



AGENDA

**Ordinary Meeting of Council
To be held on Tuesday 24 October 2023
At 12:00 pm**

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

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



ELECTED MEMBERS

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

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Mr Brendan Pearce – Director Infrastructure and Environment
- Mr Avtar Singh – Director Corporate Services
- Amanda Haigh – Governance and Executive Officer

VISION:

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

MISSION:

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

VALUES:

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

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1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING PRAYER

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

3 OPENING OF THE MEETING

4 ATTENDANCE

4.1 PRESENT

4.2 APOLOGIES

4.3 LEAVE OF ABSENCE

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 26 SEPTEMBER 2023

Report Type: Previous Minutes

Attachments: 1. Ordinary Meeting of Council 26 September 2023 - Minutes - Unconfirmed [7.1.1 - 15 pages]

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 26 September 2023 as a true and accurate record.



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 26 September 2023**

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



1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING PRAYER

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

3 OPENING OF THE MEETING

Mayor Clark declared the Ordinary Meeting of Council 26 September 2023 open at 12:00 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

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

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Mr Avtar Singh - Director Corporate Services
- Ms Rosemary Jennings – Director Community Services
- Mr Brendan Pearce – Director Infrastructure and Environment
- Amanda Haigh – Governance and Executive Officer (minute taker)
- Staff x 5

PUBLIC - 3

4.2 APOLOGIES

Nil

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST

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

Nil conflicts declared.



6 PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 22 AUGUST 2023

COUNCIL RESOLUTION OMC-2023-86

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

That Council confirm the minutes of the Ordinary Meeting of Council held on 22 August 2023 as a true and accurate record.

CARRIED 7|0

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

8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE

9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES AUGUST 2023

COUNCIL RESOLUTION OMC-2023-87

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

That Council receives and notes the Mayoral activities for the period of August 2023.

CARRIED 7|0

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

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING AUGUST 2023

COUNCIL RESOLUTION OMC-2023-88

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

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - Minister Lawler - RE Planning Process for Sitzler workers camp - 18 August 2023 - 181593 [10.1.1 - 2 pages]
 2. Letter - Minister Paech - Congratulations finalist Top Tourism Awards - 25 August 2023 - 181570 [10.1.2 - 1 page]

CARRIED 7|0

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

Katherine unfortunately did not win in the National Tourism awards.



10.2 CORRESPONDENCE OUTGOING AUGUST 2023

COUNCIL RESOLUTION OMC-2023-89

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

That Council receive and note the Outgoing Correspondence:

Attachments: 1. Letter of Support - Big Rivers BMX Club - 30 August 2023 - 181371 [10.2.1 - 2 pages]

CARRIED 7|0

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

AGAINST: Nil

Noted that the Facility becomes our asset. Should BMX be successful receiving funding Council will assist to deliver the asset as this becomes our facility to maintain. The process now is for organisations to seek council support before installing any infrastructure.

Discussion included that the current building is in flood zone, set up without council approval. All new infrastructure requires building approval and permit.

It was noted that council met with the president of the BMX club who advised this is for youth of town to give them something to do.

11 PETITIONS

NIL

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

There were no Questions from the Gallery at the Ordinary Meeting of Council 26 September 2023.

13 NOTICE OF MOTION

NIL

14 REPORTS OF OFFICERS

14.1 APPOINTMENT OF DEPUTY MAYOR

COUNCIL RESOLUTION OMC-2023-90

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

1. That Council approve the period of appointment of Deputy Mayor for 12 months.
2. That Council conduct the appointment of Deputy Mayor voting process by secret ballot.
3. That Council endorse the Mayor to call for nominations for the position of Deputy Mayor.
4. That Council appoint Councillor Denis Deputy Mayor Coburn as Deputy Mayor for the period effective on 27 September 2023 ending 24 September 2024.

CARRIED 7|0

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



AGAINST: Nil

Councillor Jeremy Trembath nominated Councillor Denis Coburn for the position of Deputy Mayor.

Seconded: Councillor Bower

Councillor Peter McDougall nominated Councillor Amanda Kingdon for the position of Deputy Mayor

Seconded: Councillor Mott

Results of secret ballot:

Councillor Denis Coburn - 5

Councillor Amanda Kingdon - 2

14.2 LEAVE OF ABSENCE

COUNCIL RESOLUTION OMC-2023-91

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

That Council approve the Leave of Absence taken by:

- Councillor Jeremy Trembath 22 to 28 August 2023
- Councillor Maddy Bower 5 to 20 September 2023

CARRIED 7|0

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

AGAINST: Nil

14.3 LGANT CASUAL VACANCY BOARD NOMINATION

COUNCIL RESOLUTION OMC-2023-92

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

That Council approve the nomination of Mayor Elisabeth Clark for the LGANT Executive Casual Vacancy.

CARRIED 7|0

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

AGAINST: Nil

Discussion on how it is a good opportunity and the importance of being involved with LGANT. Noting the importance to keep to date and have the ability to raise and provide input into issues that affect Katherine. Also mentioned that it will be important for council to be a member of LGANT as a requirement to access future funding.

14.4 NTG DEVELOPMENT CONSENT AUTHORITY KATHERINE DIVISION NOMINATIONS

COUNCIL RESOLUTION OMC-2023-93

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

That Council approve the nominations to the Katherine Division of the Development Consent Authority, and advise the Minister for Infrastructure, Planning and Logistics, of:

1. Councillor Peter McDougall



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2. Deputy Mayor Denis Coburn
3. Councillor Jeremy Trembath
4. Councillor Maddy Bower

CARRIED 7|0

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

14.5 COMMUNITY GRANTS 2023-24

COUNCIL RESOLUTION OMC-2023-94

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

That Council award the Community Grants 2023-24 as per the assessment panels recommendations below:

Organisation	Project	Amount
Katherine Senior Citizen Association	Capital Purchase (TV and Sewing Machine)	\$2,000
National Trust (NT) Katherine Branch	O'Keeffe House Christmas Lights Display/Events 2023	\$2,000
Australian Red Cross	Upgrades to Food Works Tractor/Capital Purchases	\$2,000
NT Friendship & Support	Community Garden	\$2,000
Step Out	Communications Workshops/Capital Purchases	\$1,496.99
The Yoga Bubble	Free Community Yoga Classes/Capital Purchases	\$1,129.50
Desexing Assistance and Community Support (DACs)	Stop the Cycle	\$2,000
Katherine Community Projects Association	Capital Purchase/Market	\$2,000
Katherine Football Club	Wet Season Football Competition	\$2,000
Katherine Senior Citizen Association	Seniors Community Christmas Luncheon	\$3,000
Kalano Community Association Inc	Kalano Family Fun Day 2024	\$5,000
Katherine & District Show Society	Katherine Show 2024	\$5,000
The Historical Society of Katherine Inc	Katherine Museum Auction Dinner 2024	\$5,000
Forrest PR	Katherine Youth Conference 2024	\$5,000

CARRIED 7|0

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



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Forrest PR are a Darwin based company whom deliver youth programs in Darwin and Alice Springs. They are now wanting to deliver the program in Katherine.

14.6 PROPOSED NAMING OF STREETS - KATHERINE EAST - SUBSTAGE 3

COUNCIL RESOLUTION

Moved: Councillor Kingdon; **Seconded:** Councillor Bower

That Council endorses the proposed additional name for the new roads in Katherine East Substage 3 development being McBean or Myrtle Street.

AMENDMENT RESOLUTION OMC-2023-95

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

That Council endorses the proposed additional name for the new roads in Katherine East Substage 3 development being Myrtle Street.

CARRIED 7|0

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

Discussion noted that the process involved the developer put forward the name to NTG Place Names. Places Names then bring to Council for endorsement.

Community feedback was that Myrtle McBean was worthy of having a street name with positive comments, being a long time resident, very fitting and Murtle is also a plant.

Council did note that their previous decisions supported names that are a tree or plant, but recognised that we need to pay our respect to people who have worked hard for the community and pay our respects to them.

14.7 PROPOSED NAMING OF ROADS AND STREETS - KATHERINE EAST NEIGHBOURHOOD CENTRE

COUNCIL RESOLUTION

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

That Council endorse the following names of roads and streets proposed for the Katherine East Neighbourhood Centre as follows:

- Road 1 - Albizia Circuit
- Road 2 - Soap Bush Street
- Road 3 - (Not required – links to Katherine East Substage 3)
- Road 4 - Paperbark Circuit
- Road 5 - Bush Apple Street
- Road 6 - Cabbage Gum Street
- Road 7 - Lancewood Street
- Road 8 - Callitris Street
- Road 9 - Nutwood Street
- Road 10 - Lilly Pilly Circuit



Road 11 - (Not required – links to Katherine East Substage 3)

Road 12 - Speargrass Street

Road 13 - Carallia Street

Road 14 - Cocky Apple Crescent

Road 15 - Corymbia Drive

Road 16 - Kapok Avenue

Road 17 - Spinifex Way

Amendment COUNCIL RESOLUTION OMC-2023-96

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

That Council remove the name Cocky Apple Crescent from the list of names to be endorsed by Council.

LOST 2|5

FOR: Councillor Kingdon and Councillor McDougall

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

With the amendment lost, the original resolution was put.

COUNCIL RESOLUTION OMC-2023-97

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

That Council endorse the following names of roads and streets proposed for the Katherine East Neighbourhood Centre as follows:

Road 1 - Albizia Circuit

Road 2 - Soap Bush Street

Road 3 - (Not required – links to Katherine East Substage 3)

Road 4 - Paperbark Circuit

Road 5 - Bush Apple Street

Road 6 - Cabbage Gum Street

Road 7 - Lancewood Street

Road 8 - Callitris Street

Road 9 - Nutwood Street

Road 10 - Lilly Pilly Circuit

Road 11 - (Not required – links to Katherine East Substage 3)

Road 12 - Speargrass Street

Road 13 - Carallia Street

Road 14 - Cocky Apple Crescent

Road 15 - Corymbia Drive

Road 16 - Kapok Avenue

Road 17 - Spinifex Way

CARRIED 7|0



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

AGAINST: Nil

14.8 ABOLISH KATHERINE TOWN COUNCIL YOUTH ADVISORY COMMITTEE

COUNCIL RESOLUTION OMC-2023-98

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

That Council abolish the Katherine Town Council Youth Advisory Committee.

CARRIED 7|0

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

AGAINST: Nil

Noted that there are a many groups focused on youth already in Katherine and should the need arise then council can form a committee again.

14.9 GREENING ADVISORY COMMITTEE

COUNCIL RESOLUTION OMC-2023-99

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

1. That Council establish a Greening Advisory Committee for the purpose of the development of an environmental sustainability strategy including tree-planting strategy, greening initiatives, and provide cool and shaded spaces.
2. That Council approve the Terms of Reference for the Greening Advisory Committee.
3. That Council appoint to the Greening Advisory Committee two elected members and an alternate member:
 - a. Jeremy Trembath
 - b. Denis Coburn
 - c. Alternate - Amanda Kingdon
4. That Council approve the CEO to seek expressions of interest from the public to the Greening Advisory Committee.

CARRIED 7|0

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

AGAINST: Nil

Councillor Jeremy Trembath nominated himself for the Greening Advisory Committee. **Seconded:** Deputy Mayor Coburn

Councillor Jeremy Trembath nominated Deputy Mayor Denis Coburn for the Greening Advisory Committee. **Seconded:** Councillor Kingdon

Deputy Mayor Denis Coburn nominated Councillor Amanda Kingdon as Alternate Member for the Greening Advisory Committee. **Seconded:** Councillor McDougall



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All nominees accepted the nominations.

14.10 KATHERINE TOWN COUNCIL CHRISTMAS OPERATIONAL HOURS

COUNCIL RESOLUTION OMC-2023-100

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

That Council receive and note the Christmas Closure 2023.

CARRIED 7|0

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

Katherine Town Council Facility and Service changes over the Christmas period will be:

Civic Office

- Closed Monday 25th December to Sunday 7th January 2024 inclusive

Depot

- Closed Monday 25th December 2023, Tuesday 26th December 2023 and Monday 1st January 2024
- Depot will provide limited services on 27th – 29th December 2023 and 2nd – 5th January 2024

Waste Management Facility

- Closed Monday 25th December 2023
- Open Tuesday 26th December 2023 limited hours 8 am to 4 pm; Monday 1st January 2024, limited hours 8 am to 4 pm

Katherine Library

- Closed Monday 25th December 2023 to Monday 8th January 2024 inclusive

Katherine Visitor Information Centre

- Closed Monday 25th December 2023, Tuesday 26th December 2023 and Monday 1st January 2024
- Open 27th – 29th December 2023 limited hours 9 am to 1pm; 2nd - 5th January 2024 limited hours 9 am to 1pm

Ranger Services

- Closed Monday 25th December to Sunday 7th January 2024 inclusive
- Ranger after-hours based response over closure period for emergencies only.

Aquatic Centre

- Closed Monday 25th December 2023 and Tuesday 26th December 2023
- Open Monday 1st January 2024, limited hours 11 am to 4 pm

All of Council Services Emergency after hours response will be provided by Peak Services

- Monday 25th December 2023 to Monday 8th January 2024

14.11 COMMUNITY ENGAGEMENT

COUNCIL RESOLUTION OMC-2023-101

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

That Council receives and supports Katherine Town Council's innovative approach to open and transparent community engagement through the data visualisation project.

CARRIED 7|0

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



Council expressed how exciting and new the innovation was, thanked CEO and staff for the presentation briefing of the project, congratulating hard and diligent work, and endorsed the project.

14.12 FINANCE REPORT FOR MONTH OF AUGUST 2023

COUNCIL RESOLUTION OMC-2023-102

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

1. That Council endorse the Finance Report for the Month of August 2023.

CARRIED 6|1

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

Discussion included:

- o YTD operating expenditure is 25% below budget - this is a result of staffing expenditure is below budget and the timing of material and contracts expenditure
- o There is a credit in payroll - this is the refund from ATO from BAS

Councillor Mott was asked why she voted against the motion, informing that she was not prepared to say in the public meeting and would to have a discussion at a later point.

14.13 COMMUNITY SERVICES REPORT FOR THE MONTH OF AUGUST 2023

COUNCIL RESOLUTION OMC-2023-103

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

1. That Council receive and note the Community Services Department report for the Month of August 2023.

CARRIED 7|0

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

Discussion noted that it is pleasing to see the high usage and patron count at library, expressing to staff the great work they do and to be commended.

Noted that the VIC numbers are down by 50% - data shows that there is less visitors compared to previous years but are spending more.

NTG have been requested to have another round of the tourism voucher scheme although have informed that will not be doing another round at the moment.

14.14 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF AUGUST 2023

COUNCIL RESOLUTION OMC-2023-104

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

That Council receive and note the Operations report of the Infrastructure and Environment Department for the month of August 2023.

CARRIED 7|0



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

Members informed that residents, not in the trial area, have mentioned that no knowledge of the kerbside recycling trial occurring. Suggested more media and education campaign to occur. Council are targeting education in the trial area and have not commenced any further education with the broader community. The Waste collection tender will close soon with the scope proposing whole of community kerbside recycling as part of the kerbside contract.

Pleased to see that council has managed to get the election promise funding for aquatic centre upgrade. Severe lobbying resulted in being successful.

The Civic Centre refurbishment funding was allocated as part of the annual budget process. The Civic Centre is not compliant with the building code and has WHS issues. It was identified in the municipal plan process to allocate \$1.2m, which has been identified as not going to be sufficient to do all the work required to be compliant. Council has explored options as more issues identified through the scoping process such as a rebuild estimated at \$10m. Therefore the upgrade is the cheapest option, noting this is a result of when assets aren't maintained.

The Recharging Stations draft agreement has been received and working through feedback. The process includes seeking legal advice. Anticipating to be finalised soon with the agreement to be provided at the October council meeting.

14.15 CORPORATE SERVICES FOR THE MONTH OF AUGUST 2023

COUNCIL RESOLUTION OMC-2023-105

Moved: Councillor Kingdon; **Seconded:** Councillor Bower

1. That Council receive and note the Corporate Services Report for the month of August 2023.

CARRIED 7|0

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

Noted that service requests reported, those received directly to staff, are still higher than Snap Send Solve reported.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

NIL

15.2 REPORTS FROM COMMITTEES

NIL

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES AUGUST 2023

COUNCIL RESOLUTION OMC-2023-106



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

That Council receive and note the Elected Member activities for August 2023.

CARRIED 7|0

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

Councillor McDougall informed that he had forgot some activities and will add the additional engagements in next month.

Deputy Mayor Coburn apologised for not submitting activities and will rectify next month.

17 LATE AGENDA

17.1 LATE AGENDA - NIL

18 GENERAL BUSINESS

Acknowledged the great event of the Mayoral Ball.

AFL grand final was much better organised this year and informed that council still need repair the fence at the Showgrounds.

The family outdoor movie night at the sportsground was a great initiative and informed that the town are enjoying these social events. Activate Katherine have informed that there was 100 children and overall over 200 people in attendance. Congrats to our Events Coordinator, Sinead, for organising and recognised the great job she does organising these events.

Katherine Women's Crisis Centre today have event in Ryan Park creating awareness for domestic violence.

There will be another movie night on 31 October for Halloween. 'Haunted Mansion will be screened at Katherine Cinema 3, Movie Starting at 6:30pm, and will be a free event.

Last week council staff member, Stephen Parker, retired after 18 years working for Council. Council wished him well with his retirement and expressed appreciation for all the work he has done for Council.

19 CLOSURE OF MEETING TO PUBLIC

The Ordinary Meeting of Council 26 September 2023 was declared closed at 1:20 pm.

Moved: Mayor Clark;

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.

Seconded: Deputy Mayor Coburn

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



20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

20.1.1 Minutes of the Confidential Ordinary Meeting of Council 22 August 2023

Section Under the Act	The grounds on which part of 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) (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 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 CONFIDENTIAL REPORTS OF OFFICERS

20.2.1 Centenary of Katherine Member Appointments

Section Under the Act	The grounds on which part of 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) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

COUNCIL RESOLUTION OMC-2023-108

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

1. That Council approve the appointments of Christine Butler, Eric Vaughn Holowacz, Fiona Pearce, Jason Pike, Lauren Reed, Trent de With and Ushani Loku Arumage to the Centenary of Katherine Advisory Committee.
2. That Council approve the resolution to the open meeting.

CARRIED 7|0

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

AGAINST: Nil

20.2.2 CEO Performance Review Panel

Section Under the Act	The grounds on which part of 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:	(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.

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 1:46 pm.



22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council 26 September 2023 was declared closed at 1:46 pm.

The next Ordinary Meeting of Council will be held on 24 October 2023.

UNCONFIRMED



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.2 OUTSTANDING ACTIONS UPDATE

Report Type: For noting

Attachments: 1. Action Update OMC 24 October 2023 [**8.2.1** - 2 pages]

Recommendation

That Council receive and note the Action update.

Action Register

Generated On: 17/10/2023 at 9:33am

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date
26/09/2023	Ordinary Meeting of Council 26 September 2023	14.9	Greening Advisory Committee	In Progress	<p>Please action as per resolution.</p> <p>COUNCIL RESOLUTION OMC-2023-99</p> <p>Moved: Deputy Mayor Coburn; Seconded: Councillor Bower</p> <ol style="list-style-type: none"> 1. That Council establish a Greening Advisory Committee for the purpose of the development of an environmental sustainability strategy including tree-planting strategy, greening initiatives, and provide cool and shaded spaces. 2. That Council approve the Terms of Reference for the Greening Advisory Committee. 3. That Council appoint to the Greening Advisory Committee two elected members and an alternate member: <ol style="list-style-type: none"> a. Jeremy Trembath b. Denis Coburn c. Alternate - Amanda Kingdon 4. That Council approve the CEO to seek expressions of interest from the public to the Greening Advisory Committee. <p style="text-align: right;">CARRIED 7 0</p> <p>FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath AGAINST: Nil</p>	Director of Infrastructure and Environment, Governance and Executive Officer	<p>11/10/2023 Governance and Executive Officer</p> <p>Committee added to website Register completed and uploaded on website TOR in magic, reference library, EM portal and website</p>	09/11/2023



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES SEPTEMBER 2023

Report Type: For noting

Recommendation

That Council receive and note the Mayoral activities for September 2023.

Purpose of Report

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

Strategic Plan

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

1.1.3 Improve transparency around issues affecting the community.

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

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

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

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

1.5.1 Collaborate with all three levels of government.

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

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

2.2.4 Support Buy Local initiatives where possible.

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

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

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

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

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

6.3.1 Advocate for the interests of our community.

6.3.4 Membership on regional committees.

Mayor Lis Clark	
Date	Activity attended
4 th Sept 2023	Meeting with Sitzler
4 th Sept 2023	Elected Member Information Session
4 th Sept 2023	Meeting with CEO Sitzler
4 th Sept 2023	Katherine Police monthly meeting
5 th Sept 2023	NT Grants Commission meeting
5 th Sept 2023	Tourism Top End members networking function
8 th Sept 2023	AFL NT meeting
9 th Sept 2023	Tip Shop Grand Opening
11 th Sept 2023	Elected Member Information Session
11 th Sept 2023	Mandatory Training Module 2
12 th Sept 2023	Meeting with NT Library
13 th Sept 2023	Community Grants panel discussion
13 th Sept 2023	Katherine Sexual Assault Referral Centre Opening
17 th Sept 2023	Great Spring Clean event at Pop Rocket
18 th Sept 2023	Urban Housing Briefing
18 th Sept 2023	Citizenship Ceremony
18 th Sept 2023	Meeting with RAAF SADFO and Warrant Officer
19 th Sept 2023	Opening of Disability Accommodation in Katherine East
20 th Sept 2023	LGANT Board Meeting
20 th Sept 2023	LGANT Working Group session - All hazards Security for Local Government -
20 th Sept 2023	Big Rivers Region Destination Management Plan Refresh Workshop
22 nd Sept 2023	YMCA CEO meeting
22 nd Sept 2023	Coffee with A Cop - Maidens Lane
25 th Sept 2023	Elected Member Information Session
25 th Sept 2023	Mandatory Training – Meetings and Role of the Chair
26 th Sept 2023	Ordinary Meeting of Council
27 th Sept 2023	Radio with Katie Woolf
27 th Sept 2023	Radio ABC – Head Honcho
27 th Sept 2023	LGANT Working Group session - Recycling Opportunities for NT
29 th Sept 2023	Police Remembrance Day



10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING SEPTEMBER 2023

Report Type: For noting

Recommendation

That Council receive and note the Incoming Correspondence:

- Attachments:
1. Letter - CMC - Disaster Recovery Funding Arrangements - 20 September 2023 - 182463 [**10.1.1** - 5 pages]
 2. Letter - LGANT - Single Use Plastic Ban - 21 September 2023 - 182465 [**10.1.2** - 1 page]
 3. Attachment - Single Use Plastic Ban Images -21 September 2023 - 182466 [**10.1.3** - 1 page]
 4. Letter - LGANT - Notification for LGANT Board - 10 October 2023 - 182475 [**10.1.4** - 2 pages]



Department of
**THE CHIEF MINISTER AND
CABINET**

Level 1, NT House
47 Mitchell Street Darwin NT 08001

Postal address
GPO Box 4396
Darwin NT0801

[E lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au)

20 September 2023

File reference
2023/1-6-98

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

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

Dear Ingrid

Re: Disaster Recovery Funding Arrangements

This letter is to inform and remind your council of the Disaster Recovery Funding Arrangements (DRFA) applicable to local government councils in the NT and to ensure your council is well prepared to claim any eligible costs it may incur in the event of a natural disaster.

The NT Government's management of DRFA claims is underpinned by an Australian Government cost sharing initiative that provides partial reimbursement for state and territory disaster-related eligible events. Whilst local government councils do not receive direct funding from the Australian Government, actual and planned expenditure by councils that meet the Australian Government's DRFA eligibility criteria are included in the NT Government's DRFA claim.

As part of the DRFA's cost sharing principles, the NT Government has approved a co-contribution arrangement for local government councils in the NT for costs associated with activities specific to counter disaster operations and restoring essential public assets that are eligible for DRFA funding. Under this arrangement councils are to firstly make a 25 per cent financial contribution of their eligible DRFA expenditure, capped up to a cumulative value in any financial year of:

- \$25 000 for shire councils;
- \$100 000 for regional councils; and
- \$400 000 for municipal councils

Councils are funded for disaster related events by the Department of the Chief Minister and Cabinet (CM&C) for only those types of expenditure that qualifies for funding under the DRFA.

However, CM&C's capacity to fund councils for all disaster related events is subject to the Northern Territory Government's (NTG) budget processes and constraints. Councils may therefore need to incur costs upfront without certainty of funding from the NTG; and acknowledge that, whilst a claim may be eligible for funding under the DRFA, it is not necessary that the full value of a claim will be fully funded due to budgetary constraints outside CM&C's control.

A council asset damaged by an eligible disaster must meet the Australian Government's definition of an 'essential public asset' under the DRFA to be considered for any financial assistance from CM&C. The Australian Government defines an 'essential public asset' as those assets that are "an integral part of state and territory infrastructure and normal functioning of a community".

nt.gov.au

When an event is imminent or has occurred and declared, the Commonwealth's Emergency Management Australia branch approves the eligible DRFA event and issues the event with an Australian Government Reference Number (AGRN). CM&C will then notify the affected councils of the declared event and the AGRN. Councils may then be eligible for a partial reimbursement for the following activities:

- Counter disaster operations for the protection of the general public in which expenses have been incurred by councils immediately or within days of the event; and / or
- the reconstruction of essential public assets. For local government councils this refers to assets that are not insurable and usually pertains only to roads. Activities under the reconstruction of essential public assets can include emergency works, immediate reconstruction works and essential public asset reconstruction works.

Under the DRFA there are strict evidential requirements around the pre-disaster, post disaster and quality of completed works which must be adhered to for any claims to be considered for funding. To assist your council, provided as an attachment to this letter is a high level summary of a council's responsibilities under the DRFA guidelines in relation to road damage.

While other categories of council assets may also meet the definition of an essential public asset under the DRFA, in most instances repairs for such assets would typically be covered under an insurance arrangement and therefore ineligible for funding. As such, the cost of repairs for insurable essential public assets does not qualify for funding under the DRFA, and nor does expenditure that is covered under an insurance payout.

Your council is strongly encouraged to review its insurance policy to ensure all insurable assets are adequately insured.

CM&C has published "Disaster recovery funding - Guidelines" and associated templates on its website at: <https://cmc.nt.gov.au/supporting-government/local-government/local-government-funding/disaster-recovery-funding-arrangement>. This guideline has been prepared to provide comprehensive guidance on the DRFA arrangements applicable to local government councils. Councils must follow these guidelines and submit the required templates when preparing or submitting claims under the DRFA.

New DRFA Email Account - lg.drfa@nt.gov.au

A new dedicated email account has been created for all DRFA related correspondences, effective immediately. Please advise your staff to send any future correspondences relating to the DRFA to: lg.drfa@nt.gov.au.

Commonwealth DRFA Roadshow

The Commonwealth has recently engaged with CM&C and proposes to deliver a DRFA roadshow targeted at councils in around October / November 2023. The roadshow is aimed at lifting capability with regard to DRFA claims and compliance and to assist councils gain a better understanding of the requirements and application of the DRFA ahead of the next high risk weather season. The roadshow will focus on increasing clarity of the acquittal and assurance processes, including information on the work being taken forward by the National DRFA Road Reconstruction Working Groups.

If your council is interested in attending this workshop please email your interest and the number of attendees to lg.drfa@nt.gov.au by 29 September 2023. If there are any specific questions or clarity around the DRFA your council would like to raise please also email these queries to the generic email by 29 September 2023.

Please do not hesitate to contact Meeta Ramkumar, Director Sustainability and Compliance on 89998868 or at lg.drfa@nt.gov.au if you have any queries regarding the contents of this letter.

Yours sincerely



Anna Malgorzewicz
A/ Executive Director
Local Government

Summary of Responsibilities under the Disaster Recovery Funding Arrangements

If a council submits a claim under the Disaster Recovery Funding Arrangements (DRFA), it is responsible for providing:

- A **damage assessment** which must be conducted or verified by a 'suitably qualified professional', for every road asset that was directly damaged by the event.

Damage assessments will not be accepted unless all areas of damage to the road asset are supported by evidence of the pre-disaster and post-disaster condition and evidence that the damage was directly caused by the event. Any evidence older than four years will not be accepted.

The damage assessment must provide the following:-

- the exact location of the road asset;
- all road assets meet the DRFA definition of an 'essential public asset';
- for every essential public asset included in a claim, the presence and quality of the supporting evidence clearly shows:
 - pre-disaster condition;
 - post-disaster condition; and
 - the connection between the damage and the event has been assessed and recorded.

The quality of evidence required to demonstrate a road has been directly damaged by an eligible event is paramount before a council's claim can be considered. If the evidence is not provided or is not available the claim will be unable to be progressed. Therefore councils need to ensure they have pre-existing evidence of their roads which is no more than four years old. Such evidence includes satellite images, photos which are date stamped and include longitude and latitude coordinates, videos, works maintenance records, or inspection/certification reports by a qualified officer.

Councils can consider the use of an app which can apply a watermark, is date stamped, accommodates additional comments and has GPS positioning stamped on it are very useful attributes that will ensure integrity of information.

For post disaster and completed works evidence requirements, the Commonwealth and the auditors expect that similar data is to be obtained following the event, by either the response and recovery workers, contractors or inspectors.

Every invoice attributed to a DRFA claim must reference the asset the charge on the invoice relates to either by the supplier or other verifiable evidence such as a purchase order or email that clearly states the asset / community the works are being procured for.

- An **outline of the pre-disaster function of every essential public asset** within a claim, according to the Essential Public Asset Function Framework described in the DRFA determination.

This requires a council to outline the pre-disaster function of the road asset according to the framework outlined in the DRFA determination. The framework includes providing details on the category, type, capacity, layout and materials the road is made of. This also requires council to confirm that each road asset within a claim is an *essential public asset* within the meaning of the DRFA determination.

- **Cost estimates** for all reconstruction work must be verified by an engineer or appropriately qualified quantity surveyor. The verifying engineer or quantity surveyor is not necessarily responsible for preparing the cost estimates, but they must provide written assurance that the information provided in the cost estimates is accurate and meets all the requirements of the DRFA determination.

- Funding under DRFA includes the following council activities:
 - Counter disaster operations for the protection of the general public in which expenses have been incurred by councils immediately or within days of the event; and
 - the reconstruction of essential public assets, which refers to assets that are not insurable and usually pertains only to roads. Activities under the reconstruction of essential public assets can include emergency works, immediate reconstruction works and essential public asset reconstruction works.

The table below outlines the eligible measures.

Eligible Measure	DRFA Reference	Timeframe for Works to be Done	Summary	Basis of Claim
RESTORATION OF ESSENTIAL PUBLIC ASSETS				
Emergency works for essential public assets	4.3.2 (b) Category B	Within 3 months of gaining access to the asset.	Expenses incurred for eligible work to an essential public asset to make it safe or enable other essential activity relating to the wellbeing of the community (i.e. clearing roads to allow public access).	Actual expenses
Immediate reconstruction works for essential public assets	4.3.2 (c) Category B	Within 3 months of gaining access to the asset.	Eligible work to fully restore an essential public asset in the required timeframe.	Actual expenses
Essential public asset reconstruction costs	4.3.2 (d) Category B	Typically two years from payment of approved funding or as otherwise stated in funding agreement	The estimated costs of reconstruction of damaged eligible essential public assets.	Cost estimates
IMMEDIATE WORKS FOR THE PROTECTION OF THE PUBLIC OR INDIVIDUALS				
Counter-disaster operations for the protection of the general public	4.3.2 (a) Category B	Within days of the event.	Expenses incurred to protect communities and ensure public health and the safety of the general public immediately before, during and after an eligible event.	Actual expenses
Removal of debris from residential properties to make them safe and habitable	4.2.2 (e) Category A	Within days of the event.	Debris removal required to make residential premises habitable and prevent displacement of residents immediately after an event.	Actual expenses



21 September 2023

Ingrid Stonhill
Chief Executive Officer
Katherine Town Council
24 Stuart Highway
KATHERINE NT 0850

ingrid.stonhill@ktc.nt.gov.au

Dear Ingrid

SINGLE USE PLASTICS BAN

The Northern Territory Government has committed to phasing out identified Single Use Plastics (SUPs) in the NT by 2025.

The SUPs to be banned include take away food containers, expanded polystyrene, coffee stirrers, helium balloon releases, etc. For images of banned materials please refer to the email attachment.

Your input on how you see your role in the SUPs ban is being welcomed by the NT Government.

There are several roles that you can play to assist your community with the transition to cessation of these items in your community including providing education internally and to local businesses and at events.

To find out more about the NT Government's SUPs ban LGANT will host an information session from the Department of Environment, Parks and Water Security's (DEPWS) Circular Economy Team on Wednesday 1 November from 1pm to 3pm..

You will receive an invitation to this event via email in the coming days. For any queries please contact Meredith Newall LGANT Circular Economy Plan Officer Meredith.newall@lgant.asn.au or 08 8944 9673.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sean G Holden', is written over a light blue horizontal line.

Sean G Holden
Chief Executive Officer

SUPs BAN IMAGES



cutlery



straws



drink stirrers



plates



cups and bowls



expanded polystyrene food containers



expanded polystyrene goods packaging



helium balloon releases



heavyweight plastic bags



microbeads - commonly found in personal health care products

From: [Sean Holden](#)
To: [**Council CEO EAs; **Council CEOs; **Mayors and Presidents](#)
Cc: [**LGANT Board; **LGANTStaff](#)
Subject: Doc 182475 Re: NOTIFICATION Nomination for LGANT Board (Casual Vacancy)
Date: Tuesday, 10 October 2023 5:14:30 PM
Attachments: [image005.png](#)
[image008.png](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)

Good afternoon

Re: NOTIFICATION Nomination for LGANT Board (Casual Vacancy)

In accordance with clause 18 (i) of the LGANT Constitution, I called for nominations to the one (1) casual vacancy on the LGANT Board.

- Election for this position on the LGANT Board will be held on Friday 10 November 2023 at the LGANT Annual General Meeting in Darwin.
- Persons elected to the casual vacancy shall serve on this position until the election of a new Board in November 2024.

Important Dates below:

- 12/09/2023 - Sent out call for nominations.
- 03/10/2023 - Nominations closed.
- 10/10/2023 - Date that CEO advises Member Councils of nominations received.

You may recall Mayor Lis Clark, Katherine Town Council replaced Deputy Mayor Kym Henderson (KTC) on the LGANT Board for the remainder of the year once Kym had resigned to return to Queensland. Mayor Clark chose to re-nominate.

This is a casual vacancy for a Municipal Board member only and as such only Municipal councils can nominate a candidate and only Municipal councils can vote.

- Given the City of Darwin already have two members on the LGANT Board they cannot nominate a candidate, but they can vote.
- The Alice Springs Town Council already have a member on the LGANT Board so they cannot nominate a candidate, but they can vote.

This means only candidates from the Katherine Town Council and the Litchfield Council can nominate.

I can advise that as of close of business 3 November 2023, the LGANT Secretariat received only ONE nomination. That nomination was from Mayor Lis Clark of the Katherine Town Council. There being only one nomination, Mayor Clark will be returned to the LGANT Board at the LGANT Annual General Meeting.

Congratulations Mayor Clark!

Kind regards,



Sean G Holden | Chief Executive Officer

Local Government Association of the Northern Territory

t: (08) 8944 9688

e: sean.holden@lgant.asn.au | **w:** www.lgant.asn.au

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

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11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

13 NOTICE OF MOTION



14 REPORTS OF OFFICERS

14.1 REGULATORY SERVICES ANNUAL DOG LICENCE AND DOG REGISTRATION REQUIREMENTS

Author: Rosemary Jennings, Director Community Services
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: Nil

Officer Recommendation

1. That Council determines the requirements for dog licensing as follows:
 - a. NT Planning Scheme Zoned Rural, Agricultural and Water Management – no licence required and no limit on the number of dogs
 - b. NT Planning Scheme Zoned Rural Living, all other NT Planning Schemes including RAAF Base Tindal, requires a licence for more than two (2) dogs and that a maximum of four (4) dogs can be licensed. The applicant must demonstrate the ability to manage, house and contain the dogs.
 - c. The CEO/Delegate will approve all licenses.
 - d. That a notice be published in a newspaper circulating locality of the above determinations.
2. That Council determines the requirements for dog registration as follows:
 - a. Mandatory registration of dogs over three (3) months of age in all NT Planning Scheme Zones within the Katherine Municipality excluding Rural, Agricultural and Water Management whereby it is optional.

Purpose of Report

To seek Council endorsement to:

- Administer annual dog licenses to owners that have more than two (2) dogs, to a maximum of four (4) dogs can be licensed to a property, based on the NT Planning Scheme Zoned Rural living, all other NT Planning Schemes including RAAF Base Tindal
- Administer the application of dog registration requirements to owners of all NT Planning Scheme Zones within the Katherine Municipality excluding Rural, Agricultural and Water Management whereby it is optional
- Exempt the requirement of mandatory dog registration to owners, based on NT Planning Scheme Zoned Rural, Agricultural and Water Management, instead making registration of dogs in the zones optional.

Strategic Plan

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

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

1.1.3 Improve transparency around issues affecting the community.

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

3.4 Community Services - Regulatory Services

3.4.4 Undertake dog registration audits.

3.4.5 Educate public on updated KTC Bylaws.

Background

At the Ordinary Meeting of Council 24 May 2011, a number of motions relating to the licence and registrations requirements of dogs within the Municipality of Katherine were passed, namely it was proposed that in accordance with Katherine Town Council By Law 47(2)(a) (*obsolete*):

- NT Planning Scheme Zoned Rural, Agricultural and Water Management – no licence required and no limit on number of dogs.
- NT Planning Scheme Zoned Rural Living – licence required for more than two (2) dogs. The applicant must demonstrate an ability to adequately manage, house and contain the dogs.
- All other NT Planning Scheme Zones in RAAF Base Tindal – only two (2) dogs allowed.

Further, through the same resolution, it was also determined that in accordance with Katherine Town Council By Law 52(4)(e) and 52(5) (*obsolete*), Council approves the exemption of NT Planning Scheme Zoned Rural, Agricultural and Water Management from dog registration requirements, and is instead making it optional for dog owners residing within these zones.

Over time and with the change of Chief Executive Officers, an interim dog license was introduced. To assist in providing clear direction to operational staff, at the Ordinary Meeting of Council 27 September 2022, a motion was passed, reaffirming Council's position on no licence or limitations for Rural, Agricultural or Water Management Zoned properties but broadening the licensing eligibility for all other zones to include RAAF Base Tindal and also to set a maximum dog registration per property.

On this basis the following resolution was carried:

- NT Planning Scheme Zoned Rural, Agricultural and Water Management – no licence required and no limit on the number of dogs
- NT Planning Scheme Zoned Rural living, all other NT Planning Schemes including RAAF Base Tindal, requires a licence for more than two (2) dogs and that a maximum of four (4) dogs can be licensed. The applicant must demonstrate the ability to manage, house and contain the dogs.
- The CEO/Delegate will approve all licenses.

Discussion

With the implementation of the Katherine Town Council By Laws 1998, effective on 1 July 2023, after an extensive review and amendment process, Katherine Town Council is looking to revisit and reaffirm all Council based resolutions relating to By-Law based determinations.

By Law 46L states that Council may determine a maximum number of dogs, or a class of dog, that may be kept on premises without a licence.

By Law 46 (3)(d) states that Council may, by resolution, determine an area or areas exempt from the requirement to register a dog.

The purpose of Animal Management By Laws is to provide for the keeping of animals within the

Municipality in a manner compatible with the enjoyment by residents of a congenial living environment. With this in mind, it is the officer's intent to reaffirm the recommendation and resolution of Council made at the Ordinary Meeting of Council on 27 September 2022 and, as per By Law determination requirements, publish a notice of this determination in a newspaper circulating locally.

Consultation Process

There was no consultation process required for this report. The Katherine Town Council By Law review was conducted (insert dates) with the proposed recommendations reaffirming existing resolutions of Council.

Policy Implications

There are no policy implications resulting from the decision. The proposed recommendations serves to reaffirm an existing resolution of Council.

Budget and Resource Implications

Within current service delivery budget and resource.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications. The proposed recommendations serves to reaffirm an existing resolution of Council.

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 NRMA ELECTRIC VEHICLE FAST CHARGING SITE

Author: Brendan Pearce, Director of Infrastructure and Environment
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: Nil

Officer Recommendation

That Council:

1. receive the report by the Director Infrastructure and Environment on the NRMA Electric Vehicle Fast Charging Site.
2. authorise the Mayor and CEO to affix the Common Seal to the Licence Agreement between Katherine Town Council and NRMA relating to the instalment of an EV fast charging station in Katherine.

Purpose of Report

The purpose of this report is to seek approval to authorise the Mayor and CEO to execute a Licence Agreement with NRMA to install a new four bay EV charger in Katherine CBD.

Strategic Plan

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

1.4.1 Continually improve services and our tourism offerings.

1.4.3 Enhance customer experiences at our Visitor Information Centre.

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

2.1.2 Provide safe and accessible public amenities throughout Katherine.

7. ENVIRONMENTAL SUSTAINABILITY - 7.4 Reduce Our Footprint - Optimise Council's products, services, and operations to increase efficiencies and reduce our emissions.

7.4.4 Investigate installing electric car chargers.

Municipal Plan

3.2 Community Services - Visitors Information Services

3.2.2 Deliver positive customer experiences.

Background

As part of the Federal Government's Electric Highway Commitment, Katherine has been identified as an area where additional fast charging infrastructure would be beneficial. As such, NRMA have been progressing discussions with Council to install a new four bay fast charger (5 bays required) at an appropriate location within the Lindsay Street Car Park in Katherine.

It is proposed that NRMA would cover all costs to build, power, maintain, and monitor this facility.

Discussion

The Federal Government's Electric Highway commitment will see EV charging stations located no more than 150km apart on national highways around the country. As part of recent funding to NRMA, Katherine has been identified as an area where additional infrastructure will be of benefit. The NRMA are delivering

this project and has engaged with Council to explore sites in Katherine that meet the following requirements:

- Not more than 10 minute deviation from the highway
- Minimum four bay parking area to accommodate high use periods
- Available access 24/7
- Access to amenities

All infrastructure, build, power, maintenance and monitoring costs would be covered by the NRMA.

The Council carpark on Lindsay Street has been identified as the preferred site for the EV fast charging station as this location is close to amenities, Visitor Information Centre and a short walk to the town centre. To progress this, Council would enter a licence agreement with NRMA for the location of the chargers. The term of the licence Council would commit to is 5 years and the license fee during this term is \$1 per annum.

It is important to note:

- this License does not give the Licensee (NRMA) any right to exclusive possession or occupancy of the Licensed Area.
- the Licensor (KTC) may use, or permit other parties to use, the Licensed Area.
- this Licence will not create, or be construed as creating, any form of tenancy or other right or interest in or to the Licensed Area, other than a contractual right; and
- this Licence does not constitute a lease at Law and the Licensee will not claim before a court or tribunal that this Licence constitutes a lease at Law.
- Licensee (NRMA) will pay for connection charges and ongoing usage costs.
- The licensee (NRMA) promptly after becoming aware of it, is to repair any damage to the Licensee's Property whether caused by vandalism, attempted or actual theft or other unlawful activity, or by accident or negligence of a third party other than the Licensor.
- The Licensee may terminate this Licence at any time by giving the Licensor at least 120 days' written notice.

Consultation Process

Council had previously considered this site as being appropriate as part of an earlier proposed EV charging station to be funded by NTG and KTC. That grant agreement was subsequently withdrawn in lieu of this fully funded proposal.

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

The risk of not engaging in this project will be that Katherine may miss out on the opportunity to have fast EV chargers installed in the town centre at no cost to Council. If fast EV charging stations are not installed this may deter some visitors and affect tourism as more of the population are investing in electric cars and the demand for this service will continue to grow.

Environment Sustainability Implications

This project will evidence that Katherine Town Council is leading by example and providing opportunities for the community to reduce its overall carbon emissions as renewable energy sources increasingly become available to the Darwin – Katherine Energy grid.

Council Officer Conflict of Interest

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



14.3 PARTNERSHIP AGREEMENT - KATHERINE REGIONAL CULTURAL PRECINCT

Author: Casey Anderson, Administration Manager
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Draft - Partnership Agreement - Katherine Regional Culture Precinct Limited for GYRACC - 1 July 2023 [14.3.1 - 4 pages]

Officer Recommendation

That Council endorse and approve of the three (3) year Partnership Agreement between Katherine Town Council and Katherine Regional Cultural Precinct Limited.

Purpose of Report

Is to provide Council a comprehensive overview and recommendation to Elected Members regarding the proposed Partnership Agreement.

Strategic Plan

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

2.2.1 Foster growth for a recreational precinct that connects sports, culture, and recreation.

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

5.2.1 Include multicultural activities in our event planning.

5.2.2 Support culturally appropriate facilities.

5.2.3 Support cultural training and Indigenous employment.

5.2.5 Celebrate culturally important days.

5. ARTS, CULTURE AND HERITAGE - 5.3 Our Rich Heritage - Reinvigorate Katherine by preserving, embracing and showcasing our rich arts and heritage.

5.3.2 Create opportunities and partnerships to develop the arts, culture, and heritage sector.

5.3.3. Increase participation at cultural facilities and help facilitate events.

5.3.4 Capture opportunities for collaborative marketing plans with other sectors.

Municipal Plan

1.3 Governance - Media and Community Engagement

1.3.2 Engage with the community and highlight positive aspects of Katherine.

3.1 Community Services - Community Events and Collaboration

3.1.2 Collaborate with community partners.

Background

A three-year Memorandum of Understanding (MoU) was forged between Katherine Town Council and Katherine Regional Cultural Precinct Limited, commencing in 2020 and concluding 2023.

The MoU facilitated financial and in-kind support for the operation of the Godinymayin Yijard Rivers Arts and Cultural Centre (GYRACC). Both parties shared the common goal of fostering cultural activities within the Katherine Community, enabling the community to engage in the celebration of artistic traditions, practices, and history, while promoting arts and cultural development in the wider community.

The roles and responsibilities of each party were as follows:

Katherine Town Council:

- Provide an annual grant of \$30,000 during the terms of this agreement to assist in the day-to-day operating costs of GYRACC.
- Provide an annual grant of \$10,000 during the term of this agreement to assist in the presentation and operating costs of the Katherine Prize.
- Provide the first prize money of \$5,000 received by Katherine Town Council for the Lambert Family Trust for the Katherine Prize.
- Provide additional prize money of \$2,000 for a Katherine Town Council award linked to the Katherine Prize.

Katherine Regional Cultural Precinct Limited:

- Acknowledge the support of Katherine Town Council as a major sponsor, this includes using the Katherine Town Council logo on any appropriate promotional material.
- Liaise with Katherine Town Council and the Lambert Family regarding the Katherine Prize.
- Provide Katherine Town Council opportunities to speak and display promotional signage in conjunction with the Katherine Prize.
- Provide post event evaluation for all Katherine Town Council funded events.
- Apply for Katherine Town Council Community Grants.
- Ensure fund received are clearly accounted for and distinguished from all other monies received.
- Provide a copy of GYRACC's annual report and audited financial statements if required.

Discussion

Chief Executive Officer Ingrid Stonhill and Mayor Elisabeth Clark have engaged in discussions with GYRACC's Chief Executive Officer and board members since November 2022.

These discussions revolve around extending the MoU for an additional three (3) years, starting in 2023 and concluding 2026.

As part of these deliberations, a draft Partnership Agreement has been prepared, outlining fresh responsibilities, contributions, and mutual obligations to be undertaken by each party involved.

This Partnership Agreement is in harmony with the goals outlined in the Katherine 2027 Strategic Plan. Its purpose is to foster unity among partners, define clear roles and responsibilities, and enhance collaborative efforts aimed at achieving our shared objectives. Ultimately this aligns with our overarching goal of bolstering the success and sustainability of this partnership.

Responsibilities and Contributions are as follows:

Katherine Town Council will:

- Provide an annual grant of \$30,000 during the term of this agreement to assist in the day-to-day operating costs of GYRACC.
- An additional \$10,000 contribution in support of year-round to operate on Saturdays, 10am – 4pm. Katherine Regional Cultural Precinct will match the contribution by \$15,000 or greater to support the center operating on Saturdays.
- Provide prize money of \$2,500 for a Katherine Town Council award linked to the Katherine Prize.



Katherine Regional Cultural Precinct Limited will:

- Acknowledge the support of Katherine Town Council as a major sponsor and include the KTC logo on any appropriate promotional material.
- Provide Katherine Town Council with the opportunity to speak and display promotional signage in conjunction with the Katherine Prize and funded family friendly community events.
- Provide Katherine Town Council four (4) hires per annum, at no (\$0) venue hire costs. Katherine Town Council agrees to provide or cover costs relating to essential personnel and security if needed and as mutually agreed.
- Katherine Regional Cultural Precinct will provide Katherine Town Council with sound, lighting, seating, stage equipment when available at no cost and up to the value of \$2,500 to support external events and civic functions. Katherine Town Council agrees to cover costs relating to transport and personnel required with equipment hire if needed and as mutually agreed.
- Provide post event evaluative reporting to Katherine Town Council for all funded events.
- Apply for Katherine Town Council grants, through raising an invoice addressed to the KTC, pursuant to this Partnership Agreement for the purposes stated in this clause. If any of the payments to Katherine Regional Cultural Precinct Limited have a GST implication, then the amount is GST inclusive and Katherine Regional Cultural Precinct Limited is required to provide a tax invoice before any payment is made. If GST is not applicable, Katherine Regional Cultural Precinct Limited will receive the value of the grant with no GST provisions.
- Ensure that funds received under this Partnership Agreement are clearly accounted for and distinguished from all other monies that may be received by any other source.
- Provide a copy of its annual report if requested, including the audited financial statements.
- Ensure that all events presented under this agreement are managed within legislative and risk management frameworks with appropriate Work, Health and Safety and Public Liability insurances in place.

Katherine Regional Cultural Precinct Limited has put forward further contributions for consideration, which include an additional \$2,500 to support GYRACC in launching a new NAIDOC initiative and a Cultural Centre Training Internship.

These proposed contributions will undergo assessment during the 2024/2025 financial year. Throughout this period, the Council will diligently identify and secure the necessary financial sources to support these projects.

Consultation Process

During the consultation process for a partnership agreement, stakeholders and parties involved engaged in discussions and negotiation to finalise the terms and conditions that will govern the collaboration. This critical phase allows for alignment of goals, responsibilities, and expectations, ensuring a strong and effective partnership moving forward.

Policy Implications

There are no policy implications resulting from the decision.



Budget and Resource Implications

In the fiscal year 2024/2025, Katherine Town Council will engage in a rigorous budgetary process to evaluate the feasibility of accommodating these additional contributions. This process is of paramount importance for ensuring the successful execution of our projects. It guarantees the prudent management of financial resources, ultimately enabling the achievement of the project objectives while maintaining financial sustainability.

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.



**PARTNERSHIP AGREEMENT
KATHERINE TOWN COUNCIL**

AND

**KATHERINE REGIONAL
CULTURAL PRECINCT
LIMITED**



2027 Katherine Strategic Plan

Priority Two	Community and Families	Prioritise Recreation	Foster growth for a recreational precinct that connects sports, culture, and recreation
Priority Five	Arts, Culture and Heritage	Vibrant Art	Support development of an arts trail
Priority Five	Arts, Culture and Heritage	Vibrant Art	Encourage knowledge of our art history, such as the Katherine Prize being the longest-running arts prize in the NT.
Priority Five	Arts, Culture and Heritage	Support Culture	Include multicultural activities in our event planning
Priority Five	Arts, Culture and Heritage	Support Culture	Support culturally appropriate facilities
Priority Five	Arts, Culture and Heritage	Support Culture	Support cultural training and Indigenous employment
Priority Five	Arts, Culture and Heritage	Support Culture	Support NAIDOC Week events
Priority Five	Arts, Culture and Heritage	Support Culture	Celebrate culturally important days
Priority Five	Arts, Culture and Heritage	Our Rich Heritage	Create opportunities and partnerships to develop the arts, culture, and heritage sector
Priority Five	Arts, Culture and Heritage	Our Rich Heritage	Increase participation at cultural facilities and help facilitate events
Priority Five	Arts, Culture and Heritage	Our Rich Heritage	Capture opportunities for collaborative marketing plans with other sectors.

1. PARTNERSHIP AGREEMENT

This Partnership Agreement is entered into on (date), between Katherine Town Council, located 24 Stuart Highway, hereinafter referred to as “Katherine Town Council”, and Katherine Regional Cultural Precinct Limited, located Lot 3238 Stuart Highway, hereinafter referred to as “Katherine Regional Cultural Precinct Limited”.

2. PARTIES

The parties to this Partnership Agreement are Katherine Town Council and the Katherine Regional Cultural Precinct Limited.

3. INTRODUCTION

Katherine Town Council and Katherine Regional Cultural Precinct Limited have a mutual objective to support cultural activities in the Katherine community and wider region.

Both parties support and encourage the development of vibrant art, multiculturalism, culturally appropriate facilities, whilst endeavoring to reinvigorate our rich arts and heritage.

Both parties will continue to foster opportunities for the members of the Katherine community to share and celebrate artistic traditions, practices, and history.

This Partnership Agreement builds on and reflects the cooperative arrangements that have existed between Katherine Town Council and Katherine Regional Cultural Precinct Limited.

This Partnership Agreement seeks to provide financial and in-kind support from Katherine Town Council which are in accordance with 2027 Katherine Strategic Plan.

4. PURPOSE

This Partnership Agreement is intended to formalise the roles and responsibilities between the parties by setting out arrangements for the cooperation and coordination of resources.

It establishes a sound and mutually beneficial relationship between the two parties. It ensures that the partnership operates in accordance with the policies of both parties.

It clearly states the responsibilities and contributions by which each party agrees to operate in this collaborative arrangement.

5. TERMS OF AGREEMENT

The Partnership Agreement shall be for a period of three (3) years commencing on the 1 July 2023 and concluding on the 30 June 2026 unless terminated or extended.

A review of this Partnership Agreement will be undertaken on each annual anniversary of this document, 1 July.

The parties acknowledge that this Partnership Agreement does not give rise to legal obligations.

6. RESPONSIBILITIES AND CONTRIBUTIONS

The parties shall outline the financial arrangements, if any, for funding joint projects, and allocated resources accordingly.

Katherine Town Council will:

- Provide an annual grant of \$30,000 during the term of this agreement to assist in the day-to-day operating costs of GYRACC.
- An additional \$10,000 contribution in support of year-round to operate on Saturdays, 10am – 4pm. Katherine Regional Cultural Precinct will match the contribution by \$15,000 or greater to support the center operating on Saturdays.
- Provide prize money of \$2,500 for a Katherine Town Council award linked to the Katherine Prize.

Katherine Regional Cultural Precinct Limited will:

- Acknowledge the support of Katherine Town Council as a major sponsor and include the KTC logo on any appropriate promotional material.
- Provide Katherine Town Council with the opportunity to speak and display promotional signage in conjunction with the Katherine Prize and funded family friendly community events.
- Provide Katherine Town Council four (4) hires per annum, at no (\$0) venue hire costs. Katherine Town Council agrees to provide or cover costs relating to essential personnel and security if needed and as mutually agreed.
- Katherine Regional Cultural Precinct will provide Katherine Town Council with sound, lighting, seating, stage equipment when available at no cost and up to the value of \$2,500 to support external events and civic functions. Katherine Town Council agrees to cover costs relating to transport and personnel required with equipment hire if needed and as mutually agreed.
- Provide post event evaluative reporting to Katherine Town Council for all funded events.
- Apply for Katherine Town Council grants, through raising an invoice addressed to the KTC, pursuant to this Partnership Agreement for the purposes stated in this clause. If any of the payments to Katherine Regional Cultural Precinct Limited have a GST implication, then the amount is GST inclusive and Katherine Regional Cultural Precinct Limited is required to provide a tax invoice before any payment is made. If GST is not applicable, Katherine Regional Cultural Precinct Limited will receive the value of the grant with no GST provisions.
- Ensure that funds received under this Partnership Agreement are clearly accounted for and distinguished from all other monies that may be received by any other source.
- Provide a copy of its annual report if requested, including an audited financial statement.
- Ensure that all events presented under this agreement are managed within legislative and risk management frameworks with appropriate Work, Health and Safety and Public Liability insurances in place.

7. CONFLICT RESOLUTION

Any dispute that arises between the parties will be resolved by the following process:

- Parties must always have the following nominated person who is the contact person in relation to the operation of this Partnership Agreement. Katherine Town Council - Chief Executive Officer and Katherine Regional Cultural Precinct Limited - Director.
- The party raising the issue will document the concern(s) and provide the documentation to the nominated representative of the other party.
- If the dispute or concern(s) cannot be resolved to the satisfaction of both parties by the

nominated representatives, then a special meeting will be convened. The special meeting will be convened no later than fourteen (14) days after the documentation is received. The aggrieved party and nominated representatives will jointly decide who will attend the meeting. The meeting will provide parties the opportunity to negotiate an appropriate resolution to the conflict. All discussions will be confidential, but any outcome will be recorded and signed by both parties.

8. AMENDMENTS

Any amendments or changes to this Partnership Agreement must be made in writing and signed by both parties.

9. TERMINATION

If one party wishes to terminate this agreement, the other party shall be notified in writing of this intention and the reasons for it. Such notification shall be supplied to the other party as early as possible and shall take responsible account of the budgetary processes and commitments relating to this agreement and the people affected by it.

This agreement shall not be deemed as terminated unless and until an exchange of correspondence documents both parties' acceptance of termination.

10. ENTIRE AGREEMENT

This Partnership Agreement constitutes the entire understanding between the parties, supersedes all prior agreements, and cannot be modified except in writing and signed by both parties.

This Partnership Agreement, once signed by both parties, shall take effect as of the date first above written.

By signing below, both parties acknowledge their understandings and agreement to the terms, responsibilities and contributions outlined in the Partnership Agreement

Signed for and on behalf of Katherine Town Council:	Signed for and on behalf of Katherine Regional Cultural Precinct Limited:
<i>(Signature)</i>	<i>(Signature)</i>
<i>(print name)</i>	<i>(print name)</i>
<i>(date)</i>	<i>(date)</i>



14.4 EARLY BIRD DRAW & WINNER

Author: Sheralea Clemow, Rates and Records Officer
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receives and notes the Early Bird Draw winner, that was drawn on the 13/10/2023 and facilitated by Mayor Elisabeth Clark. The winner for the Early Bird Draw for 2023/2024 is the ratepayer of Assessment 361.

Purpose of Report

In accordance with the *Local Government Act 2019*, section 243, Council may, by resolution, allow a discount, or some other form of concession or benefit, for prompt payment of rates in full.

Strategic Plan

Not Applicable

Municipal Plan

2.1 Corporate Services - Financial Services

- 2.1.1 Adhere to internal financial procedures.
- 2.1.2 Comply with legislative requirements.
- 2.1.3 Prudent financial management for stronger returns for ratepayers.

2.2 Corporate Services - Administration Services

- 2.2.3 Deliver positive customer service.

Background

2023/2024 marks the return of the Early Bird Draw, whereby eligible ratepayers have the chance to go in the draw to receive \$700.00 monetary prize for their prompt payment of their rates and charges balance.

Discussion

Pursuant to section 243 of the *Local Government Act 2019*, and in conjunction with Councils Declaration of Rates and Charges 2023/2024 adopted at the Special Meeting of Council held on the 3 July 2023, Council determined that the benefit given for prompt payment of rates and charges and to encourage the early payment for the financial year ending 30 June 2023 shall be the conduct of an 'Early Bird Draw' whereby Council will offer a monetary prize to one (1) eligible ratepayer selected from the draw in an amount being the lesser of the current years rates, and \$700.00 subject to the following conditions:

1. That the total amount of all rates and charges levied for the financial year ending 30 June 2024 in respect of any parcel of rateable land owned by the winning ratepayer, together with arrears (if any) must have been paid in full on or before the 30 September 2023.
2. The payment will not extend to any part of the waste management charge.
3. All Government agencies, Elected Members and Council employees are excluded from the draw.
4. The winning ratepayer shall be notified by post.



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.



14.5 FINANCE REPORT FOR THE MONTH OF SEPTEMBER 2023

Author: Avtar Singh, Director Corporate Services
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For decision
Attachments: 1. Monthly Report - Finance - Sept 2023 - Attachment [14.5.1 - 8 pages]

Officer Recommendation

That Council endorse the Finance Report for the Month of September 2023.

Purpose of Report

The purpose of this report is to present to Council the Financial Report for September 2023.

Strategic Plan

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

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

Municipal Plan

2.1 Corporate Services - Financial Services

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

Background

In accordance with the Local Government (General) Regulations 2021 – Part 2 (Division 7), the below monthly report must be presented to Council at their Ordinary Monthly Council Meeting. Accordingly, the commentary attached presents the preliminary financial position of the council at the end of September 2023 with the Chief Executive Officer (CEO) Certification. We are in the process of finalising End of Financial Year (EOFY 2022-23). The preliminary numbers presented in this report and the attachments are subject to change once the 2022-23 EOFY, External Audit and closing balances are finalised.

Discussion

- Total YTD income is 2.36% above budget.
- Total YTD operating expenditure is 20.31% below budget.
- Employee Costs are below budget by 29.40% as some positions remained vacant.
- Materials/Services & Contracts are below budget by 22.48%. This is due to timing as it is the start of new financial year, this will gradually come in line.
- Monthly creditor payments have been made to all known suppliers with payments made weekly.
- 5% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
- 10.90% of our outstanding rate balance reflects rates outstanding for prior financial years (2022/2023 FY and prior).

Consultation Process



CEO, Directors, and Departmental Managers

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

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

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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

Table 1.1 Monthly Income and Expenditure Statement

INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING SEPTEMBER 2023	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	10,376,595	10,195,743	180,852	10,195,743
Fees and Charges	662,814	574,411	88,403	2,297,644
Operating Grants and Subsidies	404,693	555,375	- 150,682	2,221,500
Interest / Investment Income	230,682	112,500	118,182	450,000
Commercial and Other Income	54,502	21,356	33,146	85,425
TOTAL OPERATING INCOME	11,729,286.03	11,459,385	269,901	15,250,312
OPERATING EXPENDITURE				
Employee Expenses	1,110,702	1,573,146	- 462,444	6,292,582
Materials and Contracts	1,394,880	1,852,455	- 416,353	7,409,822
Elected Member Allowances	56,167	59,500	- 3,333	238,000
Elected Member Expenses	9,651	15,052	- 5,401	60,208
Council Committee & Allowances	-	-	-	24,000
Council Committee & Expenses	-	-	-	6,000
Depreciation, Amortisation and Impairment	869,381	869,381	-	3,477,522
Finance Costs - Waste Management Facility (WMF)	-	-	-	140,806
Interest Expenses	-	-	-	-
Other Expenses	-	-	-	-
TOTAL OPERATING EXPENDITURE	3,440,779.81	4,369,533	(887,532)	17,648,940
OPERATING SURPLUS / DEFICIT	8,288,506	7,089,852	1,157,433	(2,398,628)

Table 1.2 Monthly Operating Position

INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING SEPTEMBER 2023	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	\$ 8,288,506	\$ 7,089,852	\$ 1,157,433	-\$ 2,398,628
Remove NON-CASH ITEMS				
<i>Less</i> Non-Cash Income	-	-	-	-
<i>Add Back</i> Non-Cash Expenses	869,381	1,738,761	-	3,618,328
TOTAL NON-CASH ITEMS	869,381	1,738,761	-	3,618,328
Less ADDITIONAL OUTFLOWS				
Capital Expenditure (KTC funded)	521,270	554,900	- 33,630	2,219,600
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Other Outflows (Grant Funded Capex)	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	(521,270)	(554,900)	33,630	(2,219,600)
Add ADDITIONAL INFLOWS				
Capital Grants Income	840,755	250,000	590,755	1,000,000
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	-	-	-	-
Transfers from Reserves	-	-	-	-
TOTAL ADDITIONAL INFLOWS	840,755	250,000	590,755	1,000,000
NET BUDGETED OPERATING SURPLUS / DEFICIT	9,477,372	8,523,713	1,781,818	100

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 & Other Structures	7,000.00	77,956	(70,956)	311,825
Footpaths & Cycleways	-	-	-	-
Furniture, Fittings & Equipment	-	17,538	(17,538)	70,150
Improvements	-	23,375	(23,375)	93,500
Plant & Equipment	174,645.80	286,031	(111,385)	1,144,125
Roads	339,624.10	150,000.00	189,624	600,000.00
Street Lighting	-	-	-	-
			-	
TOTAL CAPITAL EXPENDITURE	521,270	554,900	(33,630)	2,219,600
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Katherine Town Council	521,270	554,900	(33,630)	2,219,600
Capital Grants	-	-	-	-
Transfer from Cash Reserve	-	-	-	-
Borrowings	-	-	-	-
Sale of Assets (Including Trade-In)	-	-	-	-
Other Funding	-	-	-	-
TOTAL CAPITAL EXPENDITURE FUNDING	521,270	554,900	(33,630)	2,219,600

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT SEPTEMBER 2023	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank		(1)
Restricted Funds	15,600,005	
Unrestricted Funds	6,346,889.93	
Accounts Receivable		
Trade Debtors	642,159.91	(2)
Rates & Charges Debtors	7,843,721.19	
Other Current Assets	325,905.88	
TOTAL CURRENT ASSETS	30,758,681.47	
Non-Current Financial Assets	209,954.85	
Property, Plant and Equipment	97,913,437.92	
TOTAL NON-CURRENT ASSETS	98,123,392.77	
TOTAL ASSETS	128,882,074.24	
LIABILITIES		
Accounts Payable	383.84	(3)
ATO & Payroll Liabilities	-	(4)
Current Provisions	585,765.03	
Accruals		
Other Current Liabilities	864,025.19	
TOTAL CURRENT LIABILITIES	1,415,928.34	
Non-Current Provisions	74,921.83	
Other Non-Current Liabilities	7,053,377.00	
TOTAL NON-CURRENT LIABILITIES	7,128,298.83	
TOTAL LIABILITIES	8,544,227.17	
NET ASSETS	120,337,847	
EQUITY		
Asset Revaluation Reserve	75,549,402.03	
Reserves	6,688,161.06	
Accumulated Surplus	38,100,283.98	
TOTAL EQUITY	120,337,847	

Note 1. Details of Cash and Investments Held

CASH AND INVESTMENTS as at 30 SEPTEMBER 2023

GENERAL FUND	\$
Commonwealth Bank	
Balance as per bank statement, 30 SEPTEMBER 2023	4,085,382
Credit card balances	919
Balance of Imprest and Petty Cash	1,128
Plus net outstanding deposits/(withdrawals)	-
Adjusted cash at bank balance, 30 SEPTEMBER 2023	4,087,429

INVESTMENTS

FINANCIAL INSTITUTION	\$	RATE	DATE	DATE	INSTITUTION
AMP (oncall)	506,698.16		on call	on call	
AMP	1,000,000.00	4.75%	6-Apr-23	2-Nov-23	
AMP	1,000,000.00	4.70%	4-Apr-23	4-Oct-23	
AMP	500,000.00	4.70%	31-Mar-23	28-Sep-23	
AMP	1,400,000.00	5.50%	31-Jul-23	28-Jun-24	
AMP	500,000.00	4.80%	13-Apr-23	13-Nov-23	5,906,698
AMP	1,000,000.00	5.55%	27-Jul-23	27-Jun-24	
NAB	1,500,000.00	4.60%	10-Mar-23	11-Dec-23	
NAB	1,500,000.00	4.65%	10-Mar-23	11-Jan-24	
NAB	3,500,000.00	4.70%	10-Mar-23	12-Feb-24	6,500,000
Commonwealth Bank	500,000.00	5.25%	28-Sep-23	28-Aug-24	
Commonwealth Bank	500,000.00	5.31%	19-Jun-23	14-May-24	
Commonwealth Bank	1,000,000.00	5.20%	31-Jul-23	25-Jun-24	
Commonwealth Bank	2,500,000.00	5.40%	28-Aug-23	23-Aug-24	
Commonwealth Bank (oncall)	952,767.43		on call	on call	5,452,767
Total Investments					17,859,466
Total Funds					21,946,894

Internally Restricted Funds		\$
WMF Make-Good Provision		7,492,866
Capital Renewal Reserve		4,987,646
Contingency reserve		1,000,000
Council Election Reserve		100,000
Council motion reserve		600,515
Provison for Employees		660,687
RESTRICTED FUNDS		14,841,714
Unrestricted funds		6,346,890
Unexpended Grants- Restricted Funds		758,291
Total Funds		\$ 21,946,894

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

Council can select timing of age of debtor →	1 – 30 Days	31 – 60 Days	>60 Days	TOTAL
Rates Debtors	6,801,058.30	\$	\$ 1,042,663	\$ 7,843,721
Sundry Debtors	281,385.29	\$ 14,336	\$ 27,299	\$ 323,020
Weighbridge Debtors	199,884.92	\$ 109,316	\$ 9,939	\$ 319,140
Infringement - Animal	2,464.00	\$ 215	\$ 5,396	\$ 8,075
Infringement - Parking	-	\$ -	\$ 472	\$ 472
Infringement - Litter/Camping	-	\$ -	\$ -	\$ -
TOTAL	7,284,792.51	\$ 123,867	\$ 1,085,769	\$ 8,494,428

Arrears continue to be followed especially in the area of rates. Infringement notices unpaid from previous month have been forwarded to Fines Recovery Unit (FRU) for follow up. Sundry and Weighbridge debtors continue to be followed up on greater than 60 days.

Note 3. Statement on Debts Owed by Council (Accounts Payable)

Council can select timing of age of creditor →	1 – 30 Days	31 – 60 Days	>60 Days
Trade Creditors	550.00	-	-166.16
Other Creditors	\$	\$	\$

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

KTC is due for refund this amount from ATO -34,246

Note 5. Current Ratio

Current Ratio	21.08
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Table 2.2. Quarterly Report on Planned Major Capital Works

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$ (A)	YTD Actuals \$ (B)	Total Actuals \$ (C = A + B)	Total Planned Budget \$ (D)	Total Yet to Spend \$ (E = D - C)	Expected Project Completion Date
Buildings & Other Structures			-	-	280,250	280,250	
Furniture, Fittings & Equipment			-	-	-	-	
Improvements			-	-		-	
Plant & Equipment			174,646	174,646	600,000	425,354	
Roads			339,624	339,624	400,000	60,376	
TOTAL		0	514,270	514,270	1,280,250	765,980	

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

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

Cardholder Name:

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
1-Sep-23	40.53	Mailchimp Atlanta GA	Community Surveys
20-Sep-23	157	RJS BAR & BHOJ RESTAUR KATHERINE	Executive staff dinner
21-Sep-23	29.3	RIVER BLEU PTY LTD KATHERINE AUS	Executive staff morning tea
21-Sep-23	4.7	WOOLWORTHS 5636 KATHERINE AUS	Executive staff morning tea
22-Sep-23	18.8	MCDONALDS KATHERINE KATHERINE	Executive staff morning tea
22-Sep-23	5	DARWIN CONVENTION CE DARWIN	Parking at Chief Mininsters address
26-Sep-23	43.65	WOOLWORTHS 5636 KATHERINE AUS	EMIS and Elected Member training catering
26-Sep-23	7.8	RIVER BLEU PTY LTD KATHERINE AUS	EMIS and Elected Member training catering
Total	306.78		



14.6 CORPORATE SERVICES REPORT FOR THE MONTH OF SEPTEMBER 2023

Author: Avtar Singh, Director Corporate Services
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the Corporate Services Report for the month of September 2023.

Purpose of Report

To present the report for Corporate Services department for the month of September 2023.

Strategic Plan

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

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

1.1.3 Improve transparency around issues affecting the community.

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

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

Municipal Plan

2.2 Corporate Services - Administration Services

2.2.1 Action service requests in line with customer service charter.

2.2.3 Deliver positive customer service.

Background

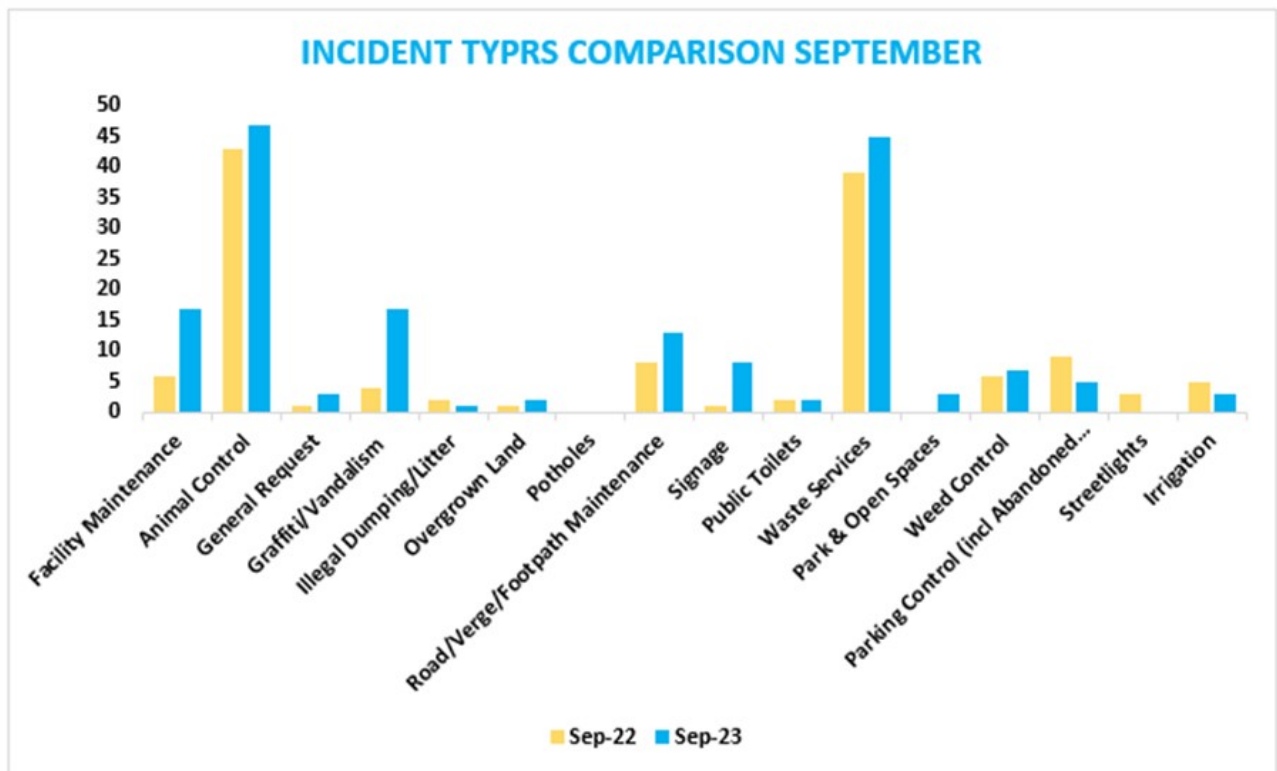
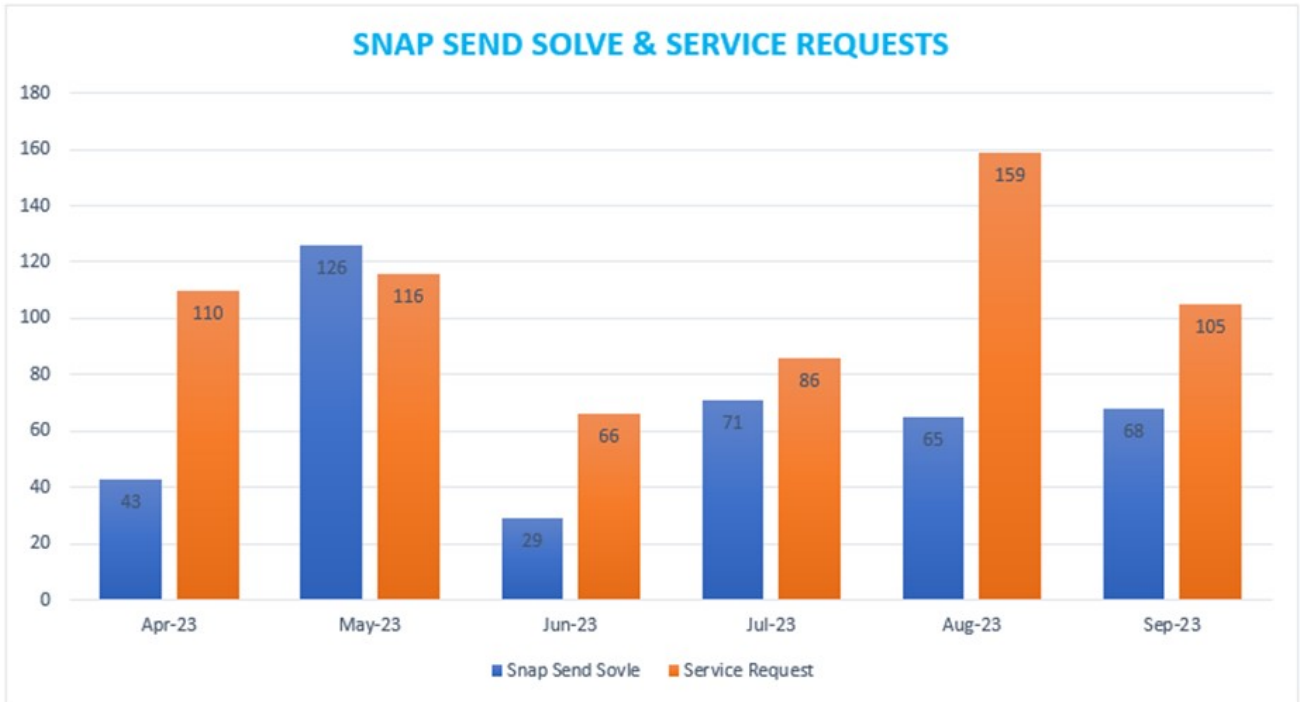
The monthly report of the Corporate Services departments highlights key developments in the Administration and Financial Services at Katherine Town Council.

Discussion

Administration Services

Following are some of the key highlights for September 2023:

Customer Service Requests – In the month of September Council received 173 service requests, 95 service requests were completed on time, 45 service requests are still in progress, 33 are yet to be resolved. 68 snap send solves (SSS) were submitted for the month of September. The leading incident types were recorded for animal control, waste services, Council facility maintenance and response to vandalism.



Financial Services

The finance team is currently assisting KPMG with the 2022-23 EOFY Audit and the finalisation of Audited Annual Financial Statements.

Consultation Process

Corporate Services team members



Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.

Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



14.7 COMMUNITY SERVICES REPORT FOR THE MONTH OF SEPTEMBER 2023

Author: Rosemary Jennings, Director Community Services
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

1. That Council receive and note the Community Services Department report for the Month of September 2023.

Purpose of Report

To provide an overview of the Community Services Department for the month of September 2023

Strategic Plan

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

- 1.4.1 Continually improve services and our tourism offerings.
- 1.4.2 Develop an Activate Katherine strategy with NTG and local stakeholders.
- 1.4.3 Enhance customer experiences at our Visitor Information Centre.

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

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

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.

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

- 2.4.4 Participate in the Katherine Youth Advisory Group.

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

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

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

- 3.2.2 Capture Katherine's profile as a desirable travel destination for long and short stays.
- 3.2.4 Collaborate with Tourism NT on its tourism strategy for the NT.

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

- 3.4.3 Enhance public spaces with placemaking and activation.

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

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



5. ARTS, CULTURE AND HERITAGE - 5.1 Vibrant Art - Encourage the arts sector.

5.1.1 Support the street art series and art organisations.

5. ARTS, CULTURE AND HERITAGE - 5.3 Our Rich Heritage - Reinvigorate Katherine by preserving, embracing and showcasing our rich arts and heritage.

5.3.2 Create opportunities and partnerships to develop the arts, culture, and heritage sector.

5.3.3. Increase participation at cultural facilities and help facilitate events.

Municipal Plan

3.1 Community Services - Community Events and Collaboration

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

3.1.2 Collaborate with community partners.

3.1.4 Coordinate celebrations and civic events.

3.1.8 Well-attended and frequent Activate Katherine events.

3.1.10 Increased participation and community connectedness at council activities.

3.2 Community Services - Visitors Information Services

3.2.1 Increase total sales.

3.2.2 Deliver positive customer experiences.

3.2.3 Promote Katherine and educate customers on local culture and experiences.

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

3.3 Community Services - Library Services

3.3.1 Provide interactive library programs and initiatives to engage patrons.

3.3.2 Provide a safe space.

3.3.3 Provide an informed and community-driven library collection.

3.3.4 Improve digital community connectivity through this facility.

3.4 Community Services - Regulatory Services

3.4.1 Action service requests in accordance with the Customer Service Charter.

3.4.5 Educate public on updated KTC Bylaws.

Background

The Community Services department is responsible for the delivery of public library service, visitor services, community events and engagement, and regulatory education and enforcement.

Discussion

LIBRARY SERVICES

ACTIVITY	TOTALS	
Patron Count	2184	
Public Computer Use (hours)	280.5	
Conference Room (hours)	61.5	
Circulation	1696	
New Memberships	26	
Programs	# Programs	# Attendance



Wriggle & Rhyme	4	34
Toddler Rhyme Time	3	27
Storytime	4	68
Dungeons & Dragons	1	4
School Holiday Program Events	2	86

September saw the continuation of standard program delivery along with the commencement of the September/October School Holiday Program.

Michael Connell hosted his Juggler vs Gravity to a large crowd of over 70 patrons, with his 45-minute juggling and comedy performance teaching the basics of physics concepts (friction, gravity, the laws of motion, etc.) using juggling and other circus stunts.

The Katherine Public Library was also fortunate to host Red Dirt Robotics who held a free 2-hour robotics workshop. Participants learned the basics of robotics through an introductory, hands-on course. This was well supported with eight (8) future engineers in attendance.

The library is continuing to see strong support through attendance to the programs and it is anticipated that this will only continue to grow. Recruitment to the vacant Library Service Manager role is continuing.

VISITOR SERVICES

With the conclusion of the ‘peak’ tourism season, the Katherine Visitor Information Centre has seen a continued reduction to in-centre attendance with spend still holding steady when compared to the same period last year (YTD).

The Centre staff have moved into the implementation phase of the improvement recommendation plan as a result of Tourism Specialist James Corvan's visit with work having commenced on updated and improved signage, along with preliminary works to improve internal booking functionality and IT systems.

COMMUNITY EVENTS AND ENGAGEMENT

Events:

17th September – The Great Spring Clean (formally The Great Northern Clean Up)

With a look and feel, The Great Spring Clean also saw a new venue for 2023, moving to the Katherine Hot Springs Top Park. With the focus remaining on the river corridor, the event asked participants to take pride in their community and care for the environment through the collection of waste from our waterways, ensuring it is not washed down stream in the upcoming wet season. The small but enthusiastic group of participants were thanked for their efforts through a voucher to a local café to enjoy food and/or a beverage of their choosing.

18th September – Citizenship Ceremony (Australian Citizenship Day event)

In celebration of Australian Citizenship Day (17th September), Katherine Town Council welcomed seven (7) new citizens. This was followed by a morning tea, hosted by the Mayor.

23rd September – Outdoor Movie Night – *Spies in Disguise*

In conjunction with our community partners at the Katherine Community Projects Association and the team from Activate Katherine, the Council hosted a free, family friendly movie night at the Katherine Sportsgrounds. Over 200 attendees enjoyed the petting zoo, free face painting, popcorn, slushies and sausage sizzle before setting down to enjoy the movie, *Spies in Disguise*. This was a highly successful event with the intent to host further similar events in the future.

With a slowdown in event delivery at the end of the Dry Season, Community Events staff have commenced planning for future events, namely:

- Halloween Movie Night – October 2023
- International Men’s Day – November 2023
- Miscellaneous Christmas Calendar Activities – Tree Lighting, Christmas light competition, movie nights, Community lights activity etc – November/December 2023
- Internation Day of People with Disabilities (including award nominations) - December 2023
- Carols By Candlelight – December 2023
- Australia Day (including Citizens of the Year Nominations) - January 2024
- Multicultural Festival – April 2024

Engagement Activities:

- Youth Interagency Network Meeting
- Meeting with Red Cross/Connected Womens
- Meeting with Cancer Council NT – Possible collaborations discussion

REGULATORY SERVICES

Regulatory Animal Summary

Council Rangers received 46 animal related service requests for the month of September. 46 of these requests were resolved and 11 requests require further follow-up and/or investigation to complete.

Katherine community members reported 25 dogs at large. Concurrently the rangers undertook 87 hours of animal patrols for the month. 11 Notice to Complies (NTC) were issues for unregistered/at large dogs.

For the month of September, a total of 18 dogs were impounded. 7 of these dogs were returned to their owners and 6 were rehomed.

Regulatory Parking Summary

Rangers undertook 44 hours of parking patrols for the month of August with 7 vehicles issued with Notice to Complies.

Rangers also undertook impounded activities addressing long term issues, with 2 vehicles impounded.

Unkempt Land

With successful recruitment to the Assistant Ranger role, Council has been able to recommence activities relating to unkempt/untidy allotments within the municipality. The annual property audit has begun in Katherine East but will include the entire municipality. Affected residents will shortly commence receiving notices if fire, vermin or safety issues have been identified within their allotment.

Consultation Process

There was no consultation process required for this report.

Policy Implications

There are no policy implications resulting from the decision.

Budget and Resource Implications

There are no budget and resource requirements.



Risk, Legal and Legislative Implications

There are no risk, legal and legislative implications.

Environment Sustainability Implications

There are no environmental sustainability implications.

Council Officer Conflict of Interest

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



14.8 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF SEPTEMBER 2023

Author: Brendan Pearce, Director of Infrastructure and Environment
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: For noting
Attachments: Nil

Officer Recommendation

That Council receive and note the report of the Infrastructure and Environment Department for the month of September 2023.

Purpose of Report

To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure and Environment Department during the month of September 2023.

Strategic Plan

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

1.4.1 Continually improve services and our tourism offerings.

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

2.1.2 Provide safe and accessible public amenities throughout Katherine.

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

3.4.5 Provide more drinking water access.

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

7.1.1 Implement a Council-led recycling initiative that inspires the community.

Municipal Plan

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

4.2.8 Carry out signage renewal program.

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

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

4.6 Infrastructure and Environment - Binjari

4.6.1 Provide services in line with NTG operational funding arrangements.

4.7 Infrastructure and Environment - Cemetery

4.7.1 Compliance with legislative requirements.

4.7.2 Provide safe and appropriate burial options.

4.8 Infrastructure and Environment - Waste Management

4.8.3 Investigate residential recycling through six-week trial Recycling trial - educate residents on separating their waste.

4.8.4 Conduct environmental monitoring and reporting required by NT EPA and NPI regulations.

4.8.10 Install a tip shop at waste facility, encouraging the reuse of goods.

4.10 Infrastructure and Environment - Recreation and Leisure Facilities

4.10.1 Manage and maintain council-owned facilities.

4.11 Infrastructure and Environment - Long Term Asset Management Plan

4.11.5 Carry out vehicle renewal replacements.

Background

Katherine Town Council's Infrastructure and Environment Department continues to undertake works to maintain Council's infrastructure and environment and provide core services within the Katherine Municipality.

The following is a summary of progress of key activities and achievement for the month.

Discussion

Kerb-side Recycling Trial

Two hundred and fifty-five (255) new 240 litre recycling bins (yellow topped lid) were delivered to all properties within the trial area in Katherine East.

There continues to be good presentation rates and minimal contamination of the recycling stream from within the trial area. The trial will continue through to the end of November 2023.

Specially built recycling and general waste bins have been installed at the VIC and on Lindsay Street outside of K-Hub and Dollars and Cents.

Lindsay Street Car Park Upgrade including Potable Water refilling Station

The new potable water station is now installed and is ready for operations. This includes a card reader payment system to pay for and to initiate water delivery to customers.

Site clearing of vegetation and grass has been completed. Works will commence shortly on supplying, spreading and compacting gravel, installing kerb stops for parking bay delineation, constructing concrete driveway entrance and exit points and installing additional signage.

EV Charging Station – Lindsay Street Car Park

A License agreement for the proposed licensed area of the Charging Station has been finalised and will be considered via a separate report to this Council meeting.

NTG Safer Territories – Solar Lighting installations

Quotations have been received from one supplier for the supply of suitable solar lights and poles to be installed along public pathways from:

- O'Shea Terrace along the river corridor to Giles Street,
- Chambers Drive between Fourth Street and Katherine East pathway and
- Additional lighting in and around the Adventure Play Park and toilet block.

Further quotes have been requested from a second supplier as well as quotes being called for the installation of the above including concrete footings and standing the poles.

Katherine Sportsground Boundary Fencing

Council staff have met the contractor on site to confirm and clarify the project details. Works will be commencing on replacing the existing Stuart Highway frontage security fencing with garrison style fencing

in coming weeks.

Hot Springs

As part of erosion control measures, and to minimise the risk to the public in slips and falls, the same fencing contractor engaged as part of the project above, will be installing a new fence on the pathways leading from the top level of the Hot Springs to the lower levels.

The purpose of this fence is to contain the path of travel to the constructed pathways.

Civic Centre Building Refurbishment

A Request for Quotation document has been prepared for the design phase of the refurbishment of the Civic Centre building. The design intent for this project is to produce high-level documents for the refurbishment of the building that accommodate council functions in the building and the provision of civic space for the community in a safe and flexible building that can accommodate future changes.

The building needs to be rectified to address known non-compliance with building certification and deficiencies in structure and layout.

Katherine Aquatic Centre Upgrade

The Federal Minister for Infrastructure, Transport, Regional Development and Local Government, the Hon Catherine King MP has approved \$10M in funding for the Katherine Aquatic Centre Upgrade. A draft funding agreement has been sent to Council for review, and this has been reviewed (with some suggested changes to commencement dates) and returned.

Once all terms and milestones are agreed the document will be signed and returned to the Commonwealth.

Consultation Process

Consultation has occurred with a range of identified stakeholders in the planning and delivery of the above projects.

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.



15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES



15.1.1 Centenary of Katherine Advisory Committee - Minutes - 9 October 2023

Author: Sinead Te Wake, Events Coordinator
Authoriser: Ingrid Stonhill, Chief Executive Officer
Report Type: Advisory Committee Minutes
Attachments: 1. Centenary of Katherine Advisory Committee - Minutes - 9.10.2023 - Unconfirmed.
[15.1.1.1 - 4 pages]

Recommendation

That Council receive and note the minutes of the Minutes of Centenary of Katherine Advisory Committee held on Monday 9 October 2023.



MINUTES

**Centenary of Katherine Advisory Committee
Held on Monday 9 October 2023**

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



1 ATTENDANCE

1.1 PRESENT

COMMITTEE MEMBERS

- Mayor Elisabeth Clark (Chair)
- Councillor Peter McDougall
- WGCDR Fiona Pearce , SADFO RAAF Base Tindal
- WOFF Jason Pyke, RAAF Base Tindal
- Toni Tapp Coutts
- Jenny Duggan
- Christine Butler
- Eric Vaughn Holowacz
- Laureen Reed
- Trent de With
- Ushani Loku Arumage

OFFICERS

- Ms Rosemary Jennings – Director Community Services
- Sinead Te Wake – Events Coordinator
- Ingrid Stonhill - Chief Executive Officer

OBSERVER

- Councillor Amanda Kingdon

1.2 APOLOGIES

Eric Vaughn Holowacz, Lauren Reed, Trent de With

2 OPENING OF THE MEETING

Mayor Clark declared the Centenary of Katherine Advisory Committee 9 October 2023 open at 5:02 pm.

3 DECLARATION OF INTEREST

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

Nil conflicts declared.

4 ITEMS FOR DISCUSSION

4.1 CENTENARY OF KATHERINE TERMS OF REFERENCE

COMMITTEE RESOLUTION CKAC-2023-1

Moved: Toni Tapp Coutts; **Seconded:** Councillor McDougall

That the Committee endorses the draft Centenary of Katherine Advisory Committee Terms of Reference.

CARRIED 8|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Jenny Duggan, Christine Bulter, Fiona Pearce,
Jason Pike and Ushani Loku Arumage
AGAINST: Nil



4.2 CENTENARY OF KATHERINE MEETING DATES 2024

COMMITTEE RESOLUTION CKAC-2023-2

Moved: Councillor McDougall; **Seconded:** Ushani Loku Arumage

That the Committee endorses the proposed 2024 Centenary of Katherine Advisory Committee meetings dates, specifically:

- Monday 5 February 2024
- Monday 13 May 2024
- Monday 12 August 2024
- Monday 4 November 2024

CARRIED 6|0

FOR: Mayor Clark, Jenny Duggan, Christine Bulter, Fiona Pearce, Jason Pike and Ushani Loku Arumage
AGAINST: Nil

4.3 CENTENARY OF KATHERINE 2026 - PROMOTIONAL SIGNAGE INITIATIVE

COMMITTEE RESOLUTION CKAC-2023-3

Moved: Councillor McDougall; **Seconded:** Jason Pike

That advisory committee notes the Centenary of Katherine promotional signage initiative.

CARRIED 8|0

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Jenny Duggan, Christine Bulter, Fiona Pearce, Jason Pike and Ushani Loku Arumage
AGAINST: Nil

5 COMMITTEE MEMBER BUSINESS

5.1 COMMITTEE DISCUSSION

Discussions

Fiona Pearce:

- Happy to provide a strong military presence and support where needed.
- Can liaise with Navy/Army to support events.
- Possibility of collaboration/event support for Bombing of Katherine 2026.
- Can engage the Army Band to support events.
- Possibility of re-doing 'Welcome to Katherine' signs with military history included.
- Possibility of a Military Memorial/Gate Guards

Toni Tap Coutts:

- Botanical gardens (along Railway Terrace)
(would like planting to commence in 2024)
- Statue of Katherine family.
- The story of Katherine on Kirby's wall mural concept

Jenny Duggan:

- Possibility of re-locating the planting tree plaques currently located down the main strip of town on the Stuart Highway.



Jason Pyke:

- Walk with the names of local/significant family names.

Christine Butler:

- Expressed the importance of having another Indigenous representative on committee, and ideally someone who is local to Katherine.
- Centenary of Katherine | Katherine's 100 Years 2026 logo concept.
- Art Competition (possibly involving schools).

Ushani Loku Arumage:

- Looks forward to the wider multicultural population learning more about Katherine.
- Happy to support where possible.

Councillor McDougall:

- Citizenship Ceremony on 1st July 2026.
- Loves the idea of events throughout the year of 2026.

Eric Vaughn Holowacz (Presented by Rosemary Jennings):

- Photo documentation Project, capturing 2024-2025 images.
- Bush medicine and native plant garden.

Group Discussions:

- Playing Katherine history videos on the CBD Town Square screen at night.
- NAIDOC week 2026.
- Possible collaboration with the Katherine Show Society in 2026 for show theme.
- Council to draft a rough schedule of events/concept and commence preliminary branding concept for event to aid in promotion initiatives – to be presented to next meeting of committee

6 CLOSURE OF THE MEETING

The Centenary of Katherine Advisory Committee 9 October 2023 was declared closed at 5:55 pm.

The next Centenary of Katherine Advisory Committee will be held on Monday 5 February 2024.

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES SEPTEMBER 2023

Report Type: For noting

Recommendation

That Council receive and note the Elected Member activities for September 2023.

Purpose of Report

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

Strategic Plan

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

1.1.3 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.

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

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

6.3.1 Advocate for the interests of our community.

Deputy Mayor Denis Coburn	
Date	Activity attended
5 September	NT Grants Commission
11 September	Elected Member Information Session
25 September	Elected Member Information Session
26 September	Ordinary Meeting of Council

Councillor Madeleine Bower	
Date	Activity attended
8 August	Elected Member Information Session
21 August	Elected Member Information Session
22 August	Ordinary Meeting of Council
25 August	K-Town Street Art
4 September	Elected Member Information Session with Special presentation from Sitzler

Councillor Amanda Kingdon	
Date	Activity attended
4 September	Elected Member Information Session with Special presentation from Sitzler
5 September	Showgrounds Advisory committee meeting - no quorum
9 September	Tip Shop opening
11 September	Elected Member Information Session
11 September	Mandatory Training Module 2
12 September	Community Grants panel meeting
17 September	Great Spring Clean up
18 September	Citizenship ceremony
23 September	Outdoor movie night
25 September	Elected Member Information Session
25 September	Meetings and Role of the Chair Training
26 September	Ordinary Meeting of Council

Councillor Peter McDougall	
Date	Activity attended

29 August	PFAS Information night – Knotts Crossing
4 September	Elected Member Information Session with Special presentation from Sitzler
11 September	Elected Member Information Session
11 September	Mandatory Training Module 2
25 September	Elected Member Information Session
25 September	Meetings and Role of the Chair Training
26 September	Ordinary Meeting of Council

Councillor Kerrie Mott	
Date	Activity attended
4 September	Elected Member Information Session with Special presentation from Sitzler
11 September	Elected Member Information Session
11 September	Mandatory Training Module 2
17 September	Great Spring Clean (Edith Farms Road)
18 September	Citizenship Ceremony
25 September	Elected Member Information Session
25 September	Meetings and Role of the Chair Training
26 September	Ordinary Meeting of Council
29 September	National Police Remembrance Day

Councillor Jeremy Trembath requested to be removed from the elected member reporting obligation.



17 LATE AGENDA

18 GENERAL BUSINESS

19 CLOSURE OF MEETING TO PUBLIC

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

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

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

20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

20.1.1 Confidential Minutes of the Ordinary Meeting of Council 26 September 2023

Section Under the Act	The grounds on which part of 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:	(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.

21 RESUMPTION OF OPEN MEETING

22 CLOSURE OF THE MEETING

The next Ordinary Meeting of Council will be held on 28 November 2023.