meeting.

Minor administrative amendments have been made in this revision.

Council may consider reducing the Confidential Review list timeframe from review currently set at 12 months.

Policy – Accountable Forms

Regulation 6(1)(d)(iii) and (iv) Local Government (General) Regulations 2021 Council must have a policy, made by the CEO, for the use and management of accountable forms by the council's staff; and procedures made by the CEO to ensure all receipts are recorded in the council's accounting records and all cash is deposited in the council's bank account in a timely manner.

The policy provides a framework for the management of accountable forms used by Katherine Town Council and issued to Elected Members and employees, including the Chief Executive Officer (CEO), for the purpose of conducting Council business.

The review includes clearer definitions, rules and register requirements.

Policy – Borrowing

Part 10.3 of the Local Government Act 2019 includes the requirements for Borrowing with Ministers approval.

This policy provides guidance in relation to the purpose of borrowing and details the conditions under which borrowing can be used as a source of finance by Katherine Town Council.

No changes have been made in this review although the policy may require a review after the second tranche of legislative amendments to the *Local Government Act 2019* are made.

Consultation Process

There was no consultation process required for this report.

Policy Implications

The Council Policy and Procedure Framework require Statutory policies under the *Local Government Act 2019* to be reviewed within 6 months of a new Council being elected.

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

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

Statutory policies require review within six months of the general election.

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

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



CORPORATE- UNCIL POLICY

PRIVACY POLICY

Type:	Corporate-uncil Policy - Governance		
Owner:	Chief Executive Officer		
Responsible Officer:	Manager of Community Relations Corporate Admistration		
Approval Date:	March 2024	Next Review:	March 2028 5
Records Number:		Council/CEO Decision:	CEO council
Legislation Council Legislation Reference:	Section 65 of the <i>Information Act 2002</i> Section 206 (3) of the <i>Local Government Act 2019</i>		

1 PURPOSE

Katherine Town Council collects and manages personal information to provide services to the Katherine community and to conduct local government functions under the *Local Government Act 2019*. Individuals provide personal information to Council from time to time such as their name and contact details in order to access services, ask for help, make payments, participate in grant schemes and provide feedback. This information must be treated with care and used, managed and disclosed in accordance with relevant legislation.

The purpose of this policy is to meet the Information Privacy Principles (IPPs) set out in the *Information Act 2002* in relation to the management and handling of personal information. This policy covers all personal information held by Council, that is, information, or an opinion about an individual, whose identity is apparent, or can be reasonably ascertained, from that information or opinion. This includes information collected in any format including correspondence, in person, over the phone, and over the Internet. The policy also covers personal information that is sourced from third parties.

2 SCOPE

This Policy applies to all elected members, ~~the CEO~~CEO, Council staff, contractors, consultants, committee members or any individual or group undertaking activity for and on behalf of Council.

3 DEFINITIONS

Collection means gathering, acquiring or obtaining personal information from any source and by any means.

Consent means a voluntary agreement (express or implied) to some act, practice or purpose. The individual must be adequately informed before giving consent and must have the capacity to understand and communicate their consent.

CEO means the Chief Executive Officer of the Katherine Town Council

Council means the Katherine Town Council

Council staff means those individuals employed directly by Katherine Town Council and includes contractors, consultants and volunteers.

Disclosure means the release of personal information to persons or organisations only in ways the individual would expect or as permitted by law.

Information Privacy Principles (IPPs) mean the set of legal principles that regulate the handling of personal information in the *Information Act 2002*.

Person means an individual and includes a deceased individual within the first 5 years after death.

Personal information means information that discloses a person's identity or from which a person's identity is reasonably ascertainable.

Sensitive information means personal information or an opinion about an individual's:

- Race or ethnic origin, or
- Political opinions, or
- Membership of a political association, or
- Religious beliefs or affiliations, or
- Philosophical beliefs, or
- Membership of a professional trade association, or
- Membership of a trade union, or
- Sexual preferences or practice, or
- Criminal record, or
- Health/medical information.

Use means the handling of personal information within Council including the inclusion of personal information in a publication, taking personal information into account in the making of a decision, or transferring the information from one part of the Council with particular functions to another part of the Council having different functions.

4 DETAILS

Council collects information to carry out its functions and activities, including statutory functions under the *Local Government Act 2019*. Council will collect, use, manage and disclose information in accordance with the Information Privacy Principles (IPPs) in the *Information Act 2002*.

Council may collate statistical information from the personal information it collects to assist in the provision of appropriate services and facilities. Once this type of information is collected, it will be de-identified so that any compilation or publication of those statistics will not reveal an individual or group identity.

COLLECTION, USE AND DISCLOSURE

Council may collect personal information in a number of ways, including:

- directly in documents such as application forms or by verbal or written correspondence
- through contact with elected members or Council staff, and
- from third parties such as government bodies.

Council may collect and use personal information in a variety of ways to:

- carry out the functions of Katherine Town Council
- provide individuals and groups with information pertaining to Council services
- determine and provide appropriate services and facilities
- administer and manage processes and operations, and/or
- administer human resource and recruitment matters.

After-hours contact numbers of elected members and senior executives and managers may be disclosed to enable the fulfilment of the requirements of their roles and the effective management of the Council's operations.

Sensitive information will only be collected where the individual has consented, or collection is required or permitted by law. Sensitive information will be treated with the utmost security and confidentiality and only used for the purpose for which it was collected.

Where lawful and practical, Council may give customers the option of not identifying themselves when supplying information or entering into transactions with Council and will provide advice of any consequences of remaining anonymous.

Council will take all reasonable steps to ensure that personal information is not disclosed to third parties except in specific circumstances which can include:

- individual consent, or
- where authorised or required by law or regulatory requirements to disclose, or
- where to a third party who provides services to Council requires the information for their operations and where the third party agrees to preserve the confidentiality of the personal information, or
- where Council is not prohibited from disclosing the information, as prescribed in the *Information Act 2002*, or
- in emergencies such as accidents, injury or counter-disaster situations when personal information is required by policy or emergency services.

Council will take reasonable steps to ensure that all personal information collected, used or disclosed is accurate, complete and up to date.

KATHERINE PUBLIC LIBRARY

The Katherine Town Council's Public Library is committed to delivering a comprehensive public library service, encompassing lending, in-house services, and personalised guidance on facilities, programs, collections, special events, and activities to meet individual needs. The sole source of collected information is the data voluntarily provided by members during the library enrolment process.

When individuals apply for library membership, they implicitly consent to the disclosure of their personal information to the Northern Territory Government. This disclosure is exclusively for the purpose of integrating and sustaining a shared database.

This database is shared by libraries throughout the Northern Territory and provided by Northern Territory Libraries and Information Services (NTLIS). NTLIS allows authorised access to this information to authorised staff in all libraries in the Northern Territory. This information sharing helps Katherine Town Council to provide services such as interlibrary loans to patrons [through-outthroughout](#) the Territory.

Katherine Town Council will only use or disclose the personal information collected for the purposes stated above, unless use or disclosure is required and authorised by law.

DATA SECURITY

Council will take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification, or disclosure. Personal information will be managed confidentially and securely and destroyed or archived in accordance with the provisions of the *Information Act 2002*.

Council will take reasonable steps to store personal information in a secure place within the Council department or

section that uses that information.

Council will not assign, adopt, use, disclose or require unique other identifiers from individuals except for the course of conducting normal business or if allowed or required by law.

Council will only transfer personal information outside of the Northern Territory in accordance with the provisions outlined in the *Information Act 2002*.

ACCESSING INFORMATION HELD BY COUNCIL

Individuals have a right to request access to any personal information held about them and may request any incorrect information be corrected.

More detail about accessing information can be found in the 'Accessing information held by Council' policy on the website.

ACCOUNTING PRIVACY PRINCIPLES

~~Section 206(3) of the *Local Government Act 2019* provides that Council must adopt a privacy policy protecting members and council staff from undue intrusion into their private affairs. Members includes elected members, council committee members and Council staff.~~

~~Any monies spent on elected members or Council staff is information that must be included in Council's accounting records. This includes allowances, payroll payments, superannuation payments, leave entitlements and reimbursements, as well as rates payment records for an elected member or Council staff member who may be a ratepayer in Katherine.~~

However, ~~t~~he following accounting privacy principles ~~will~~ apply:

- Elected members and Council staff have a right to privacy of their financial information as far as reasonably possible.
- Council will only collect information on elected members and Council staff that it needs to carry out its functions and activities.
- Council will only use the information on elected members and Council staff for the purpose for which that information was collected.
- Information on elected members and Council staff members will only be disclosed for a purpose:
 - that is directly and reasonably related to the necessary operations of Council; or
 - if the elected member or Council staff member consents to that use or disclosure; or
 - if the disclosure is authorised by law.
- Council will take reasonable steps to maintain the privacy and integrity of the personal information about elected members and Council staff it holds as part of its accounting records.
- Council will take all reasonable measures to ensure the information it collects on elected members and Council staff is accurate, complete and up-to-date.

MAKING A PRIVACY COMPLAINT

Individuals may complain to Council if their personal information has been handled in a way that interferes with their privacy. Privacy complaints can be made in writing to records@krc.nt.gov.au.

To ensure that the complaint can be actioned appropriately, the request should include as much detail as possible about the nature of the concern, for instance:

- Whether the complaint relates to collection, security, use or disclosure of personal information (or a combination of these)
- The particulars of the concern, such as date, time, information involved, or a specific incident

- The detriment experienced because of the interference, and
- Any other information that will assist Council in reviewing and addressing the complaint.

Council will acknowledge the complaint within two days of receiving it and seek to provide a decision from the Chief Executive Officer within 30 calendar days. If Council need more time to deal with the complaint, the applicant will be advised of this in writing.

If individuals are unhappy with Council’s response to the complaint, ~~a further complaint~~[further complaints](#) can be made to the Northern Territory Information Commissioner.

CONSEQUENCES OF BREACHING THIS POLICY

Any breach of this policy may result in disciplinary action, including, but not limited to, issue of a warning, demotion, suspension or termination of employment for Council staff. It could include termination or non-renewal of a contract for service for Council contractors.

Disciplinary action for a breach by elected members will be in accordance with the *Local Government Act 2019*.

Depending on the nature of the breach, the matter may also be referred to the Northern Territory Independent Commissioner for Corruption (ICAC) or Northern Territory Police.

5 ASSOCIATED POLICIES/DOCUMENTS

Code of Conduct for elected Members

Code of Conduct for CEO and staff

Accessing information held by Council policy

Breach of Code of Conduct policy

Customer Service Charter

Sufficient interest in the assessment record policy

6 REFERENCES AND RELATED LEGISLATION

Information Act 2002

Local Government Act 2019

Northern Territory Information Commissioner <https://infocomm.nt.gov.au/privacy/overview>

[Privacy Act 1988 \(Cth\)](#)

[Revision History](#)

Version	Approval date	Details of change	Responsible officer
1	July 2009	Creation	CEO
2	Oct 2010	Revision	CEO
3	Sept 2015	Revision and update	CEO
4	April 2022	Revision, addition of Accounting Privacy policy information and transfer to new policy template	Director, Corporate Services
5	April 2024	Revision, addition of Katherine Public Library information	Manager of Community Relations
6	March 2026	Revision and update - to clarify the key legislation and oversight bodies relevant to privacy, ensuring the policy references the Information Act 2002, Local Government Act 2019, the NT Information Commissioner, and the Privacy Act 1988 (Cth) for completeness and alignment with current privacy frameworks.	Manager of Community Relations



COUNCIL POLICY

GIFTS AND BENEFITS RECEIVED BY COUNCIL MEMBERS POLICY

Type:	Council – Elected Members		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:	27/06/2023	Next Review:	1/11/2025 1/03/2030
Records Number:	179564	Council/CEO Decision:	Council OCM-052-2023
Legislation Reference:	Section 112 of the <i>Local Government Act 2019</i>		

1 PURPOSE

The purpose of this policy is to set out the requirements for council members receiving gifts or benefits and disclosing relevant gifts or benefits.

2 SCOPE

This policy applies to elected members with Katherine Town Council.

3 DEFINITIONS

Campaign donation return see section 148 of the *Local Government Act 2019*.

Nominal value means a single gift or benefit less than \$50 in value (or multiple gifts or benefits totalling less than \$100 in value, given by the same donor in a financial year).

Protocol gift means a gift or benefit given to a council member for diplomatic, ceremonial or symbolic purposes that will not be sold or transferred (unless in diplomatic, ceremonial or symbolic circumstances).

Register of declared gifts and benefits see section 113 of the *Local Government Act 2019*.

4 DETAILS

4.1 Principals

A council member must discharge the council member's duties, responsibilities and obligations impartially and with integrity including in relation to receiving, accepting and disclosing gifts or benefits.

A council member must not accept a gift or benefit of any value that may be perceived by a reasonable person to improperly influence the performance or decisions of the council member or the Council.

Note: Council members must also adhere to clauses 9.1 and 9.2 of the Code of Conduct relating to gifts (see Schedule 1 of the Local Government Act 2019).

4.2 Relevant gifts or benefits

A relevant gift or benefit is a gift or benefit (or multiple gifts or benefits) received and accepted by a council member that exceed the nominal value and includes:

- (a) gift or benefit received for the Council and accepted by a council member; or
- (b) gift or benefit received and accepted by a council member for the council member or another person.

4.3 Rejecting gifts or benefits

If a council member has received any gift or benefit that breaches the principles at clause 4.1 above, the council member must reject the gift or benefit by returning it to the donor and respectfully explaining to the donor that acceptance of the gift or benefit would breach this policy.

4.4 Disclosure of relevant gifts or benefits

If a council member has received a relevant gift or benefit, the council member must inform the CEO as soon as practicable after receipt and provide the following information in writing:

- (a) name of the council member that received the relevant gift or benefit;
- (b) name of the donor (person or organisation) giving the gift or benefit;
- (c) date the gift or benefit was received;
- (d) description of the gift or benefit;
- (e) whether the gift or benefit is for the Council, the council member or another person (including the full name and relationship of the person to the council member, if applicable);
- (f) value (or estimated value) of the gift or benefit;
- (g) reason for the gift or benefit;
- (h) any other relevant details.

The CEO will record the details in the **register of declared gifts and benefits**.

4.5 Exemptions from disclosure

The following gifts or benefits are exempted from disclosure under this policy:

- (i) a gift or benefit given to the council member by the Council;
- (j) a protocol gift given to a council member for the Council;
- (k) a gift or benefit given to the Council in relation to its status as a body corporate where no individual council member or council members are considered to have accepted the gift or benefit;
- (l) food, accommodation, hospitality or entertainment included in the attendance of meetings, conferences, training courses, functions or other events that have been organised through the Council or that are required in accordance with performance of the council member's official duties;
- (m) a donation disclosed (or to be disclosed) by the council member in a campaign donation return;
- (n) private and personal gift (such as a birthday present from a family member).

Note: The principles under clause 4.1 still apply to gifts or benefits that are exempted from disclosure.

5 ASSOCIATED POLICIES/DOCUMENTS

Elected Members Code of Conduct

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Revision History

Version	Approval date	Details of change	Responsible officer
1	27/01/2021	Created and adopted	Policy Review Committee
2	20/06/2023	Reviewed – changed to new template and minor administrative amendments.	Governance and Executive Officer
3	<u>11/03/2026</u>	<u>Reviewed with nil changes</u>	<u>Manager Governance and Risk</u>



COUNCIL POLICY

CODE OF CONDUCT FOR CEO

Type:	Council Policy - <u>Governance</u>		
Owner:	Council		
Responsible Officer:	Mayor		
Approval Date:	<u>27/06/2023</u>	Next Review:	<u>1 June 2026</u> / <u>03/2030</u>
Records Number:	178767	Council/CEO Decision:	Council
Legislation Reference:	Section 175(1) of the <i>Local Government Act 2019</i>		

1 PURPOSE

Katherine Town Council seeks a constructive workplace culture where business is conducted safely, with integrity, honesty and fairness, a high standard of customer service and a culture that is focused on efficiency, adaptability, resilience, and enthusiasm aligned with Council's Strategic and Municipal Plan, and relevant laws, regulations by-laws, and organisation standards.

Everyone working for Council must follow the highest standards of ethical behaviour when dealing with customers and each other. Council's CEO has a special responsibility to encourage ethical conduct as part of a culture where this is recognised, valued and followed at all levels.

This Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour that the Council's stakeholders could reasonably expect the Chief Executive Officer to demonstrate in the performance of their duties and functions.

2 SCOPE

This policy applies to the Chief Executive Officer (CEO) of the Katherine Town Council.

3 DEFINITIONS

CEO means the Chief Executive Officer of Katherine Town Council appointed under Section 165 of the *Local Government Act 2019*.

Conflict of Interest means a situation in which an employee's private interests interfere, or appear to interfere, with their duty to put the public interest first. It refers to circumstances where ~~a member of council or staff member~~ CEO is, or could be, influenced by a private interest when performing an official function.

Discrimination means the unjust or prejudicial treatment of different categories of people, especially on the grounds of race, age, gender, sexual orientation, or disability.

Employee means a person remunerated by Katherine Town Council on a full time, part time, casual or contract basis.

4 DETAILS

In order to maintain public confidence in the integrity of the Council, the CEO of the Council must exhibit the highest ethical standards in the administration of the affairs of the Council.

This Code of Conduct for the CEO sets out the behaviours expected of the CEO in the performance of their role.

SUPPORT FOR COUNCIL

The CEO must:

- provide full support to Council
- provide accurate, frank, and impartial advice to Council
- implement council policies and decisions
- be familiar with and comply with the requirements of the *Local Government Act 2019* and other legislative, industrial, or administrative requirements relevant to the CEO's official responsibilities
- take all reasonable steps to ensure that the information upon which the CEO's decisions or actions are based is factually correct and relevant to the decisions or actions, and
- comply with the council employees code of conduct.

MANAGEMENT OF COUNCIL STAFF

In relation to the management of council staff, the CEO must ensure that:

- appropriate documented processes and procedures are in place
- selection processes for appointment or promotion are fair, equitable and based on merit
- staff have reasonable access to training and development and opportunities for advancement and promotion
- staff are treated fairly and consistently and are not subject to arbitrary or capricious decisions
- there are suitable processes for dealing with employment-related grievances, and
- working conditions are safe and healthy.

USE OF INFORMATION

The CEO must not misuse information gained in the CEO's official capacity. Misuse includes, but is not limited to:

- seeking to gain personal advantage for self, or for another person, based on information held on official records
- initiating or spreading gossip or rumours based on personal or other information held on official records, and
- providing a person, or appearing to provide a person, with favourable treatment or privileged access to information.

The CEO must take care to maintain the integrity and security of Council documents and information.

USE OF OFFICIAL FACILITIES, EQUIPMENT AND RESOURCES

The CEO must not utilise council facilities or equipment, or the skills or working time of council employees, for personal benefit.

DISCLOSURE OF OFFENCES AGAINST THE LAW

If the CEO is charged, convicted or acquitted of any offence, the CEO must advise the Council even if the offence does not relate directly to the CEO's assigned duties.

OUTSIDE EMPLOYMENT

The CEO must obtain written permission from the Council before engaging in outside employment.

When considering an application from the CEO to undertake outside employment, Council will give approval only if satisfied the outside employment:

- could not be perceived by a reasonable person to be a conflict of interest, and
- will not interfere with the performance of the CEO's duties.

Any outside employment or voluntary work must be performed wholly in the CEO's private time.

DECISIONS BASED ON EXERCISE OF STATUTORY POWER

Where the CEO makes any decision based on a statutory power, the CEO must

- ensure that the legislation under which the decision is made authorises the making of that decision
- ensure that the CEO has the authority or the delegation to make the decision
- ensure that any procedures which are required by law to be complied with in the making of a decision have been observed, and
- ensure that the decision, the evidence upon which it is based, and the reasons for the decision are properly documented.

ANTI-DISCRIMINATION

The CEO must not discriminate in relation to a person unless such discrimination is allowed by law and council policy (for example, positive discrimination or special measures).

5 ASSOCIATED POLICIES/DOCUMENTS

Code of Conduct for Employees
 Fraud and Corruption Control policy
 Gifts and Benefits policy
 Conflict of Interest policy
 Privacy policy
 Confidential Information policy
 Customer Service Charter
 Credit card policy for elected members and CEO

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Information Act 2002

Work Health and Safety (National Uniform Legislation) Act 2011

Revision History

Version	Approval date	Details of change	Responsible officer
1	16/12/2003	Created	CEO
6	June 2022	Updated on new policy template	Director, Corporate Services

CODE OF CONDUCT FOR CEO

7	12/03/2026	Reviewed with minor administrative amendments	Manager Governance and Risk
-------------------	----------------------------	---	---



COUNCIL POLICY

CONFIDENTIAL INFORMATION

Type:	Council Policy - <u>Governance</u>		
Owner:	Chief Executive Officer		
Responsible Officer:	<u>Governance Officer/Manager Governance and Risk</u>		
Approval Date:	<u>28/07/2023</u>	Next Review:	<u>30/04/2026</u> <u>1/03/2030</u>
Records Number:	180073	Council/CEO Decision:	Council
Legislation Reference:	<u>Section Regulation</u> 53(1) of Local Government (General) Regulations 2021		

1 PURPOSE

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

This policy sets out Council's process to ensure the proper treatment and review of confidential items considered at a Council Meeting. This policy applies to information that was considered during or resulted from confidential business at a council meeting, including (but not limited to) the agenda, business papers, resolutions, and minutes.

2 SCOPE

This policy applies to elected members, Council employees, contractors, volunteers and all other persons that perform work on behalf of Council and may access confidential information during the performance of their duties.

3 DEFINITIONS

Confidential information means information prescribed as confidential under section 51 of the Local Government (General) Regulations 2021.

4 DETAILS

Council holds sensitive and personal information about a range of matters relating to the residents and organisations of the Katherine and wider community and personal information of employees employed by Council. In the course of their association with Council, elected members, Council employees, contractors, consultants and volunteers may come across such confidential information. It is a condition of employment and is reflected in the Elected Member Code of Conduct, CEO Code of Conduct, employee Code of Conduct and each individual employment contract that such information is treated in a sensitive or confidential nature and may not be disclosed to a third party.

WHAT IS MEANT BY CONFIDENTIAL INFORMATION?

Section 51 of the Local Government (General) Regulations 2021 prescribes the following information as confidential:

- 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
- information about the personal circumstances of a resident or ratepayer
- information that would, if publicly disclosed, be likely to:
 - cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
 - prejudice the maintenance or administration of the law; or
 - prejudice the security of the council, its members, or staff; or
 - subject to regulation 51 (3) – prejudice the interests of the council or some other person
- information subject to an obligation of confidentiality at law, or in equity
- subject to regulation 51 (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, and
- subject to regulation 51 (2) – information in relation to a complaint of a contravention of the code of conduct.

Any Council business that falls under these prescribed categories will be considered as confidential information for the agenda, business papers, resolutions, and minutes.

CONSIDERATION OF CONFIDENTIAL INFORMATION

All content associated with confidential information will be discussed and debated in closed session.

At the conclusion of consideration of a confidential matter during a meeting, Council will decide whether the information is:

- a) the type of confidential information that should no longer be confidential after a specified period of time, or
- b) the type of confidential information that should be confidential indefinitely, including information about the employment of a particular individual as a member of the staff or possible member of the staff of the Council, or information about the personal circumstances of a resident or ratepayer, or
- c) the type of confidential information that should be transferred as a record to the archives service under section 141 of the *Information Act 2002*.

A council resolution will be passed indicating the category of the matter.

If Council resolves that the matter falls under category (a), it will be added to the confidentiality review list.

CONFIDENTIALITY REVIEW LIST

Council will maintain a list of category (a) matters and review that list once every 12 months to determine whether any matters are no longer confidential or instead should be re-categorised under (b) or (c).

Council decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

5 ASSOCIATED POLICIES/DOCUMENTS

Privacy Policy
 Records Management Policy
 Elected Members Code of Conduct
 CEO Code of Conduct
 Employees Code of Conduct
 Confidential Resolution Register

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019
Local Government (General) Regulations 2021
Information Act 2002
 Records Disposal Schedule for Local Authorities in the Northern Territory

Revision History

Version	Approval date	Details of change	Responsible officer
1	April 2022	Creation	CEO
2	July 11, 2023	Reviewed with no changes required	Governance and Executive Officer
<u>3</u>	<u>13/03/2026</u>	<u>Reviewed with minor administrative amendments</u>	<u>Manager Governance and Risk</u>



COUNCIL POLICY

ACCOUNTABLE FORMS POLICY

Type:	Council Policy - <u>Finance</u>		
Owner:	CEO		
Responsible Officer:	Manager Finance <u>Chief Financial Officer</u>		
Approval Date:	28/01/2025	Next Review:	01/12/2025 <u>1/03/2030</u>
Records Number:	196183	Council/CEO	OMC-2025-006
Legislation Reference:	Regulation 6(1)(d)(iii) and (iv) Local Government (General) Regulations 2021		

1 PURPOSE

This policy provides a framework for the management of accountable forms used by Katherine Town Council and issued to Elected Members and employees, including the Chief Executive Officer (CEO), for the purpose of conducting Council business.

Council is committed to ensuring all accountable forms are carefully monitored and safeguarded due to their inherent risk of theft, fraud, loss or misuse. Elected members and employees are required to apply good judgement for all expenditure.

Accountable forms must only be used for legitimate council business.

2 SCOPE

This policy applies to all elected members and employees of Katherine Town Council, including the Chief Executive Officer (CEO).

3 DEFINITIONS

Accountable forms are Non-Cash readily negotiable financial instruments ~~readily negotiable financial instruments, other than cash~~, that can be used as a method of payment for expenditure (e.g., cheques, ~~purchase order books~~, taxi vouchers, travel vouchers, meal vouchers, receipt book, power cards, car wash tokens, light tokens.

Authorised delegate is any employee, Elected Member within Council ~~a staff member~~ who has been officially ~~assigned power~~ delegated appropriate authority by the CEO to undertake ~~the a~~ specified function as the custodian of accountable forms on the CEO's behalf.

Elected Members include the mayor and councillors who have been elected to act on behalf of the community.

Employees [A person remunerated by Council on a full-time, part-time, casual or contract basis include Council staff who have authorised financial delegations](#), and the Chief Executive Officer.

4 DETAILS

Council is committed to the safe custody, provision and proper use of accountable forms by elected members, the CEO and staff whilst conducting council business.

Elected members, the CEO and staff are required to apply good judgement for all expenditure incurred whilst conducting council business.

[The approval of accountable forms by Council staff is at the discretion of the CEO and subject to the relevant financial delegations authorised within Council.](#) All accountable forms need to be carefully monitored and safeguarded due to their inherent risk of theft, fraud, loss or misuse.

[An authorised delegate cannot authorise their own accountable form or related expenditure.](#)

The following accountable forms are subject to the relevant financial delegations authorised within Council:

Cheque books and cheque forms	Manager Finance	Under the delegation instrument, cheques are required to be signed by two people.
Receipt books	Manager Community Relations	(Note to check with VIC) Receipt books validate payments that have been received for goods services and other council payments when in the event a POS system is inoperable.
Power cards	Manager Finance	While power cards are no longer in use as the system installed at the showground is no longer functional, they are prepaid cards safely secured.
Carwash tokens	Fleet and Asset Coordinator	Tokens used at the next available carwash token system to clean and maintain council vehicles.
Light tokens	Manager Community Relations	Light tokens are used to operate the light towers at the Sportsground and Showground. The used light tokens are collected each month and resold through the Civic Centre. A register of tokens and token allocations is maintained. Tokens are valid for six-months.
Notice to comply	Manager Corporate Administration	Notices that are issued to offenders in the event when a bylaw has been contravened
Notice of impounding of dog	Manager Corporate Administration	Notices that are issued to offenders when in the event a bylaw has been contravened

Infringement Notice Traffic	Manager Corporate Administration	Notices that are issued to offenders when in the event a bylaw has been contravened
Infringement Notice bylaws	Manager Corporate Administration	Notices that are issued to offenders when in the event a bylaw has been contravened

INTERNAL CONTROLS FOR ACCOUNTABLE FORMS

Authorised Officers

1. It is the responsibility of individuals, Elected Members, the CEO and employees to ensure all accountable forms issued by Council for conducting council business are kept in a safe and secure place to minimise the risk of theft or unauthorised transactions.

Authorised Delegate

1. An authorised delegate cannot authorise their own accountable form or related expenditure.
2. An authorised delegate must maintain details of accountable forms in an up-to-date register. The authorised delegate is responsible for the safekeeping of accountable forms and the accountable forms register and must ensure the accountable forms and the register are not accessible by any person without authority. Outside working hours, the accountable forms are to be kept in secure storage.
3. Only the authorised delegate has the authority to order, restock or request supplies of accountable forms. On receipt of the accountable forms, the authorised delegate is to verify that the quantity and type of forms are as ordered. Once confirmed, particulars of the accountable forms must be entered into the Accountable Forms Register.
4. Unused or expired accountable forms must be returned to the authorised delegate responsible for issuing the accountable form. Following authorisation, the lost or damaged asset is to be written off and removed from the relevant asset register. Unused or expired accountable forms must not be destroyed by an Elected Member, CEO, or employee.
5. A stocktake of all accountable forms should be conducted at least once in each financial year by a staff member other than the authorised delegate (custodian of the accountable forms).
6. Details of any losses or deficiencies of accountable forms are to be reported to the CEO as soon as the loss or deficiency is detected.

Accountable Forms Register

Details of accountable forms are to be maintained in an up-to-date Accountable Forms Register managed by the authorised delegate. The authorised delegate is responsible for the safekeeping of accountable forms and the accountable forms register and must ensure the accountable forms and the register are not accessible by any person without authority. Outside working hours the accountable forms are to be kept in secure storage.

At a minimum, the accountable forms register is to record the following information in respect of each type of accountable form:

- a) Type of accountable form(s);
- b) Date of Receipt;
- c) Quantity received;
- d) Serial or identification number(s) of the form(s) and;
- a)e) Expiry date (where applicable).

A stocktake of all accountable forms should be conducted at least once in each financial year by a staff member other than the authorised delegate (custodian of the accountable forms). Details of any losses or deficiencies of accountable forms are to be reported to the CEO as soon as the loss or deficiency is detected.

RESPONSIBILITIES FOR ACCOUNTABLE FORMS

All Elected Members, the CEO, and employees are responsible for ensuring that accountable forms are only used while conducting official council business. Accountable forms must not be used for private purposes.

In the event that an accountable form is inadvertently used for private purposes, the full value of the transaction must be reimbursed to Council within **five** business days.

Accountable forms may only be used by Elected Members, CEO, or employee who has been issued with the accountable form and they must not pass the accountable form to any other individual for use. When an accountable form has been used by:

- **an elected member**, the elected member must keep a copy of the receipt and invoice and submit this to the CEO.
- **the CEO**, the CEO must retain a copy of the receipt and invoice and submit this to the authorised delegate.
- **an employee**, the employee must submit a copy of the receipt and invoice to the authorised delegate.
- **the authorised delegate**, the authorised delegate must submit a copy of the receipt and invoice to the Manager Finance for verification.

In all cases, details of the nature of council business, date and approximate time of use of the accountable form must also be provided.

5 ASSOCIATED POLICIES/ DOCUMENTS

- Instrument of Delegation of Powers and Functions
- Code of Conduct for Elected Members
- Code of Conduct for Employees
- Fraud and Corruption Control policy
- Conflict of Interest policy
- Light token register
- Accountable forms register

6 RELEVANT LEGISLATION

- Local Government Act 2019
- Local Government (General) Regulations 2021

7 REVISION HISTORY

Version	Approval Date	Details of Change	Responsible Officer
1	April 2022	Creation	Director Corporate Services
2	28/11/2024	Revision and inclusion of Regulatory forms used, inclusion of register and stocktake requirement	Manager Finance
3	<u>16/03/2026</u>	<u>Revision and inclusion of register and definitions</u>	<u>€Chief Financial Officer€</u>



COUNCIL POLICY

FINANCE – BORROWING POLICY

Type:	Council Policy - Finance		
Owner:	Director Corporate Services Chief Executive Officer		
Responsible Officer:	Manager Finance Chief Finance Officer		
Approval Date:	26/04/2023	Next Review:	1 April 2027 1/03/2030
Records Number:	178208	Council/CEO Decision:	Council
Legislation Reference:	Part 10.3 of the <i>Local Government Act 2019</i>		

1 PURPOSE

Katherine Town Council must implement the principles of sound financial management. These include managing financial risks, pursuing spending and policies that are consistent with a reasonable degree of stability, ensuring decisions are made with future generations in mind and openly disclosing financial information through publishing annual financial statements.

Loan borrowing is accepted by Council as an appropriate and responsible funding method to be applied to meet Council's long term strategic objectives and financial responsibilities. The *Local Government Act 2019* provides Council the power to borrow and *Ministerial Guideline 3: Borrowing* sets out the requirements to be followed when Council is seeking to borrow funds.

This policy provides guidance in relation to the purpose of borrowing and details the conditions under which borrowing can be used as a source of finance by Katherine Town Council.

2 SCOPE

The policy applies to all Elected Members and Council employees with responsibility for making decisions on borrowings and carrying out the functions of undertaking new borrowings, refinancing existing borrowings and monitoring borrowings.

This Policy applies to all new borrowings undertaken by Council, as well as existing borrowings, where significant long-term benefits of refinancing exist and the cost of breaking existing borrowing contracts is affordable within the short- and longer-term financial plans.

3 DEFINITIONS

AASB means the Australian Accounting Standards Board, authorised to make accounting standards under section 334 of the *Corporations Act 2001* (Cth).

ADI (Authorised Deposit-taking Institutions) means institutions authorised by the Australian Prudential Regulation Authority (APRA) as a financial institution operating in Australia.

Borrowing means obtaining any form of financial accommodation as per section 196 of the *Local Government Act 2019*. It includes loans and leases.

Cumulative borrowing amount means the amount calculated by adding together all amounts borrowed for each current borrowing, excluding borrowings that have been approved by the Minister.

Debt Servicing Ratio means the ratio of an organisation's ability to use its operating income to repay short and long-term debt obligations.

Minor transaction means a borrowing transaction within a cumulative borrowing amount for Katherine Town Council that is \$500 000 or less. Refer to *Ministerial Guideline 3: Borrowing*.

4 DETAILS

Borrowing is a productive and equitable source of funds providing leverage to:

- fund the acquisition, construction, expansion or refurbishment of a major capital asset or other expansion in capital works, or
- upgrade obsolete technology, or
- to intensify the capital base of Council to reduce the ongoing cost of operating programs.

When borrowing funds, Council must exercise reasonable care and diligence that a prudent person would exercise.

Borrowings by Council that exceed the threshold of a minor transaction require approval from the Minister for Local Government, as outlined in the *Local Government Act 2019* and *Ministerial Guideline 3: Borrowing*.

Borrowings are not a form of revenue and do not replace the need for Council to generate sufficient operating revenue to service its operating requirements.

Council will restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which cannot be funded from revenue, as identified by the adopted budget.

For financial management purposes, debt will be carried in the accounts in accordance with Council's major functions with the ability to individually identify the loans. Periodic reporting to Council will address outstanding debt and debt servicing. Each long-term borrowing in the books of the Council will be identified with a particular project.

Loans are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt.

Interest is accrued over the period to which it relates and will be recorded as part of "Payables". Interest free loans are carried at their nominal amounts.

Loan drawdowns will be timed to optimise cash flow and minimise interest expenses.

BORROWING

All new borrowings will be identified in the Municipal Plan and Budget for the year in which the funds are proposed to be borrowed, thus undergoing a period of public consultation. This condition may be waived in circumstances where an emergency or urgent situation requires the use of borrowings.

Where Council seeks financing from new borrowing, the funds will only be used for the purpose for which the loan was raised. Council will borrow new loans for a period that maximises efficiency.

Where Council anticipated raising a loan for a specific purpose and subsequently used money from other sources for that purpose, borrowing will be used to reimburse that source unless Council, by resolution, determines otherwise.

Where a borrowing occurs and the final project costs are less than budgeted, resulting in unexpended funds, these funds may be re-allocated to eligible projects by resolution of Council, subject to gaining any necessary approvals.

If unexpended funds are not reallocated, they will be placed in Council's reserves until such time as a suitable use of the funds is identified through resolution by Council.

Where a borrowing is raised by Council to obtain an asset and the loan has not been repaid when the asset is sold, Council will first apply the proceeds of the sale to the repayment of the loan source unless Council, by resolution, determines otherwise.

Additional factors to be considered by Council when deliberating on new borrowings include:

- appropriate types of ADIs from which funds can be borrowed
- competitiveness of fixed or variable interest rates to minimise net interest costs associated with borrowing over the longer term
- the structure of any proposed loan, with repayment to occur at least bi-annually
- liquidity and investment credit risk
- repayment of debt as quickly as possible subject to overall budgetary limitations
- setting the maximum term for the loan at a level commensurate with the expected length of time a benefit would be derived from the borrowing
- where borrowing from an existing cash reserve occurs in lieu of external financing, the reserve will be repaid at a comparative market interest rate
- where the borrowings are for commercial purposes, consideration will be given as to whether the return on the investment can service the debt redemption, including consideration of community service obligations, and
- affordability of proposals having regard to Council's long term financial sustainability.

Security for borrowing

Section 198 of the *Local Government Act 2019* provides that security for a borrowing in the nature of a mortgage or charge over property of the council can only be given with the Minister's approval.

Borrowing costs

Borrowing costs in relation to qualifying assets (net of offsetting investment revenue) are capitalised in accordance with AASB 123 "Borrowing Costs".

DEBT SERVICING RATIO

Debt repayment is a long-term commitment of revenue flows. Both the current and future revenue and expenditure patterns of Council must be considered when establishing debt repayment levels in any year. Of primary focus for Council must be the importance of the ability to service the debt from current revenues, both now and in the future.

There must be an ability to fund from recurrent revenues (and not from borrowings) all ongoing recurrent expenditures associated with maintaining existing levels of service and current levels of debt service before new borrowings are undertaken.

The Debt Servicing Ratio at any time will be dependent on whether Council at that time is adopting a strategy of growth with its supporting infrastructure, technological upgrade or capital intensification of services.

During periods when Council is primarily maintaining existing levels of asset infrastructure and services, the Debt Servicing Ratio should not increase, but be seen to fall over time in the interests of equity for future ratepayers.

The Debt Servicing Ratio should not exceed 5% (principal plus interest repayments as percentage of total revenue).

REPORTING

The Chief Executive Officer will provide Council on a bi-annual basis a report detailing:

- Total borrowings
- Debt Service Ratio
- Debt to Revenue Ratio and
- Net Financial Liabilities to Revenue Ratio.

And for each loan:

- the purpose for which the loan was received
- security provided for the loan
- the financial institution making the loan
- the type of loan
- the original loan amount
- payments made in the reporting period
- the current outstanding balance on the loan, and
- the current interest rate.

External financial reporting purposes for borrowing will be carried in the accounts in accordance with AASB requirements.

5 ASSOCIATED POLICIES/DOCUMENTS

Financial Management Practice Handbook

Reserves Policy

6 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Ministerial Guideline 3: Borrowing

Corporations Act 2001 (Cth)

Australian Accounting Standards Board (AASB)

Australian Prudential Regulation Authority (APRA)

Revision History

Version	Approval date	Details of change	Responsible officer
1	2013	Created	CEO
2	14/04/2023	Revision for compliance with new <i>Local Government Act 2019</i>	Director, Corporate Services
3	<u>16/03/2026</u>	Review to ensure compliance with Local Government Act 2019 and Local Government Regulations	CFO

14.4 PROPOSED LEASE - SERVICE STREAM (NBNCO) - 28 SECOND STREET

Author: Bart Kakoschke, Records and Information Officer
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For decision
Attachments: 1. NBN proposed lease area [14.4.1 - 1 page]

Officer Recommendation

1. That Council approve the Chief Executive Officer 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).
2. That Council authorise the Mayor and Chief Executive Officer to affix the Common Seal and execute a five (5) year lease agreement, with options of renewal for three (3) further terms of five (5) years each, to Service Stream, for a designated portion of Lot 73 (28 Second Street, Katherine NT).
3. That Council rescind Resolution 14.10 OMC-2025-220 approving a 12-year lease to Service Stream for a designated portion of Lot 73 (28 Second Street, Katherine NT).

**A Heads of Terms Agreement (also known as a Heads of Agreement, Letter of Intent, or Memorandum of Understanding) is a non-binding document that outlines the key terms and intentions of parties who plan to enter into a formal, legally binding contract later.*

Purpose of Report

1. To seek Council's authorisation for the Chief Executive Officer to sign a Heads of Terms agreement with Service Stream proposing a lease for a designated portion of Lot 73 (28 Second Street, Katherine).
2. To seek Council's authorisation for the Mayor and Chief Executive Officer to affix the Common Seal and execute a lease agreement for a designated portion of Lot 73 (28 Second Street Katherine).

Strategic Plan

Not Applicable

Municipal Plan

Not applicable

Background

Council previously endorsed a proposed lease to NBN Co (through Service Stream) for a five-year term with an additional five-year renewal option over a designated portion of Lot 73 (28 Second Street, Katherine). The purpose of the lease was to facilitate the installation of a National Broadband Network Base Station Facility

Council Resolution OMC-2025-220

1. That Council authorise the Mayor and Chief Executive Officer to affix the Common Seal and execute a five (5) year lease agreement, with the option for renewal for an additional term of five (5) years, to NBN Co Limited for a designated portion of Lot 73, 28 Second Street, Katherine NT.
2. That Council will be provided with an updated report once the lease agreement with NBN Co Limited for a designated portion of Lot 73, 28 Second Street, Katherine NT is executed.

Since that time, NBN Co (via Service Stream) has advised that it is not prepared to proceed with a 10-year lease structure. Instead, Service Stream has requested that Council enter into a Heads of Terms Agreement for a total term of 20 years (four 5-year lease terms).

Service Stream have emphasised that this project is funded by the Australian Government under the Regional Connectivity Program, aimed at improving telecommunications coverage and performance for Katherine residents and businesses.

Discussion

In response to the request for a 20 year lease, Service Stream were initially advised that Council's Leasing Policy precludes lease terms exceeding 12 years, inclusive of renewal options, due to the subdivision provisions contained in the *Northern Territory Planning Act 1999* (Part 1, Section 5(3)(a)).

Subsequent review has determined that under the *Northern Territory Planning Regulations 2000*, Telecommunications infrastructure is exempt from the subdivision requirements of the *Planning Act 1999*. As such, there is no legislative impediment preventing Council from entering into an agreement with Service Stream for a total lease term of 20 years.

Consultation Process

There was no consultation process required for this report.

Policy Implications

Council's Leasing Policy currently states that lease terms should not exceed 12 years; however, this wording does not adequately reflect operational requirements where longer terms may be necessary or commercially appropriate. In particular, certain types of infrastructure—such as telecommunications facilities—often require extended tenure to support significant capital investment, ensure service continuity, and meet regulatory or industry standards. To provide clarity and align the policy with practical leasing needs, it is recommended that the policy be reworded to allow lease terms beyond 12 years in defined circumstances, subject to appropriate assessment and Council approval.

Budget and Resource Implications

The lease agreement will require a legal review, which has been included in Council's operational budget.

Risk, Legal and Legislative Implications

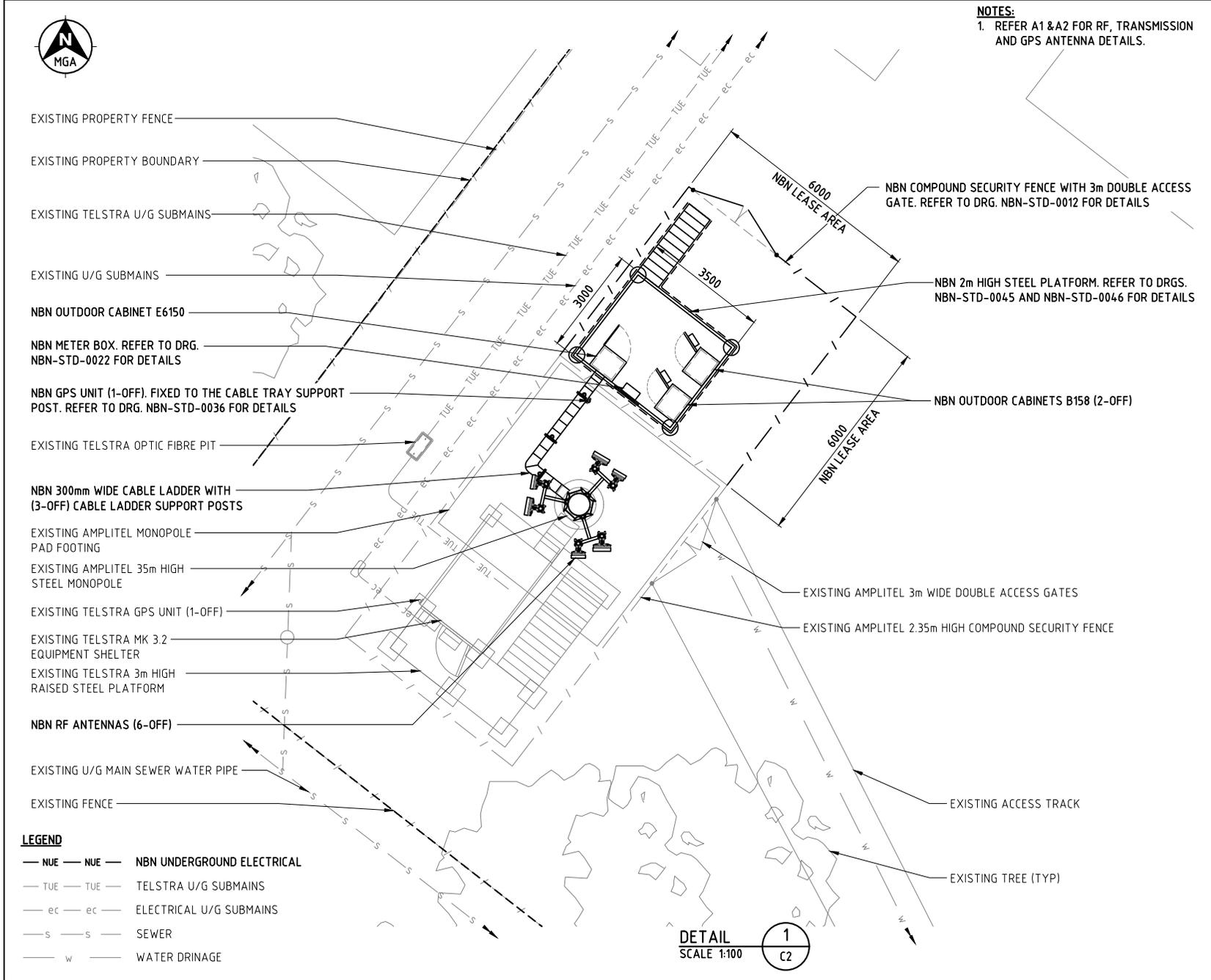
If NBN cabinets and towers aren't upgraded, internet speeds and reliability can suffer. The network may become congested, especially during peak times, leading to slower speeds and higher latency. Users may be unable to access faster speed tiers, and services like video calls, streaming, and smart home devices may perform poorly. Older infrastructure is also more vulnerable to weather disruptions and less energy efficient. Overall, without upgrades, the network struggles to meet growing demand and support future technologies.

Environment Sustainability Implications

NBN cabinets have a relatively low environmental impact, but they do contribute to energy use, land disturbance, and climate vulnerability. They require continuous power to operate, which adds to carbon emissions especially if sourced from non-renewable energy. Their installation in public spaces can affect local aesthetics and vegetation and may involve minor excavation. Over time, the manufacturing, transport, and maintenance of these cabinets also contribute to embedded emissions. Additionally, they are exposed to extreme weather, prompting NBN Co to assess climate risks and invest in more resilient infrastructure. While mitigation strategies are in place, including renewable energy sourcing and emissions reduction targets, the presence of cabinets still represents a modest but notable environmental footprint.

Council Officer Conflict of Interest

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



NOTES:
 1. REFER A1 & A2 FOR RF, TRANSMISSION AND GPS ANTENNA DETAILS.



Client:

Client:

Project:
 NATIONAL BROADBAND NETWORK
 SITE No: 8DWZ-8KTH-5101
 KATHERINE
 28 SECOND STREET
 KATHERINE
 NT 0851

PRELIMINARY

01	02.04.25	PRELIMINARY	YL
Rev	Date	Revision Details	CAD



DESIGNER: SP
 CHECKED: PM
 APPROVED: IZ

Drawing Title:
SITE SETOUT PLAN

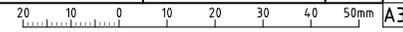
Drawing No. 8DWZ-8KTH-5101-C3	Revision 01
----------------------------------	----------------

LEGEND

— NUE — NUE —	NBN UNDERGROUND ELECTRICAL
— TUE — TUE —	TELSTRA U/G SUBMAINS
— ec — ec —	ELECTRICAL U/G SUBMAINS
— S — S —	SEWER
— W — W —	WATER DRAINAGE

DETAIL 1
 SCALE 1:100
 C2

COPYRIGHT © NBN Co LIMITED ABN 86 136 533 741 . ALL RIGHTS RESERVED. VERSION 10 - SEPT 2011



14.5 SHARED PATHWAY STRATEGY 2025 - 2035

Author: Rhett English, Manager Community Relations
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For decision
Attachments: 1. KTC - Shared Pathway Strategy [14.5.1 - 20 pages]
2. KTC - Shared Pathway Consultation Report [14.5.2 - 2 pages]

Officer Recommendation

That Council:

1. Adopt the Katherine Town Council Shared Pathway Strategy 2025–2035 as attached to the agenda.
2. Note the outcomes of the community consultation undertaken via the Your Say Katherine platform.
3. Support the staged implementation of the Strategy subject to future Council budget considerations and external grant funding opportunities.

Purpose of Report

The purpose of this report is to present the Katherine Town Council Shared Pathway Strategy 2025–2035 to Council and seek its formal adoption.

The Strategy provides a framework to guide the planning and development of shared pathways across the Katherine municipality, supporting safe and accessible active transport, recreation, and improved community connectivity.

Strategic Plan

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

3.3.2 Provide and maintain footpaths and bike paths for ease of movement around town, with a shared pathway strategy.

4. GROWTH AND SUSTAINABILITY - 4.1 Better Infrastructure - Identify infrastructure in need of upgrading, potential for new infrastructure, and develop long-term plans to anticipate opportunities for better infrastructure.

4.1.1 Develop a shared pathways strategy and potential projects.

Municipal Plan

3.3.2.2 Council endorse the Shared Pathway Strategy and undertake community consultation

4.1.1.1 Deliver the Shared Pathway Strategy and Zimin Drive Shared Path Design

Background

Katherine Town Council has developed the Shared Pathway Strategy 2025–2035 to guide the staged development, upgrade and maintenance of shared pedestrian and cycling pathways throughout the municipality.

Shared pathways are dedicated pathways used by pedestrians, cyclists and mobility device users and play an important role in improving community safety, accessibility, health and connectivity across the town. The Strategy outlines a ten-year plan to improve Katherine’s pathway network and support a healthier and

more connected community.

The Strategy aligns with Council's Katherine 2027 Five Year Strategic Plan and the Northern Territory Shared Path Review 2023–2033, ensuring local pathway planning complements broader Territory transport and active recreation objectives.

The document identifies key pathway priorities across the municipality and provides a framework to support staged delivery of improvements and external funding applications.

Discussion

Katherine's warm climate, outdoor lifestyle and young, family-oriented population support strong demand for walking and cycling infrastructure. The Shared Pathway Strategy responds to this by providing a structured approach to expanding and improving the town's pathway network.

The Strategy identifies several key challenges affecting the current pathway network including pathway deterioration, flooding and erosion impacts, safety gaps due to limited lighting and signage, and missing links between key destinations.

Priority pathway projects identified within the Strategy include:

- Low-Level River Crossing and Riverlink Trail upgrades
- Bicentennial Road shared pathway (Victoria Highway to Stuart Highway)
- Giles Street to Morris Road pathway connection to Nitmiluk National Park
- Fourth Street pathway improvements
- Zimin Drive wayfinding and pathway enhancements
- Casuarina Street pathway maintenance

The Strategy proposes a staged implementation over a ten-year period (2025–2035), with early focus on high-priority projects such as the Riverlink and Low-Level Crossing pathway improvements.

Delivery of pathway projects will be subject to Council budget considerations and will actively seek external funding opportunities from both Northern Territory Government and Commonwealth programs.

The Strategy also identifies broader economic and community benefits associated with improved shared pathways including increased community health outcomes, enhanced visitor experiences, improved accessibility, and potential economic benefits through tourism and local spending.

Adoption of the Strategy will provide Council with a clear planning framework for future pathway development and support applications for external infrastructure funding.

Consultation Process

Community consultation on the Draft Shared Pathway Strategy was undertaken via the Your Say Katherine online engagement platform between 4 June 2024 and 30 June 2025.

Consultation methods included:

- Publication of the draft Strategy and supporting information

- Online survey
- Question and answer engagement tool.

A total of 41 visits to the consultation page were recorded, with 23 informed visitors (meaning they downloaded the information to read) and six people completing the survey. They were Katherine residents.

Key themes identified through the consultation included:

- Support for improving existing pathways and connectivity
- The importance of safety improvements including lighting and signage
- The need for improved accessibility and inclusive infrastructure
- Support for enhanced pathway links to key destinations

The Low-Level River Crossing and Riverlink pathway improvements were identified as the highest priority project by respondents.

Overall consultation results indicated general support for the Strategy, with no respondents indicating opposition.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Implementation of projects identified in the Strategy will occur progressively and will be subject to:

- Council annual budget allocations
- External grant funding opportunities
- Detailed design and feasibility studies

Adoption of the Strategy itself does not commit Council to immediate capital expenditure.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Improved shared pathway infrastructure supports environmental sustainability outcomes by encouraging walking and cycling as alternatives to vehicle use, potentially reducing greenhouse gas emissions and promoting healthier lifestyles.

Council Officer Conflict of Interest



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



KATHERINE
TOWN COUNCIL



KATHERINE TOWN COUNCIL
Shared Pathway
Strategy



ACKNOWLEDGMENT OF COUNTRY

We recognise the first nations culture as one of the longest surviving cultures in the world and we pay our respects to Elders both past, present and future.

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

INTRODUCTION



Katherine's warm climate, outdoor lifestyle, and young, family-oriented population make active transport a practical and popular choice. Whether it's for recreation or daily commuting, residents increasingly value shared pathways as part of a healthy, accessible, and well-connected town. Katherine Town Council is committed to improving and expanding this network to meet community needs, including safe and accessible routes for people using mobility devices.

This Shared Pathways Strategy sets out a ten-year plan (2025–2035) and aligns with Katherine 2027, Council's five-year strategic plan. It also considers the Northern Territory Government's NT Shared Path Review 2023–2033, ensuring local and regional planning work together.

THE STRATEGY INCLUDES

- An assessment of existing pathway infrastructure
- Identification of challenges and opportunities
- A staged approach to construction and upgrades
- An economic analysis showing benefits for health, tourism, and the local economy



SCOPE OF THE PLAN

This strategy focuses on:

- Upgrading existing paths and building new shared pathways
- Improving intersections to boost safety for pedestrians and cyclists
- Connecting key locations to close current gaps in the network
- Working with the community to refine plans
- Securing funding and ensuring long-term maintenance



WORKING TOGETHER ACROSS DIFFERENT ROADS

Some roads in Katherine are managed by Council, while others are controlled by the Northern Territory Government. Council can only build shared paths on land it owns, but a connected network is key to making the system work well for everyone. That's why Council will continue to work with the NT Government to improve pathways on Territory-managed roads. By working together, we aim to create a smooth, safe, and consistent experience for all users.

BETTER PATHWAYS THROUGH SHARED RESPONSIBILITY



COUNCIL ROADS

Some roads in Katherine are managed by Council



SHARED PATHWAY NETWORK

A seamless, safe, and consistent experience



NT GOVERNMENT ROADS

Require collaboration to upgrade



WHAT ARE SHARED PATHWAYS?

Shared pathways are off-road routes used by pedestrians, cyclists, and other non-motorised users. They're designed to be safe, convenient, and accessible for people of all ages and abilities.

USERS AND THEIR NEEDS

PEDESTRIANS
Clear, well-lit, and obstacle-free paths

CYCLISTS
Smooth, wide, and clearly marked surfaces

MOBILITY DEVICE USERS
Even surfaces and ramps for accessibility

WHY PEOPLE USE THEM

COMMUTING
Connecting homes, schools and shops

RECREATION
Walking, jogging or cycling for recreation

TOURISM
Helping visitors access key attractions in Katherine

WHY THEY MATTER



HEALTH AND WELLBEING
Encouraging active lifestyles



ECONOMIC GROWTH
Supporting local business by increasing foot traffic



SAFETY
Separating users from vehicle traffic



ENVIRONMENT
Reducing car use and carbon emissions



BACKGROUND

ABOUT COUNCIL

Katherine Town Council delivers services that support residents, visitors, and local business, including safe roads and footpaths. This includes:



EXISTING PATHWAY CHALLENGES

Katherine’s shared pathway network is often affected by harsh weather and flooding, leading to ongoing maintenance issues. Key problems include:



SURFACE WEAR AND TEAR
Cracking, potholes, and natural terrain intrusions



SAFETY GAPS
Poor lighting and signage make night use unsafe



STRUCTURAL DAMAGE
Washed out or uneven sections needing urgent repairs



MISSING LINKS
Gaps between key routes reduce usability and convenience



FLOODING AND EROSION
Especially near the river, affecting long-term use

PLANNED INFRASTRUCTURE IMPROVEMENTS

COUNCIL LEAD UPGRADES

Katherine Town Council has identified priority upgrades for the following Council-managed roads and trails:

- Bicentennial Road (Victoria Highway to Stuart Highway)
- Low-Level River Crossing
- Riverlink Trail

NTG PRIORITIES (SUPPORT)

This strategy also supports priorities identified in the NT Shared Path Review 2023–2033, which includes NT Government-managed roads:

- Stuart Highway (O’Shea Terrace to Chambers Drive)
- Giles Street/Gorge Road (to Nitmiluk National Park)
- Ryan Park to CBD North
- Katherine Railway Bridge (Chambers Drive to Cyprus Street)
- Victoria Highway (Zimin Drive to Stuart Highway)
- Tindal Airport Path (Stuart Highway to Tindal Airport)

ALIGNMENT WITH NT PLANS

WHY THIS STRATEGY MATTERS BEYOND KATHERINE

The strategy aligns with the NT Sport and Active Recreation Strategic Plan 2021–2025, which aims to increase active transport and recreation through improved infrastructure and community access. This includes:

- Encouraging more people to walk or ride regularly
- Developing safe and welcoming spaces for activity
- Partnering with NTG and other groups to deliver high-quality infrastructure

DESIGN AND METHODOLOGY

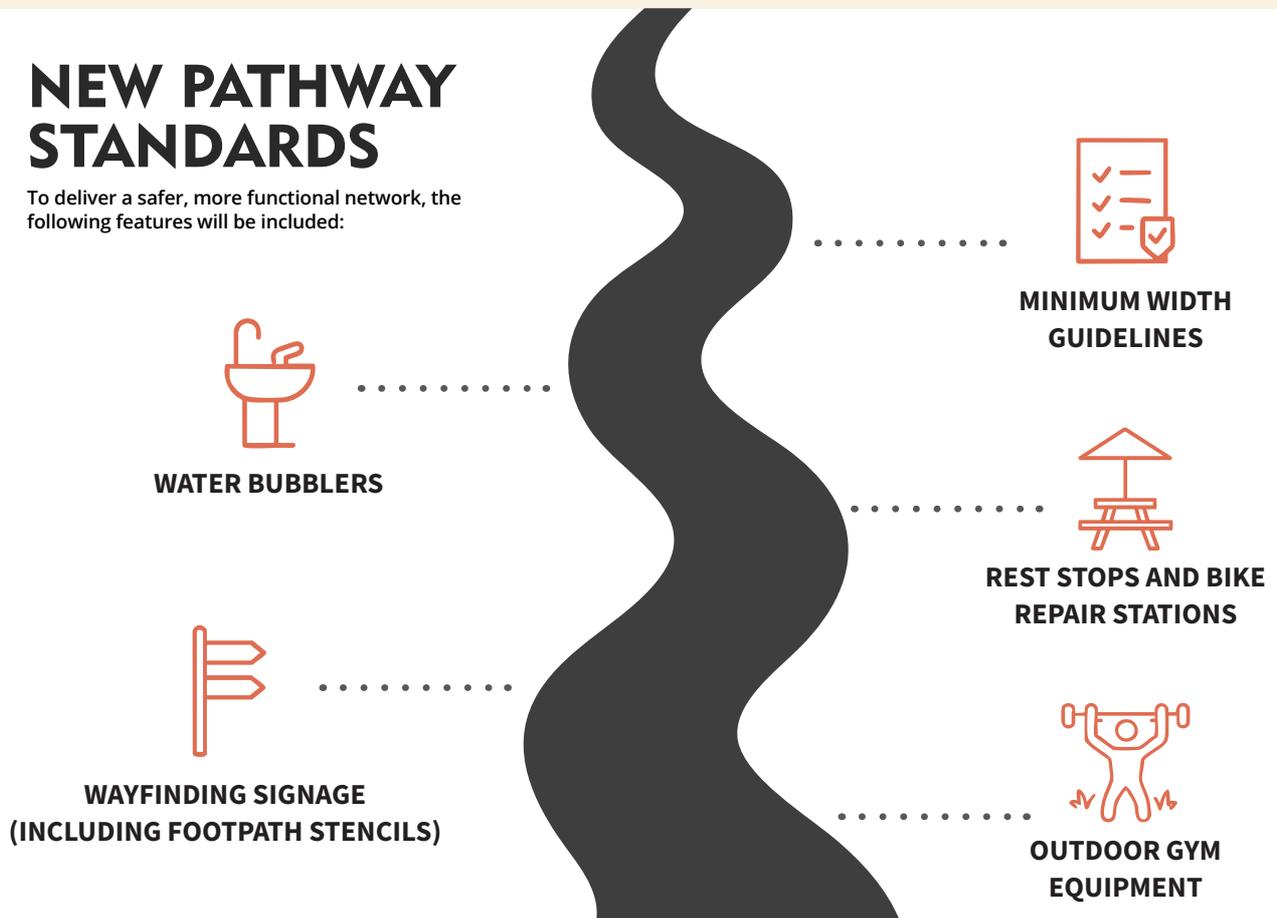
CURRENT NETWORK REVIEW

The review identified key areas needing maintenance or upgrades:

- Zimin Drive (Stuart Highway to Katherine River)
- Bicentennial Road (Victoria Highway to Stuart Highway)
- Riverlink
- Giles Street (to Morris Road)
- Fourth Street (Lindsay Street to O’Shea Terrace)
- Casuarina Street

NEW PATHWAY STANDARDS

To deliver a safer, more functional network, the following features will be included:



SHARED PATHWAYS PRIORITISATION

Here's what's happening where – and why it matters

LOCATION	PROPOSED IMPROVEMENT	PRIORITY LEVEL	EXPECTED BENEFITS
Low-Level River Crossing and Riverlink	Pathway construction, maintenance, repair & drainage improvement	High	Supports looped cycling routes
	Wayfinding & Interpretative Messaging		
	Tree Planting		
	Bike Station		
	Rest Spot		
	Water Bubbler		
	Gym – outdoor exercise area		
Zimin Drive	Wayfinding & Interpretative Messaging, Tree Planting and Water Bubbler	Medium	Supports looped cycling routes
Bicentennial Road (Victoria Highway to Stuart Highway)	New Shared Pathway	Medium	Supports looped cycling routes
	Wayfinding & Interpretative Messaging		
	Tree Planting		
	Bike Station		
	Rest Spot		
	Water Bubbler		
	Gym – outdoor exercise area		
Giles Street to Morris Road	New Shared Pathway	Medium	Supports tourism and local economy - link to Nitmiluk National Park
	Wayfinding & Interpretative Messaging		
	Tree Planting		
	Bike Station		
	Rest Spot		
Fourth Street (Giles Street to O'Shea Terrace)	Wayfinding & Interpretative Messaging	Medium	Enhances local residential connections
	Casuarina Street	Path Maintenance	Medium

COMMUNITY CONSULTATION

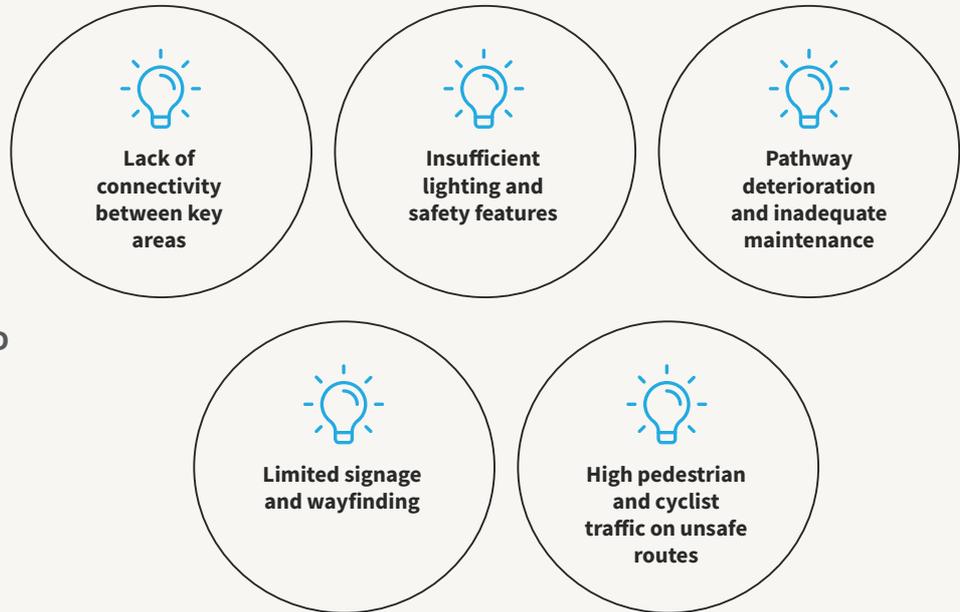


The strategy integrates feedback from residents, local businesses, and government stakeholders through surveys and public forums undertaken in Katherine through the NT Share Pathways Review Development.





SHARED PATHWAY ISSUES



KEY CONCERNS RAISED

SHARED PATHWAY IMPROVEMENTS

GENERAL NETWORK SUGGESTED IMPROVEMENTS

The NT Shared Path Review 2023-2033 identified several general network enhancements to improve accessibility, safety, and user experience across the shared pathways in Katherine. These recommendations include:

IMPROVEMENT TYPE	DESCRIPTION	TIMEFRAME
Street Lighting	Install lighting at key intersections and along high-traffic pathways to enhance safety	Short Term
Wayfinding & Interpretative Messaging	Develop signage to provide clear directions and highlight local cultural and historical points of interest	Short Term
Tree Planting	Increase shaded areas along pathways to improve comfort and encourage usage	Short Term
Rest Stops & Repair Stations	Install seating, rest areas, and bicycle repair stations at strategic locations	Medium Term
Water Bubblers	Provide hydration stations at key points along major pathways	Medium Term
Gym – outdoor exercise area	Install exercise equipment	Medium Term



ECONOMIC ANALYSIS

GRANT FUNDING APPLICATIONS

Securing grant funding from both the Northern Territory Government and the Federal Government will be a key component of financing the Katherine Shared Pathways Strategy. The Katherine Town Council will actively pursue funding opportunities under:

Nor Grants:

- Regional Economic Development Fund

Federal Government Grants:

- Active Transport Infrastructure Grants
- Building Better Regions Fund (BBRF)
- National Road Safety Program
- Black Spot Program
- Cycling and Walking Infrastructure Fund
- Liveable Cities Program



Council will submit detailed project proposals aligning with funding criteria, demonstrating:

Community impact:

How the project will improve accessibility and safety.

Cost-effectiveness:

Justification of budget allocations and financial sustainability.

Strategic alignment:

Alignment with NTG's 2023-2033 Shared Path Review and national transport priorities.

Stakeholder support:

Engagement from residents, businesses, and regional tourism bodies.

MODELLING PROCESS

A cost-benefit analysis was conducted to assess the economic impact of pathway improvements. The model includes:



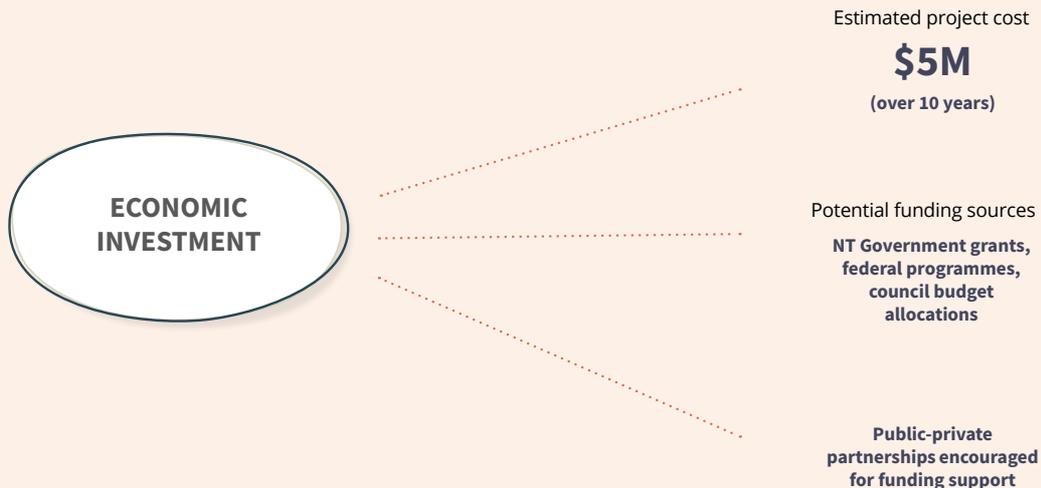
Capital investment costs for construction and maintenance



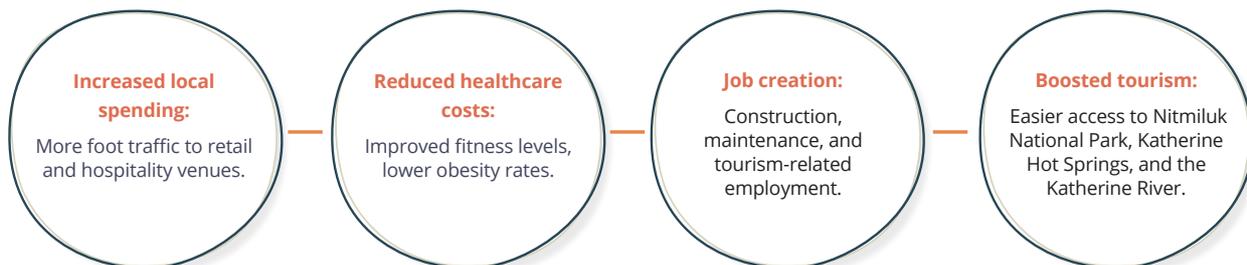
Projected economic returns from increased tourism and local spending



Health savings from active lifestyle promotion



ECONOMIC, HEALTH & WELL-BEING BENEFITS



RETURN ON INVESTMENT

What It Delivers	Projected Impact
<p>Projected ROI \$2.8M OVER 10 YEARS</p>	<p>ANNUAL LOCAL ECONOMIC BOOST</p>
<p>Annual local economic boost: Estimated at \$1.5 million, driven by enhanced community health and well-being, long-term reductions in greenhouse gas emissions, increased visitor spending, and the growth of local businesses.</p>	





IMPLEMENTATION AND MONITORING

Timeframes for Implementation

2025-2035

The implementation of the Shared Pathways Strategy will follow a staged approach over the next ten years:



Short-Term

2025-2028

- Conduct detailed design and feasibility studies for high-priority pathways.
- Secure funding through government grants and private sector partnerships.
- Implement priority projects including:
 - > Katherine River Low-Level Crossing and Riverlink
- Introduce safety enhancements such as lighting, wayfinding, and crossings.



Medium-Term

2028-2032

- Expand the network with additional shared pathways connecting residential, commercial, and recreational areas.
- Implement secondary priority projects:
- Bicentennial Road (Victoria Highway to Stuart Highway)
- Giles Street (to Morris Road)
- Fourth Street (Giles Street to O'Shea Terrace)
- Enhance path infrastructure with shaded areas, hydration stations, gyms (outdoor exercise areas) and rest stops.



Long-Term

2032-2035

- Complete remaining projects and address any network gaps.
- Conduct maintenance, resurfacing, and connectivity improvements.
- Evaluate emerging trends and adjust strategy for future needs.

MEASURING SUCCESS



To ensure the Shared Pathways Strategy meets its objectives, the following key performance indicators (KPIs) will be used:



Usage Growth:

Annual increase in pedestrian and cyclist numbers measured through pathway counters.



Safety Metrics:

Reduction in accidents involving pedestrians and cyclists.



Connectivity Index:

Number of newly linked residential, commercial, and recreational areas.



Community Satisfaction:

Survey feedback on pathway accessibility and safety.



Economic Impact:

Increased visitor spending in Katherine's local economy.



Infrastructure Quality:

Percentage of pathways maintained to high safety standards.



Community Emissions:

Reduction in greenhouse gas emissions in the Katherine municipal district by 9% by 2035.

Regular reviews will be conducted every two years, with a major evaluation in 2030 to reassess priorities and funding needs.

KATHERINE MUNICIPAL DISTRICT – COMMUNITY EMISSIONS

2022/23 CARBON EMISSIONS SNAPSHOT



Figure 1: Community Emissions from July 2022 – June 2023 (most recent available data).
Source: snapshotclimate.com.au

This is an overview of greenhouse gas emissions in the Katherine municipal district. In the 2022/23 financial year, total emissions were estimated at 244,000 tonnes of carbon dioxide equivalent (tCO₂-e). The Shared Pathways Strategy aims to reduce emissions by 9% by 2035.

Transport is our municipality's biggest contributor to emissions, primarily due to on-road diesel use. This is a challenging issue because of the long distances our people, goods, and services must travel.

The Appendix: Katherine Town Council—Community Emissions Snapshot provides a detailed breakdown of emissions sources within each sector. The data in the figure below comes from the Snapshot Climate Data Tool. It is based on models and estimates using publicly available sources, providing the best estimate. The full methodology is updated annually and published on the Snapshot Climate website.

The Shared Pathways Strategy aligns with the NT Government's goal to reduce emissions by promoting active transport alternatives:



Appendix: Shared Pathways Map



-  08 8972 5500
-  Contactus@ktc.nt.gov.au
-  24 Stuart Highway, Katherine
PO Box 1071, 0851
-  katherine.nt.gov.au

Community Consultation Report

Draft Shared Pathways Strategy 2025–2035

Date: 3 March 2026

Author: Jo Brosnan

Purpose

To inform Council of the outcomes of community consultation undertaken on the Draft Shared Pathways Strategy 2025–2035 and to note that consultation was completed in June 2025, however the draft Strategy and consultation findings were not presented to the former Council for endorsement.

Background

Katherine Town Council developed a Draft Shared Pathways Strategy 2025–2035 to guide the staged improvement and expansion of shared pathways across the municipality.

The Strategy aims to:

- Improve safety and connectivity for pedestrians, cyclists and mobility device users
- Support active lifestyles and community health
- Enhance visitor experiences and tourism outcomes
- Provide a clear framework to support external grant applications

Consultation Method

Consultation was undertaken via the Your Say Katherine platform from 4 June 2024 to 30 June 2025.

Community feedback was sought through:

- Publication of the draft Strategy on Your Say Katherine and background information outlining pathway priorities and funding constraints
- An online survey
- Question and answer widget

The project page received 41 visits, with 23 informed visitors and 6 engaged participants. A total of 6 survey responses were received. All respondents identified as Katherine residents.

Summary of Survey Results

Use of Shared Pathways

Respondents indicated varying levels of pathway use:

- 2 respondents use pathways daily
- 1 respondent uses pathways a few times a week
- 2 respondents use pathways a few times a month

- 1 respondent rarely uses pathways

Awareness of the Draft Strategy

- 4 respondents had read the draft Strategy
- 2 respondents had not read the draft

Support for the Draft Strategy

- 3 respondents indicated support
- 3 respondents were undecided
- No respondents indicated opposition

Supportive comments focused on the need to upgrade existing pathways, improve safety and accessibility, and enhance liveability. Respondents who were undecided indicated that more detail was needed to fully understand the proposed works.

Priority Projects

Based on average rankings:

1. Low-Level River Crossing and Riverlink (highest priority)
2. Giles Street to Morris Road (link to Nitmiluk National Park)
3. Bicentennial Road
4. Fourth Street

There was consistent support for the Low-Level River Crossing and Riverlink project as the top priority.

Desired Pathway Features

Respondents identified the following features as important:

- Good lighting
- Tree planting and shade
- Signage and wayfinding
- Rest stops/seating
- Water bubblers
- Outdoor exercise equipment

Additional comments included requests for improved safety measures, pathway resilience during the wet season, additional street lighting at intersections, and improved accessibility.

Key Themes Identified

- Safety and lighting are primary concerns
- Accessibility and inclusion are important
- Existing pathways require upgrading
- Connectivity to key destinations is supported

14.6 WASTE MANAGEMENT STRATEGY REVIEW WORKING GROUP - TERMS OF REFERENCE

Author: Rhett English, Manager Community Relations
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For decision
Attachments: 1. Terms of Reference Waste Management Strategy Review Working Group V [**14.6.1** - 5 pages]

Officer Recommendation

That Council:

1. Approve the establishment of the Waste Management Strategy Review Working Group.
2. Endorse the Terms of Reference for the Waste Management Strategy Review Working Group.
3. Note that an Expression of Interest (EOI) process will be undertaken via *Your Say Katherine* to invite participation from community members, industry representatives and key stakeholders in the Working Group, supported by targeted engagement of key stakeholders by Council.
4. Note that a further report will be presented to Council following the EOI process to determine and endorse Working Group membership.
5. Note that regular progress updates will be provided to Council as the Working Group undertakes its activities.

Purpose of Report

The purpose of this report is to advise Council of the planned Expression of Interest (EOI) process, to be conducted through *Your Say Katherine*, to identify suitable representatives for the Waste Management Strategy Review Working Group. The report seeks Council's approval to formally establish the Working Group and endorse the associated Terms of Reference.

The report also outlines the rationale for broader community and stakeholder engagement, demonstrates alignment with Council's strategic objectives, and identifies the next steps required to progress the review and redevelopment of the Waste Management Strategy prior to its expiry at the end of 2026.

Strategic Plan

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

7.1.2 Develop a waste management advisory committee.

Municipal Plan

7.1.7.1 Review the Council Waste Management Strategy

Background

Council's current Katherine Waste Management Strategy 2021–2026 is approaching its conclusion, requiring a comprehensive review and redevelopment to ensure ongoing compliance, sustainability and alignment with emerging national and Territory policy directions. The existing Strategy identifies key challenges facing Katherine, including landfill end-of-life planning, infrastructure costs, low recycling rates, waste generation trends, and the need for regional collaboration.

To support this work, the Terms of Reference – Waste Management Strategy Review Working Group establishes a working group comprising Council, NT Government agencies, regional councils, commercial operators, industry specialists and community representatives. The Working Group will assist in shaping a contemporary, practical and financially sustainable Waste Management Strategy, addressing key areas such as circular economy opportunities, organics diversion, waste-to-energy considerations, illegal dumping prevention, and compliance with the *Waste Management and Pollution Control Act 1998* and NT EPA licensing conditions.

To ensure transparent and inclusive participation, an Expression of Interest (EOI) process will be promoted via *Your Say Katherine*, inviting members of the community, local businesses, industry partners and regional stakeholders to nominate for involvement in the Working Group. This will be supported by a targeted engagement approach, with Council directly inviting key stakeholders and organisations with relevant expertise and regional representation to participate, ensuring a balanced and informed cross-section of contributors.

Discussion

A formal Expression of Interest (EOI) process will be undertaken via *Your Say Katherine* to invite applications from individuals and organisations with knowledge, experience or interest in waste management, environmental sustainability, community behaviour change, regional waste challenges, and circular economy initiatives. The platform supports open and accessible community engagement, aligning with Council's commitment to transparent decision-making and strategic consultation.

This process will be complemented by a targeted engagement approach, with Council directly inviting key stakeholders and organisations with relevant expertise and regional representation to participate in the EOI process. This dual approach is intended to ensure broad community access while securing appropriate representation across priority sectors.

The EOI process is designed to support the objectives of the Working Group as outlined in the endorsed Terms of Reference, ensuring representation from a diverse cross-section of the Katherine region. This includes residents, commercial waste operators, Indigenous organisations, industry specialists, and stakeholders from across the broader Big Rivers region, reflecting a collaborative and regionally informed approach to addressing waste challenges and future infrastructure needs.

Following Council endorsement of the Terms of Reference, the EOI process will be implemented to identify suitable representatives. The outcomes of the process will be reported back to Council for consideration and formal determination of Working Group membership. Elected Members will also have the opportunity to nominate for inclusion.

The Working Group will play a key advisory role in informing the development of the renewed Waste Management Strategy. Key focus areas will include long-term priorities such as landfill closure and rehabilitation planning, transfer station upgrades, organics solutions (FOGO), recycling market development, waste-to-energy opportunities, resource recovery improvements, and financial sustainability.

Input from community representatives selected through the EOI process will help ensure the Strategy reflects community expectations while remaining practical and achievable within regulatory and financial constraints.

Following Council's determination of membership, appointments will be finalised and the Working Group will commence regular meetings in accordance with the Terms of Reference.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



COUNCIL POLICY

TERMS OF REFERENCE – WASTE MANAGEMENT STRATEGY REVIEW WORKING GROUP

Type:	Terms of Reference		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:		Next Review:	N/A
Records Number:		Council/CEO Decision:	Council
Legislation Reference:	<i>Waste Management and Pollution Control Act 1998 (NT)</i> <i>Environment Protection Act 2019 (NT)</i> <i>Local Government Act 2019 (NT)</i>		

1 INTENT

Katherine Town Council (KTC) is undertaking a comprehensive review of its Waste Management Strategy to ensure long-term sustainability, compliance with NT EPA obligations, alignment with NT Government policy, and the delivery of modern, efficient waste services for the Katherine community.

The current Katherine Waste Management Strategy 2021–2026 expires at the end of 2026. The Working Group has been established to guide and support the development of a renewed Strategy that reflects current challenges, industry trends, new technologies, regulatory requirements and regional priorities.

2 SCOPE

The Working Group will consider and advise on:

- Education and behaviour-change initiatives to reduce waste generation and contamination.
- Waste footprint reduction, including avoidance, reuse, recycling and diversion strategies.
- Resource recovery improvements, including modern sorting systems, product stewardship pathways and market development.
- Landfill closure planning (target 2038) including rehabilitation, aftercare, staging and NT EPA compliance.
- Investigation of new waste management sites, including regional hub and transfer station options.

- Circular economy opportunities, including procurement reforms, reuse initiatives, local remanufacturing and micro-recycling technologies.
- National policy trends, including the expansion of Extended Producer Responsibility (EPR) schemes for packaging, batteries, e-waste and solar panels.
- Organics diversion solutions, including FOGO, composting, anaerobic digestion and contamination reduction approaches.
- Smart waste technologies, such as AI sorting, sensor bins, route optimisation, digital tracking and waste data systems.
- Introduction of new residential waste fees and charges.
- Waste-to-Energy considerations, ensuring alignment with the waste hierarchy and community expectations.
- Illegal dumping prevention, including surveillance tools, community reporting and coordinated enforcement initiatives.
- Regional and Indigenous partnerships, supporting community-led solutions and remote waste service models.
- Legislative and regulatory requirements, including the Waste Management and Pollution Control Act and NT EPA licensing conditions.

These considerations ensure the renewed Strategy is modern, practical and aligned with national and regional best practice.

3 POWERS OF WORKING GROUP

The Working Group is advisory only and has no delegated decision-making power.

KTC may accept, modify or decline any recommendations of the Working Group.

4 DETAILS

PURPOSE

The Working Group will:

- Provide strategic advice to inform the review and redevelopment of Council's Waste Management Strategy.
- Support KTC to meet environmental protection, resource recovery and regulatory requirements.
- Facilitate collaboration between government agencies, regional councils, industry, commercial operators, Indigenous organisations and the community.
- Ensure the renewed Strategy incorporates modern practices, emerging technologies, financial sustainability and long-term planning needs.

MEMBERSHIP

Membership includes:

- KTC (Chair + Secretariat)
- KTC Elected Members
- Local Government Association of the NT (LGANT)
- Northern Territory Government agencies, including:
 - Department of Infrastructure, Planning and Logistics (DIPL)
 - Northern Territory Environment Protection Authority (NT EPA)
 - Other NTG divisions as required
- Roper Gulf Regional Council
- Victoria Daly Regional Council
- Commercial Waste Operators: Cleanaway and Veolia
- Community, Business and Resident Representatives
- Technical experts or industry specialists (invited as required)

WORKING GROUP TERMS

The Working Group is established to support the review and redevelopment of the Waste Management Strategy ahead of the expiry of the 2021–2026 Strategy.

The Working Group will remain active until Council determines its work is complete, including consultation, redevelopment, finalisation and adoption of the new Strategy.

KTC may:

- review or amend this Terms of Reference at any time to maintain relevance and effectiveness
- extend the Working Group to support Strategy implementation or monitoring
- continue the Group as an ongoing advisory forum
- pause or dissolve the Group by resolution
- reactivate or re-establish the Group in future if required

MEETINGS

- Meetings will occur monthly, or more frequently as required.
- Hybrid participation (in-person/online) will be supported.
- Agendas circulated five business days prior to meetings.
- Minutes issued within 10 business days.
- Quorum: 50% of members plus the Chair (or delegate).

RESPONSIBILITIES

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

Working Group Members are responsible for:

- Provide expert advice, data and local/regional perspectives.
- Participate constructively and collaboratively.
- Identify opportunities, risks and challenges relevant to waste, recycling and resource recovery.
- Review briefing materials, reports and modelling developed for the Strategy.
- Assess opportunities for procurement reforms, circular economy initiatives and new technologies.
- Consider the implications of national policy changes, including EPR reforms.
- Identify opportunities for trials, pilots or innovation activities that may benefit the Strategy.
- Develop recommendations for Council consideration.

The Working Group does not have the power to incur expenditure.

Reporting:

- Meeting summaries and recommendations will be provided to the CEO and KTC.
- Reports may include technology assessments, case studies, emerging trends or trial recommendations.
- Working Group outputs will directly inform the renewed Waste Management Strategy (post-2026).

All Working Group members, as well as other participants are expected to observe the following protocols:

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

KTC will provide administrative support to the functions of the Working Group through:

- Facilitate meetings and coordinate engagement.
- Prepare and circulate agendas, papers, minutes and action items.
- Provide project information, analysis, modelling and technical briefings.
- Liaise with stakeholders and subject-matter experts.
- Report Working Group outcomes to the CEO and KTC.
- Ensure the maintenance of associated records in KTC's Electronic Record Management System (ERMS).

5 ASSOCIATED POLICIES/DOCUMENTS

Privacy Policy

Confidential Information Policy

KTC Waste Management Strategy 2021-2026

Revision History

Version	Approval date	Details of change	Responsible officer
1	18 March 2026	Created and endorsed by CEO	Manager Community Relations

14.7 A/CEO MARCH 2026 KATHERINE FLOOD REPORT

Author: Casey Anderson, Acting Chief Executive Officer
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For noting
Attachments: Nil

The Katherine River peaked at 19.2 metres on the evening of Saturday, 7 March 2026. A Major Flood Warning was issued at 0539 hrs on Friday, 6 March 2026. In response, Katherine Town Council (KTC) activated preparedness, response, and recovery actions across the Council.

Council Operations and Preparedness Activities

- KTC staff undertook flood preparation works at the Main Office on Friday, 6 March, including relocating furniture, art, records, and equipment to higher ground.
- Flood preparations were also carried out at the Waste Management Facility, Showgrounds, Sportsgrounds, and the Cemetery, including moving vehicles and machinery to higher ground and securing portable items.
- All Council facilities were formally closed due to the severity of conditions.

Community and Emergency Support

- KTC staff assisted residents in Katherine North with sandbagging efforts and moving belongings to higher ground.
- Council implemented road closures as floodwaters rose.
Roads closed included:
 - Gorge Road
 - O'Shea Terrace
 - Auster Street
 - Cameron Street
 - Giles Street
 - Florina Road
 - Emungalan Road
 - Bicentennial Road
- Staff also supported partner agencies with additional road closure management, including in the Main Street.
- Eight CWY hook-lift skips were repositioned to the KTC yard to support the establishment of a temporary waste transfer station and to service critical facilities such as emergency shelters and the temporary Emergency Department.
- Council supported airport operations by providing airside escorts for ambulances and assisting in unloading urgent supplies from aircraft.
- KTC staff attended Local Emergency Committee (LEC) meetings twice daily throughout the response phase.
- Collaboration occurred with partner agencies to develop a post-flood Waste Management Plan and coordinate media communications.
- From the 8 March, Council reinstating kerbside (wheelie bin) collection services.
- As of 12 March, a temporary waste transfer station was established at the Katherine Weighbridge
- Flood effected item, verge collection started on the 13 March.

Recovery Phase (as of 16 March 2026)

KTC has transitioned into the recovery phase, with key priorities including:

- Strategic communications and media engagement regarding safe waste disposal for flood-affected areas.
- Conducting impact assessments and site inspections across Council facilities.

Site surveys have been completed at the Visitor Information Centre and Library, both of which reopened on Saturday, 14 March 2026. All other Council facilities remain closed pending further inspection, insurance assessments, and eligibility confirmation for emergency disaster funding.

Environmental Management

- Microbiology testing is underway at the Aquatic Centre, with results expected on 20 March 2026. If water quality is confirmed as safe, the YMCA will reinstate aquatic operations for community use.
- Water quality testing is also required at the Waste Management Facility before normal operations can resume.
- KTC organised Department of Health to undertake additional testing and install additional mosquitos' traps as areas are identified, which will determine additional treatment.

KTC will continue to assess all flood-affected areas and monitor any ongoing issues that emerge as a result of the event, including compromised stormwater drainage and associated impacts. Road closures will be implemented as required, based on inspections of the road network and the identification of areas where works are necessary. It is essential that members of the public comply with all road closure directions and drive according to the conditions to ensure their safety and that of others.

14.8 LGANT SYMPOSIUM AND GENERAL MEETING 14 - 15 APRIL 2026 - DARWIN

Author: Amanda Haigh, Manager Governance and Risk
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council note the next LGANT Symposium, General Meeting and dinner 14 and 15 April 2026 in Darwin.

Purpose of Report

For Council to be aware of the upcoming LGANT Symposium, dinner and General Meeting 14 and 15 April 2026 in Darwin.

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.

Not Applicable

Municipal Plan

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

Background

Each year LGANT holds two conferences and have advised that the next Symposium, Dinner and General Meeting will be held on the 14 and 15 April 2026 in Darwin.

Council made the decision on the 28 October 2025 that the Mayor and Deputy Mayor are the nominated Katherine Town Council delegates for the Local Government Association of the Northern Territory (LGANT) annual and general meetings for the period of two years, ending 28 September 2027.

The Katherine Town Council approved delegates for the Local Government Association of the Northern Territory (LGANT) annual and general meetings have delegation for decision making that is in the best interests of the Council.

Discussion

LGANT holds two General Meetings each year, with its Annual General Meeting (AGM) after the second General Meeting. At the first General Meeting, members approve the LGANT annual budget, membership subscriptions and strategic plan.

The two General Meetings have a conference segment where keynote speakers are given the opportunity to present on important issues affecting local government. This symposium will run over 1.5 days of insightful discussions, networking opportunities and forums.

LGANT are now seeking registrations for the LGANT Symposium and dinner 14 and 15 April 2026 in Darwin.

Other Councillors may attend utilising their professional development allowance by Council resolution.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.9 LOCAL GOVERNMENT REPRESENTATIVE NOMINATION FOR NORTHERN TERRITORY HERITAGE COUNCIL

Author:	Yeshika Kandanaarachchi, Governance Officer
Authoriser:	Amanda Haigh (Manager Governance and Risk), Casey Anderson (Acting Chief Executive Officer)
Report Type:	For noting
Attachments:	1. Functions - Pages From Heritage Act - 11 March 2026 - ID 249682 [14.9.1 - 1 page] 2. Annual Report - Heritage Council Annual Report-2024-25 - 11 March 2026 - ID 249682 [14.9.2 - 30 pages]

Officer Recommendation

That Council note the call for nominations from the Minister for Lands, Planning and the Environment seeking local government representatives to serve on the Northern Territory Heritage Council for the term concluding 25 February 2027.

Purpose of Report

To notify Council of the call for nominations for local government representatives for the Northern Territory Heritage Council from the Local Government Association of the Northern Territory (LGANT).

Strategic Plan

Not Applicable

Municipal Plan

Not applicable

Background

The Minister has called for four local government nominations to the Northern Territory Heritage Council for the term ending 25 February 2027.

Local government representation ensures community and regional views are included in decision making process of the heritage council and recognises councils' key roles in planning, engagement, and managing heritage assets.

Section 125 of the Heritage Act and the Annual Report provide information on the function of the Heritage Council.

Nominees must complete a nomination form .

Discussion

The Heritage Council meets four times annually plus additional out-of-sessions if required.

Members receive reading and sitting fees from the Northern Territory Government.

Local government nominees help maintain sector representation in statutory heritage decision making.

Nominations are due to LGANT by COB 8 April 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

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

Chapter 6	Administrative matters
Part 6.1	Heritage Council
Division 1	Establishment, functions and powers

Chapter 6 Administrative matters

Part 6.1 Heritage Council

Division 1 Establishment, functions and powers

124 Establishment

The Heritage Council is established.

125 Functions

The functions of the Council are as follows:

- (a) to assess the heritage significance of places and objects;
- (b) to recommend to the Minister the declaration of places and objects to be heritage places and objects;
- (c) to recommend to the Minister the revocation of the declaration for heritage places and objects;
- (d) to advise the Minister on the conservation, use and management of heritage places and objects;
- (e) to advise the Minister about the carrying out of work on a heritage place or object and to decide applications for work approvals other than applications for major work;
- (f) to promote, as it considers appropriate, the public use and enjoyment of heritage places and objects in a way that is consistent with the conservation of the heritage significance of the places and objects;
- (g) to facilitate public education and programs about the Territory's cultural and natural heritage;
- (h) to advise the Minister on financial incentives or concessions for heritage agreements (either in general or on particular agreements);
- (i) to advise the Minister on matters affecting the Territory's cultural and natural heritage;
- (j) to perform other functions conferred under this or another Act or as directed by the Minister.

Heritage Council

Northern Territory



ANNUAL REPORT **2024-25**

ACKNOWLEDGEMENT OF COUNTRY

The Northern Territory Heritage Council acknowledges the Aboriginal and Torres Strait Islander peoples of this nation. We acknowledge the traditional custodians of the lands and waters. We pay our respects to ancestors and Elders, past, present and emerging. The Council is committed to honouring Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas, and their rich contribution to society.

Front cover photo – Fort Dundas/Punata with survey instruments. Declared a Heritage Place in July 2024

CONTENTS

2 Message from
the Chairperson

3 The *Heritage Act 2011*
and the role of the
Heritage Council

4 Council
Membership

7 Meetings

8 Feature Article – Sea
Rights Yingapungapu

10 Key Performance
Indicators

11 Assessment
and Declaration

13 Consultation
and Engagement

14 Case study – Adaptive
Re-use: The Banyan
Tree, State Square

16 Work Approvals

17 Conservation
and Management

19 Policy and Strategy

20 Sites per region

21 Appendix - Declared
Heritage Places
and Objects



MESSAGE FROM THE CHAIRPERSON

This financial year included some big matters for the Heritage Council. This included the permanent declaration of three new heritage places, a new three-year strategic plan, and the movement of the Heritage Council and Heritage Branch to the Department of Lands, Planning and Environment. While the Heritage Council is a statutory authority, this move supports the strengthening of relationships with environmental regulators and the NT Environment Protection Authority.

I would firstly like to acknowledge the departure of members Ms Robyn Smith and Mr Robert Pocock from the Council. Both Robyn and Robert made considerable contributions, and they will be missed. I wish them the best for the future.

The year saw the permanent heritage listing of the Sea Rights Yingapungapu, located in northeast Arnhem Land, and the listing of the Historic Mission Precinct Wurrumiyanga and Fort Dundas/Punata, both located on the Tiwi Islands. These three places are located on Aboriginal land and the stories of the Mission Precinct and Fort Dundas/Punata are complex, drawing on colonial and Aboriginal narratives. An article on the Sea Rights Yingapungapu is featured in this report.

In November 2024 the Darwin Supreme Court handed down its findings on the matter of the Darwin Esplanade, between the City of Darwin, Heritage Council and the then Minister for Arts, Culture and Heritage. An important takeaway for the Council is the application of procedural fairness for landowners. The Council has been asked to again consider the heritage

significance of the Esplanade, and is consulting closely with directly affected parties.

In June the Council adopted its new strategic plan after a workshop and follow up discussions. In no order identified goals included (but are not limited to):

- That all stakeholders are active partners in protecting and enhancing the Territory's heritage;
- Processes for Council decision making are informed and consistent; and
- Council provides impartial expert advice to the Minister

This year two members of our Council joined the meeting of the Heritage Chairs and Officials of Australia and New Zealand (HCOANZ) in Canberra. I attended as the Council Chairperson and Mr Robert Pocock attended as our Indigenous Chairperson.

As the Chairperson of the Heritage Council I sit on the Northern Territory Planning Commission, strengthening links between regulatory agencies, such as the Development Consent Authority.

The annual report provides a snapshot of our year. I invite you to read about our work.

Randle Walker

THE *HERITAGE ACT 2011* AND THE ROLE OF THE HERITAGE COUNCIL

The object of the *Heritage Act 2011* ('the Act') is to provide for the conservation of the Northern Territory's cultural and natural heritage.

The Act is broad in its scope. It protects individual places and objects through a nomination, assessment and declaration process. It automatically protects all Aboriginal and Macassan archaeological places and objects, and has the capacity to automatically protect other classes of places.

The Act commenced on 1 October 2012.

The functions of the Heritage Council are set out in Section 125 of the Act, and are:

- (a) to assess the heritage significance of places and objects;
- (b) to recommend to the Minister the declaration of places and objects to be heritage places and objects;
- (c) to recommend to the Minister the revocation of the declaration for heritage places and objects;
- (d) to advise the Minister on the conservation, use and management of heritage places and objects;
- (e) to advise the Minister about the carrying out of work on a heritage place or object and to decide applications for work approvals other than applications for major work;
- (f) to promote, as it considers appropriate, the public use and enjoyment of heritage places and objects in a way that is consistent with the conservation of the heritage significance of the places and objects;
- (g) to facilitate public education and programs about the Territory's cultural and natural heritage;
- (h) to advise the Minister on financial incentives or concessions for heritage agreements (either in general or on particular agreements);
- (i) to advise the Minister on matters affecting the Territory's cultural and natural heritage;
- (j) to perform other functions conferred under this or another Act or as directed by the Minister.

COUNCIL MEMBERSHIP

The Act provides for a Council of 10 members appointed by the Minister, plus a member nominated by the Chief Executive Officer (CEO) of the department responsible for the administration of the Act.

Of the 10 appointed members, four are nominees of specified organisations. The Minister appoints the Chairperson from amongst the appointed members. The Deputy Chairperson is elected by the members of the Council.

Appointments to the Heritage Council were made by the Minister on 1 February 2024 for a three year term. Thereafter a number of new appointments were made as a result of resignations from the Council.



Mr Randle Walker

Randle is the CEO of Centrecorp Aboriginal Investment Corporation, based in Alice Springs. He has been involved in a number of heritage projects during his 12 years as CEO, including the refurbishment of heritage properties in the Alice Springs Heritage Precinct. Randle sits on several boards and committees, and has a strong personal interest in both Aboriginal and non-Aboriginal heritage.

Ms Katy Moir

Katy Moir is an Architect who has been working in the Northern Territory for 10 years. After receiving her Bachelor and Masters of Architecture from the University of Queensland she went on to work for Troppo Architects for four years. During this time, she relocated to Gulmerrogin (Darwin), and in 2017 commenced her independent practice across architecture, public art, performing and visual arts, research and heritage. Katy prides herself on being a 'local expert' with the primary focus of her work being community representation, and supporting the elevation of oppressed voices.



Mr Robert Pocock

Robert is an Aboriginal Territorian and former lawyer with almost 20 years' experience working in the Northern Territory Public Service. Robert has worked in senior roles in Aboriginal Affairs Policy for the Northern Territory Government since 2018, including as Director of Strategic Aboriginal Policy and Treaty Director in the Department of the Chief Minister and Cabinet, and Director of Policy and Governance at the Aboriginal Areas Protection Authority. Currently, Robert is the acting Director of the Aboriginal Justice Unit in the Department of the Attorney-General and Justice. Robert represents the Aboriginal Areas Protection Authority on the Council.

Mr Shaun Ansell

Shaun Ansell is an environmental professional deeply committed to the Northern Territory and has worked for more than two decades now caring for this country and our heritage. Born and educated in the Northern Territory with a Degree in Environmental Science, Shaun has spent his life and career living and working closely with remote communities, ranger programs, independent schools and philanthropic organizations. This long and successful career in an often-challenging sector has given him a clear understanding of the vital connection between people, culture, economy, heritage and the natural environment in shaping sustainable solutions."



Mr Eddie Webber

Eddie has been a Territory resident since the 1960s and has worked across the Territory in various roles including as a Regional Director for the Parks and Wildlife Commission. He is an active member of several organisations, has been involved in the recording and preservation of a range of historical sites, and has worked with many Indigenous groups.

Dr Ilka Schacht

Ilka has a Master's of Science in Archaeology, a PhD in Cultural Heritage Management and 25 years' experience in the cultural heritage sector. Ilka served as an 'appointed member' of the Council and as Deputy Chairperson from October 2017 until May 2020, and then as the nominee of the CEO from May 2020 until October 2020. She was re-appointed as the nominee of the CEO in both February 2021 and February 2024.



Dr Daryl Wesley

Daryl has a PhD in Archaeology. Daryl is employed as Senior Lecturer, Archaeology with Flinders University in the College of Humanities, Arts and Social Sciences. Daryl has worked collaboratively with Indigenous communities for the past three decades in the Territory. He has expertise in rock art research, Indigenous contact archaeology and World War II. He has a strong passion for the conservation and management of cultural heritage sites in the Northern Territory.

Dr Robyn Smith

Dr Robyn Smith is a Lecturer at Charles Darwin University. Robyn has a PhD in Political History, a Masters of Cultural Heritage and Bachelor of Arts (Journalism & Anthropology). She is published extensively on the history, heritage and politics of the NT and has authored the Northern Territory Political Chronicles in the Australian Journal of Politics and History since 2012. As part of the late Professor Lyndall Ryan's team and Guardian Australia, Smith is a Walkley Award winner for her work on Colonial Frontier Massacres (<https://www.theguardian.com/australia-news/series/the-killing-times>) and in 2024 published *Licence to Kill: Massacre Men of Australia's North*.



Mr Simon Scally

Simon is an Architect by profession and ran an architectural practice, Build Up Design, in the Northern Territory for 25 years. The practice undertook work throughout NT, in urban and remote areas including investigations of historic buildings and the design of art centres and cultural keeping places. Simon has a strong commitment to improving the quality of our built environment and educating the public. To this end Simon has held various voluntary positions of the Australian Institute of Architects including NT president and National Director as well as positions on national committees including the Built Environment Education Committee. Simon has also curated walking and bus tours celebrating historic and contemporary Darwin architecture.

MEETINGS

The Council is required under the *Heritage Act 2011* to meet at least four times per year.

The Council had four meetings in 2023-24, as follows:

- 4 September 2024
- 10 December 2024
- 7 March 2025
- 6 June 2025

In the course of 2024-25, several matters were also dealt with out of session via email.



Heritage Council visiting Adelaide House, Alice Springs September 2024



The perimeter and internal designs of the large, oval shaped memorial are formed from compacted sand which is periodically renewed. Two wooden ceremonial poles (larrakitj) painted with sacred patterns by acclaimed Yolngu artists are positioned within the Yingapungapu. The perimeter fence both defines and protects the sculpture.

FEATURE ARTICLE

SEA RIGHTS YINGAPUNGAPU

The Sea Rights Yingapungapu (sand sculpture) is an extraordinary memorial which was created by the clans of Blue Mud Bay in 2018. The memorial commemorates the tenth anniversary of the legal decision which recognised that Traditional Aboriginal Owners under the *Aboriginal Land Rights (NT) Act, 1976* had exclusive rights to lands and waters within the intertidal zone in the Northern Territory. The Blue Mud Bay case was heavily contested and the final decision is considered one of the most significant legal decisions in Northern Territory history.

The memorial is located on the foreshore at Banyala (northeast Arnhem land) near important ceremonial grounds which continue to be used for initiation, burial and peace-making ceremonies. The deliberate positioning of the yingapungapu memorial on the foreshore of Blue Mud Bay, combined with the positioning of Sea Rights flags in the sea in front of

the sculpture marking high and low water, is a highly evocative statement about the recognition and assertion of Aboriginal land rights in the intertidal zone by the Djalkiripuyngu (footprint people) clans of Blue Mud Bay Blue.

The Djalkiripuyngu clans fought for this recognition of their sea rights for more than a decade in the Australian legal system. The memorial represents their collective advocacy and achievement of sea rights and is a unique demonstration of Yolngu clans coming together and combining their clan designs for the purpose of the memorial. The Sea Rights Yingapungapu is the only known permanent example of a yingapungapu where Yolngu clans have come together to draw on their cultural practices and artistic expressions to memorialise a significant historical event *in situ*.



The sea rights flags marking the high and low water marks.



Each year Djalkiripuyngu clans gather with supporters to celebrate the sea rights decision, singing and dancing ancestral stories connecting them with the sea.

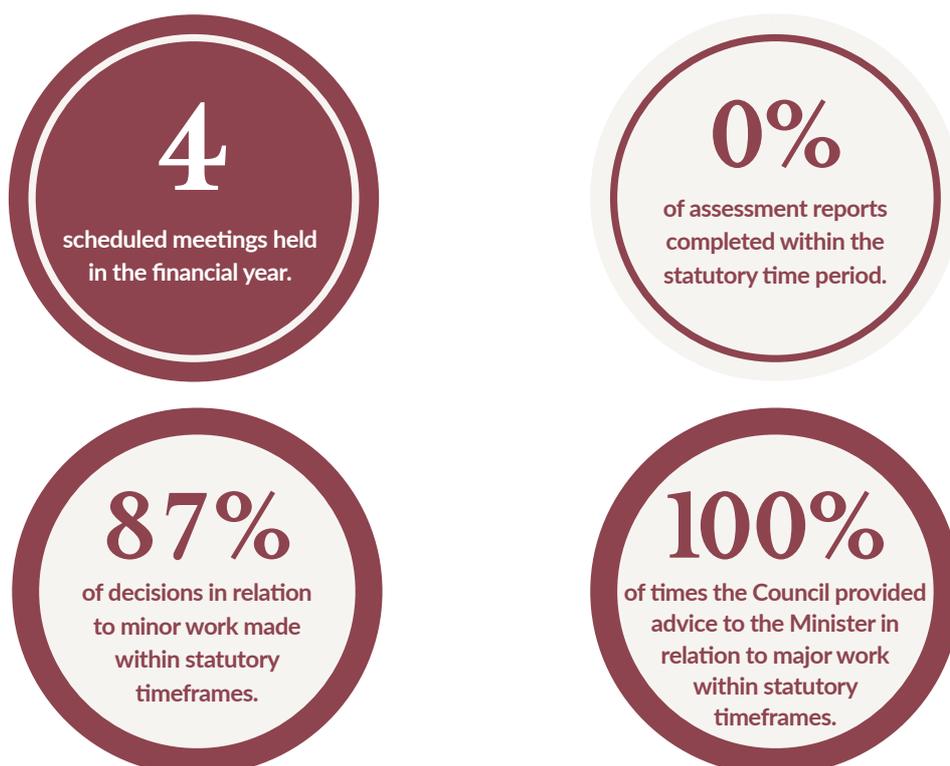
The Sea Rights Yingapungapu was permanently declared as a heritage place in July 2024. It is a unique heritage listing as a living memorial. The Sea Rights Yingapungapu is periodically maintained and renewed during ceremony or special occasions. In so doing the memorial assists in the passage of intergenerational cultural knowledge. Its shape, internal designs, larrakitj and flags draw on cultural knowledge passed down from ancestral beings to Yolngu people today, including

the more recent history of Macassan interactions. It is this knowledge that is the foundation for the assertion of traditional rights to country. The Sea Rights Yingapungapu has high cultural and social values for the clans who gather at the memorial to perform and pass on knowledge of the ancestral songs and dances for Sea Country and assert their rights to the cultural and economic management of their Sea Country.

KEY PERFORMANCE INDICATORS

On 4 September 2020, the Council endorsed Terms of Reference prepared by the then Department of Tourism, Sport and Culture. These Terms of Reference include a requirement for the Council to report against four Key Performance Indicators (KPIs).

The Council's performance against these KPIs in 2024-25 is shown in the following table:



KPI	Measure	Outcome 2023-24
Meetings held	Number of meetings held in the financial year.	Four scheduled meetings were held, as well as seven Out of Session meetings.
Assessments completed within statutory timeframes	% of assessments the Council completed within the statutory time period.	There were no assessment reports completed in 2024-25 in relation to places nominated since the commencement of the <i>Heritage Act 2011</i> were considered by the Council within 6 months of the nomination being accepted.
Applications for minor work processed within statutory timeframes	% of decisions made within statutory timeframes	In 2024-25, in 87% of cases, the Council made a decision within 14 days of having received an Application for minor work.
Applications for major work processed within statutory timeframes	% of times the Council provided advice within statutory timeframes	In 2024-25, in 100% of cases, the Council made a recommendation to the Minister within 30 days of receiving an Application for major work.

ASSESSMENT AND DECLARATION

Starting the Process

The heritage listing process starts by:

- someone nominating a place or object for heritage listing under section 20 of the Act; or
- the Council deciding to assess the significance of the place or object under section 22 of the Act; or
- the Minister directing the Council to assess the significance of the place or object under section 36 of the Act.

The Council accepted nominations for **one** place during 2024-25, namely:

- Vincent Lingiari Gravesite, Kalkaringi

The Council also resolved, under section 22 of the Act, to commence the assessment of **one** place, namely:

- Arid 'A' Type House Alice Springs (renominated)

Assessments

Once the assessment process has started, the Council must apply the heritage assessment criteria set out in the Act, in order to determine whether the place or object is of heritage significance.

The heritage assessment criteria for a place or object are set out in section 11 of the Act, and are as follows:

- (a) whether it is important to the course, or pattern, of the Territory's cultural or natural history;
- (b) whether it possesses uncommon, rare or endangered aspects of the Territory's cultural or natural history;
- (c) whether it has potential to yield information that will contribute to an understanding of the Territory's cultural or natural history;
- (d) whether it is important in demonstrating the principal characteristics of a class of cultural or natural places or environments;
- (e) whether it is important in exhibiting particular aesthetic characteristics;
- (f) whether it is important in demonstrating a high degree of creative or technical achievement during a particular period;
- (g) whether it has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons, including the significance of a place to Aboriginal people as part of their continuing and developing cultural traditions;
- (h) whether it has a special association with the life or works of a person, or group of persons, of importance in the Territory's history.

In 2024-25 the Council assessed the significance of **one** place, as follows:

- St Mary's Chapel, Alice Springs

Progress was delayed on completing assessments of some of the places nominated due to remoteness, permissions to access, seasonal restrictions and resources.

As at 30 June 2025, assessments were yet to be completed on the following twelve places:

- Coniston Massacre Site, Central Australia
- Greater Red Lily Lagoon Area
- Yalangbara
- Cobourg Saw Mill
- Former Wesleyan Church, Darwin
- Sidney Williams Hut – Boys Dormitory (St Francis Xavier Mission – Nauiia)
- Papunya
- McMinns Bluff Aboriginal Ochre Quarries
- No. 1 Bore and Water Storage Tank and the Motor Vehicle World War II Tyre Cooling Trough – Tennant Creek
- Mitsuaki Tanabe Wild Rice Sculptures, Mt Bunday
- Vincent Lingiari Gravesite, Kalkaringi
- Arid 'A' Type House Alice Springs (renominated)

Decisions not to invite public submissions

A decision not to invite public submissions is based on a decision that a nominated place or object is not of sufficient heritage significance to then invite submissions. There were no cases over 2024-25 in which the Council assessed the significance of a place or object, and then decided not to invite public submissions.

Decisions not to recommend to the Minister

There were no cases over 2024-25 in which the Council invited public submissions and then decided not to recommend permanent declaration of a place or object.

Minister's Decision not to declare

In the following case, the Council made a recommendation to permanently declare a place or object, but the Minister decided not to permanently declare that place or object:

- WWII N5-156 B-25 Mitchell Plane Wreck

Declared heritage places and objects

The following places were permanently declared as heritage places:

- Historic Mission Precinct, Wurrumiyanga
- Sea Rights Yinagpungapu, Baniyala
- Fort Dundas/Punata, Melville Island

Revocations

No declarations of heritage places or objects were revoked in 2024-25.

The State of the Register

The Northern Territory Heritage Register includes a total of **299*** places and objects that have been declared as heritage places and objects since the commencement of the *Heritage Conservation Act* in 1991.

Under the transitional provisions of the new Act, all places and objects declared under the old Act have the same status under the current Act. A complete list of all declared places and objects as at 30 June 2025 is provided in the Appendix.

The Heritage Register can be searched online at <https://www.ntlis.nt.gov.au/heritageregister/>

** The reported figure for 2024-25 is less than the 2023-24 figure of **306** as the 10 different locations of ELDO Rock Shelters were previously counted as individual sites.*

CONSULTATION AND ENGAGEMENT

The Heritage Council engages with the community and stakeholders on heritage matters at different times for different reasons. In the case of places being nominated as heritage places under the Act, once the Council has assessed the heritage significance of a place, and decided it meets the criteria, the Council consults interested parties and the public.

The Act sets out minimum requirements for how the Heritage Council consults interested parties and the public about a nomination. In practice, the Heritage Council exceeds the legislated requirements and works to consult widely and comprehensively.

The Council initiates additional steps in situations in which Aboriginal Territorians may have a specific interest in a proposed declaration. This may be because the place is a prescribed Aboriginal archaeological place under the Act, or because the

place is of recent or contemporary significance to Aboriginal people.

In these circumstances, Council initiates and supports direct contact with representative Aboriginal organisations and Aboriginal people, including land councils and those with an interest under the *Commonwealth Native Title Act 1993*. This consultation and engagement happens at multiple stages of the assessment process and embodies the principle of Free, Prior and Informed Consent (FPIC). This also recognises that Aboriginal people may be the holders of important information about heritage places.

The Heritage Council makes use of a variety of mediums to promote the public consultation period and to consult. The Council makes use of the departmental website, social media, newspapers, and, where deemed valuable, onsite public information sessions.



Above: Heritage Council consulting onsite at Alice Springs Telegraph Station on proposed works



Left: Heritage Council onsite at Government House, Darwin consulting on proposed future works

CASE STUDY

**ADAPTIVE RE-USE – THE BANYAN TREE,
STATE SQUARE (LIBERTY SQUARE)**

The Banyan Tree is located within Liberty Square, within the larger State Square Precinct of Darwin, which includes Parliament House and the Supreme Court. The State Square Precinct is located on the traditional lands of the Larrakia people. The Banyan Tree is valued by the community as a remnant of the original Darwin foreshore vegetation. It is over 200 years old and was known as a congregation point for the Larrakia youths prior to ceremonies which took place under a nearby Tamarind tree. It has remained a focus for landscaping associated with the State Square Precinct and has survived cyclones, bombs and extensive development of the town. The Banyan Tree witnessed the Darwin Rebellion in 1918, with hundreds of workers marching in protest of the government's actions, resulting in a Royal Commission into the administration of the Northern Territory. It is this rebellion which gives Liberty Square its name.

A concept design was completed for the redevelopment of Liberty Square in April 2021 to create a relaxing and shady environment to enjoy with seating, gardens and decking.

Careful planning was required for the redevelopment particularly within the Banyan Tree's immediate surrounds to assure its conservation. The works approved by the Heritage Council proposed enhanced usage and interpretation, while reaffirming a root protection zone and other conservation measures. The plan stepped through the work from planning, construction to long term use.

The introduction of raised decking in place of paved areas assured better root protection and improvement of soil conditions for the Banyan Tree. Flexible footing designs, interspersed between the tree's foundations provides further protection for the root system.

Nighttime activation has also been considered with the introduction of low level lighting. This offers the chance for visitors to enjoy the space and to illuminate the tree as a nighttime feature.

A commissioned artwork by Keelan Douglas Fejo – Gamadang (Larrakia/Mayalli) titled Ways Under the Banyan Tree, 2024 has been featured in the

space. A series of five steel cut seating designs, have been integrated into the seating around the Banyan Tree featuring motifs that emphasise the Larrakia spiritual connection to the Banyan Tree.

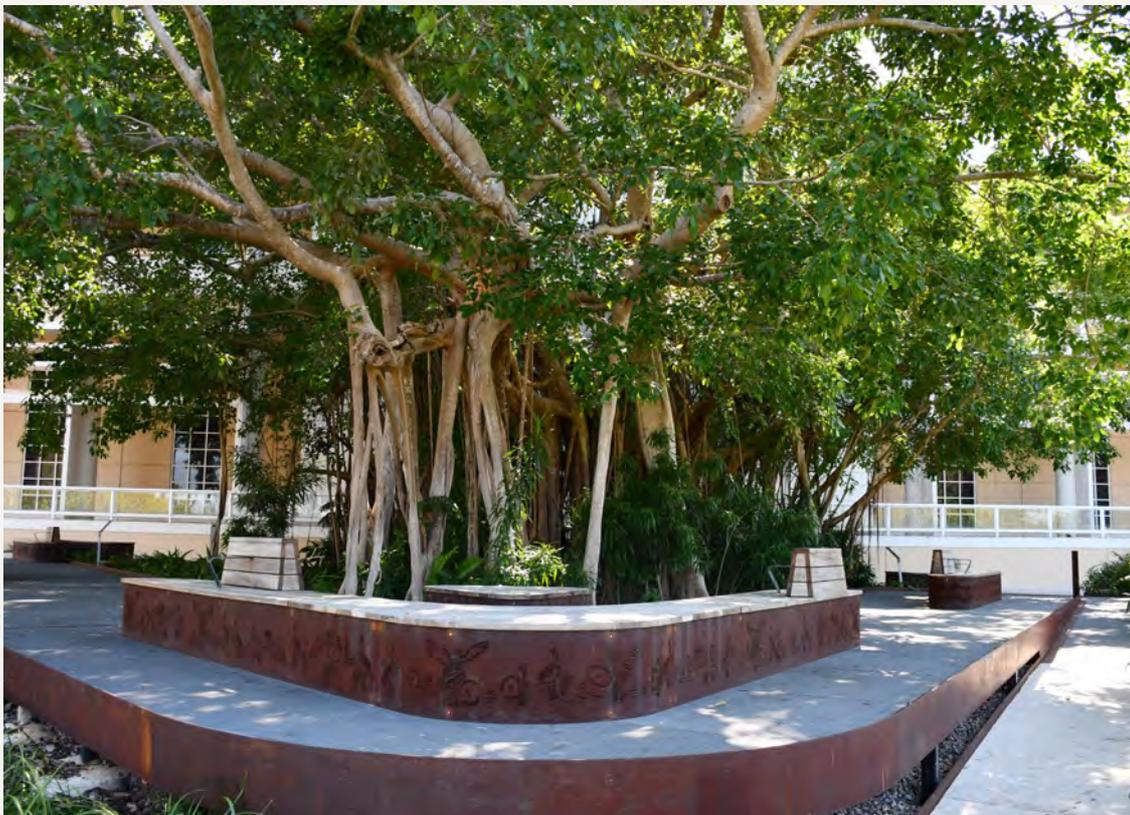
The Banyan Tree has endured the city's growth and development. The Liberty Square redevelopment acknowledges the different layers of history and heritage of the site and places the Banyan Tree as a centre point for the community's continued use and enjoyment.



Banyan Tree in the background of the government offices, Mitchell Street the Wells building, circa 1960 – Library & Archives NT PH0093/0053



Banyan Tree in front of the Supreme Court in Liberty Square, Darwin City, 2015.



Banyan Tree with functional artwork Ways Under the Banyan Tree, 2024 by Keelan Douglas Fejo - Gamadang (Larrkia/Mayalli) located beneath, Liberty Square, Darwin City, 2025

WORK APPROVALS

Any construction work or proposed development on a heritage-listed property in the Northern Territory is regulated and controlled under the *Heritage Act 2011*. Owners of heritage-listed properties seek permission for minor and major work through a Work Approval application.

The following Work Approvals were issued in 2024-25 in relation to minor work to heritage places:

Name of Place	Nature of Work	Date of Decision
Government House, Darwin City	Replacement of louvres	4 September 2024
WWII East Point Fortifications	Installation of shared pathway	4 September 2024
80 Hartley Street, Alice Springs Heritage Precinct	Restoration and reconstruction of site	4 September 2024
Alice Springs Telegraph Station Historical Reserve	In principal approval – Larapinta Trail statement sign	4 September 2024
Adelaide House, Alice Springs	Installation of evaporative cooler	4 September 2024
Christ Church Cathedral, Darwin	Replacement of damaged floor tiles	18 October 2024
Lee Point Urban Development	Removal of Aboriginal archaeological objects	18 October 2024
14 Railway Terrace, Alice Springs	Replacement of gates	10 December 2024
Old Courthouse, 27 Hartley Street, Alice Springs	Installation of security screens	10 December 2024
Christ Church Cathedral, Darwin	Works to outdoor area, entry porch and earth mound	10 December 2024
Alice Springs Telegraph Station Historical Reserve	Installation of fencing and replacement of existing shed	21 January 2025
2 Gosse Street, Alice Springs	Installation of solar panels, water tank, ducted air-conditioning and upgrade of meter board	21 January 2025
2 Gosse Street, Alice Springs	Upgrade of kitchen, flooring, painting and installation of side fence	7 March 2025
Former Batchelor School	Relocation and installation of fencing	1 May 2025
Adelaide River Railway Siding	Installation of fencing	19 June 2025

The Council made recommendations to the Minister for Lands, Planning and Environment in relation to applications for the following major work:

Name of Place	Nature of Work	Council's Recommendation	Minister's Decision
Steam Pump House, Darwin	Incorporate Steam Pump House into the Larrakia Cultural Centre – Multiple works	Approve with conditions	Approved with conditions
Old Admiralty House, Darwin City	Multiple internal and external works	Approve some works with conditions	Approved all works with conditions

CONSERVATION AND MANAGEMENT

Northern Territory Heritage Grants Program

Owners of heritage places, other than Northern Territory Government agencies, are eligible for assistance under the Northern Territory Heritage Grants Program (NTHGP). The Council's role is to assess applications received under the NTHGP and to make recommendations to the Minister for Lands, Planning and Environment about the allocation of funding.



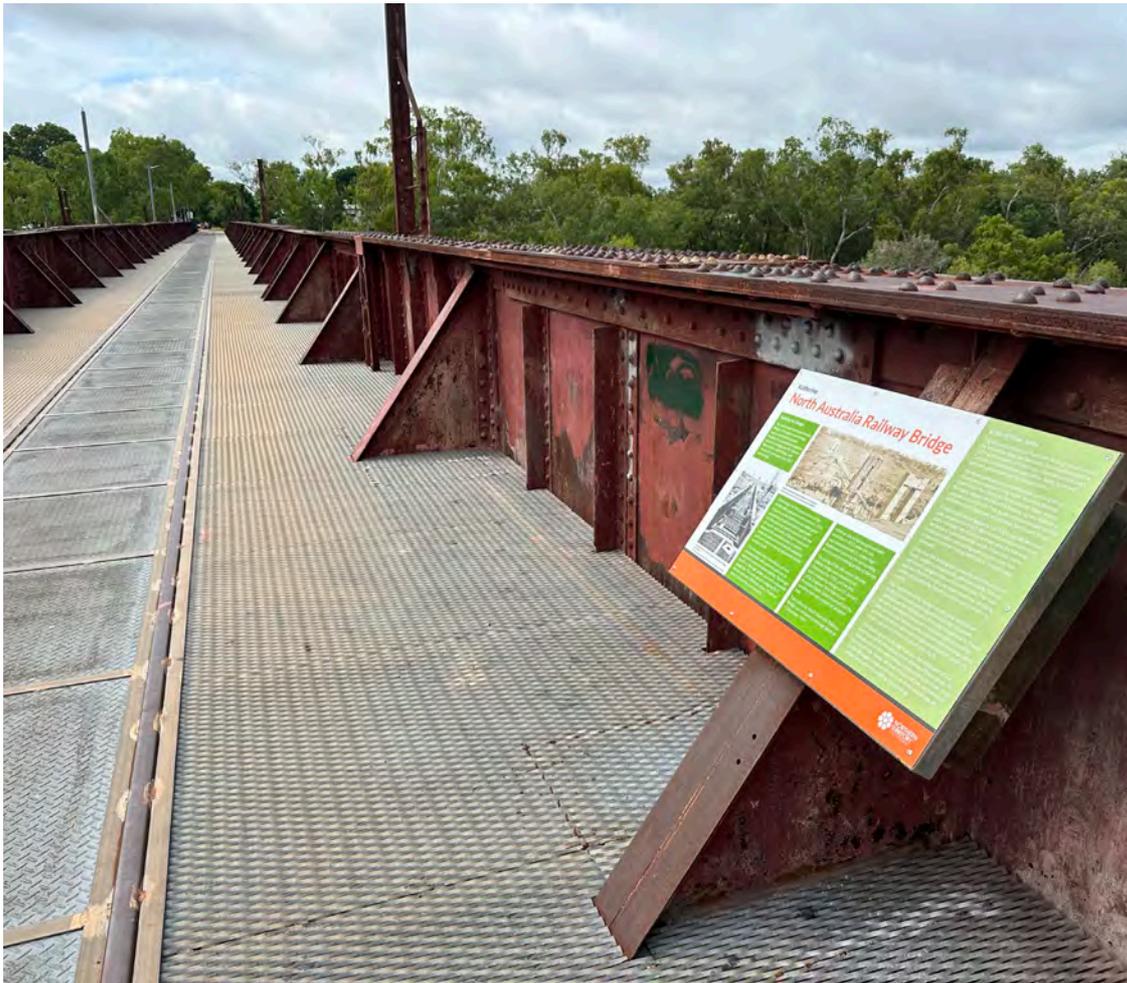
In 2024-25, a total of **nine** projects were funded by the NTHGP to a total value of **\$114,465** as follows:

Recipient	Project	Amount
CatholicCare NT	Catholic Church Precinct, Former Catholic Church – Repair and installation of gutter to prevent rain damage	\$12,800
Hamilton Downs Youth Camp Association Inc.	Hamilton Downs – Conservation works including limewashing and painting	\$18,650
National Trust NT	Tuxworth Fullwood House – Conservation works to gutters, door jam, roof and fascia boards	\$19,519
National Trust NT	Pine Creek Repeater station and railway precinct – Conservation works including the repair of window frames, fascia boards and roller door	\$10,180
Anindilyakwa Housing Aboriginal Corporation	Angurugu Heritage Precinct – Lot 371, Townsite of Angurugu, Mission House No 2 – Conservation works including repair of timber rot in balustrades, external cladding and fascia boards	\$20,000
Ms Francoise Barr	Schultze Street – conservation works of timber flooring including repair and oiling	\$1,100
Central Aviation Museum Inc	Heron Aircraft – Conservation works to the cabin lining and one seat	\$15,269
Larrakia Cultural Centre Limited	Steam Pump House – Design of interpretive signage	\$6,941
Mrs Lynne Wastell	Railway Terrace – Conservation works to water tank stand and replacement of water tank	\$10,006
TOTAL		\$114,465

Conservation Program for government-owned heritage assets

The Northern Territory Government leads by example in the conservation of the Territory's natural and cultural heritage by undertaking an annual Repairs and Maintenance and Minor New Works Program to declared heritage places that are owned or managed by the government.

The implementation of the program is an operational matter for the Department of Logistics and Infrastructure, working with the Heritage Branch within the Department of Lands, Planning and Environment. The Council is involved when Work Approvals are required and is provided with an annual update on work completed under the program.



Katherine River Railway Bridge – Updated signage 2024-25

POLICY AND STRATEGY

In 2024-25 the Council updated and endorsed a new three year strategic plan.

An all day workshop, facilitated by Salli Cohen of the Policy Room was held on 6 March 2025.

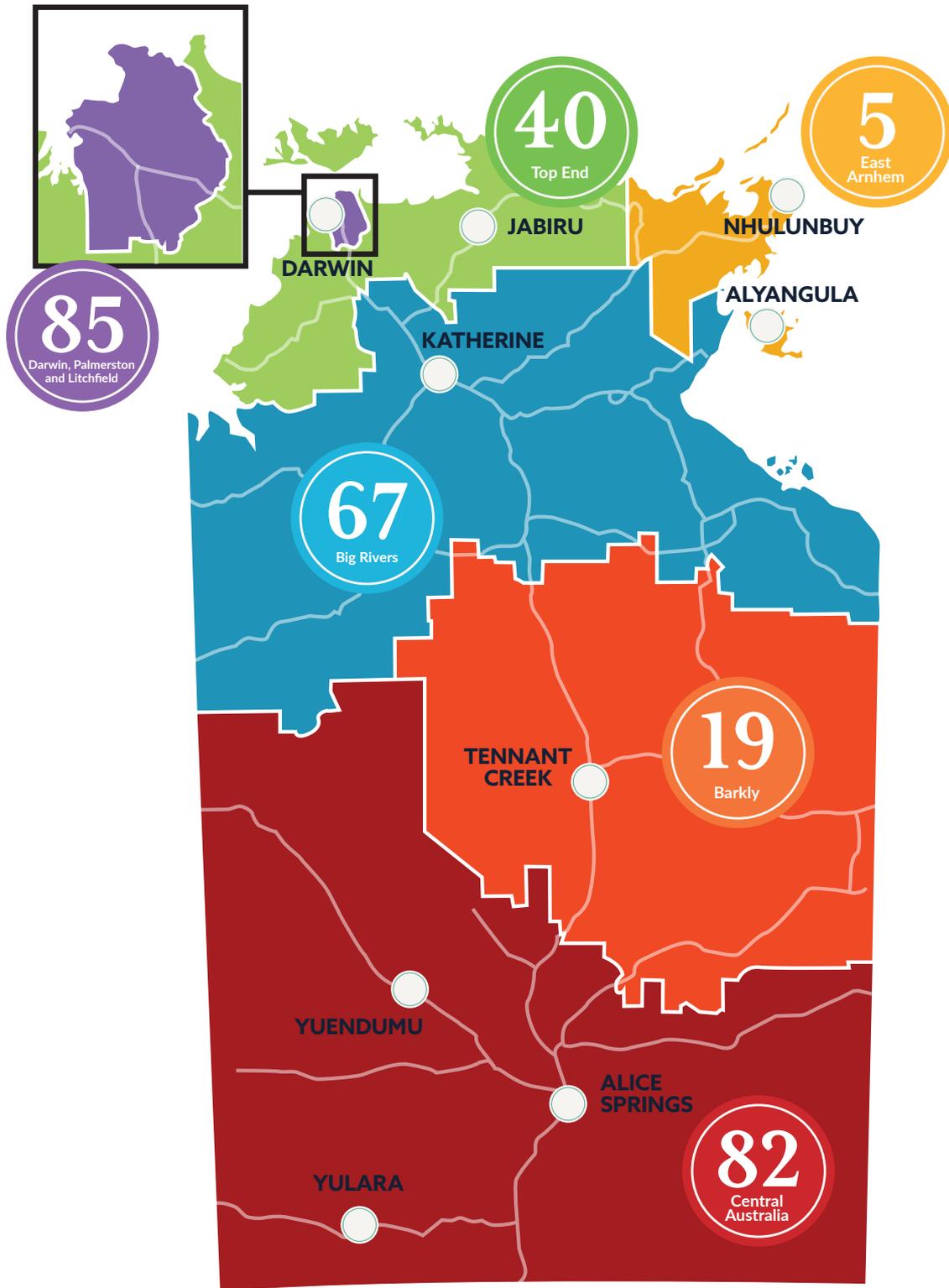
The Council focused on aligning terminology and tightening goals around best practice governance and operations. The updated strategic plan was endorsed by Council 6 June 2026, with the commitment to check progress against goals every 6 months.

NT HERITAGE COUNCIL STRATEGIC PLAN 2025-2028



As a part of the Council's work on strengthening governance and operations, the Application to Carry Out Works form, was amended. Amendments included increasing the range of conditions on a work approval including the capacity to put a deadline on approvals.

SITES PER REGION



APPENDIX

Aboriginal and Macassan archaeological places and objects

All Aboriginal and Macassan archaeological places and objects are automatically protected by the *Heritage Act 2011*. The Heritage Branch maintains an archaeological database that contains over 8,000 records of archaeological places and objects. All of these places and objects are considered to be 'heritage places' and 'heritage objects' but they do not appear on the public Heritage Register and have not gone through a formal assessment process to become a 'declared' heritage place.

Regional location of sites listed in the appendix can be identified by the colour of the symbol preceding them.

All sites on the NT Heritage Register

A

- A65-115, a C-47 aeroplane wreck, Darwin Harbour
- Adelaide House, Alice Springs
- Adelaide River Pioneer Cemetery
- Adelaide River Railway Siding and Railway Bridge
- Adelaide River War Cemetery and Wartime Civilian Cemetery
- Administrator's Offices, Darwin
- Aileron Homestead
- Albert Namatjira's House, near Hermannsburg
- Albert Namatjira's Memorial, near Hermannsburg
- Alcoota Fossil Beds, Plenty Highway
- Alice Springs General Cemetery
- Alice Springs Heritage Precinct
- Alice Springs Telegraph Station Historical Reserve
- Alice Well and Police Station, south of Alice Springs
- Angurugu Heritage Precinct, Groote Eylandt
- Anna's Reservoir Conservation Reserve, north of Alice Springs
- Anthony Lagoon, Tablelands Highway
- Anzac Hill Memorial, Alice Springs
- Araluen Homestead Precinct, Alice Springs
- 9th Aust. Advanced Ordinance Depot Camp, Alice Springs
- Avon Downs

B

- B-24J Liberator Aircraft Wreck Site, Cox Peninsula
- B24-D Liberator "Nothing Sacred", Douglas-Daly
- Bamboo Creek Tin Mine, Batchelor
- Banka Banka mudbrick homestead
- Barrow Creek Hotel
- Barrow Creek Telegraph Station
- Beatrice Hill Well & Beatrice Hill Stone Fences, Arnhem Highway
- Birdum Historic Township
- Blyth Homestead, Litchfield National Park
- Boab Tree, Cavenagh Street, Darwin
- Bonney Well, north of Alice Springs
- Borroloola Police Station Museum
- Bowson Hut, West MacDonnell Ranges
- Bradshaw's Packhorse Cutting, Timber Creek Region
- Brocks Creek Cemetery, Pine Creek Region
- Brocks Creek Chinatown and Temple Site, Pine Creek Region
- Brocks Creek Township, Railway Siding and Military Detention Barracks, Pine Creek Region
- Brown's Mart, Darwin
- Bullita Homestead Precinct and Stockyard, Timber Creek Region
- Bullock Creek Fossil Site, Victoria River
- 88 Mile Burrell Creek WWII Chemical Warfare Storage and Maintenance Depot and Camp Site, near Robin Falls
- Burrundie Explosives Magazines, Pine Creek Region
- Butterfly Gorge, Pine Creek Region

C

- Cape Don Lighthouse Complex, Garig Gunak Barlu National Park
- Catalina 4 Wreck Site, Darwin Harbour
- Catalina 5 Wreck Site, Darwin Harbour
- Catalina 6 Wreck Site, Darwin Harbour
- Catalina A24-1 Wreck Site, Darwin Harbour
- Catholic Church Precinct, Alice Springs
- Chain Calibration Site, Alice Springs
- Chambers Pillar Historical Reserve
- Channel Island Leprosarium and Reefs
- Charlie Rye's House, Alice Springs
- Charlotte Waters Telegraph Station Ruins
- 12 Mile Chinatown (Settlement and Battery), Pine Creek Region
- Christ Church Cathedral Heritage Precinct, Darwin
- Christ the King Church and Sidney Williams Hut, Tennant Creek
- Climbing Dune, Jessie Gap, near Alice Springs
- Commonwealth Bank, Darwin
- Connellan Hangar, Alice Springs
- CWA/Red Cross Shop, Darwin
- Cypress Pine Overland Telegraph Poles (via Pine Creek)

D

- Daly River Copper Mine and Graves
- Daly Waters Aviation Complex
- Darwin Botanic Gardens
- Darwin Cenotaph
- Delissaville (Belyuen) Cemetery
- Diesel Locomotive NSU63, Adelaide River
- Djirurri Rockshelter (Djurlirri or Djulirri), Arnhem Land
- Driffield Mine Site, Nitmiluk
- Drover's Rest Boab Precinct, Timber Creek Region

E

- East Point Fortifications, Darwin
- ELDO Rocket Shelters
- ELDO Satellite Tracking Antenna
- Elsey Memorial Cemetery, Mataranka
- Emungalan Cemetery, Katherine
- Emungalan Wheel Shrinkage Pit, Katherine
- Escape Cliffs
- Ewaninga Conservation Reserve, south of Alice Springs

F

- Fannie Bay Gaol, Darwin
- Fenton Airfield, Douglas-Daly Region
- Fergusson River North Australia Railway Bridge and Boiler
- Fergusson River Overland Telegraph Line Pylons and Oppenheimer Telegraph Poles
- Flying Fox, Daly Waters
- Flynn's Farm, near Batchelor
- Fogg Dam, Pump System, Rice Paddy and Sluice Gate, Arnhem Highway
- Former Alice Springs Post Office
- Former Australian Inland Mission Hospital, Wimmera Home, Victoria River Downs
- Former Batchelor Primary School
- Former C.W.A. Rooms, Alice Springs
- Former Methodist Manse, Darwin
- Former Repeater Station, Alice Springs
- Former Rum Jungle Mine Manager's House, Batchelor
- Former Rum Jungle Mine Single Women's Quarters (Block B), Batchelor
- Former Southport Telegraph and Police Station
- Former Tunck's Store, Alice Springs
- Fort Dundas/Punata
- Fort Wellington, Garig Gunak Barlu National Park
- Frances Bay Explosives Complex, Darwin

- Frew Ponds Overland Telegraph Line Memorial Reserve
- Frog Hollow, Darwin

G

- Gardens Road Cemetery, Darwin
- Ghan Carriage Washing and Maintenance Shed, Pine Creek
- Ghan's Bore, Tennant Creek
- Gilbert Well, south of Tennant Creek
- Glen Helen Meat House, Namatjira Drive
- 2 Gosse Street, Alice Springs
- Government Battery and Cyanide Works, Arltunga
- Government House, Darwin
- Grave of Goolam Rasool Nazar, Alice Springs
- Grave of Kato Osamu, South Goulburn Island
- Gregory's Tree, near Timber Creek
- Grove Hill Hotel, south of Adelaide River
- Gurindji Wave Hill Walk Off Route, Kalkarindji (NHL)

H

- Harts Range Mica Mines Complex
- Heavitree Gap Police Station, Alice Springs
- Heenan Building, Alice Springs
- Helen Springs Quarry (Kurutiti)
- Henbury Meteorites Conservation Reserve, south of Alice Springs
- Hermannsburg Historic Village (NHL)
- Hermannsburg Stone House
- Higgins Theatre, Alice Springs
- Historic Mission Precinct, Wurrumiyanga
- Hope Inlet Archaeological Sites, Shoal Bay
- Hore's Homestead, north of Katherine
- Hughes Avenue, Darwin
- Hunter House, Katherine

I

- Illamurta Springs Conservation Reserve

J

- Jasper Gorge, Victoria River Region
- John Flynn Memorial Church, Alice Springs
- John Flynn's Grave Historical Reserve, near Alice Springs
- John Veal Electronic Distance Measurement Baseline, near Darwin
- John William Ogilvie Bennett Memorial, Darwin

K

- Kahlin Compound Site
- Kaporilja Springs, near Hermannsburg
- Katherine Overland Telegraph Pylons
- Katherine Railway Precinct
- Keeping Place, Wurrumiyanga
- Kintore Caves Nature Park
- Knott's Crossing, Katherine
- Kohinoor Adit, near Pine Creek
- Koolendong Waterhole Boabs, Timber Creek Region

L

- Little Flower Mission and Cemetery, Arltunga
- Lot 5601, Town of Darwin (Qantas Hangar)
- Lots 7733-7736 inclusive, Town of Alice Springs (Railway Cottages)
- Ludmilla Saltpan, Darwin
- Lyons Cottage or British Australian Telegraph Company, Darwin

M

- Mac Clark (Acacia peuce) Conservation Reserve
- Maranboy Mining Precinct
- Masterton's Cave and Garden
- McLachlans Tree, south of Darwin
- Milingimbi Mudbrick Houses
- Mitsubishi A6M2b 'Zero' BII-124, Darwin
- Mount Riddock Cemetery
- Munmarlary Homestead Complex
- Mural painted by Robert Czako, St Mary's Chapel, Alice Springs
- Murraraji Track
- Myilly Point Precinct, Darwin
- Myrtle Villa Date Palm, Darwin

N

- NA1 Steam Locomotive known as Sandfly, Darwin
- NABP13 Passenger Carriage, Pine Creek
- Naval Fuel Installation, Darwin
- Naval Oil Tunnels No. 5 & 6, Darwin
- Navy Victualling Yards, Darwin
- N'Dhala Gorge Nature Park
- Newcastle Waters Township
- NF5 Locomotive, Pine Creek
- Noltenius Billabong and Grave, Daly River Road
- North Australia Railway Corridor, near The Narrows, Darwin
- North Australia Railway remnants, Pine Creek

O

- Observation Post, Sandy Creek, Casuarina Coastal Reserve
- O'Keeffe House, Katherine
- Old Admiralty House, Darwin
- Old Andado Station

- Old Batchelor Hospital
- Old Bonrook Station Homestead
- Old Bradshaw Homestead Precinct
- Old Convent Building, Wadeye
- Old Courthouse, Alice Springs
- Old Hamilton Downs Station
- Old Hartley Street School, Alice Springs
- Old Hermannsburg Cemetery
- Old Lutheran Church, Alice Springs
- Old MacDonald Downs Homestead
- Old Mount Riddock Homestead, Plenty Highway
- Old Neutral Junction Homestead
- Old Owen Springs Homestead Complex
- Old Pine Creek Butchery
- Old Playford Club Hotel, Pine Creek
- Old Postmaster's Residence, Tennant Creek
- Old Stone Hut, Alice Springs
- Olive Pink Botanic Gardens, Alice Springs
- Original Glen Helen Homestead, Namatjira Drive

P

- Palmerston Cemetery, Darwin
- Patakijiyali Museum, Wurrumiyanga, Bathurst Island
- Peel's Well, Darwin
- Pine Creek Bakery
- Pine Creek Post Office and Repeater Station
- Pine Creek Railway Precinct
- Pitchi Richi Sanctuary, Alice Springs
- Powell Creek Telegraph Station
- Puritjarra Rock Shelter

Q

- Quarantine Anti-Aircraft Battery Site, Alice Springs

R

- Raggatt's Structure, Mount Zeil Region
- Remnant WWII No. 6 Oil Tank Wall, Darwin
- Remnants of the former 1872 settlement site known as "The Shackle", Pine Creek Region
- Reserve Bank building, Darwin
- Rogers Dam World War II Gravel Loading Platform, north of Alice Springs
- Roper River Overland Telegraph Construction Depot
- Roper River Police Station
- Ross River Homestead
- Ross Smith Memorial, Darwin
- Rrkwer Yurrkuru (Brooks Soak)
- Rumbalara Ochre Mine
- Ryan Well Historical Reserve, north of Alice Springs

S

- Sea Rights Yingapungapu
- Seven Mile Aerodrome, Alice Springs
- 12 Schultze Street, Darwin
- 17 Shepherd Street, Darwin
- Silver Bullets (Timber Creek)
- Smith Point Beacon, Garig Gunak Barlu National Park
- Snake Creek Armament Depot, near Adelaide River
- Southport Cemetery
- Spencer Hill Seismic Vault, Alice Springs
- Spencer Hill WWII sites, Alice Springs
- Spring Hill Battery Complex, Pine Creek Region
- Springvale Homestead Heritage Sites, Katherine Region
- St Barbara Catholic Church, Batchelor
- State Square Banyan Tree, Darwin
- Steam Pump House, Darwin
- Stella Maris Hostel, Darwin

- Stone Kerbing and Milkwood Trees, Smith Street Darwin
- Strauss Airstrip, south of Darwin
- Strauss WWII Anti-craft Gun Emplacement, south of Darwin
- Stuart Memorial Cemetery, Town of Alice Springs
- Stuart Town Gaol, Alice Springs
- Subsea Telegraph Cables Landing Site, Darwin
- Sue Wah Chin Building, Darwin

T

- Tennant Creek Hospital Outpatients Department
- Tennant Creek Telegraph Station
- The Residency, Alice Springs
- Timber Creek Police Station Precinct
- 1960s TJ series Bedford Truck, National Museum of Australia
- Tnorala (Gosse Bluff) Conservation Reserve
- Totem Theatre Complex, Alice Springs
- Town Hall Ruins, Darwin
- Tree of Knowledge, Darwin
- Trestle Bridge and NAR Corridor, Katherine

U

- Ucharonidge Station Number 1 Bore and 1949 Comet Windmill
- Union Camp, Newcastle Waters
- Uniya Station

V

- Vestey's Tank, Darwin
- VH-CLW Heron Aircraft, Alice Springs
- Victoria Settlement Historical Reserve, Garig Gunak Barlu National Park
- 1869 Virginia Townsite Survey Markers

W

- Warloch Ponds Bridge, Mataranka
- Warloch Ponds North Australia Railway Bridge, Mataranka
- Warruwi Church site, South Goulburn Island
- Well, Town of Alice Springs
- Westpac Bank, Darwin
- Wilkinson Cottage, Alice Springs
- Winnecke Goldfields Cemetery
- Wishart Siding Fettlers' Mess, McMinns Lagoon
- Woolngi Mine and Settlement, Fergusson River
- World War II (WWII) Coomalie Airstrip, Coomalie Creek
- World War II Degaussing Range, Darwin Harbour
- World War II RAAF Operations Room Site at Berrimah, Darwin
- World War II Shipwreck, British Motorist, Darwin Harbour
- World War II Shipwreck, Mauna Loa, Darwin Harbour
- World War II Shipwreck, Neptuna, Darwin Harbour
- World War II Shipwreck, USS Meigs, Darwin Harbour
- World War II Shipwreck, USS Peary, Darwin Harbour
- World War II Shipwreck, Zealandia, Darwin Harbour
- World War II Sidney Williams Hut (No. 37) Parap Camp, Darwin
- World War II Winnellie Camp, Darwin
- World War Two (WWII) Larrimah Telephone Repeater Station and Powerhouse
- Wreck of SS Ellengowan, Darwin Harbour
- Wreck of the Booya, Darwin Harbour
- Wreck of the Huddersfield, Darwin Harbour
- Wreck of the Kelat, Darwin Harbour
- Wreck of the Young Australian, Roper River
- Wurrwurrwuy stone pictures, East Arnhem (NHL)
- WWII Camp, 16 Mile, Lambrick Avenue, Palmerston

- WWII Former RAAF Explosives Storage Area, Darwin
- WWII Gorrie Airfield Precinct, south of Katherine
- WWII Hughes Airfield, south of Darwin
- WWII K5 Anti-Aircraft Gun Battery Site, Coomalie Creek
- WWII Manbulloo Airfield Operations Centre, Katherine Region
- WWII Mitsubishi G4M1 Betty Bomber crash site, Cox Peninsula
- WWII Noonamah Cricket Pitch and Oval
- WWII Noonamah Railway Siding and Store Depot
- WWII Observation Posts, Brinkin, Casuarina Coastal Reserve
- WWII Pell Airfield 4RSU RAAF Engineering Workshop and Main Camp
- WWII RAAF No.1 Medical Receiving Station, Coomalie Creek
- WWII Wagait Beach Gun Emplacements

Y

- Yarar Rockshelter
- Yuendumu Iron Building

Z

- Zuccoli WWII Defence Position, Palmerston

Heritage Council

Northern Territory

GPO Box 4198 Darwin NT 0801

Tel 08 8999 5039

Email heritagecouncil@nt.gov.au

14.10 FINANCIAL REPORT AS AT 28 FEBRUARY 2026

Author: Rebecca Baguley, Chief Finance Officer
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For noting
Attachments: 1. February Financial report to Council.28.02.2026 [**14.10.1** - 8 pages]

Officer Recommendation

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

Purpose of Report

This report is to present the financial position of Council for the year to dated ending 28th February 2026.

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

Background

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

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 February 2026 with the Chief Executive Officer (CEO) Certification.

Discussion

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.

2026 AUDIT PLAN

KPMG have confirmed their appointment for the Financial Year ending 30 June 2026. KPMG will commence Audit in May, with an April Trial Balance. This will identify any issues with balances and will pre-empt testing samples.

As part of the engagement planning, KPMG reviewed their Audit Fees for the past three financial years and

have assessed the anticipated audit scope, resource requirements, and complexity of the upcoming audit.

Based on the assessment of prior years' a fee of \$46,500 has been proposed for the 25-26 Financial year. This is within Budget.

In determining the proposed fee, KPMG considered:

- * Historical cost overruns driven by additional work required during past audits
- * Increased regulatory expectations and document standards
- * Volume and complexity of audit procedures
- * Resource planning to ensure timely completion.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

Certification by the CEO to the Council

Council Name:	Katherine Town Council
Reporting Period:	28/02/2026

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:

16/03/2026

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).

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$	Notes
OPERATING INCOME					
Rates*	10,125,262	9,650,254	475,008	10,079,190	* Rates Revenue is what is billed
Waste Charges**	1,613,952	1,469,189	144,763	1,666,687	** Waste Revenue is what is billed
Fees and Charges	1,614,118	1,593,839	20,279	2,505,490	Includes User Charges, Rental and Waste Transfer Charges
Operating Grants and Subsidies	1,093,641	2,032,580	(938,939)	2,259,019	Grants, Visitor Info Centre, Library
Interest / Investment Income	723,750	427,233	296,517	500,000	
Commercial and Other Income	226,946	205,267	21,679	331,910	Fuel Tax Credits, Recoveries
TOTAL OPERATING INCOME	15,397,669	15,378,362	19,307	17,342,296	
OPERATING EXPENDITURE					
Employee Expenses	3,169,835	3,936,185	(766,350)	5,884,146	Salaries and Wages
Materials and Contracts	4,594,211	5,697,694	(1,103,483)	8,696,845	Contracts, Admin, Grants, Commissions, Professional fees
Elected Member Allowances	145,912	183,680	(37,768)	275,520	
Elected Member Expenses	20,486	47,489	(27,003)	55,000	
Council Committee & LA Allowances	1,760	13,640	(11,880)	14,000	
Council Committee & LA Expenses	280	5,000	(4,720)	5,000	
Depreciation, Amortisation and Impairment	3,451,658	2,710,316	741,342	6,178,242	
Other Expenses	(109,255)	-	109,255	-	Loss on Disposal of Assets
Interest Expenses (Finance Costs)	23,630	16,943	(6,687)	36,051	
Gain/Loss on Remeasurement of Landfill	-	-	-	637,509	
*TOTAL OPERATING EXPENDITURE	11,298,517	12,610,947	(1,107,294)	21,782,313	
OPERATING SURPLUS /(DEFICIT)	4,099,152	2,767,415	(1,087,987)	(4,440,017)	

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

The total year-to-date (YTD) Operating Income is up on monthly YTD forecast for February.

This is primarily due to Rates Income above target for YTD with a positive variance of \$475,008. A summary of identified variances against YTD February forecast is provided below;

- (a) **Waste Charges Revenue** – User Charges and Rental Charges are above target by \$144k
- (b) **Rates, Penalties & Interest** – Up by \$72k on Overall Budget
- (c) **Statutory Charges** – Dog Registration Fees and Licenses up by \$9,119 on Annual budget
- (d) **Fees and Charges** – Waste transfer is \$20k up on YTD
- (e) **Interest Income** – Accrual Adjustments on YTD will increase Overall Budget above forecast
- (f) **Water & Electrical recoveries** – Up due to prior year revenue of \$60k recovered sitting in current year
- (g) **Operating Grants** - FAGS (Cwlth) funding budgeted to be received in June 2026
- (h) **Year to Date forecast** - Revenue up on forecast as at 28th February.

Current Financial position at 28th February – Council has an operating Surplus of \$4,099,152.

The total year-to-date (YTD) Operating Expenditure is down by YTD forecast for February.

- (a) **Salaries and Wages** – YTD budget v Actual down by \$814k - \$2,889,433 against forecast of \$3,703,512
- (b) **Recruitment Costs** – down by \$13k. Council utilising internal resources instead of outsourcing to Agencies.
- (c) **Contract Employment Costs** – budget revision required to transfer Salaries and wages savings to offset Contract Employment expenditure (\$100k)
- (d) **Postage and Freight** - down by \$50% on overall budget
- (e) **Professional fees** down on YTD Budget – includes 2026 Audit fees yet to be paid, financial consultancy fees, Accounting fees.
- (f) **Plant & Equipment Purchases** – Replacement playground equipment purchased after vandalism \$96k (insurance claim)
- (g) **Council funded road projects** – capital expenditure up \$52k on original budget forecast

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / (DEFICIT)	4,099,152	2,767,415	(1,087,987)	(4,440,017)
Remove NON-CASH ITEMS				
Less Non-Cash Income	(48,019)	-	48,019	-
Add Back Non-Cash Expenses NOTE (a)	3,412,443	2,710,316	(702,127)	6,815,751
TOTAL NON-CASH ITEMS	3,364,424	2,710,316	(654,108)	6,815,751
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	6,711,128	6,362,343	(348,785)	13,418,305
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	6,711,128	6,362,343	(348,785)	13,418,305
Add ADDITIONAL INFLOWS				
Capital Grants Income	3,161,530	4,435,029	1,273,499	6,853,004
Prior Year Carry Forward Tied Funding*	186,580	-	(186,580)	186,580
Other Inflow of Funds	70,040	36,089	(33,951)	72,178
Application of Retained Earnings	-	-	-	-
Transfers from Reserves - Civic Centre	-	-	-	-
Transfers from Reserves - Aquatic Centre - NOTE (b)	1,933,975	-	-	1,933,738
Drawdown of Borrowings - NOTE (c)	1,500,000	1,500,000	-	2,000,000
*TOTAL ADDITIONAL INFLOWS	6,852,125	5,971,118	1,052,968	11,045,500
NET BUDGETED OPERATING SURPLUS / DEFICIT	7,604,573	5,086,506	(340,341)	2,929

*NOTE: Prior year Carry Forward Tied Funding is subject to audit and may change

NOTES TO TABLE 1.2 Monthly operating Position**Non-Cash Items**

- (a) Depreciation Expenditure - \$741k above budget – Budget revision underway to adjust budget in 2nd Review to allow for increase in Depreciation – disposals and additions in 2026. Non-cash expense
- (b) Transfers from Reserves – adjusted to reflect transfer to Aquatic centre reserve as per Council resolutions
- (c) Drawdown on Borrowings – Loan for Civic Centre

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

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Current Financial Year (Annual) Budget \$
Buildings and Other Structures	6,444,131	5,286,750	1,157,380	10,045,684
Improvements	15,739	170,000	(154,261)	300,000
Plant & Equipment	9,045	15,000	(5,955)	300,000
Furniture, Fittings & Equipment		62,500	(62,500)	150,000
Fleet	-	80,197	(80,197)	240,592
Infrastructure Paths & Cycleways	-	140,395	(140,395)	-
Infrastructure Roads	28,203	120,000	(91,797)	2,132,029
Infrastructure Storm water & Drainage	24,499	30,000	(5,501)	100,000
Infrastructure - Street Lighting			-	150,000
TOTAL CAPITAL EXPENDITURE	6,521,618	5,904,843	616,775	13,418,305
BY:				
Operating Income (amount allocated to fund capital items)	1,026,902	252,855.19	1,279,758	2,372,805
Capital Grants	3,304,121	4,435,029	(1,130,908)	6,853,004
Utilisation of Retained Earnings	-	-	-	-
Transfers from Cash Reserves	1,933,975	-	1,933,975	1,933,738
Borrowings	-	1,500,000	(1,500,000)	2,000,000
Sale of Assets (Including Trade-In)	70,040	36,089	33,951	72,178
Deferred Capital Grants (carried forward)	186,580	186,580	-	186,580.00
TOTAL CAPITAL EXPENDITURE FUNDING	6,521,618	5,904,843	616,775	13,418,305

TABLE 2.2 MAJOR CAPITAL WORKS

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 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	5,948,019.40	5,896,684.66	46,975	Mar-26
Buildings & Other Structures	Changing Places Aquatic centre	162,000	162,000	-	-	-	-	-	Mar-26
	Design Phase Aquatic Centre	300,000	300,000	-	-	300,000.00	300,000.00	-	
	TOTAL AQUATIC CENTRE	12,491,679	10,462,000	2,029,679	2,029,679	6,248,019.40	6,196,684.66		
Buildings & Other Structures	Civic Centre Upgrade	5,000,000	-	5,000,000	2,000,000	-	491.00	4,999,509	Dec-26
Buildings & Other Structures	Lindsay St Amenities upgrade LRCIP	324,000	324,000	-	-	248,508.60	-	-	complete
Buildings & Other Structures	Waste facility shed raise tipshop	350,000	-	350,000	350,000	-	350,000.00	-	complete
Improvements	x4 nature playgrounds	200,000	-	200,000	100,000	78,961.84	96,000.00	25,038	Dec-26
Improvements	Irrigation Upgrades: priority for Railway Terrace, Glencoe Park, Fuller Dog Pound	300,000	-	300,000	300,000	-	6,210.00	293,790	Jun-26
Improvements	Katherine Museum Visitor Experience Enhancement	421,255	250,000	172,500	71,500	250,000.00	111,055.63	-	Complete
Drains and Stormwater	Drains & Stormwater	80,000	40,000	40,000	40,000	-	19,481.25	-	Jun-26
Infrastructure - Footpaths & Cycleways	Zimin Drive Footpath/Cycleway	100,000	-	100,000	-	-	25,000.00	-	Jun-26
Infrastructure - Footpaths & Cycleways	New Shared Path - Zimin Drive	-	-	-	-	-	16,050.00	-	Dec-26
Infrastructure - Roads	First Street Improvement LRCI P4	1,080,000	756,000	324,000	-	-	-	-	TBA
Infrastructure - Roads	Local Road & Pavements: Sheppard, Needam, Zimoin & Giles	339,990	339,990	-	-	329,854.06	12,153.35	-	complete
Infrastructure - Roads	Rural Intersection Upgrades: Helena/Florina, Hendry/Florina, Collins/Byers, Collins/Cragborn	635,029	635,029	-	-	-	-	635,029	Jun-26
Infrastructure - Roads	R2R - Council funded roads upgrades	400,000	400,000	-	-	-	-	400,000	Jun-26
Infrastructure- Outdoor Lighting	Street Light Audit	150,000	-	150,000	-	-	-	22,000	Dec-26
TOTAL		34,763,631.92	23,669,019	11,095,858	6,920,858	13,403,363.30	13,029,810.55	6,422,341.06	

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 28 February 2026

BALANCE SHEET	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		
Tied Funds	19,195,278	(1)
Untied Funds	7,869,307	(1)
Trade Debtors	364,396	(2)
Rates & Charges Debtors	4,119,530	(2)
Other Current Assets	952,048	
TOTAL CURRENT ASSETS	32,500,559	
Non-Current Financial Assets	-	
Property, Plant and Equipment	132,461,793	
TOTAL NON-CURRENT ASSETS	132,461,793	
TOTAL ASSETS	164,962,352	
LIABILITIES		
Accounts Payable	118,366	(3)
ATO & Payroll Liabilities	(67,420)	(4)
Current Provisions	608,956	
Accruals	287,326	
Other Current Liabilities	219,912	
TOTAL CURRENT LIABILITIES	1,167,140	
Borrowings	1,500,000	
Non-Current Employee Provisions	33,160	
Waste Management Make Good Provision	20,391,239	
TOTAL NON-CURRENT LIABILITIES	21,924,399	
TOTAL LIABILITIES	23,091,539	
NET ASSETS	141,870,813	
EQUITY		
Asset Revaluation Reserve	104,883,037	
Reserves	9,121,899	(1)
Accumulated Surplus	28,799,612	
TOTAL EQUITY	142,804,548	

CASH INVESTMENTS – SUMMARY

INSTITUTION	PRINCIPAL \$	INTEREST RATE	EFFECTIVE DATE	MATURITY DATE	INTEREST	INSTITUTION %
AMP	549,249	4.05%	28-Aug-25	31-Mar-26	13,102.97	
AMP	1,028,326	4.00%	14-May-25	1-May-26	39,668.03	
AMP	514,230	4.00%	14-May-25	14-May-26	20,569.21	
AMP	1,649,483	4.00%	14-Nov-25	14-May-26	32,899.28	
AMP	1,104,170	3.95%	29-Jun-25	29-Jun-26	43,614.73	
AMP	1,544,904	3.95%	30-Jun-25	30-Jun-26	61,023.70	27.9%
BOQ	524,117	4.00%	6-Nov-25	6-Nov-26	20,964.70	
BOQ	523,773	4.10%	8-Oct-25	8-Apr-26	10,707.93	4.6%
CBA	2,730,592	4.01%	26-May-25	26-May-26	109,496.74	
CBA	547,284	4.05%	1-Aug-25	31-Jul-26	22,104.29	
CBA	549,639	4.01%	31-May-25	29-May-26	21,919.74	16.7%
NAB	3,669,750	4.05%	11-Nov-25	11-Nov-26	148,624.88	
NAB	539,105	3.90%	11-Jul-25	13-Jul-26	21,140.30	
NAB	3,156,000	4.00%	30-Jul-25	30-Jul-26	126,240.00	
NAB	1,049,863	3.90%	6-Aug-25	6-Aug-26	40,944.66	
NAB	1,097,684	3.95%	4-Sep-25	4-Sep-26	43,358.51	
NAB	2,095,000	4.00%	14-Oct-25	14-Oct-26	83,800.00	50.7%
AMP (oncall)	566,466.00	variable	on call 30 days		5,850.00	
CBA	2,148,185.00	Variable	on call 30 days		25,675.00	
Total Investments					891,704.65	100%
Total Funds						

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

Council's Summary	Debtor	Current	Past Due	Past Due	Past Due	Past Due	Total
			1 – 30 Days	31 – 60 Days	61-90 Days	90+ Days	
Rates Debtors		2,628,454		-	-	\$1,423,610.75	4,052,065
Trade Debtors		160,890	136,621	10,749	11,129	54,746	374,135
TOTAL		2,789,344	136,621	10,749	11,129	1,478,357.02	4,426,199

Note 3. Statement on Trade Creditors

(Council can select timing of the age of creditors)	Current	Past Due	Past Due	Past Due	Past Due	Total
		1 – 30 Days	31 – 60 Days	61-90 Days	90+ Days	
Trade Creditors*	90,935	24,953		1,000	0	116,888
Other Creditors	1,478		-	-	-	1,478
Total Accounts Payable	92,414	24,953	0	1,000	-	118,366

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

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

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

**KTC is due for refund this amount from ATO - GST	38,865
**Superannuation Payable Liability at 31 Dec 25	754
**Prepaid Fringe Benefits Tax	18,398

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

Note 5. Current Ratio

	%	
Current Ratio (current assets/current liabilities)	27.85	✓
Current Ratio adjusted for Tied Funds	11.40	✓

P 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.

Example:

Cardholder Name: Casey Anderson

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
3-Feb	\$319.00	XPNA.CO LANE COVE WENSW	Financial Subscription
3-Feb	\$1,654.84	MONDAY.COM SYDNEY AUS	Workflow subscriptions; CRM
3-Feb	\$319.00	XPNA.CO LANE COVE WENSW	Financial Subscription
9-Feb	\$291.65	XERO AU INV-50089057 HAWTHORN VIC	Financial Subscription
11-Feb	\$286.50	STARLINK INTERNET Sydney AUS	CEO House and WMF
11-Feb	\$20.00	NEWS PTY LIMITED SURRY HILLS NSW	Subscription
20-Feb	\$12.00	NEWS PTY LIMITED SURRY HILLS NSW	Subscription
23-Feb	\$10.00	XRO: XERO CUSTOM CONNE MELBOURNE VIC	Financial Subscription
25-Feb	\$294.76	EZI*Happy HR Pty Ltd Essendon WesAUS	Subscription
26-Feb	\$771.88	Adobe Sydney AUS	Subscription
27-Feb	\$4.25	Int Transaction Fee	Bank Charges
27-Feb	\$170.09	BITLY.COM NEW YORK NY ##0226 120.00 US DOLLAR	URL software subscription
Total	\$4,153.97		

Cardholder Name: Ingrid Stonhill

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
2-Feb	\$86.91	Intuit Mailchimp Sydney AUS	Subscription
16-Feb	\$0.71	Bank Fees & Charges	ChatGPT Exchange rate fee
16-Feb	\$28.41	Openai *ChatGPT	ChatGPT fee
Total	\$116.03		

14.11 COMMUNITY RELATIONS REPORT FOR THE MONTH OF FEBRUARY 2026

Author: Rhett English, Manager Community Relations
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the Community Relations Department report for the month of February 2026.

Purpose of Report

To provide an overview of the Community Relations Department activities for the month of February 2026.

Strategic Plan

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

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

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

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

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

Background

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

Discussion

During February, the Katherine Public Library continued to provide a range of services that support literacy, learning, and community connection. Library usage remained steady with ongoing demand for borrowing services, digital access, and community programs. Regular activities such as children's story time, early literacy sessions, and community engagement initiatives continued to attract families and residents, reinforcing the library's role as a welcoming and inclusive community space. Staff also continued to assist patrons with technology access, research enquiries, and general information services, contributing to improved access to knowledge and resources within the community.

The Katherine Visitor Information Centre (VIC) continued to play an important role in supporting tourism

and promoting the Katherine region. Throughout February, the VIC assisted visitors with travel information, local attractions, accommodation options, and tour bookings, while also supporting local businesses through product sales and referrals. Visitor engagement remains a key function of the centre, particularly for travellers exploring the Big Rivers region and surrounding national parks. The VIC also continues to contribute to the promotion of Katherine as a destination, providing frontline tourism services that support the local visitor economy and strengthen connections between visitors, businesses, and the broader community.

LIBRARY SERVICES

In February 2026, the Katherine Public Library recorded 1,726 patron visits, compared with 2,478 visits in February 2025, reflecting a decrease in overall foot traffic during the reporting period. Public computer usage also declined from 378.5 hours in February 2025 to 288 hours in February 2026, while conference room bookings reduced from 21.2 hours to 8.5 hours. Despite the reduction in visitation and facility use, book circulation increased from 548 loans in February 2025 to 633 loans in February 2026, indicating continued strong demand for library materials and borrowing services.

Library programs and activities continued throughout the month, including early literacy sessions, children’s activities, and community engagement programs designed to support learning and social connection. These programs remain an important part of the library’s service offering, providing opportunities for families, children, and community members to engage with the library in a welcoming and inclusive environment while promoting literacy, lifelong learning, and community wellbeing.

As requested at the February OMC, Council is advised that 8 additional programs were delivered as part of the January 2026 school holiday program, with a total attendance of 78 participants. These included Beaded Bracelet Making (10 attendees), Design Your Own Pencil Case (16), Design Your Own Library Bag (8), Board Games (6), Drawing with Jaida (15), Free Craft Day (9), Cookie Decoration (12), and Be Crocwise (2). These school holiday activities expanded the Library’s community programming and provided additional opportunities for creative, educational, and social participation for local children and families.

January 26 Extra Community Program	# of Programs	# of Attendees
Beaded Bracelet Making	1	10
Design your own pencil case	1	16
Design your own library bag	1	8
Board games	1	6
Drawing with Jaida	1	15
Free craft day	1	9
Cookie decoration	1	12
Be Crocwise	1	2

February 26 Monthly Circulation Statistics Report Data	Totals
Patron Count	1726
Public computer use (hours)	288
Conference Room (hours)	8.5
Circulation (Book Borrowing)	633
Circulations (Returns)	596
Soft Loan Circulation (Books read in the library)	308
New Memberships	11

February 26 Monthly Program Statistics Data	# of Programs	# of Attendees
Toddler Rhyme Time	4	18
Children's Storytime	4	6
Wiggle & Rhyme	4	38
Seniors Tech Support	4	0
February 26 Extra Community Program	# of Programs	# of Attendees
Beaded Bracelet Making	0	0
Design your own pencil case	0	0
Design your own library bag	0	0
Board games	0	0
Drawing with Jaida	0	0
Free craft day	0	0
Cookie decoration	0	0
Be Crocwise	0	0

February 25 Monthly Circulation Statistics Report Data	Totals
Patron Count	2478
Public computer use (hours)	378.5
Conference Room (hours)	21.2
Circulation (Book Borrowing)	548
Circulations (Returns)	504
Soft Loan Circulation (Books read in the library)	343
New Memberships	29

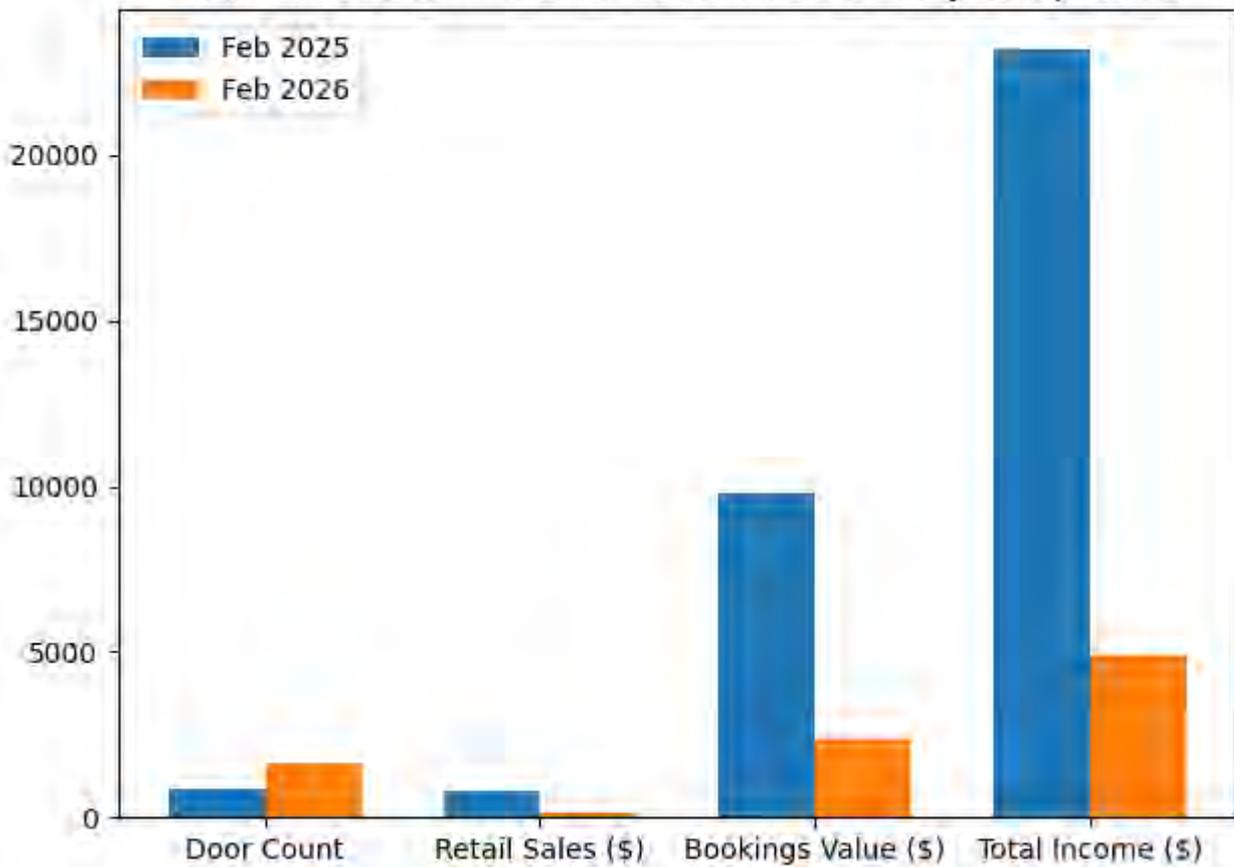
February 25 Monthly Program Statistics Data	# of Programs	# of Attendees
Toddler Rhyme Time	4	21
Children's Storytime	4	25
Wiggle & Rhyme	4	16
Seniors Tech Support	4	0
February 25 Extra Community Program	# of Programs	# of Attendees
Board Games	0	0
Dungeons & Dragons	2	4
Book Warriors	0	0
3D Printing Workshop	0	0
NBN Sessions	0	0
STARS	0	0
Kintore Street School	1	7

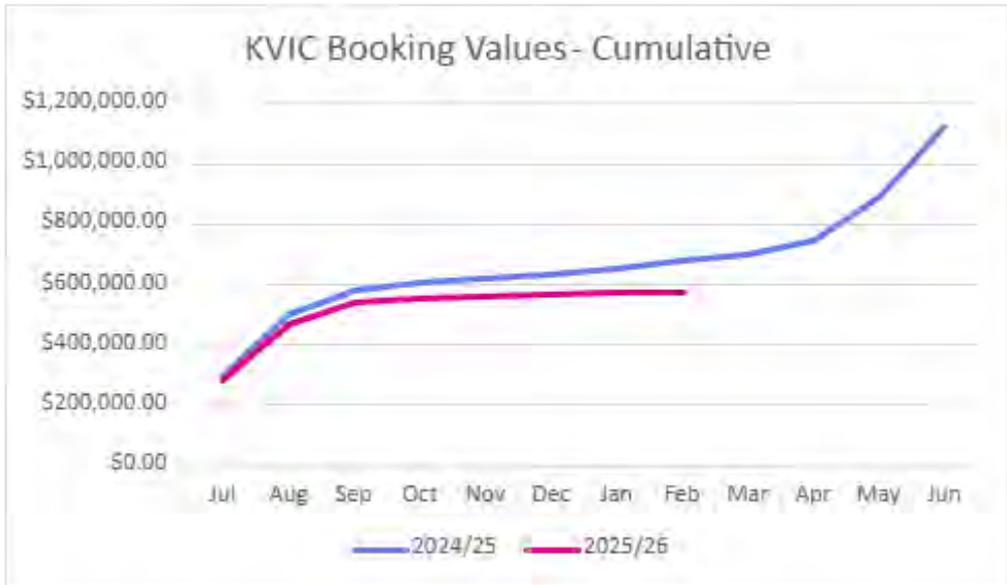
VISITOR INFORMATION SERVICES

In February 2026, the Katherine Visitor Information Centre continued to provide frontline tourism services to travellers visiting and passing through the region. Staff assisted visitors with information on local attractions, tours, accommodation, road conditions, and regional travel routes. The VIC also supported local tourism operators and small businesses through product sales and visitor referrals. During this period, the NT experienced high rainfall, which resulted in several road closures, restricted access to parks, and temporary closures or reduced operations for some tourism operators, influencing visitor travel patterns and activity levels. Staff also provided road safety advice to visitors, encouraging travellers to check current conditions and download the NT Road Report App to support safe travel and community safety and wellbeing.

When compared with February 2025, visitor engagement and retail activity reflect differing seasonal conditions between the two years. February 2025 experienced a relatively dry wet season with fewer road and park closures, allowing greater access to attractions and travel routes across the region. In contrast, the higher rainfall conditions experienced in 2026 resulted in increased travel disruptions and reduced access to some key visitor destinations. Despite these factors, the VIC continues to play an important role as a gateway service for the Katherine region, providing up-to-date travel advice, supporting visitors to plan safe journeys, and promoting accessible experiences across the Big Rivers region.

Katherine Visitor Information Centre - February Comparison





Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.12 CORPORATE ADMINISTRATION REPORT FOR THE MONTH OF FEBRUARY 2026

Author: Casey Anderson, Acting Chief Executive Officer
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receives and notes the Corporate Administration Report for the month of February 2026.

Purpose of Report

To provide Council with the Corporate Administration Report for the month of February 2026.

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

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

Municipal Plan

1.1.2.2 Ensure compliance with local government legislation

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

1.3.3.2 Snap Send Solve

Background

The Corporate Administration monthly report provides an overview of customer service requests and service delivery demands for the month of February.

Discussion

Service Request Summary – February 2026

Service Request Summary – February 2026

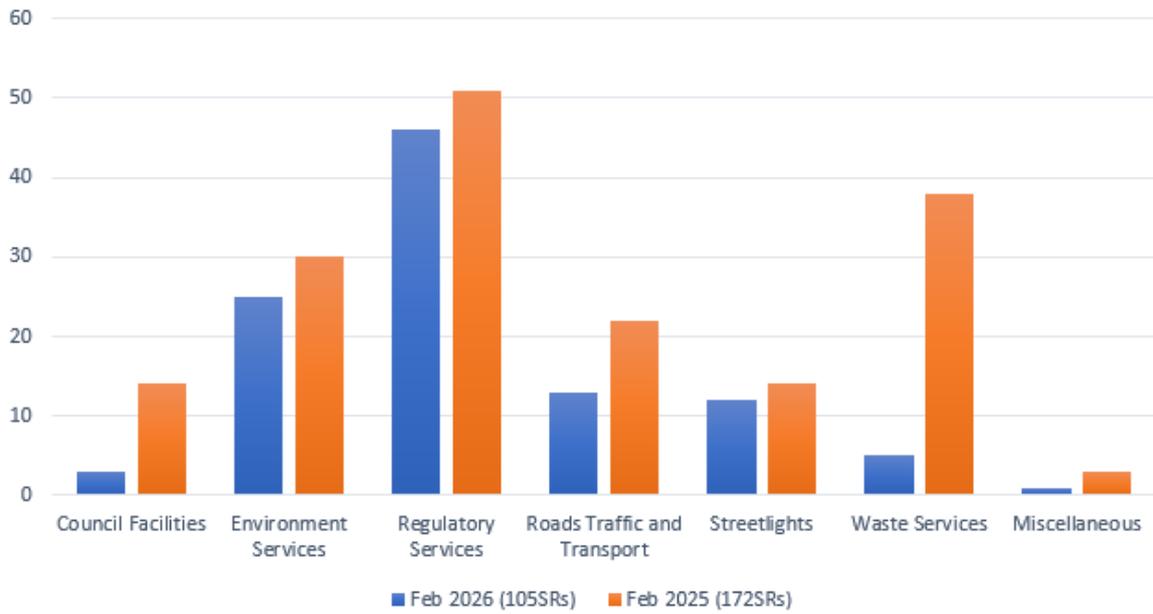
As of February 2026, the Council received 105 service requests across various channels.

- 78 requests were resolved satisfactorily.
- 22 requests remain in progress.
- 5 requests are overdue, indicating areas for process improvement and resource prioritisation.

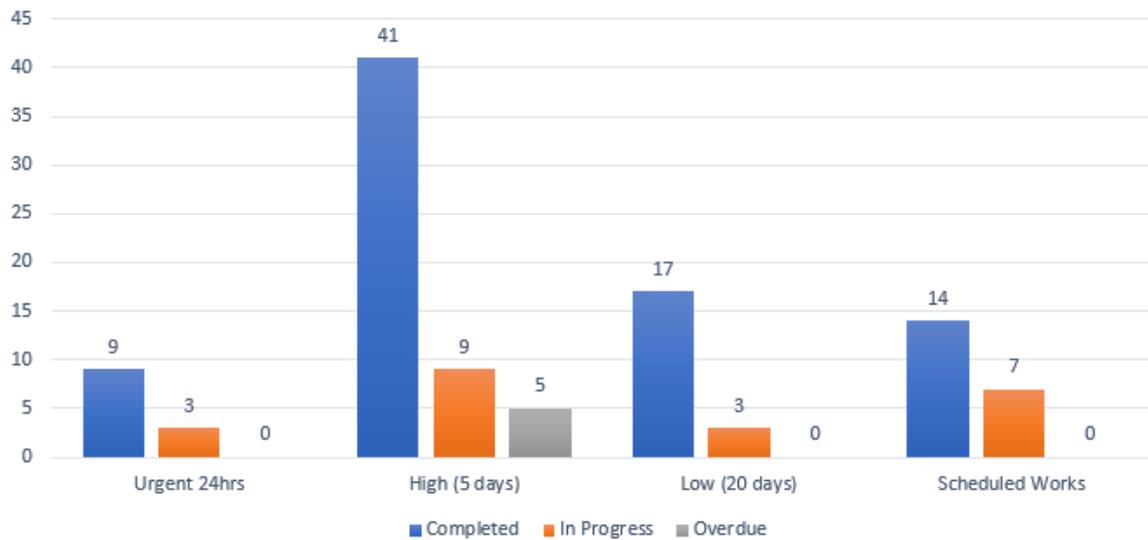
During the same period, 75 Snap Send Solve (SSS) reports were submitted, Request for Bin replacement, litter collection and overgrown vegetation.



INCIDENT TYPES COMPARISON FEBRUARY

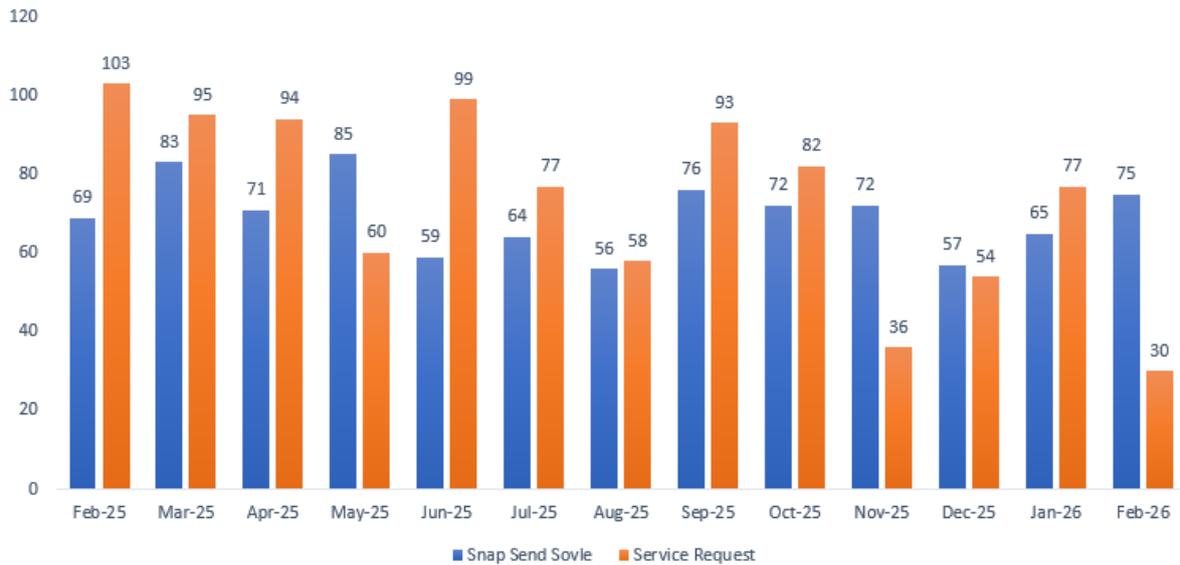


105 SERVICE REQUESTS - TRIAGING RESULTS - FEBRUARY





SNAP SEND SOLVE & SERVICE REQUESTS



Breakdown by Service Area

1. Regulatory – 46 Requests

- 8 reports of abandoned vehicles
- 5 reports of animal attacks or menacing behaviour
- 6 reports of lost or found animals
- 3 reports of animal welfare or cruelty concerns
- 2 reports of parking obstructions
- 17 reports of dogs at large or causing nuisance
- 1 report of illegal dumping
- 2 reports of other animal-related issues
- 2 reports of overgrown vegetation

2. Environment – 25 Requests

- 12 reports related to general environmental management (e.g., damaged grass, erosion)
- 6 reports involving parks, verges, and ovals
- 7 reports regarding fallen trees or areas requiring slashing

3. Roads, Traffic & Transportation – 13 Requests

- 7 reports of potholes and shoulder repairs
- 4 additional reports of potholes
- 1 report requiring laneway maintenance
- 1 report related to stormwater drain maintenance

Key Insights

- Regulatory services received the highest demand, accounting for 44% of all service requests, driven largely by dog-related issues (17 reports) and abandoned vehicles (8 reports).
- Animal management continues to be a major community concern, with 34 of the 46 Regulatory requests related to animals (74% of the category).
- Environmental issues represent 24% of overall requests, with environmental management and fallen trees being the most common, likely influenced by seasonal conditions or recent weather events.
- Road maintenance requests make up 12% of total requests, with potholes representing the majority, highlighting ongoing infrastructure wear or storm-related impacts.
- The diversity and volume of requests suggest clear operational pressure points in animal management, environmental upkeep, and road maintenance.

Snap Send Solve Award Winners

Katherine Town Council was recognised nationally as one of the winners of the Snap Send Solve “Snappers’ Choice Award” and second for the “Top Solvers.”

This award is particularly significant because it is voted on directly by community users of the Snap Send Solve app across Australia and New Zealand. Katherine Town Council was celebrated for going above and beyond in responsiveness, communication, and community service, earning strong support from local residents who use the platform to report issues.

This recognition places Katherine alongside major councils across Australia and highlights the Council’s commitment to timely action, strong community engagement, and high-quality service delivery. The award reflects the trust and appreciation of the Katherine community for the Council’s consistent efforts to keep local spaces safe, functional, and well-maintained.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.13 ENVIRONMENTAL AND MUNICIPAL SERVICES REPORT FOR THE MONTH OF FEBRUARY 2026

Author: Brett Kimpton, Manager Environment and Municipal
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

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

Purpose of Report

To provide the Elected Members an update regarding the Environmental and Municipal Services Department's activities for the month of February 2026.

Strategic Plan

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

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

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

2.1.3 Improve street lighting for safety.

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

7.1.6 Raise awareness to keep our town litter-free.

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

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

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

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

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

Municipal Plan

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

7.1.7.1 Continue to implement the Waste Management Strategy

Background

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

Discussion

Municipal Services Update:

Early February saw the Katherine River rise to just below minor flood level; depot crews undertook work to ensure councils infrastructure, assets and facilities were prepared in the event the water levels exceeded the minor flood level.



1.13 tonnes of litter was collected in the Katherine CBD in February; this continues the downward trend of litter collected within the CBD in recent months.

Council commenced roadside slashing along several roads within the municipality. Several council reserves were also slashed.

Depot crews undertook verge mowing in Katherine East

A dedicated depot worker is working 3 days a week at the Cemetery to ensure the facility is looking at its best.

Waste Management Facility (WMF)

During February, council staff undertook earthworks within the facility to ensure business continuity during the wet season.

Slashing and weed spraying were undertaken during February within the facility.

Mosquito Testing

Council staff continue to undertake testing at various locations around the municipality.

No infected mosquitos were detected during the reporting period.

Katherine Civil Airport

There were 446 air movements at the aerodrome in February. This shows an increase in previous months and can be attributed to the resumption of normal activities after the holiday period.

Planned line marking of the RPT and GA aprons was postponed due to wet weather; the work will take place later in the year.

Katherine Aquatic Centre

The Katherine Aquatic Centre continued to operate throughout February 2026 under the management of YMCA Northern Territory.

Key operational activities included:

- Commencement of the Learn to Swim program (2 February 2026)
- Casuarina Street Primary School swimming program
- Katherine Turtles Swimming Club squad training
- Northern Territory Fire Service water rescue training

YMCA NT reported strong community response to the return of structured swimming lessons in Katherine.

Key Performance Snapshot:

KPI	Result	Commentary
Total Attendance	2,564	Slight decrease from January (2,615) but consistent with wet season conditions.
Learn to Swim Participation	82% class occupancy	Strong demand following program commencement.
Active Memberships	180 total members	Includes upfront, visit pass, HSRC add-on and KTC staff memberships.

Attendance remained stable during February following the summer holiday period, supported by the commencement of Learn to Swim programs and school swimming bookings.

Memberships as of 28 February 2026:

Membership Type	Members
Upfront Memberships	37
Visit Pass Holders	14
HSRC Add-On Memberships	119
KTC Staff Memberships	10

The HSRC Add-On membership allows gym members from the Henry Scott Recreation Centre to access the aquatic facility through a discounted direct debit membership.

Pool Closures:

Date	Area	Reason
4 Feb 2026	Whole facility	Storm activity
5 Feb 2026	Whole facility	Storm activity
12 Feb 2026	Splash pad	Low chlorine levels

All closures were temporary and undertaken in accordance with safety procedures.

Forward Focus – March 2026

Key priorities for the upcoming month include:

- Completion of Casuarina Street Primary School swimming program
- Swim teacher and lifeguard training courses
- Expansion of Learn to Swim class availability
- Monitoring attendance trends as the wet season transitions

Regulatory Services

Council executed a warrant to enter a property and remove excessive vegetation that presented a safety risk. The property has a history of non-compliance and after several interactions with the property owner, council was forced to act in the interest of public safety.

- 10 letters unkempt property letters were sent to owners
- Council is currently working closely with NTG regarding unkempt Territory Housing properties.
- 6 dogs were impounded in February, 2 dogs were returned to their owners, and 3 dogs were accepted by an animal shelter in Darwin.

Regulatory Parking Summary

Council staff continue to address parking issues in the municipality.

2 x Infringements issued for parking related offences

78 verbal warnings were given to drivers relating to parking matters

Staff undertook 22 hours of parking patrols in February 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

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.14 INFRASTRUCTURE AND PROJECTS REPORT FOR THE MONTH OF FEBRUARY 2026

Author: Kimberly Worrigal, Contracts Coordinator
Authoriser: Casey Anderson, Acting Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the report of the Infrastructure and Projects Department for February 2026.

Purpose of Report

To provide an update regarding the Infrastructure and Projects Department's activities and projects for the month of February 2026.

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.

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

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

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

3.3.2 Provide and maintain footpaths and bike paths for ease of movement around town, with a shared pathway strategy.

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

7.3.2 Monitor Council's monthly water-use.

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

7. ENVIRONMENTAL SUSTAINABILITY - 7.4 Reduce Our Footprint - Optimise Council's products, services, and operations to increase efficiencies and reduce our emissions.

7.4.5 Develop a tree-planting strategy.

Municipal Plan

1.3.3.2 Snap Send Solve

1.3.3.3 Online Search - Cemetery

Background

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

Discussion

PROJECT UPDATES

Aquatic Centre Upgrade

Due to unforeseeable circumstances, the BBQ installation has been postponed until weather and the extent of flooding permits. Construction resources are being reprioritised throughout the flooding event.

Civic Centre Refurbishment

The Civic Centre experienced flooding on 7th March 2026. The old furniture which was stored in the undercroft is not salvageable. Fortunately, much of this was due to be replaced in the upcoming refurbishment. There will be some furniture which was securely stored which needs to be replaced.

The impact of the flood on the Civic Centre construction project has been managed. Although the final impact is not yet fully ascertainable, construction works are ready to begin.

Regional Sports, Recreation and Community Precinct Masterplan (rPPP)

The first stakeholder engagement meeting with YMCA has taken place. The second meeting has been postponed to give everyone a chance to focus on what is most important first. It will be rescheduled as soon as possible to minimise impact on the timeline. All other stakeholders, including members of the public, will be invited to have their say during the design phase.

Zimin Drive Shared Path

Discussions surrounding land title permissions are ongoing and these are expected to continue for some time, to ensure due diligence has occurred, before a final decision can be made on the alignment of the small portion of path proposed near the low-level bridge.

INFRASTRUCTURE UPDATES

Road Shoulder Erosion

In February, contractors completed repairs to the school bus turnarounds on Ivanoff Road and Murnburlu Road. These improvements will help prevent further road damage caused by heavy vehicles turning around. Additional works are also planned to address erosion issues on Emungulan Road.





Weed Spraying – Rural Roads

Contractors have commenced rural road weed management, with work in the Lansdowne, Uralla, Gorge, and Zimin areas now completed. Early results in these locations have been noticeable, and contractors are collaborating with the NTG Weed Management Branch to support data collection. Recent weather conditions have slowed further spraying efforts, but plans are in place to resume as soon as conditions improve.



Wet Season Repair Works

As expected during the wet season, potholes and sinkholes continue to appear within council road reserves and verges, caused by unstable soils, degraded surfaces or issues with stormwater infrastructure. Council staff and contractors are responding promptly to minimise risks to the public and to address these issues as they arise.



Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.15 PEOPLE AND CULTURE QUARTERLY REPORT

Author: Barbara Mason, Manager People and Culture
Authoriser: Casey Anderson (Acting Chief Executive Officer)
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the People and Culture report for the quarter October 2025 to February 2026.

Purpose of Report

To update Council on relevant People and Culture activities.

Strategic Plan

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

4.3.1 Offer Council staff training and development opportunities.

4.3.2 Celebrate our successes.

4.3.3 Provide the right conditions and right opportunities.

Municipal Plan

4.2.2.1 Ongoing safety training and safety culture improvements

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

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

Background

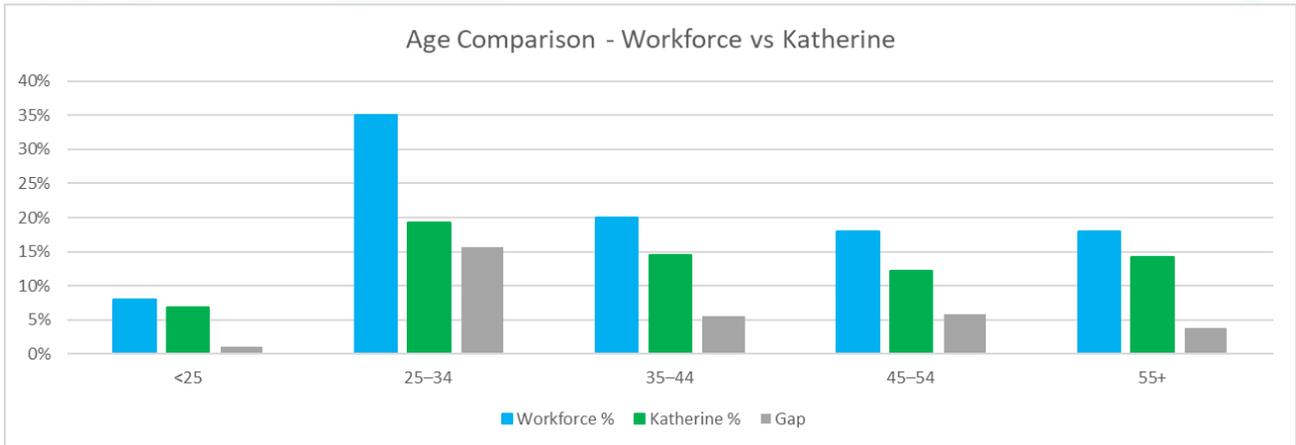
This report provides information on the People and Culture department's activities from October 2025 to February 2026.

Discussion

The organisation consistently operated below its planned staffing capacity. Challenges in attracting and retaining talent due to factors such as location, role type, and remuneration continue to impact workforce stability.

Demographics (end of February 2026)

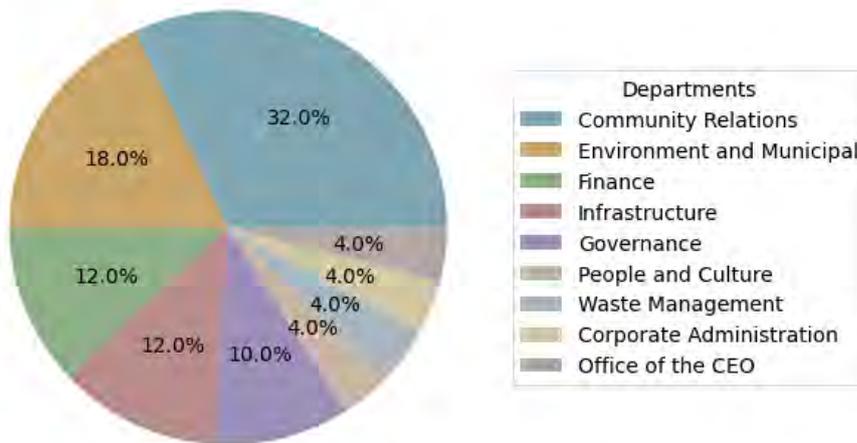
- 57 total staff - 41.9 full-time equivalent (FTE) headcount.
- 63% of staff identify as female, and 37% as male.
- Strong early-career representation (25-34 age group).



Comparison data sourced from [ABS 2021 Census Data](#) (age brackets used 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-69).

- 60% full-time, 5% part-time, and 18% casual staff.
 - Casual staff make up a significant portion of employment type due to seasonal work at the Visitor Information Centre and Library.

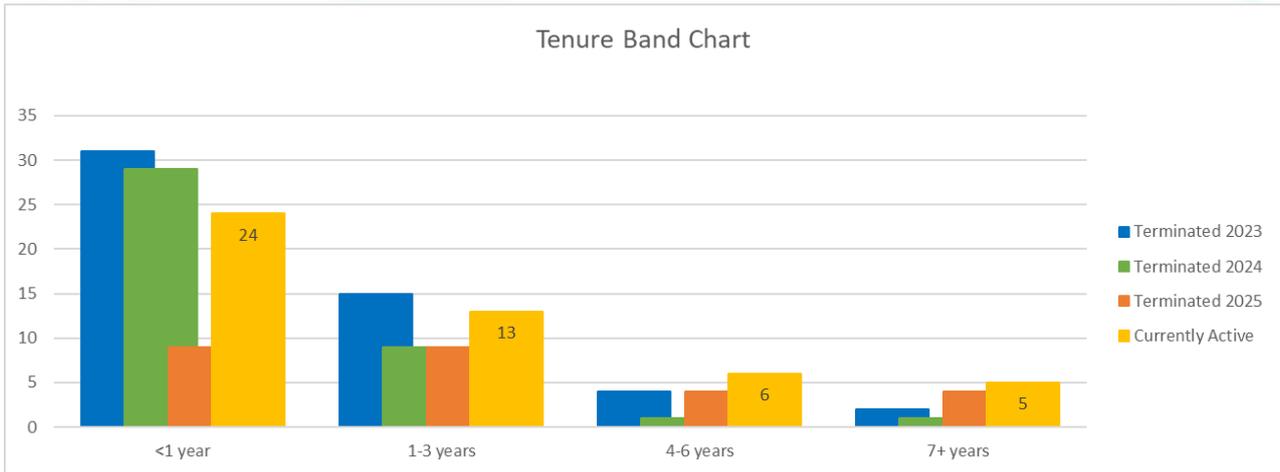
Percentage of Staff by Department



- More than two thirds of Council staff directly engage with the Community on a daily basis as part of their role.

Tenure

- Total tenure in years – the number of years of working for KTC of all staff combined is 132.1 years.
- Average tenure is 2.7 years, an increase of 0.32 from the previous reporting period.
- Among the active staff cohort, 24 of those employees were onboarded across our diverse divisions.

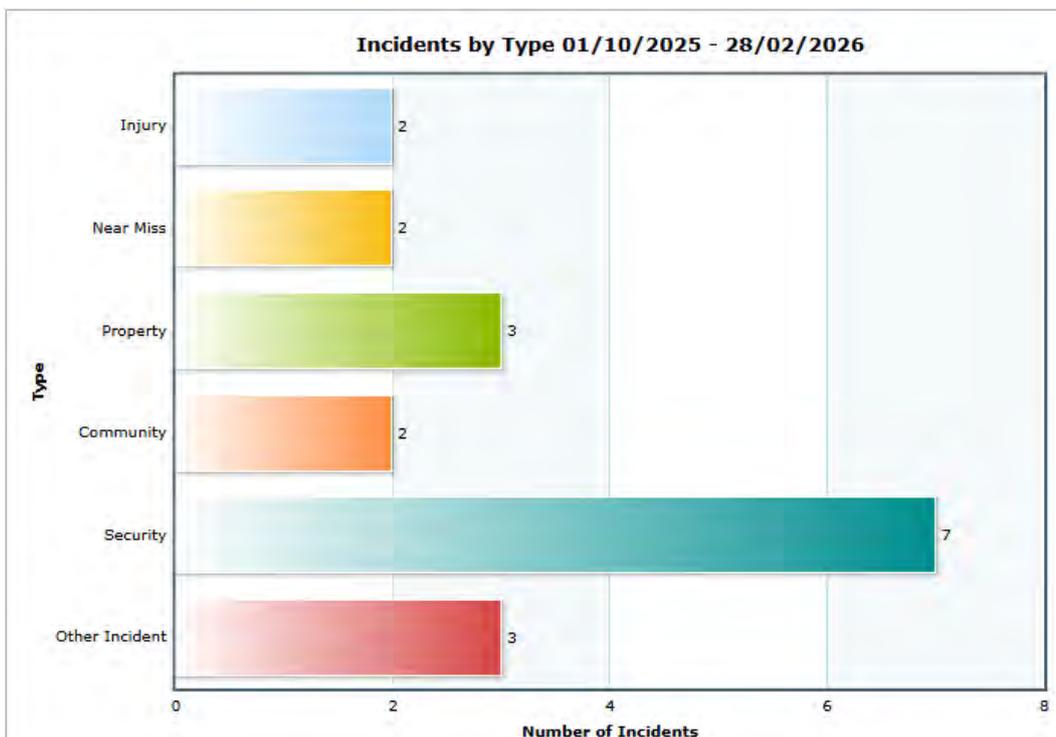


Recruitment

- Council hired 12 new staff from October 2025 to February 2026.
- Access to suitable and affordable accommodation continues to be a challenge for new starters in Katherine, with many experiencing difficulties securing housing and engaging with local accommodation providers. This situation is likely to be further impacted by the recent flooding event, which may place additional pressure on the availability and affordability of housing in the region.
- The People and Culture Manager will explore new initiatives to support workforce development, strengthen staff retention, and position Katherine Town Council as an employer of choice. This will include developing a recruitment plan to address current vacant positions and support the attraction of suitably qualified candidates.

Incidents

Causes of incidents this quarter (Skytrust).



Note that incidents can have more than one incident type.

- Council staff reported 18 incidents this quarter compared to 15 last quarter.
 - + Civic Centre: 4 incidents reported.
 - + Library: 2 incidents reported.
 - + Visitors Centre: 2 incidents reported.
 - + Waste Management Facility: 1 incident reported.
 - + Environment & Municipal Services: 8 incidents reported.
 - + Infrastructure: 1 incident reported

Staff continue to experience incidents involving assault and serious threats from members of the public. Council remains firmly committed to supporting employees to safely disengage from situations involving abusive or threatening behaviour, ensuring their safety and wellbeing are prioritised at all times.

Property and security related incidents, including vandalism and theft, have been reported across key operational sites, particularly the Library and Waste Management Facilities.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

14.16 STRATEGIC COMMUNICATIONS REPORT

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

Officer Recommendation

That Council receives and notes the Strategic Communications report for February 2026.

Purpose of Report

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

Strategic Plan

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

- 1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.
- 1.1.3 Improve transparency around issues affecting the community.
- 1.1.4 Learn what the community wants to know through community engagement strategies.

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

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

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

- 2.3.2 Welcome and connect the Defence community with the Katherine community.

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

- 1.1.3.4 Host Pop Up Council information booths
- 1.1.3.6 Increase social media engagement
- 1.1.3.7 Incorporate email campaigns to promote Council's educational initiatives
- 1.1.3.8 Re-establish the bi-monthly community newsletter
- 1.1.3.9 Communicate the outcomes of council meetings by implementing post council meeting video briefings
- 1.1.4.1 Support Elected Members to participate in community engagement forums
- 1.1.4.2 Use Your Say Katherine to inform and gather feedback on council projects and activities
- 1.1.4.3 Embed stakeholder engagement in infrastructure project management processes
- 1.1.4.4 Conduct stakeholder engagement training for staff
- 1.3.2.2 Provide Elected Member communication training

Background

This report provides Council with a monthly overview of communications activities, stakeholder

engagement, and events delivered during the previous reporting period. It is intended to provide visibility into how Council information is shared with the community, how engagement is undertaken with our stakeholders, and how events are planned and delivered in line with Council priorities.

The report summarises key activities across corporate communications, social media, media, community engagement and civic, and community events. It also highlights emerging issues and lessons learned to support continuous improvement in the Council's communications and engagement practices.

Discussion

MEDIA RELEASES

- Flood Recovery Waste Management
- Flood verge collection
- Centenary Events Calendar unveiled
- Clean Up Katherine promotion

GRANT APPLICATIONS

- CBF Regional Events – prepared for submission by GYRACC

STAKEHOLDER ENGAGEMENT

- Visitor Centre relocation consultation concluded and reported to Council
- Civic Centre upgrade information updated

Current projects on Your Say Katherine are:

- Katherine Civic Centre Upgrade
- Zimin Drive Shared Pathway

CAMPAIGNS AND PROJECTS

- February newsletter released
- Municipal Plan drafting

Community Events

Council Events and Activities – February 2026

1. **Come Try Sports Calendar – released 14 February 2026**



The physical part of Come Try Sports Expo was moved to be part of the Centenary Sports Day.

In order to service the community with sports sign-on and registrations we created a social media campaign to showcase the sporting groups.

- Engaged with 10 various sports clubs to promote their sign on days and come try days.
- Running a continual social media promotion of different sporting activities for the first half of the year.
- Engaged with NTG relevant sport department for list of contacts to reach out to for sign on days.

Learnings from the social media campaign:

- Mail out to user groups to engage and send in their times alongside the Facebook promotions.
- Club prizes to encourage participation.

2. Clean Up Australia Day – 16 February – 16 March

As part of the annual activity to help communities keep their town clean and green, we engaged with seven businesses who donated 32 individual vouchers as part of a month long event.

Participants were asked to pick up gloves and a bag, collect rubbish from a location and Snap, Send Solve it to council.

Eligible bags of rubbish submitted through Snap Send and Solve would come in for a lucky dip of vouchers.

So far we recorded giving out 15 bags to four different people.

We also offered a \$1000 voucher prize for Mitre 10 or landscaping supplies to the school who provided a video of their clean-up efforts.

The BBQ Event on the 16 March has been rescheduled due to floods.

Learnings from the event:

- Schools initially keen but did not end up engaging by submitting any videos
- Find out what schools want
- Is there a better time of the year to do this – potentially merge it with Welcome to the Wet and offer free plants.

3. Centenary Calendar released



As part of planning for our Centenary, we worked on reconciling and confirming the dates for the Centenary week of celebrations.

This included connecting with nine different organisations to ensure each group organising an event had clarity over when other events would happen.

- Senior Citizens Society
- KCPA
- NTG Sport and Culture
- NTG Parks and Wildlife
- National Trust
- NAIDOC Committee

- Kalano
- Katherine Film Society
- RAAF Tindal

4. Upcoming Events

- International Women's Day – cancelled due to floods
- Clean Up Australia Day BBQ – cancelled due to floods
- Citizenship Ceremony – 24 March 2026
- NT Youth Week – Youth markets, 9 April, 2026
- ANZAC DAY – 25 April 2026

Social Media Report

February views showed a 55% increase in our overall social media views, showing that content and engagement are effective in reaching our intended audiences.

This can be attributed to the reception to hearing that the river camera was back live – a significant asset to the community and something to celebrate. Our second most-watched post, which managed to inform and engage our community about an important decision the council was making regarding moving the Visitor Information Centre to Godinymayin.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES FEBRUARY 2026

Report Type: For noting

Recommendation

That Council receive and note the Elected Member activities for February 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

Not Applicable

Deputy Mayor Mel Doyle	
Date	Activity attended
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council
17 February	Meeting with Community Action Group for Centenary of Katherine
18 February	Guest Speaker in Seniors Morning Tea
20 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures
20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Meeting of Council

Councillor Kathryn Whitehouse	
Date	Activity attended
07 February	Public Engagement for the relocation of the Visitor Information Centre (VIC)
10 February	Development Consent Authority training
12 February	Australian Local Government Women's Association – Navigating CEO/ Councillor Dynamic
13 February	Special Meeting of Council
20 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures
20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Meeting of Council

Councillor Jim King	
Date	Activity attended
02 February	Development Consent Authority - Katherine
04 February	Stakeholder Engagement Training
07 February	Public Engagement for the relocation of the Visitor Information Centre (VIC)
10 February	Audit and Risk Management Committee Meeting
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council
17 February	Meeting with Community Action Group for Centenary of Katherine
20 February	Elected Members mandatory training on Code of Conduct, Introduction to

	Finances, and Meeting Procedures
20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Meeting of Council

Councillor Toni Tapp-Coutts	
Date	Activity attended
04 February	Stakeholder Engagement Training
07 February	Public Engagement for the relocation of the Visitor Information Centre (VIC)
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council
17 February	Meeting with Community Action Group for Centenary of Katherine
20 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures
20 February	Elected Members Information Session (EMIS)

Councillor Kathy Glass	
Date	Activity attended
04 February	Stakeholder Engagement Training
07 February	Public Engagement for the relocation of the Visitor Information Centre (VIC)
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council
17 February	Meeting with Community Action Group for Centenary of Katherine
20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Council Meeting
27 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures

Councillor Anjali Palmer	
Date	Activity attended
04 February	Stakeholder Engagement - Manager Strategic Communications
07 February	Public Engagement for the relocation of the Visitor Information Centre (VIC)
13 February	Elected Members Information Session (EMIS)
13 February	Special Meeting of Council

20 February	Elected Members Information Session (EMIS)
24 February	Ordinary Council Meeting
27 February	Elected Members mandatory training on Code of Conduct, Introduction to Finances, and Meeting Procedures

17 LATE AGENDA

18 GENERAL BUSINESS

19 CLOSURE OF MEETING TO PUBLIC

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

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

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

20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 24 FEBRUARY 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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

Section Under the Act	The grounds on which part 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) (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-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

20.2 MINUTES OF THE CONFIDENTIAL SPECIAL MEETING OF COUNCIL 13 FEBRUARY 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
------------------------	---

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

Section Under the Act	The grounds on which part 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) (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-clause and Reason:	(c) (iii) information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.

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

20.3 MINUTES OF THE CONFIDENTIAL SPECIAL MEETING OF COUNCIL 3 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-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

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

20.4 MINUTES OF THE CONFIDENTIAL SPECIAL MEETING OF COUNCIL 6 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-clause and Reason:	(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
------------------------	---

20.5 MINUTES OF THE ADMINISTRATIVE REVIEW COMMITTEE MEETING - 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-clause and Reason:	(b) information about the personal circumstances of a resident or ratepayer;

20.6 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-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

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

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

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

20.7 CONFIDENTIAL CORRESPONDENCE

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

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

Sub-clause and Reason:	(c) (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-clause and Reason:	(d) information subject to an obligation of confidentiality at law, or in equity.

20.8 CONFIDENTIAL RESOLUTION REGISTER REVIEW LIST

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

20.9 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-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

20.10 LEASE - LARGEONE PTY LTD - UNIT 2, 23 CHAMBERS DRIVE

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

20.11 SUBLEASE – OODLES THERAPY - KATHERINE CIVIL AIRPORT

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

20.12 DECLARATION OF CHARGE ON LAND - EXECUTION OF WORKS - 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-clause and Reason:	(b) information about the personal circumstances of a resident or ratepayer;

20.13 TOURISM TOWN ASSET PROGRAM FUNDING - ROUND 5

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



21 RESUMPTION OF OPEN MEETING

22 CLOSURE OF THE MEETING

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