

# **AGENDA**

## **Ordinary Meeting of Council**

**Tuesday 26 October 2021**  
**Ordinary Meeting 6.00pm**

Council Chambers, Civic Centre,  
Stuart Highway, Katherine

The CEO 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  
- Deputy Mayor Kym Henderson  
- Councillor Amanda Kingdon  
- Councillor Benjamin Herdon  
- Councillor Denis Coburn  
- Councillor Jeremy Trembath  
- Councillor Madeleine Bower

**OFFICERS** : - Mr Ian Bodill – Chief Executive Officer  
- Mr Kerry Whiting – Director Corporate and Community Services  
- Mr Brendan Pearce – Director Infrastructure and Environment  
- Mr Jherry Matahelumual – Executive Assistant (Minute Taker)

**WEBCASTING DISCLAIMER**

The Katherine Town Council is live webcasting the Open Section of Ordinary Council Meetings. Audio-visual recording equipment has been configured to avoid coverage of the public gallery area and the Katherine Town Council will use its best endeavours to ensure images in this area are not webcast. However, the Katherine Town Council expressly provides no assurances to this effect and in the event your image is webcast, you will by remaining in the public gallery area be taken to have given the Katherine Town Council a non-exclusive licence to copy and broadcast your image worldwide for no reward. Every care is taken to maintain privacy and attendees are advised they may be recorded. In the case of livestreaming becomes unavailable due to technical difficulties, Council will attempt every effort to ensure the live streaming issues are rectified promptly. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages. Council will take no responsibility for and will not be held liable for the unavailability of live streaming in part or full; due to technical issues beyond its control. Webcasting of Special or Ordinary Council Meetings and any other public forums and meetings authorised by the CEO remain the property of Katherine Town Council. Access to live streams and recording of meeting is provided for personal and non-commercial use. Video, images, and audio must not be altered, reproduced or republished without the permission of the CEO. Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Katherine Town Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.

**ORDER OF BUSINESS****1. ACKNOWLEDGEMENT OF COUNTRY**

We are honoured to be on the ancestral lands of Katherine's Aboriginal peoples. We acknowledge the First Australians as the traditional custodians of the continent, whose cultures are among the oldest living cultures in human history. We pay respect to the Elders of the community and extend our recognition to their descendants' past, present and emerging.

**2. OPENING PRAYER**

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

**3. MEETING DECLARED OPEN****4. APOLOGIES AND LEAVE OF ABSENCE****4.1 Apologies****4.2 Leave of Absence**

- Councillor Jeremy Trembath

**5. CONFLICT OF INTEREST**

Members Disclosure Conflict of Interest

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

**6. CONFIRMATION OF PREVIOUS MINUTES**

6.1 Minutes of the Ordinary Meeting of Council held on 28 September 2021 1-21

**7. BUSINESS ARISING FROM PREVIOUS MINUTES****8. MAYORAL BUSINESS****8.1 Mayoral Official Engagements****9. CORRESPONDENCE AND DOCUMENTS TO BE TABLED****10. PETITIONS****11. PUBLIC QUESTION TIME**

Council would like to advise and encourage members of public to raise questions relating with the agenda.

Questions can be submitted in writing via email ([records@ktc.nt.gov.au](mailto:records@ktc.nt.gov.au)), online ([www.katherine.nt.gov.au](http://www.katherine.nt.gov.au)), via phone (08 8972 5500), in person at the Civic Centre OR at the Ordinary Meeting of Council.

**12. NOTICE OF MOTION**

Nil

**13. REPORTS OF OFFICERS**

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**14. REPORTS FROM REPRESENTATIVES ON COMMITTEES**

**15. ELECTED MEMBERS ACTIVITIES**

**16. LATE AGENDA**

**17. GENERAL BUSINESS**

**18. CLOSURE OF MEETING TO PUBLIC**

**19. CONFIDENTIAL ITEMS**

The following item is designated as confidential under Regulation 51(1)(a) of the Local Government (General) Regulations 2021:

For section 293(1) of the Act, the following information is prescribed as confidential:

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

- 19.1 Minutes of Confidential Special Meeting of Council held on 15 October 2021

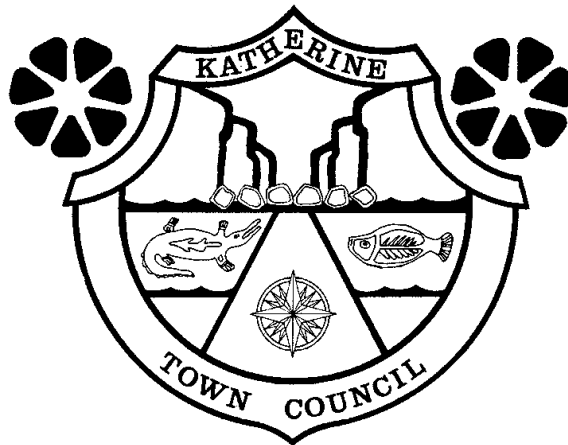


**20. RESUMPTION OF OPEN MEETING**

**21. NEXT ORDINARY MEETING OF COUNCIL**

That the Ordinary Meeting of Council will be held  
on Tuesday 23 November 2021

**22. CLOSURE OF MEETING**



# **MINUTES**

## **Ordinary Meeting of Council**

**Tuesday, 28 September 2021**  
**At 6.00 PM**

*Council Chambers, Civic Centre,  
Stuart Highway, Katherine*

**MINUTES OF THE ORDINARY MEETING  
KATHERINE TOWN COUNCIL  
HELD AT CIVIC CENTRE, STUART HIGHWAY, KATHERINE  
ON TUESDAY, 28 SEPTEMBER 2021 AT 6:00PM**

**PRESENT**

- ELECTED MEMBERS** : - Mayor Elisabeth Clark  
- Councillor Amanda Kingdon  
- Councillor Benjamin Herdon  
- Councillor Denis Coburn  
- Councillor Jeremy Trembath  
- Councillor Kym Henderson (appointed as Deputy Mayor during the meeting)  
- Councillor Madeleine Bower
- OFFICERS** : - Mr Ian Bodill, Chief Executive Officer  
- Mr Kerry Whiting, Director Corporate and Community Services  
- Mr Brendan Pearce, Director Infrastructure and Environment  
- Mr Jherry Matahelumual – Executive Assistant (Minute Taker)
- APOLOGY** : - Nil
- LEAVE OF ABSENCE** : - Nil
- VISITORS** : - Ms Amanda Haigh, Regional Manager, Local Government – Big Rivers Region, DCMC  
- Mr Jim Forscutt, Former Mayor of Katherine  
- 9 x Community Members  
- Ms Sarah Matthews, Katherine Times

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## 1 ACKNOWLEDGEMENT OF COUNTRY

We are honoured to be on the ancestral lands of Katherine's Aboriginal peoples. We acknowledge the First Australians as the traditional custodians of the continent, whose cultures are among the oldest living cultures in human history. We pay respect to the Elders of the community and extend our recognition to their descendants' past, present and emerging.

## 2 OPENING PRAYER

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

## 3 MEETING DECLARED OPEN AT 6.01 PM

Mayor Clark advised that the meeting is not streaming live on Council's Facebook page due to a technical issue. However, this meeting is recorded and will be published at a later date.

## 4 APOLOGIES AND LEAVE OF ABSENCE

4.1 Apologies  
Nil

4.2 Leave of Absence  
Nil

## 5 CONFLICT OF INTEREST

5.1 Councillor Herdon declared a conflict of interest in relation to item 13.10 entitled Community Grants, Acceptance of Successful Grant Applications due to Councillor's involvement with Top End Pride (NT) as one of the applicants

5.2 Councillor Henderson declared a conflict of interest in relation to item 13.10 entitled Community Grants, Acceptance of Successful Grant Applications due to Councillor's involvement with Katherine and District Show Society

## 6 CONFIRMATION OF PREVIOUS MINUTES

6.1 Minutes of the Ordinary Meeting of Council held on 24 August 2021

File	:	Local Governance / Council Meetings / Ordinary Minutes/Ordinary Minutes 2021
Moved	:	Councillor Kingdon
Seconded	:	Councillor Henderson
That the minutes of the Ordinary Meeting of Council on 24 August 2021 be confirmed as true and accurate.		
<b>CARRIED 7 / 0</b>		

## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

- Nil

## 8 MAYORAL BUSINESS TO BE CONSIDERED

### 8.1 CEO's Recruitment

Purpose	: To discuss the upcoming expiration of the current Chief Executive Officer's (CEO) contract, Mr Ian Bodill, and subsequently commence the recruitment of a replacement CEO
File	: Local Governance / Council Meetings / Mayoral Business
Moved	: Councillor Trembath
Seconded	: Councillor Henderson
<b>Amended recommendation to Council to</b>	
1. Commence recruitment of the Chief Executive Officer 2. Authorise Mayor to have a discussion with the current CEO Mr Ian Bodill for an extension of time	
<b>CARRIED 7 / 0</b>	

### 8.2 Mayoral business for the period of 13 August 2021 – 28 September 2021

File: Local Governance/Council Meetings/Mayoral Business to be considered

No	PERIOD	24 August – 13 September 2021
1.	Name of activity/event	Topic of discussion / brief information
2.	KLEC Meeting	
3.	Mayor and CEO weekly meeting x 2	
4.	Mayor and EA weekly meeting x 4	
5.	Community Radio with Sue Moran	Update on Council events for September
6.	Territory Day Celebration at the Showgrounds	
7.	PERIOD	14 September to 28 September 2021
8.	Leading Lines – Photographic Exhibition at the Library celebrating our Seniors in Katherine.	
9.	Kintore Special School Open Day – Tour of School	
10.	Kintore Special School Open Day – Tour of School	

11.	Meeting with Community Member x 2	
12.	Last Elected Member lunch for this term	
13.	Katherine Times Interview	
14.	PERIOD	
15.	Mayor and CEO weekly meeting x 2	
16.	Mayor and EA weekly meeting x 3	
17.	Interview with Katy Woolf, ABC Radio Darwin	
18.	Inauguration of the 12th Council.	
19.	Interview with Jo Laverty – ABC Breakfast.	
20.	Meeting with Director Tourism NT.	
21.	Lend Lease – Try a trade day.	Visit to RAAF base. Encourage High School Students to look at Trades in the Construction Industry.
22.	Training day for all Elected Members – Friday and Saturday	
23.	Workshop Dinner	
24.	EMIS x 2	
25.	Meeting with Community Member	
26.	Meeting with Foodbank representatives	Updates on current situation. Finding cool rooms and better communication
27.	Mayors message for newsletter	
28.	Visit to RAAF base to see jets and tour	
29.	Meeting with HR Administrator x 2	
30.	Monthly meeting with Dept. of Chief Minister – update on projects	
31.	Monthly meeting with Dept. of Infrastructure Planning & Logistics – Update on Council projects, future projects coming up	
32.	NAIDOC Flag raising ceremony	
33.	NAIDOC March to Lindsay Street Complex	
34.	Meeting with Cancer Council NT CEO	
35.	Katherine Show Society thank you barbecue	



36.	Clean up North – cleaning up of river corridor and surrounds before wet season	
37.	Red Cross Morning tea – Kalano for NAIDOC week	
38.	Ordinary Meeting of Council	

## 9 CORRESPONDENCE AND DOCUMENTS TABLED

- Letter received from Ms Shirley Crane dated 20<sup>th</sup> September 2021

## 10 PETITIONS

NIL

## 11 PUBLIC QUESTION TIME

Questions	Answers
Mr Forscutt mentioned that Time Capsules were planted in several places such as Museum in 1998, Hall at the Showgrounds after 2006 Katherine flood and under the bridge in 1976.	Mayor Clark thanked Mr Forscutt for this information
Mr McDougall congratulated the current elected members	Council thanked Mr McDougall for his good sentiment
Mr Hurley asked a question in relation to Waste Management funds.	CEO Bodill took this question on notice and will provide a response.

## 12 NOTICES OF MOTION

Nil

## 13 REPORT OF OFFICERS

### 13.1 CASTING VOTE POLICY

Purpose	: To provide a draft of the Katherine Town Council's Casting Vote Policy for Council's information and adoption
File	: Local Governance / Ordinary Meeting of Council /Reports to Council/ Governance Department
Moved	: Councillor Henderson
Seconded	: Councillor Bower

**That it be recommended to Council to:**

1. Receive, accept, and adopt Casting Vote Policy with immediate effect

**CARRIED 7/0**

### 13.2 ESTABLISHING SCHEDULE DATE OF THE ORDINARY MEETING OF COUNCIL FOR ONE COUNCIL TERM

Purpose	:	To establish meeting schedule for the term of the council and to seek council's endorsement on the proposed scheduled in Attachment A entitled Schedule Date of Ordinary Meeting of Council for one Council term
File	:	Local Governance/Council Meetings/Reports to Council/Governance Department
Moved	:	Councillor Trembath
Seconded	:	Councillor Herdon

**That it be recommended to Council to**

1. Endorse the schedule date of ordinary meeting of Council for one council term:

	2021	2022	2023	2024	2025
<b>January</b>		Tuesday, 25	Tuesday, 24	Tuesday, 23	Tuesday, 28
<b>February</b>		Tuesday, 22	Tuesday, 28	Tuesday, 27	Tuesday, 25
<b>March</b>		Tuesday, 22	Tuesday, 28	Tuesday, 26	Tuesday, 25
<b>April</b>		Tuesday, 26	Tuesday, 25	Tuesday, 23	Tuesday, 22
<b>May</b>		Tuesday, 24	Tuesday, 23	Tuesday, 28	Tuesday, 27
<b>June</b>		Tuesday, 28	Tuesday, 27	Tuesday, 25	Tuesday, 24
<b>July</b>		Tuesday, 26	Tuesday, 25	Tuesday, 23	Tuesday, 22
<b>August</b>		Tuesday, 23	Tuesday, 22	Tuesday, 27	Tuesday, 26
<b>September</b>		Tuesday, 27	Tuesday, 26	Tuesday, 24	Tuesday, 23
<b>October</b>	Tuesday, 26	Tuesday, 26	Tuesday, 24	Tuesday, 22	
<b>November</b>	Tuesday, 23	Tuesday, 22	Tuesday, 28	Tuesday, 26	
<b>December</b>	Tuesday, 14	Tuesday, 13	Tuesday, 15	Tuesday, 10	

**CARRIED 7 / 0**

### 13.3 APPOINTMENT OF DEPUTY PRINCIPAL MEMBER (DEPUTY MAYOR)

Purpose	: To advise Council of its obligation to appoint a Deputy Principal Member (Deputy Mayor) and to provide the appropriate information and method to assist with the process.
File	: Local Governance / Council Meeting / Reports to Council /Governance Department
Moved	: Councillor Trembath
Seconded	: Councillor Herdon
<b>Amended recommendations to Council to</b>	
<ol style="list-style-type: none"> <li>1. Appoint its Deputy Principal Member (Deputy Mayor) for a two-year period ending September 26, 2023, with a further nomination and appointment for Deputy Principal Member (Deputy Mayor) occurring on September 26<sup>th</sup>, 2023, for the remaining two years of the council term ending 2025.   Moved: Councilor Bower  Seconded: Councilor Henderson   <b>CARRIED 7/0</b> </li> <li>2. Allow Mayor to call for nominations for the position of Deputy Principal Member (Deputy Mayor) effective on 26 September 2021 until 26 September 2023. <ul style="list-style-type: none"> <li>• Councilor Henderson nominated for the position of Deputy Principal Member (Deputy Mayor) and seconded by Councillor Trembath.</li> <li>• Councilor Kingdon nominated for the position of Deputy Principal Member (Deputy Mayor) and seconded by Councillor Herdon</li> </ul> </li> <li>3. Conduct the voting process by secret ballot.   Moved: Councillor Trembath  Seconded: Councillor Bower   <b>CARRIED 7/0</b> </li> <li>4. Appoint Councillor Henderson as Deputy Principal Member (Deputy Mayor) for a two-year period ending September 26<sup>th</sup>, 2023.   Moved: Cr Trembath  Seconded: Cr Coburn   <b>CARRIED 7/0</b> </li> </ol>	

#### 13.4 MONTHLY REPORT OF THE COMMUNITY SERVICES DEPARTMENT FOR JULY 2021

Purpose	: To discuss the request from Mr Bruce Francais in relation to acknowledgment of country and to continue to include acknowledgment of country in our proceedings.
File	: Local Governance / Council Meeting / Reports to Council / Infrastructure and Environment
Moved	: Councillor Bower
Seconded	: Councillor Trembath
<b>That it be recommended to Council to</b>	
<ol style="list-style-type: none"> <li>1. Discuss the information contained in the two emails</li> <li>2. Continue to include the acknowledgment and welcome in its proceedings</li> </ol>	
<b>CARRIED 7 / 0</b>	

#### 13.5 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF AUGUST 2021

Purpose	: To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the period of August 2021
File	: Local Governance / Council Meeting / Reports to Council / Governance Department
Moved	: Councillor Herdon
Seconded	: Councillor Kingdon
<b>That it be recommended to Council to</b>	
<ol style="list-style-type: none"> <li>1. Formally receive and note the Chief Executive Officer report for the Month of August 2021.</li> </ol>	
<b>CARRIED 7 / 0</b>	

#### 13.6 ELECTED MEMBERS SYMPOSIUM FROM 5-6 OCTOBER 2021 IN DARWIN

Purpose	: To seek council's approval for Elected Members to participate at Elected Members Symposium organised by Local Government Association of the Northern Territory (LGANT) in Darwin from 5 to 6 October 2021.
File	: Local Governance / Council Meeting / Reports to Council / Governance Department
Moved	: Deputy Mayor Henderson
Seconded	: Councillor Coburn
<b>That it be recommended to Council to</b>	
<ol style="list-style-type: none"> <li>1. Endorse and approve any elected member who wishes to participate at the Elected Members Symposium organised by Local Government Association of the Northern Territory to be held from 5 to 6 October 2021 in Darwin.</li> </ol>	
<b>CARRIED 7 / 0</b>	

### 13.7 NOMINATIONS FOR COMMUNITY MEMBER REPRESENTATIVES ON THE KATHERINE DIVISION OF DEVELOPMENT CONSENT AUTHORITY

Purpose	: To council approval for the Elected Members' nomination to be community members representative on the Development Consent Authority and to advise Minister for Infrastructure, Planning and Logistics of the Northern Territory on their nomination.
File	: Local Governance / Council Meeting / Reports to Council / Governance Department
Moved	: Councillor Bower
Seconded	: Councillor Herdon
<b>That it be recommended to Council to</b>	
<ol style="list-style-type: none"> <li>1. Endorse members who wish to nominate to be eligible as community members representative on the Katherine Division of the Development Consent Authority</li> <li>2. Approve the nomination from Mayor Elisabeth Clark, Councillor Denis Coburn, Councillor Jeremy Trembath and Councillor Amanda Kingdon and advise Minister for Infrastructure, planning and Logistics accordingly.</li> </ol>	
<b>CARRIED 7 / 0</b>	

### 13.8 LGANT EXECUTIVE CASUAL VACANCY NOMINATION

Purpose	: The purpose of this report is to seek council's approval for the Elected Members' nomination to fill in executive casual vacancies on the Local Government Association of the Northern Territory (LGANT) and to advise the GANT the nominations accordingly.
File	: Local Governance / Council Meeting / Reports to Council / Governance Department
Moved	: Councillor Trembath
Seconded	: Councillor Kingdon
<b>That it be recommended to Council to</b>	
<ol style="list-style-type: none"> <li>1. Endorse members who wish to nominate to be eligible as Local Government Association of the Northern Territory Executive representatives</li> <li>2. Approve the nomination from Mayor Elisabeth Clark and Deputy Mayor Kym Henderson for the position of Executive Board Member, Municipals and advise Local Government Association of the Northern Territory accordingly.</li> </ol>	
<b>CARRIED 7 / 0</b>	

**13.9 EXPRESSIONS OF INTEREST – LEASING OF COUNCIL LAND –  
HOT SPRINGS (78 VICTORIA HIGHWAY AND VIC  
COURTYARD (23 CHAMBERS DRIVE)**

Purpose	: To receive Council's endorsement to commence leasing negotiations for the successful operators who made submissions for the Expression of Interest (EOI) – Leasing of Council Land.
File	: Local Governance / Council Meeting / Reports to Council / Corporate Services Department
Moved	: Councillor Coburn
Seconded	: Councillor Trembath

**That it be recommended to Council to**

1. Enter into direct leasing negotiations with the preferred respondent, Blast Coffee Group Hot Springs (78 Victoria Highway)
2. Enter into direct leasing negotiations with the preferred respondent, Maidens Fine Foods Pty Ltd Visitors Information Courtyard (23 Chambers Drive)

**CARRIED 7 / 0**

**13.10 COMMUNITY GRANTS – ACCEPTANCE OF SUCCESSFUL  
GRANT APPLICATIONS**

Deputy Mayor Henderson and Councillor Herdon left the meeting at 6.42pm

Purpose	: To accept the recommendation of the Community Grants Assessment Panel and award the Community Grants for 2021/22 year.
File	: Local Governance / Council Meeting / Reports to Council / Community Services Department
Moved	: Councillor Kingdon
Seconded	: Councillor Bower

**It be recommended to Council to**

1. Approve the awarding of the following grants on receipt of necessary paperwork and confirmation of any previous grants being acquitted.

**Minor Grants (Up to \$2,000)**

Organisation	Project	Amount
Desexing Assistance and Community Support Inc	Stop the Cycle	\$2,000
Katherine Crocs Golden Oldies Inc	Public Address System	\$507
NTES Katherine Volunteer Unit	Defibrillator purchase	\$1,955
National Trust of Australia (NT)	O'Keeffe House Christmas Lights Display	\$2,000

Food Ladder	Food Ladder Community Farm Amenity Upgrade	\$1,508
NT Friendship and Support	Funky Fronds Hub	\$2,000
Katherine Horse and Pony Club Inc	Light Up Arena	\$2,000
Bowls NT	Equipment Purchase	\$2,000
Katherine Fijian Association	Equipment Purchase	\$1,200
	<b>TOTAL</b>	<b>\$15,170.00</b>

#### Major Grants (Up to \$5,000)

Organisation	Event	Amount
UMNT Inc	Katherine Multicultural Festival	\$3,600
Kalano Community Association Inc	NAIDOC Family Fun Day	\$5,000
KWILS	Starting Conversations	\$4,980
Top End Pride (NT)	Katherine Pride Festival 2022	\$5,000
Arafura Wind Ensemble Inc	AWE presents Christmas Carols in Katherine	\$4,250
Active Feet	Active Feet end of year display	\$2,000
	<b>TOTAL</b>	<b>\$24,830.00</b>

2. All applicants will be advised in writing of the outcome of their grant application

**CARRIED 5 / 0**

Deputy Mayor Henderson and Councillor Herdon returned to the meeting at 6.46pm

#### 13.11 MONTHLY REPORT OF THE CORPORATE AND COMMUNITY SERVICES DEPARTMENT FOR AUGUST 2021

Purpose	: To present the report for the Corporate and Community Services department for the month of August 2021.
File	: Local Governance / Council Meeting / Reports to Council /Community Services Department
Moved	: Deputy Mayor Henderson
Seconded	: Councillor Coburn
<b>That it be recommended to Council to</b>	
1.	Receive and note the Corporate and Community Services report for the month of August 2021
<b>CARRIED 7 / 0</b>	

#### 13.12 MONTHLY FINANCIAL REPORT – AUGUST 2021

Purpose	: To receive and note the monthly financial report prepared by the Corporate Services Team.
File	: Local Governance / Council Meeting / Reports to Council /Community Services Department
Moved	: Councillor Herdon
Seconded	: Councillor Trembath

**That it be recommended to Council to**

1. Endorse the Financial Report for the month of August 2021

**CARRIED 7 / 0**

**13.13 INFRASTRUCTURE AND ENVIRONMENT DEPARTMENT  
REPORT FOR THE MONTH OF AUGUST 2021**

Purpose	: To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure & Environment Department during the month of August 2021.
File	: Local Governance / Council Meeting / Reports to Council /Infrastructure and Environment Department
Moved	: Councillor Trembath
Seconded	: Councillor Kingdon

**That it be recommended to Council to**

1. Receive and note the report of the Infrastructure & Environment Department for the month of August 2021.

**CARRIED 7 / 0**

**13.14 AUGUST 2021 – PROJECT UPDATE**

Purpose	: To inform Elected Members of the status of major projects undertaken by Infrastructure and Environment during the month of August 2021.
File	: Local Governance / Council Meeting / Reports to Council /Infrastructure and Environment Department
Moved	: Deputy Mayor Henderson
Seconded	: Councillor Kingdon

**That it be recommended to Council to**

1. Receive and note the project update for the month of August 2021.

**CARRIED 7 / 0**

**13.15 APPOINTMENT OF ELECTED MEMBERS AS  
REPRESENTATIVES ON COMMITTEES**



Purpose	: The purpose of this report is to appoint Elected Members to Executive and Advisory Committees and to delegate the Mayor and Deputy Mayor to select and appoint members of Council to committees of external organisations.
File	: Local Governance / Council Meeting / Reports to Council /Governance Department
Moved	: Councillor Coburn
Seconded	: Deputy Mayor Henderson

**That it be recommended to Council to:**

1. Note and receive the report entitled Appointment of Elected Members as Representatives on Committees
2. Make the following appointments:

**Administrative Review Committee**

- a) That effective as of 28 September 2021, pursuant to Section 40 (2)(b) of the *Local Government Act 2019*, hereby to the Administrative Review Committee the power to make recommendations to Council and decisions relating to undertake internal reviews in accordance with Part 18.1 of the *Local Government Act 2019*
- b) That Council appoints Mayor Clark and Cr Herdon and Cr Kingdon to the Administrative Review Committee for the Period of 28 September 2021 to 30 June 2022
- c) That Mayor Clark be the Chair of the Administrative Review Committee for the Period of 28 September 2021 to 30 June 2022

**Audit and Risk Management Committee**

- a) That Council appoints Councillor Henderson and Councillor Herdon to the Audit and Risk Management Committee for the Period of 28 September 2021 to 30 June 2022
- b) That Mayor Clark be appointed as Alternate to the Audit and Risk Management Committee for the Period of 28 September 2021 to 30 June 2022

**Community Benefit Grants Committee**

- c) That Council appoints Mayor Clark and Councillor Kingdon to the Community Benefit Grants Committee for the Period of 28 September 2021 to 30 June 2022
- d) That Councillor Bower be appointed as Alternate to the Community Benefit Grants Committee for the Period of 28 September 2021 to 30 June 2022

**Katherine Sportsground Advisory Committees**

- a) That Council appoints Deputy Mayor Henderson, Councillor Bower and Councillor Coburn to the Katherine Sportsground Advisory Committee for the Period of 28 September 2021 to 30 June 2022
- b) That Councillor Trembath be appointed as Alternate to the Katherine Sportsground Advisory Committee for the Period of 28 September 2021 to 30 June 2022

#### **Katherine Showgrounds and Multi-purpose Centre Advisory Committee**

- a) That Council appoints Mayor Clark, Councillor Kingdon to the Katherine Showgrounds and Multi-Purpose Advisory Committee for the Period of 28 September 2021 to 30 June 2022
- b) That Councillor Herdon be appointed as Alternate to the Katherine Showgrounds and Multi-Purpose Advisory Committee for the Period of 28 September 2021 to 30 June 2022

#### **Youth Advisory Committee**

- a) That Council appoints Deputy Mayor Henderson and Councillor Herdon to the Katherine Youth Advisory for the Period of 28 September 2021 to 30 June 2022
- b) That Councillor Trembath be appointed as Alternate to the Katherine Youth Advisory Committee for the Period of 28 September 2021 to 30 June 2022

#### **3. Delegate Mayor and Deputy Mayor to select and appoint members of council to the following external committees:**

- a) Community Helping Action Information Network governed by Smith Family
- b) Emergency Management Committee governed by Police, Fire and Emergency Services
- c) Katherine Accommodation Action Group governed by Department of Infrastructure, Planning and Logistics of the NT Government
- d) Katherine Chamber of Commerce, governed by Chamber of Commerce
- e) Katherine Historical Society, governed by Historical Society Inc
- f) Big Rivers Regional Development Committee, governed by Department of Trade, Business and Innovation of the NT Government
- g) Katherine Youth Interagency Committee, governed by Department of Justice of the Northern Territory Government
- h) Local Tourism Advisory Committee, governed by Tourism NT
- i) Nitmiluk National Park Board
- j) NT Weeds Committee, governed by Department of Natural Resources
- k) RISE Venture Katherine Committee, governed by RISE Venture
- l) R2R Project NT Reference Group, governed by Federal Government
- m) Tourism Top End Katherine Region Group, governed by Tourism Top End
- n) YMCA NT Community Advisory Committee for Katherine
- o) NT Planning Commission, government by NT Planning Commission
- p) Territory Brand & Population Advisory Committee
- q) Katherine Youth Justice and Reinvestment Committee
- r) Katherine Anti-Social Behaviour Reference Group, governed by Department of Chief Minister and Cabinet
- s) Beetaloo User Panel Group, Department of Agriculture, Water and the Environment, Australian Government

**CARRIED 7 / 0**

## 14. REPORTS FROM REPRESENTATIVE ON COMMITTEES

### 14.1 MINUTES FROM AUGUST YOUTH ADVISORY COMMITTEE

Purpose	: To present minutes of the Youth Advisory Committee meeting held on 10 August 2021.
File	: Local Governance / Council Meeting / Reports to Council / Representative on Committees
Moved	: Councillor
Seconded	: Councillor
<b>That it be recommended to Council to:</b>	
1. Receive and note minutes of the Youth Advisory Committee meeting held on 10 August 2021.	
<b>CARRIED 7 / 0</b>	

## 15. ELECTED MEMBERS ACTIVITIES

### 15.1 Councillor Amanda Kingdon

File	: Local Governance / Council Meetings / Elected Members Activities
Activities	: Councillor Kingdon had engaged in activities from 14 September to 28 September 2021 including: <ul style="list-style-type: none"> <li>• Inauguration of the 12th Katherine Town Council</li> <li>• Talks with community member regarding seeing a greener town, irrigating areas that are bone dry and the rates and variance of rates.</li> <li>• Elected Members workshop and workshop</li> <li>• Workshop Dinner</li> <li>• EMIS x 2</li> <li>• Talked with community member regarding barking/nuisance dogs, driveway repairs, Christmas décor, need a town hall.</li> <li>• Talked with community member regarding barking dogs disturbing sleep continuously.</li> <li>• NAIDOC Opening Ceremony</li> <li>• NAIDOC Dinner</li> <li>• Lunch with community business member</li> <li>• Discussion with Binjari CEO</li> <li>• 1st Ordinary Meeting of Council</li> </ul>

### 15.2 Councillor Benjamin Herdon

File	: Local Governance / Council Meetings / Elected Members Activities
Activities	: Councillor Herdon had engaged in activities from 14 September to 28 September 2021 including: <ul style="list-style-type: none"> <li>• Inauguration of the 12th Katherine Town Council Civic Centre</li> </ul>

- Elected Members Workshop Dinner
- Elected Members Workshop and Induction – Day II
- EMIS x 2
- Dinner with Mr Colin Abbott, Chamber of Commerce, and Cr. Henderson, with Mr Lee Henderson (This was partially social and partially to talk Katherine issues & ideas. I wasn't sure if it should be included in this list or not)
- NAIDOC Dinner Dance
- Great Northern Clean-up
- The Djali Project hosted by Katherine Regional Arts
- 1st Ordinary Meeting of Council

### 15.3 Councillor Denis Coburn

- File : Local Governance / Council Meetings / Elected Members Activities
- Activities : Councillor Coburn had engaged in activities from 14 September to 28 September 2021 including:
- Inauguration of the 12th Katherine Town Council
  - Elected Members Workshop and Induction, Day 1
  - Workshop Dinner
  - Elected Members Workshop and Induction, Day 2
  - Garrak bombers presentation night
  - BRFL Grand final
  - EMIS x 2 meeting
  - Kintor St School bike workshop
  - Thursday Men's shed
  - 1st Ordinary Meeting of Council

### 15.4 Councillor Jeremy Trembath

- File : Local Governance / Council Meetings / Elected Members Activities
- Activities : Councillor Trembath had engaged in activities from 14 September to 28 September 2021 including:
- Inauguration of the 12th Katherine Town Council (via zoom)
  - EMIS x 2
  - 1st Ordinary Meeting of Council

### 14.5 Councillor Kym Henderson (Deputy Mayor)

- File : Local Governance / Council Meetings / Elected Members Activities
- Activities : Deputy Mayor Henderson had engaged in activities from 14 September to 28 September 2021 including:
- Inauguration of the 12th Katherine Town Council
  - Community Briefing (Old Sport & Rec - Giles St)

- Elected Members Workshop and Induction 1
- Workshop Dinner
- Elected Members Workshop and Induction Day 2
- Elected Members Information Sessions
- Meeting with Elected Member
- Meeting with Colin (Chamber of Commerce)
- Katherine NAIDOC Opening Ceremony & Community March
- Lunch with Mayor
- Great Northern Clean Up
- Elected Members Information Session
- First Ordinary Meeting of Council

15. Councillor Madeleine Bower

File : Local Government / Council Meetings / Elected Members Activities

Activities : Councillor Bower had engaged in activities from 14 September to 28 August 2021 including:

- Elected Members workshop and Induction (2 days)
- Workshop Dinner
- EMIS x 2
- 1st Ordinary Meeting of Council

**16. LATE AGENDA ITEM**

Nil

**17. GENERAL BUSINESS**

- Deputy Mayor Henderson congratulated new elected members. Deputy Mayor Henderson would like to see the new council to start community engagement campaigning by providing list of ways to engage with community members. It is important that council is becoming more approachable by our community.
- Councillor Bower extended an invitation to members of public to attend a series of activity celebrating 10<sup>th</sup> anniversary of Flinders NT Medical Program to be held on Friday, 1<sup>st</sup> October 2021. Councillor Bower informed that the day will be running as follows:
  - Flinders Northern Territory Medical Program 10<sup>th</sup> Anniversary Celebrations Symposium
  - Flinders NT Supervisor Recognition Awards
  - Sunset Party and Entertainment featuring Constantina Bush
- Mayor Clark mentioned that there are many activities to celebrate NAIDOC week and encouraged members of public to participate. October business month activities are also available for public to participate and breast cancer campaign.

**18 CLOSURE OF MEETING TO PUBLIC**

Nil

**19 CONFIDENTIAL ITEMS**

Nil

**20 RESUMPTION OF OPEN MEETING**

Nil

**21 NEXT ORDINARY MEETING OF COUNCIL**

That the next ordinary meeting of Council will be held on Tuesday, 26 October 2021.

**22 CLOSURE OF MEETING**

That meeting was closed at 7.43pm

Elisabeth Clark

**MAYOR OF KATHERINE**

Unconfirmed

**KATHERINE TOWN COUNCIL****REPORT**

**NO** : **13.1**

**FOLDER** : **LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT**

**MEETING** : **ORDINARY COUNCIL MEETING – 26 OCTOBER 2021**

**REPORT TITLE** : **PROFESSIONAL DEVELOPMENT ALLOWANCE POLICY**

**AUTHOR** : **JHERRY MATAHELUMUAL, EXECUTIVE ASSISTANT TO THE CEO**

**ATTACHMENT/S** : **1. PROFESSIONAL DEVELOPMENT ALLOWANCE POLICY**

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**PURPOSE OF REPORT**

The purpose this report is to provide a draft of the Katherine Town Council's Professional Development Allowance Policy for Council's information and adoption.

**LEGISLATIVE REQUIREMENTS**

The proposal outlined in this report complies with Section 68(2) of the Local Government (General) Regulations 2021.

**68 Professional development allowance**

- (2) A council must, by resolution, adopt a policy that identifies the types of conferences or training that may be attended or undertaken by a member using the professional development allowance

**BACKGROUND**

A draft of the Katherine Town Council's Professional Development Policy in Attachment 1 is established under Section 68(2) of the Local Government (General) Regulations 2021 to allow members of council to use the professional development allowance. The draft has been reviewed by the Policy Review Committee.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Receive, accept, and adopt Professional Development Allowance Policy effective immediately until 30 June 2025

A blue ink signature, appearing to be 'Ian Bodill', written in a cursive style.

**Ian Bodill**  
**CHIEF EXECUTIVE OFFICER**



**TITLE:** **PROFESSIONAL DEVELOPMENT ALLOWANCE  
POLICY**

**ADOPTED BY:** **COUNCIL**

**RESPONSIBILITY:** **CHIEF EXECUTIVE OFFICER**

**DATE TO TAKE EFFECT:** **27/10/2021**

**NEXT REVIEW DATE:** **30/06/2025**

Version	Reviewed By	Adoption Date	History
1	Policy Review Committee		Draft



## **1. Purpose**

This policy is made under Regulations 66(2) of the *Local Government (General) Regulations 2021* to identify the types of training or conferences or training that may be attended or undertaken by a council member using the professional development allowance.

## **2. Principle**

Council is committed to recognising the most appropriate types of conferences and training opportunities that enable a council member to develop capabilities in the member's role.

## **3. Application of policy**

### **3.1 Types of conference and training**

The professional development allowance may be expended with an approval from the Mayor or CEO, in relation to attending or undertaking the following types of conference and training within the Northern Territory or facilitated online :

- (a) mandatory training relevant to being a council member;
- (b) course of study or other training course relevant to performance as a council member;
- (c) training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint;
- (d) training, mediation or counselling recommended by the Mayor or CEO; or
- (e) a conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government.

### **3.2 High-cost training courses**

If a council member is attending a training course that exceeds the professional development allowance available in the current financial year:

- (a) any remaining professional development allowance in the current financial year is to be expended to partially pay for the training course; and
- (b) the outstanding cost of the training course may be expended against the professional development allowance of the council member in future financial years (only within the term of the Council).

Expenditure of the professional development allowance in future financial years will only be done on a reimbursement basis to a council member who has personally paid the remaining cost of the training course.

Access to reimbursement is subject to:

- (a) the council member remaining to be a council member in the future financial year(s) when a claim for reimbursement is made; and
- (b) any changes in the maximum amount of professional development allowance available in the future financial year(s) (which may reduce the reimbursement amount available).

**KATHERINE TOWN COUNCIL****REPORT**

<b>NO</b>	<b>:</b>	<b>13.2</b>
<b>FOLDER</b>	<b>:</b>	<b>LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT</b>
<b>MEETING</b>	<b>:</b>	<b>ORDINARY COUNCIL MEETING – 26 OCTOBER 2021</b>
<b>REPORT TITLE</b>	<b>:</b>	<b>CREDIT CARD POLICY FOR COUNCIL MEMBERS AND CHIEF EXECUTIVE OFFICER</b>
<b>AUTHOR</b>	<b>:</b>	<b>JHERRY MATAHELUMUAL, EXECUTIVE ASSISTANT TO THE CEO</b>
<b>ATTACHMENT/S</b>	<b>:</b>	<b>1. CREDIT CARD POLICY FOR COUNCIL MEMBERS AND CHIEF EXECUTIVE OFFICER</b>

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**PURPOSE OF REPORT**

The purpose this report is to provide a draft of the Credit Card Policy for Council Members and Chief Executive Officer for Council's information and adoption.

**LEGISLATIVE REQUIREMENTS**

The proposal outlined in this report complies with Regulations 6(1)(e)(i)-(ii) of the Local Government (General) Regulations 2021.

**6 Information to be maintained**

(1) A council must maintain the following information:

- (e) a policy, adopted by resolution, for the responsibility for and use of council credit cards by:
  - (i) council members; and
  - (ii) the CEO;

**BACKGROUND**

A draft of the Credit Card Policy for Council Members and Chief Executive Officer in Attachment 1 is established under regulation 6(1)(e)(i)-(ii) Local Government (General) Regulations 2021 to allow members of council and Chief Executive Officer to use council credit cards. The draft has been reviewed by the Policy Review Committee.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Receive, accept, and adopt Professional Development Allowance Policy effective immediately until 30 June 2025

A handwritten signature in blue ink, appearing to be 'Ian Bodill', is written over a faint, light blue rectangular stamp. The signature is fluid and cursive.

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**



**TITLE:** CREDIT CARD POLICY FOR COUNCIL MEMBERS  
AND CHIEF EXECUTIVE OFFICER

**ADOPTED BY:** COUNCIL

**RESPONSIBILITY:** CHIEF EXECUTIVE OFFICER

**DATE TO TAKE EFFECT:** 27/10/2021

**NEXT REVIEW DATE:** 30/06/2025

Version	Reviewed By	Adoption Date	History
1	Policy Review Committee		Draft

## 1. Purpose

This policy is made under Regulation 6(1)(f)(i)-(ii) of the *Local Government (General) Regulations 2021* to ensure effective controls, policies and procedures are in place with respect to the use of corporate credit cards (credit cards) by council members and the Chief Executive Officer (CEO) of the Council.

## 2. Principles

Council is committed to sound financial management, public accountability and transparency.

Credit cards are a valuable tool for the efficient and effective operation of Council's daily business and not a benefit assigned to specific individuals.

Credit cards should only be used in situations where it is not reasonably possible or cost effective to go through the Council's normal procedures for the ordering of and / or payment for goods or services.

Council will apply best practice in relation to the management, authorisation and use of credit cards.

## 3. Application of policy

### 3.1 Issue of credit card

Before a credit card is issued, the recipient must agree to, and sign, the conditions of use at **Appendix 1**.

Council will maintain a register of credit cards issued to the CEO and council members, including details of the approval, the cardholder, the institution, expenditure limits and expiry date.

#### 3.1.1 CEO credit card

Council will authorise the issue of a credit card from *Commonwealth Bank of Australia* to the CEO with a monthly credit limit of \$10,000 and a maximum limit for single transactions of \$10,000

The credit card is to have no cash advance facilities. The credit card is not to be linked to any form of award points. Council may further limit the purposes for which the credit card may be used.

#### 3.1.2 Council member credit card(s)

Council may resolve to issue a credit card to a council member only if the card is necessary for the council member to perform their functions and it is not reasonably possible to use the Council's normal procedures for ordering or payment for goods or services. Council must resolve the monthly and transaction limits to be applied.

The credit card is to have no cash advance facilities. The credit card is not to be linked to any form of award points. Council may further limit the purposes for which the credit card may be used.

### 3.2 Use of credit card

It is the responsibility of the cardholder to ensure that limits are not exceeded.

Personal expenditure is not to be charged to a credit card under any circumstances. The cardholder is not to gain any personal benefits from being the holder of the card.

Any expenditure using the credit card must comply with legislative requirements, Council's procurement policy, delegations and directions.

Cardholders are responsible for the safe custody and security of the card and are liable for any misuse and associated costs.

The cardholder is not to allow others to use the credit card and must not disclose the personal identification number (PIN) or access codes to any person.

Each council member's credit card is to be reconciled monthly and that reconciliation is to be reviewed and subsequently authorised by the CEO.

The CEO's credit card is also to be reconciled monthly. However, that reconciliation is to be reviewed and subsequently authorised by the Mayor and Deputy Mayor.

The cardholder must ensure that all required documentation specified below is kept in relation to every use of the credit card.

The cardholder must keep up to date with monthly reconciliations.

The cardholder will be personally liable for purchases that are not authorised and / or cannot be shown to be related to the business of the Council.

### **3.3 Required supporting documentation**

Supporting documentation must be obtained by the cardholder for every expenditure when using the credit card. For all transactions, there must be a tax invoice that includes:

- (a) the Supplier's name;
- (b) the Supplier's Australian Business Number (ABN);
- (c) the date of the expenditure;
- (d) the Council's name as the purchaser; and
- (e) a brief description of the supplies purchased.

The standard machine receipt, which does not contain all of these details, is not acceptable, as the tax invoice must contain the criteria above in order for the Council to reclaim GST

(see example at **Appendix 2**).

### **3.4 Supporting documentation not available or lost**

If the supporting documentation is for some reason lost or destroyed, a statutory declaration must be completed by the cardholder giving full details of the transaction and explaining why the documentation is not available.

A statutory declaration form can be found at <https://nt.gov.au/law/processes/statutory-declarations>

Credit card reconciliations must not be approved without appropriate supporting documentation or an appropriate statutory declaration.

Where supporting documentation for a CEO's credit card purchase cannot be provided, the *Mayor and Deputy Mayor* must not authorise the monthly credit card reconciliation without a statutory declaration being attached.

If a cardholder regularly makes use of a statutory declaration, the matter of repeated failure to keep tax invoices must be brought to the attention of Council and the Council will consider whether it is appropriate for the person to continue being a cardholder.

### **3.5 Credit card reconciliations**

Each cardholder will be issued with a monthly credit card statement listing all their purchase transactions for that particular month.

It is the responsibility of the cardholder to match their supporting documentation to the monthly statement and return all documentation within 5 days of receiving the statement.

The CEO approves reconciliations of credit cards held by council members. The Mayor and Deputy Mayor approve reconciliations of the CEO's credit card.

Repeated failure to meet the required timeframe must be brought to the attention of Council and the Council must consider whether it is appropriate for the person to continue being a cardholder.

The CEO is to notify the *Mayor* and Council's *Director of Corporate Services* as soon as possible if there is a disputed card transaction in relation to the credit card held by the CEO. A council member is to notify the CEO as soon as possible if there is a disputed card transaction in relation to a credit card held by that council member.

Where a council member's credit card has been inadvertently used for personal use, the CEO must not approve the monthly credit card reconciliation unless the amount has been repaid to Council and a receipt is attached.

Where a CEO's credit card has been inadvertently used for personal use, the Mayor *and Deputy Mayor* must not approve the monthly credit card reconciliation unless the amount has been repaid to Council and a receipt is attached.

### **3.6 Credit card cancellation and replacement**

If a credit card is lost or stolen, the cardholder must immediately contact the issuing institution to report the loss and cancel the card. If the cardholder is a council member, the matter must be reported as soon as possible to the CEO. If the CEO is the cardholder, the matter must be reported to the Mayor or Deputy Mayor.

In the above circumstances, the CEO is to ensure that the credit card has been cancelled, arrange a replacement card (if appropriate) and update the credit card register.

### **3.7 Return of credit card**

The cardholder is to return the credit card to the Council as soon as the card is no longer required or, if leaving the Council, on or before the last day with Council.

The CEO is to ensure that all returned credit cards are cancelled, destroyed and that the register is updated.

**Appendix 1 – Corporate Credit Cardholder Agreement**

Cardholder's name:	
Credit limit (monthly): \$	
Transaction amount limit: \$	
<p><b>ACKNOWLEDGEMENT</b></p> <p>I have read the attached policy, acknowledge receipt of the Council Corporate Credit Card (Credit Card) and I agree that I will strictly comply with the policy. In particular I note that:</p> <ol style="list-style-type: none"> <li>1. As the Cardholder I am responsible for all purchases on the Credit Card. I will not use the Credit Card, nor permit it to be used, other than for official Council purposes. I will ensure security of the Credit Card at all times and will not permit the Credit Card to be used by any other person.</li> <li>2. The Credit Card may only be used in situations where it is not reasonably possible to use Council's normal procedures to pay for transactions.</li> <li>3. I will ensure that personal expenditure is not charged to the Credit Card.</li> <li>4. I will be personally liable for expenditure that is not authorised and / or cannot be shown to be related to the business of the Council.</li> <li>5. I will retain all original supporting documentation and ensure that the documentation meets the requirements specified at clause 3.3 in the attached policy.</li> <li>6. Monthly statements will be reconciled and returned with the required documentation within <i>[seven days – or other timeframe as decided by Council]</i> of my receipt of the statement.</li> <li>7. If the Credit Card is lost or stolen, I will immediately take the steps set out at clause 3.6 in the attached policy.</li> </ol>	
Credit Card number:	Credit Card expiry date:
Signature of Cardholder:	Signature date:



## Appendix 2 – Example tax invoice

**1 Tax invoice**

**2** Windows to Fit Pty Ltd  
ABN: 32 123 456 789 **3**

**4 Date:** 1 August 2018

**To:** Building Company  
254 Burshag Road  
Festler NSW 2755

15 Burshag Road  
Festler NSW 2755

Description of supply	Total
Window frames <b>5</b>	\$825
<b>TOTAL PRICE INCLUDING GST</b>	<b>\$825 <b>6</b> + <b>7</b></b>

1. The invoice is to make clear that GST is applicable to the supply – i.e. that it is a tax invoice;
2. Include the Supplier's name;
3. The Supplier's ABN;
4. The date the invoice was issued;
5. A brief description of the supply purchased, including the quantity (if applicable) and the price;
6. The GST amount payable either shown separately; or
7. If GST is included in the price then the tax invoice is to include a statement to make this clear – e.g. 'total price includes GST'.

## KATHERINE TOWN COUNCIL



## REPORT

<b>NO</b>	<b>:</b>	<b>13.3</b>
<b>FOLDER</b>	<b>:</b>	<b>LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT</b>
<b>MEETING</b>	<b>:</b>	<b>ORDINARY COUNCIL MEETING – 26 OCTOBER 2021</b>
<b>REPORT TITLE</b>	<b>:</b>	<b>PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY, TO NAME THE RAIL OVERPASS AFTER NANNETTE HELDER</b>
<b>AUTHOR</b>	<b>:</b>	<b>JHERRY MATAHELMUAL, EXECUTIVE ASSISTANT TO THE CEO</b>
<b>ATTACHMENT/S</b>	<b>:</b>	<b>1. INCOMING CORRESPONDENCE FROM PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY – COMMEMORATIVE PLACE NAMES REQUESTS IN THE GREATER KATHERINE REGION</b> <b>2. INCOMING CORRESPONDENCE FROM ZOE KNIGHT, FAMILY MEMBER OF NANNETE HELDER</b> <b>3. MAP SHOWING THE AREA</b> <b>4. OUTGOING LETTER TO PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY – PROPOSAL TO NAME RAIL OVERPASS AFTER NANNETE HELDER</b>

**PURPOSE OF REPORT**

The purpose this report is to respond to the Place Names Committee for the Northern Territory, inviting Katherine Town Council to comment on their proposal to name the rail overpass after Nannette Helder.

**DISCUSSION**

As part of the Place Names Committee for the Northern Territory's consultation process, Council has been invited to comment on a proposal to name the rail way overpass Katherine after Nanette Helder (1962 – 2021), Katherine's resident who is an award-winning surveyor. She is recognised for her contribution to professional surveying services in regional Australia. Rail overpass is located on the Stuart highway approximately 10 kilometres north of Katherine.

The Place Names Committee for the Northern Territory is responsible for public consultation in relation to this proposal and their file history relating to the naming of Nanette Helder is as follows:

- ***Consultation***

*In accordance with section 9(1A) of the Place Names Act 1967, the Committee must not make a report to the Minister recommending a name unless it has sought the views of interested persons.*

- ***Local Government Council – section 9(1A)(a)***

*The overpass is located within the Katherine Town Council local government area. Following the hiatus in Council meetings surrounding the local government elections on 28 August 2021, Council have confirmed the proposal will be on the agenda for its meeting on 26 October 2021.*

- **Land Council – section 9(1A)(b)**  
*Not applicable, as the overpass is within the local government area of Katherine Town Council.*
- **Organisations with which the Territory shares place naming provisions – section 9(1A)(c)**  
*Not applicable.*
- **Owner or developer – section 9 (1A) (d)**  
*The overpass is an unnamed asset of the Northern Territory Government. The General Manager of Transport and Civil Services for the Department of Infrastructure, Planning and Logistics has confirmed no objection to name the rail overpass after Nannette Helder.*
- **Family or descendants – section 9(1A)(e)**  
*Nannette Helder is survived by two daughters; Zoe Knight and Georgia Knight. Zoe Knight is the requestor of the place name 'Nannette Helder Overpass' and her sister Georgia has emailed the Department her consent to the request being made. In addition, Nannette's former husband, Michael Knight, has emailed his support for naming the overpass.*
- **Other interested parties**  
*No other interested parties were identified.  
However, the Department also received, independent of this naming request, an email from Katherine based business Building Approvals NT supporting the recognition of Nannette Helder in Northern Territory place naming.*

Council has also received a correspondence (attached) from a family member of Nannette Helder requesting to consider the proposal at a Council meeting.

This proposal, if supported by all stakeholders, would be forwarded to the Minister for Lands and Planning for signing off the name change. The new name would then be published in the Northern Territory Gazette, if approved by Minister.

The overpass is part of the Stuart Highway, a Northern Territory Government managed road, the responsibility for signage rests with the Transport and Civil Services branch of the Department of Infrastructure, Planning and Logistics.

## **OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Endorse a response to the Place Names Committee for the Northern Territory's request for comment on the proposal to name rail overpass after Nannette Helder, included as **Attachment 4**



Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

## Jherry Matahelumual

---

**From:** Liann Stephenson on behalf of Place Names  
<Place.Names@nt.gov.au>  
**Sent:** Thursday, 23 September 2021 8:52 AM  
**To:** Jherry Matahelumual  
**Cc:** Place Names  
**Subject:** Commemorative place naming requests in the greater Katherine region  
**Attachments:** place-naming-process-for-registered-names-flyer.PDF

Good morning Jherry

It was lovely to chat with you yesterday and I'm glad to hear of Council's interest in place naming. I've attached a flyer that provides an overview of the process to officially register a place name in the Northern Territory.

As mentioned, the Place Names Committee has received two commemorative naming requests in the greater Katherine region. The two requests are:

- 'Nannette Helder Overpass' – a proposal to name the rail overpass on the Stuart Highway approximately 10 kilometres north of Katherine after Nannette Helder (1962-2021), an award winning surveyor who is recognised for her contribution to professional surveying services in regional Australia (and her home Katherine).
- 'Mike Reed Bridge' – a proposal to name the bridge on the Stuart Highway over the Edith River approximately 40 kilometres north of Katherine after Mike Reed AM (1945-2020), Katherine MLA (1987-2003) and Deputy Chief Minister (1995-2001).

In considering whether to make a recommendation to the Minister regarding a new place name, the views of Council are important to the Committee. It is a requirement of the Committee that Council's support and/or comments with respect to a particular naming proposal, are sought and documented.

I'm aware there has been a break in Council's usual meeting schedule due to the election, however, I'd like to confirm that the two requests above have been received by Council and, if possible, at which upcoming meeting of Council these requests are likely to be considered.

Please feel free to contact me if you would like more information.

Cheers

**Liann Stephenson** | Place Names

**Land Information Group**

Department of Infrastructure, Planning and Logistics  
Northern Territory Government

Level 1, Energy House, 18-20 Cavenagh Street, Darwin  
GPO Box 2520, Darwin, NT 0801

t. +61 8 8995 5334

e.

e. [place.names@nt.gov.au](mailto:place.names@nt.gov.au)

[placenames.nt.gov.au](http://placenames.nt.gov.au)

## Jherry Matahelumual

**From:** Jherry Matahelumual  
**Sent:** Thursday, 23 September 2021 9:34 AM  
**To:**  
**Subject:** RE: Agenda item for next meeting - Place Name support

Good morning Zoe,

I would like to acknowledge the receipt of your email with many thanks.

I will follow up your request and get back to you.

Please let me know if you have any further questions.

Kind Regards  
 Jherry



Jherry Matahelumual  
 Executive Assistant to the CEO

Katherine Town Council, 24 Stuart Highway, Katherine NT 0850

P (08) 89/2 5515 | F (08) 89/1 0305 | E [jherry.matahelumual@ktc.nt.gov.au](mailto:jherry.matahelumual@ktc.nt.gov.au)

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email or any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author and do not represent those of Katherine Town Council unless this is clearly indicated. You should scan this email and any attachments for viruses. Katherine Town Council accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.




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**From:** Zoe Knight  
**Sent:** Thursday, 16 September 2021 9:42 AM  
**To:** Records (KTC) <[records@ktc.nt.gov.au](mailto:records@ktc.nt.gov.au)>  
**Subject:** Agenda item for next meeting - Place Name support

Hi,

I would like to add an agenda item to the next ordinary council meeting if that's possible. My family is requesting that an overpass 10km north of Katherine is named in honor of my mother, Nannette Helder, who passed away earlier this year. She was a licensed surveyor in Katherine for many years. We have approval from the Department of

Infrastructure, Planning and Logistics already, so now we just need a statement of support from Katherine Town Council.

Can you please advise how I can get this included in the next meeting and what information is required?

Thank you,  
Zoe Knight



## Rail overpass on Stuart Highway - 10km north of Katherine



Created by IMG

Bottom Left: -14° 24' 37", 132° 11' 46" Top Right: -14° 24' 23", 132° 12' 12" Approximate Scale: 1:2,700 Datum: GDA 1994

Data for information purposes only - accuracy not guaranteed

N.T. Land Information System Copyright Northern Territory of Australia



## Rail overpass on Stuart Highway 10km north of Katherine





Our ref: 33052

20 October 2021

Liann Stephenson  
Place Names  
Land Information Group  
Department of Infrastructure, Planning and Logistics  
Northern Territory Government  
e [place.names@nt.gov.au](mailto:place.names@nt.gov.au)

Dear Ms Stephenson,

Re: Proposal to name rail overpass after Nannette Helder

Thank you for your correspondence dated 23 September 2021, concerning the above and requesting comment from the Katherine Town Council on the above-mentioned naming proposal.

Katherine Town has no objection and is supportive of the proposed name of rail overpass which is located on the Stuart Highway approximately 10 kilometres north of Katherine after Nannette Helder.

Should you have any further queries, please do not hesitate to contact Jherry Matahelumual on 8972 5500 or email [jherry.matahelumual@ktc.nt.gov.au](mailto:jherry.matahelumual@ktc.nt.gov.au)

Yours sincerely

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

## KATHERINE TOWN COUNCIL



## REPORT

<b>NO</b>	<b>:</b>	<b>13.4</b>
<b>FOLDER</b>	<b>:</b>	<b>LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT</b>
<b>MEETING</b>	<b>:</b>	<b>ORDINARY COUNCIL MEETING – 28 SEPTEMBER 2021</b>
<b>REPORT TITLE</b>	<b>:</b>	<b>PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY, TO NAME A BRIDGE AFTER MIKE REED AM</b>
<b>AUTHOR</b>	<b>:</b>	<b>JHERRY MATAHELMUAL, EXECUTIVE ASSISTANT TO THE CEO</b>
<b>ATTACHMENT/S</b>	<b>:</b>	<b>1. INCOMING CORRESPONDENCE FROM PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY – COMMEMORATIVE PLACE NAMES REQUESTS IN THE GREATER KATHERINE REGION</b> <b>2. MAP SHOWING THE AREA</b> <b>3. OUTGOING LETTER TO PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY – PROPOSAL TO NAME A BRIDGE AFTER MIKE REED AM</b>

**PURPOSE OF REPORT**

The purpose this report is to respond to the Place Names Committee for the Northern Territory, inviting Katherine Town Council to comment on their proposal to name a bridge after Mike Reed AM.

**DISCUSSION**

As part of the Place Names Committee for the Northern Territory's consultation process, Council has been invited to comment on a proposal to name the bridge on the Stuart Highway over the Edith River approximately 40 kilometres north of Katherine after Mike Reed AM (1945-2020), who was a long-term Member for Katherine (1987-2003) and Deputy Chief Minister of the Northern Territory Government (1995-2001).

The Place Names Committee for the Northern Territory is responsible for public consultation in relation to this proposal and their file history relating to the naming of Mike Reed AM is as follows:

- **Consultation**  
*In accordance with section 9(1A) of the Place Names Act 1967, the Committee must not make a report to the Minister recommending a name unless it has sought the views of interested persons*
- **Local Government Council – section 9(1A)(a)**  
*The bridge is laterally bisected by the border of two local government areas. The northbound side falls within the Victoria Daly Regional Council and the southbound falls within the Roper Gulf Regional Council. It should be noted that the bridge lies less than one kilometre outside the Katherine Town Council area, and is situated just 40 kilometres from the town.*

*Mr Reed was a prominent citizen of Katherine for almost fifty years, and it is also deemed the Katherine Town Council are an interested local government council. It is expected the proposal to name the bridge after Mike Reed will be considered by all three Councils once usual business meetings resume in October.*

- **Land Council – section 9(1A)(b)**  
*Not applicable, as the bridge is within the local government areas of both the Victoria Daly and Roper Gulf Regional Councils.*
- **Organisations with which the Territory shares place naming provisions – section 9(1A)(c)**  
*Not applicable.*
- **Owner or developer – section 9(1A)(d)**  
*The bridge is an unnamed asset of the Northern Territory Government. The General Manager of Transport and Civil Services for the Department of Infrastructure, Planning and Logistics has confirmed no objection to name the rail overpass after Mike Reed.*
- **Family or descendants – section 9(1A)(e)**  
*Mike Reed is survived by his wife of 47 years, Ann Reed, and their three children; sons Steven and David, and daughter Megan. All have provided their consent for the proposal to name the bridge over the Edith River the ‘Mike Reed Bridge’.*
- **Other interested parties**  
*Letters of support for the proposal to name the bridge over the Edith River the ‘Mike Reed Bridge’ have also been received from:*
  - *Member for Katherine, the Hon Jo Hersey MLA*
  - *Regional Development Australia Northern Territory*
  - *McArthur River Mine Community Benefits Trust*

This proposal, if supported by all stakeholders, would be forwarded to the Minister for Lands and Planning for signing off the name change. The new name would then be published in the Northern Territory Gazette, if approved by Minister.

The overpass is part of the Stuart Highway, a Northern Territory Government managed road, the responsibility for signage rests with the Transport and Civil Services branch of the Department of Infrastructure, Planning and Logistics.

#### **OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Endorse a response to the Place Names Committee for the Northern Territory’s request for comment on the proposal to name a bridge after Mike Reed AM, included as **Attachment 3**.



**Ian Bodill**  
**CHIEF EXECUTIVE OFFICER**

## Jherry Matahelumual

---

**From:** Liann Stephenson <> on behalf of Place Names  
<Place.Names@nt.gov.au>  
**Sent:** Thursday, 23 September 2021 8:52 AM  
**To:** Jherry Matahelumual  
**Cc:** Place Names  
**Subject:** Commemorative place naming requests in the greater Katherine region  
**Attachments:** place-naming-process-for-registered-names-flyer.PDF

Good morning Jherry

It was lovely to chat with you yesterday and I'm glad to hear of Council's interest in place naming. I've attached a flyer that provides an overview of the process to officially register a place name in the Northern Territory.

As mentioned, the Place Names Committee has received two commemorative naming requests in the greater Katherine region. The two requests are:

- 'Nannette Helder Overpass' – a proposal to name the rail overpass on the Stuart Highway approximately 10 kilometres north of Katherine after Nannette Helder (1962-2021), an award winning surveyor who is recognised for her contribution to professional surveying services in regional Australia (and her home Katherine).
- 'Mike Reed Bridge' – a proposal to name the bridge on the Stuart Highway over the Edith River approximately 40 kilometres north of Katherine after Mike Reed AM (1945-2020), Katherine MLA (1987-2003) and Deputy Chief Minister (1995-2001).

In considering whether to make a recommendation to the Minister regarding a new place name, the views of Council are important to the Committee. It is a requirement of the Committee that Council's support and/or comments with respect to a particular naming proposal, are sought and documented.

I'm aware there has been a break in Council's usual meeting schedule due to the election, however, I'd like to confirm that the two requests above have been received by Council and, if possible, at which upcoming meeting of Council these requests are likely to be considered.

Please feel free to contact me if you would like more information.

Cheers

**Liann Stephenson** | Place Names

**Land Information Group**

Department of Infrastructure, Planning and Logistics  
Northern Territory Government

Level 1, Energy House, 18-20 Cavenagh Street, Darwin  
GPO Box 2520, Darwin, NT 0801

t. +61 8 8995 5334

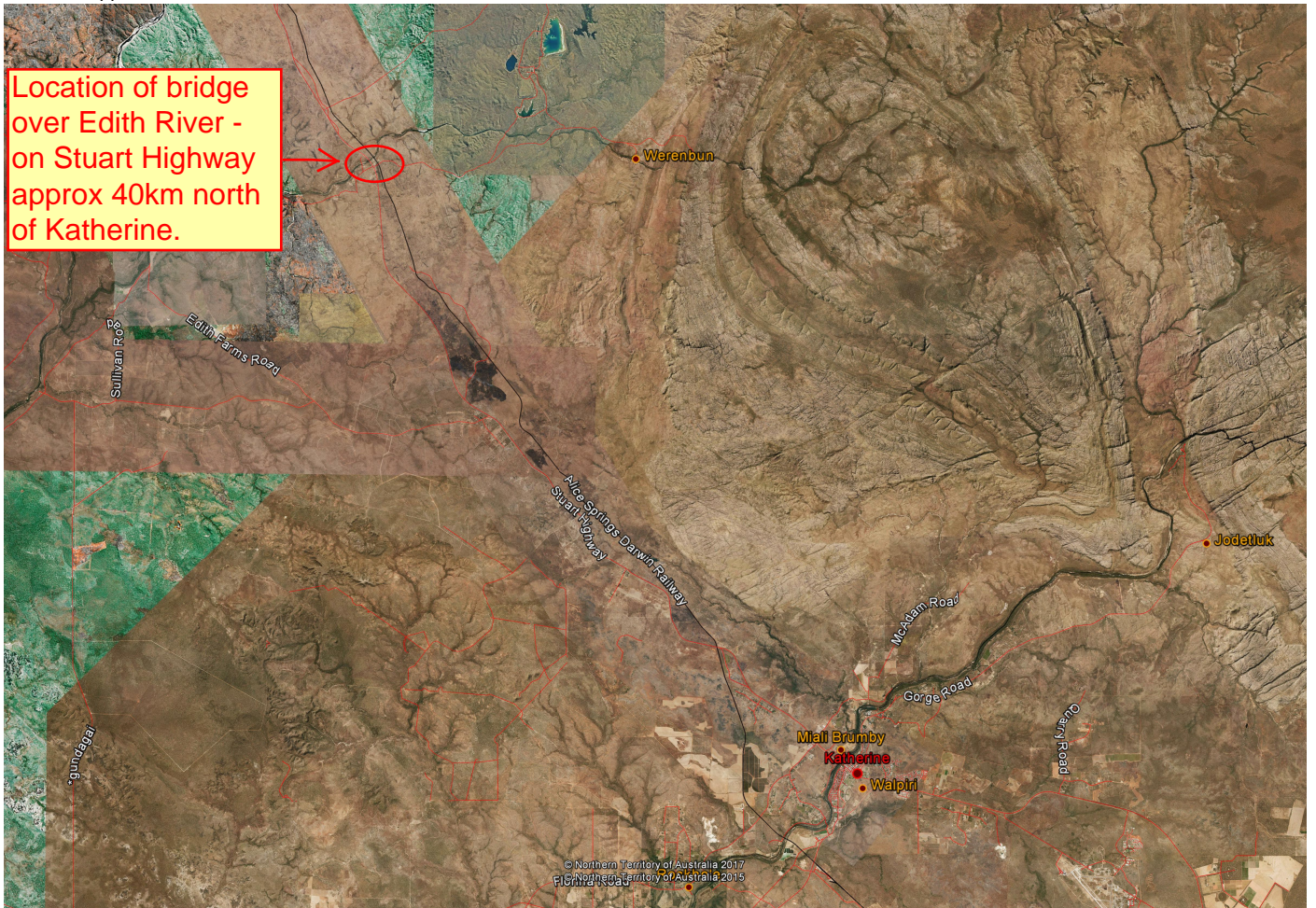
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e. [place.names@nt.gov.au](mailto:place.names@nt.gov.au)

[placenames.nt.gov.au](http://placenames.nt.gov.au)



Location of bridge  
over Edith River -  
on Stuart Highway  
approx 40km north  
of Katherine.



Google Earth Pro

miles 10  
km 20





# Stuart Highway, Bridge over Edith River



Map Center: 132° 2' 0.1" E, 14° 11' 0.8" S

Created by LQS

Bottom Left: -14° 11' 14", 132° 01' 36" Top Right: -14° 10' 47", 132° 02' 23" Approximate Scale: 1:5,000 Datum: GDA 1994

Data for information purposes only - accuracy not guaranteed

N.T. Land Information System Copyright Northern Territory of Australia



# Stuart Highway, Bridge over Edith River



Our ref: 33052

20 October 2021

Liann Stephenson  
Place Names  
Land Information Group  
Department of Infrastructure, Planning and Logistics  
Northern Territory Government  
e [place.names@nt.gov.au](mailto:place.names@nt.gov.au)

Dear Ms Stephenson,

Re: Proposal to name Edith River Bridge after Mike Reed AM

Thank you for your correspondence dated 23 September 2021, concerning the above and requesting comment from the Katherine Town Council on the above-mentioned naming proposal.

Katherine Town Council has no objection and is supportive of the proposed name of the bridge on the Stuart Highway over the Edith River approximately 40 kilometres north of Katherine after Mike Reed AM.

Should you have any further queries, please do not hesitate to contact Jherry Matahelumual on 8972 5500 or email [jherry.matahelumual@ktc.nt.gov.au](mailto:jherry.matahelumual@ktc.nt.gov.au)

Yours sincerely

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**



**KATHERINE TOWN COUNCIL****REPORT**

**NO** : 13.5

**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT

**MEETING** : ORDINARY COUNCIL MEETING – (26/10/2021)

**REPORT TITLE** : SELECTION OF CONSULTANT FOR COMMUNITY STRATEGIC PLAN 2022-2027

**AUTHOR** : IAN BODILL – CHIEF EXECUTIVE OFFICER

**ATTACHMENT/S** : NIL

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**PURPOSE OF REPORT**

To finalise the selection of consultant to undertake a five-year Katherine Community Strategic Plan.

**BACKGROUND**

A Council team consisting of the Deputy Mayor Kym Henderson, Councillor Maddie Bower, CEO Ian Bodill and EA Jherry Matahelumual, conducted interviews with the four shortlisted applicants via Zoom.

Following a two-hour process where all four applicants were given the opportunity to answer questions regarding their community consultation methods, availability to commence the project and proposed project timelines. Following the interviews, the team was unanimous with its top two preferred candidates and the Deputy Mayor was given the task of completing reference checks.

The reference checks were completed for both of the preferred candidates and provided the confirmation needed to validate the unanimous decision of the interview panel of the final preferred candidate.

It was agreed that Deloitte would be recommended to Council as the preferred candidate due to the proximity to Katherine in terms of access and distance (they are located in Darwin), their experience in Local Government planning, their previous work with other NT Councils and NT Government, their stand-out submission and interview and experience in working with diverse communities.

**OFFICER RECOMMENDATION**

**That it be recommended to council to**

1. Appoint Deloitte to conduct and prepare a five-year Katherine Community Strategic Plan at the agreed price of \$87,500.00.

A handwritten signature in blue ink, appearing to be 'Ian Bodill', is written over a faint, light blue rectangular background.

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

# KATHERINE TOWN COUNCIL



## REPORT

<b>NO</b>	<b>:</b>	<b>13.6</b>
<b>FOLDER</b>	<b>:</b>	<b>LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT</b>
<b>MEETING</b>	<b>:</b>	<b>ORDINARY COUNCIL MEETING – 26 OCTOBER 2021</b>
<b>REPORT TITLE</b>	<b>:</b>	<b>LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY (LGANT) GENERAL MEETING, ANNUAL GENERAL MEETING AND FORUMS FROM 3 TO 5 NOVEMBER 2021 IN ALICE SPRINGS</b>
<b>AUTHOR</b>	<b>:</b>	<b>JHERRY MATAHELMUAL, EXECUTIVE ASSISTANT TO THE CEO</b>
<b>ATTACHMENT/S</b>	<b>:</b>	<b>1. NOTICE OF GENERAL MEETING AND ANNUAL GENERAL MEETING 2. PROGRAM – LGANT CONFERENCE GENERAL MEETING, AGM AND FORUMS</b>

### **PURPOSE OF REPORT**

The purpose this report is to seek council's approval for Mayor Elisabeth Clark and Deputy Mayor Kym Henderson to participate in Local Government Association of the Northern Territory (LGNT) General Meeting, Annual General Meeting and Forums from 3 – 5 November 2021 in Alice Springs.

### **LEGISLATIVE/POLICY REQUIREMENTS**

The proposal outlined in this report complies with section 3.3 of Katherine Town Council policy entitled reasonable expenses for travel and accommodation received by Council members:

#### **3.3 Other Council business**

*If a council member is required to travel to attend a conference, workshop, seminar, training session or other council business approved by council resolution, the council member is entitled to payment or reimbursement or reasonable expenses for necessary travel and accommodation.*

### **BACKGROUND**

LGANT is holding second General Meeting, Annual General Meeting and Forums in Alice Springs from the 3<sup>rd</sup> to 5<sup>th</sup> November 2021. As a member with the association, it is essential that Katherine Town Council participates in these decision-making meetings. Additionally, both Mayor Clark and Deputy Mayor Henderson are Katherine Town Council's nominees for an Executive Board Member (Municipal) position. This vacancy will be discussed, and the winner will be selected at this meeting.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Approve the participation of Mayor Elisabeth Clark and Deputy Mayor Kym Henderson at the Local Government Association of NT Second General Meeting, 2021 Annual General Meeting and forum to be held from 3<sup>rd</sup> to 5<sup>th</sup> November 2021 in Alice Springs.



Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**



**NOTICE OF GENERAL MEETING AND ANNUAL GENERAL MEETING**

Notice is given that the second General Meeting and the 2021 Annual General Meeting of the Local Government Association of the Northern Territory will be held at the Alice Springs Convention Centre, 93 Barrett Drive, Alice Springs on 4-5 November 2021 commencing at 9:00 am. Registrations commence at 8:30 am.

The order of business will be as per the agendas for the meetings which will be circulated four weeks prior to the meetings.

Clause 7.3 of the LGANT Constitution says in the event that a delegate is unable to attend a meeting of the Association, the member council may, by giving written notice to the Chief Executive Officer prior to the commencement of the meeting, appoint another delegate to act as a substitute at the meeting. The appointment will only be valid for the meeting specified in the notice.

Dated this 16<sup>th</sup> day of September 2021.

Sean G Holden  
Chief Executive Officer

# JUST ADD WATER

LGANT Conference  
General Meeting  
AGM & Forums

3-5 NOVEMBER 2021 • ALICE SPRINGS

# DAY 1

## Wednesday 3 November 2021

### Workshop on LGANT Governance (Mayors/Presidents & CEOs)

<i>Venue</i>	<i>Function Room, Alice Springs Town Council</i>
9:00 am	State of the NT Local Government Sector <i>Sean Holden CEO, Local Government Association of the Northern Territory (LGANT)</i>
9:20 am	Meeting member council expectations – Issue identification <i>(Break-out sessions using independent facilitators)</i>
10:30 am	MORNING TEA
11:00 am	Facilitator reports from break-out sessions
11:30 am	Preparation of an action plan <i>(Facilitated plenary session)</i>
12:00 pm	LUNCH

### CEO Forum

<i>Venue</i>	<i>Function Room, Alice Springs Town Council</i>
1:00 pm	Meeting commences chaired by LGANT CEO Sean Holden <i>Format: Open discussion time</i>
2:00 pm	Meeting close

### Mayors and Presidents Forum

<i>Venue</i>	<i>Council Chambers, Alice Springs Town Council</i>
1:00 pm	Meeting commences chaired by LGANT President Kon Vatskalis <i>Format: Open discussion time</i>
2:00 pm	Meeting close

# DAY 1

## Combined Forum

<i>Venue</i>	<i>Function Room, Alice Springs Town Council</i>
2:15 pm	Improving land development in the NT <i>Team Territory</i>
2:30 pm	Aboriginal Justice Agreement <i>The Hon Selena Uiibo MLA, Minister for Aboriginal Affairs</i>
3:00 pm	<b>AFTERNOON TEA</b>
3:20 pm	Closing the Gap Implementation Plan Update <i>Sean Holden CEO, LGANT</i>
3:40 pm	10-Year General Strategy <i>Children and Families Tripartite Forum</i>
4:00 pm	Constitutional matters <i>LGANT Constitution and Incorporation Working Group</i>
4:20 pm	Commonwealth Bank update <i>Steve Handley, Relationship Executive, Local Government Group</i>
4:30 pm	<b>Meeting Close</b>



## DAY 2

# Thursday 4 November 2021

LGANT Conference and General Meeting	
<i>Venue</i>	<i>Ellery Room, Alice Springs Convention Centre</i>
8:30 am	Registrations
9:00 am	Welcome to Country
9:10 am	LGANT President's address <i>Lord Mayor the Hon Kon Vatskalis</i>
9:30 am	A message from the Minister for Local Government and presentation of Local Government Long Service Awards <i>The Hon Chansey Paech MLA</i>
9:50 am	JLT Public Sector update <i>James Sheridan, Branch Manager</i>
10:05 am	MORNING TEA
10:30 am	A council perspective on water security <i>(TBD) Alice Springs Town Council</i>
10:50 am	Aboriginal water security issues <i>Central Land Council Representative</i>
11:10 am	Adelaide River Offstream Water Storage (AROWS) <i>Scott Lovett and Evan Tyrell, NT Department of Industry, Tourism and Trade</i>
11:30 am	NT Water Security Strategic Plan <i>Penny Renc, Director, Office of Water Security, Water Resources Division, NT Department of Environment, Parks and Water Security</i>
12:00 pm	LUNCH
1:00 pm	Water Security Panel Session <i>(Selected councils and speakers)</i>
1:30 pm	2021 Local Government Elections Autopsy <i>Iain Loganathan, NT Electoral Commissioner, NT Electoral Commission</i>
1:50 pm	Statewide Super update <i>Jo Fitzpatrick, Regional Manager NT, Statewide Super</i>
2:00 pm	General Meeting commences per agenda
3:00 pm	AFTERNOON TEA
3:30 pm	General Meeting continues
4:30 pm	Meeting close

## DAY 2

Thursday 4 November 2021

### LGANT Conference Dinner

<i>Venue</i>	<i>Ellery Room, Alice Springs Convention Centre</i>
6:30 pm	Delegates arrive
6:45 pm	<b>Welcome</b> Lord Mayor Kon Vatskalis, LGANT President
7:00 pm	Tony Tapsell Oration – Leadership theme <i>Professor Scott Bowman AO, Vice Chancellor, Charles Darwin University</i>
7:30 pm	Main Course
8:00 pm	Sean Holden CEO, LGANT
8:15 pm	Tea, Coffee and Desserts
9:30 pm	Close

## DAY 3

Friday 5 November 2021

### LGANT Annual General Meeting

<i>Venue</i>	<i>Ellery Room, Alice Springs Convention Centre</i>
9:00 am	Annual General Meeting commences per agenda
10:00 am	MORNING TEA
10:30 am	Election to fill LGANT Executive casual vacancies
12:00 pm	Meeting close



Commonwealth Bank  
of Australia



# KATHERINE TOWN COUNCIL



## REPORT

**NO** : 13.7

**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE

**MEETING** : ORDINARY COUNCIL MEETING – (26/10/2021)

**REPORT TITLE** : CHRISTMAS AND NEW YEAR ARRANGEMENTS FOR 2021/2022

**AUTHOR** : SHARNA ROSS, HUMAN RESOURCES ADMINISTRATOR

**ATTACHMENT/S** : NA

### PURPOSE OF REPORT

To advise the Elected Members of the Katherine Town Council's Christmas and New Year arrangements for 2021/2022.

It is proposed to close the Council offices on the following days over the Christmas period:

Civic Centre	from 2pm on 24 <sup>th</sup> December 2021 until 3 January 2022 inclusive
Library	24 <sup>th</sup> December 2021 until 3 January 2022 inclusive
Depot & Inspectorate	25 <sup>th</sup> , 26 <sup>th</sup> , 27 <sup>th</sup> and 28 <sup>th</sup> December 2021 and 3 <sup>rd</sup> January 2022
Visitor Information Centre	25 <sup>th</sup> , 26 <sup>th</sup> , 27 <sup>th</sup> and 28 <sup>th</sup> December 2021 and 1 <sup>st</sup> and 3 <sup>rd</sup> January 2022
Waste Management Station	25 <sup>th</sup> December 2021

It is proposed that the Visitor Information Centre reduce operating hours for the following days over the Christmas period:

Visitor Information Centre	29 <sup>th</sup> December 2021 until 31 <sup>st</sup> December 2021 inclusive – opening hours 10.00 am till 2.00 pm
----------------------------	---

### BACKGROUND

As Christmas and Boxing Day fall on a Saturday and Sunday this year, subsequently the 27<sup>th</sup> and 28<sup>th</sup> December 2021 have been declared official Northern Territory public holidays. Furthermore, New Year's Day also falls on a Saturday this year so subsequently the 3<sup>rd</sup> of January 2022 has been declared an official Northern Territory public holiday.

### OFFICER RECOMMENDATION

**That it be recommended to Council to:**

1. Close offices during the proposed times as follows:

Civic Centre	from 2pm on 24 <sup>th</sup> December 2021 until 3 January 2022 inclusive
Library	24 <sup>th</sup> December 2021 until 3 January 2022 inclusive

Depot & Inspectorate	25th, 26th, 27th and 28th December 2021 and 3rd January 2022
Visitor Information Centre	25th, 26th, 27th and 28th December 2021 and 1st and 3rd January 2022
Waste Management Station	25th December 2021

2. Reduce the Visitor Information Centre operating hours as follows:

Visitor Information Centre      29th December 2021 until 31st December 2021 inclusive –  
opening hours 10.00 am till 2.00 pm



Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

## KATHERINE TOWN COUNCIL



## REPORT

**NO** : 13.8  
**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/GOVERNANCE DEPARTMENT  
**MEETING** : ORDINARY COUNCIL MEETING – 26 OCTOBER 2021  
**REPORT TITLE** : MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF SEPTEMBER 2021  
**AUTHOR** : JHERRY MATAHELMUAL, EXECUTIVE ASSISTANT TO THE CEO  
**ATTACHMENT/S** : 1. SERVICES REQUESTS AND COMPLETED REQUESTS FROM JULY TO SEPTEMBER 2021  
 2. OUTSTANDING COUNCIL'S RESOLUTIONS AND RESOLUTIONS FROM COUNCIL MEETINGS IN SEPTEMBER 2021

**PURPOSE OF REPORT**

To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the period of September 2021.

**COMMENTS**

The following highlights the official engagements of the Chief Executive Officer for the Period of 20 September to 18 October 2021:

Tuesday, 21 September	BRRCC Meeting	<p>The BRRCC meeting has only just started meeting in 2021 and is still establishing itself after two meetings with new members.</p> <p>Members have been appointed by the respective by the Chief Minister and projects within the Big Rivers Region are discussed with actions addressed on each occasion.</p> <p>As this is a new committee chaired by Allison Ross, no actions have been discussed as of yet. I have listed Waste Management and Sport and Water Precinct as matters of importance.</p> <p><b><u>Members:</u></b>          Mrs Alison Ross          Ms Sharon Hillen          Mr William Headley          Mr Kevin Grey          Mr Trent De With          Mr Andrew Dalglish</p>
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		<p>Mrs Annabel Curtain  Mr Colin Abbott  Non appointed Members:  CEO, Katherine Town Council - Mr Ian Bodill  CEO, Roper Gulf Regional Council - Mr Marc Gardner  CEO, Victoria Daly Regional Council - Mr Russell Anderson</p>
Friday, 24 September	NT CEO's Meeting	This is a monthly meeting with NT CEO's with no notes or minutes being taken.
Tuesday, 28 September	Meeting with Principal of Katherine South Primary School	The Mayor and CEO met with Principal and staff to discuss the land adjacent to the Hot Springs Car Park.
Wednesday, 29 September	National Police Remembrance Day	Attended the Remembrance Day in the morning prior to the ceremony for CPL Frederic Prentis
	Dedication Service for CPL Frederick Prentice MM	KTC collaboratively worked with NORFORCE, Katherine Museum, Katherine Stolen Generation Group and RAAF Cadets Association in organising a Dedication Service for CPL Frederick Prentice MM. This was a solemn service conducted at the gravesite of CPL Prentice. It was well attended by many community members and dignitaries. Katherine Town Council thanked all involved.
5 – 6 October 2021	Elected Members Symposium hosted by LGNAT	Councillors and the CEO attended this symposium which was a beneficial induction into Local Government and opportunity to meet fellow elected members from other Councils.
Friday, 8 October	Project site visit – Oval 1	Visited the Sports Pavilion to gage its progress.
Monday, 11 October	Regular meeting with Member for Katherine	<p>The Mayor and CEO met with Jo Hersey to discuss issues.</p> <p>Waste management and Recycling.</p> <p>Heavy Vehicle Bypass</p> <p>Water Park</p> <p>AFL oval</p>
Thursday, 14 October	LGANT Symposium - Elected Members Briefing	N informal meeting to compare notes and discuss matters arising from the symposium.
Friday, 15 October	Department of Defence RAAF Base Tindal PFAS Investigation and Remediation Update	<p>This meeting discussed the Defence's progress with the PFAS Remediation update.</p> <p>The 10 mega litre plant was due in 2019.</p> <p>Still some 9 months to go.</p> <p>Suggestion is to continue regular tests even although recent tests have been pretty stable.</p> <p>They will make contact with us early next year for a further update.</p>

Marketing & Communications		
Manage Council's communication program, including media management and marketing.		
Responsibility	Major Activities	
<ul style="list-style-type: none"> <li>• Manage marketing and promotion of Council's brand including sponsorship/support arrangements</li> <li>• Develop and manage Councils social media platforms and website</li> <li>• Develop and implement effective media management strategies, public relations and marketing techniques</li> <li>• Continually review the Communications Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Production of monthly Council newsletter</li> <li>• Timely dissemination of Council news/media releases</li> <li>• Cross promotion of community events/activities/initiatives</li> <li>• Update Council website as required</li> <li>• Monitor and update Council Social media channels daily</li> </ul>	
KEY PERFORMANCE INDICATOR	TARGET	CURRENT (YTD)
Increase number of followers on Facebook per annum	10%	4.27%
Increase number of website visits per annum	20%	to be provided at the next Ordinary Meeting
Number of media release with positive news coverage	# 30	13

#### **OTHER UPDATES**

Other attachments include:

- Service requests that were received and completed in July to September 2021
- Outstanding Council's Resolutions for the period of January 2020 to August 2021 and resolutions from previous meeting in September 2021

#### **OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Formally receive and note the Chief Executive Officer Report for the Month of September 2021.



Ian Bodill  
**CHIEF EXECUTIVE OFFICER**



**Council received service 148 requests and completed 135 requests in September 2021. 13 requests are still awaiting resolution.**

Environment			Buildings/Facilities			Roads/Traffic/Parking			Inspectorate			Other Requests		
	R	C		R	C		R	C		R	C		R	C
Wheelie Bins	21	21	Waste Management Transfer Station			Licence/Permits – Road Events			Abandoned Vehicle	2	2	Equipment Hire – Collars, Cages etc		
Other Bins	5	5	Civic Centre	1	1	Carparks			Animal – Other	12	12	Streetlight Maintenance (Streetlights)	6	5
Domestic Rubbish Collection	1	1	Public Toilets	2	2	Road Opening/Closing (Telstra, Aurora etc)			Animal at Large & Nuisance	14	14	Burial Records	2	
Litter			Showgrounds	4	4	Road Opening/Closing – Footpath/Driveways			Animal Cruelty			Risk Management – Accidents – General		
Hazardous Waste Disposal			Katherine East Community Centre			Street Signs	5	5	Animals – Lost and Found	4	3	General Requests – Complaints		
Mowing of Verges-Nature Strips-Ovals	2	2	Airport	3	3	Street – Road Cleaning			Animal Attack & Menace	3	1	Miscellaneous Requests	1	
Streetlight Maintenance (Other Lighting)	3	2	Visitor Information Centre			Permit to Work Within NT Government Road Reserve			Public Health Risk Activities			Plaques and Headstones	1	
Sprinklers and Watering systems	2	2	Parks & Cenotaph	1	1	Driveways			Dangerous Animals	2	2	Ombudsman Complaints		
General			BMX			Road Maintenance & repairs	4	4	Dwelling and Vacant Lots Inspection			Community – Festival or Events		
Weeds			Lindsey Street Complex			Footpaths & Bike path	2	2	Parking Control	1	1	Alcohol Permit		
Trees & Vegetation	3	3	Sportsground	2	2	Line Marking/Pavement Management			Unauthorised Camping	1	1	Request for Letter of Support	3	1
Bores and Water Readings			General			Traffic Management			Overgrown/Unkempt Land	2	2	Vandalism (including graffiti)	5	5
Waste Management Facilities			Swimming Pool			Planning and Development	1	1	Dog Licence			Signs Requests	1	1
Illegal Dumping	8	8	Playgrounds and Equipment	1	1	Laneways / Alleyways			After Hours Callout			Finance – Direct Debit requests and Cancellations	7	7
Waste Charges – New Services and Removal	3	1	Skate Park			Road Access	1	1				Cemetery Maintenance & General Enquiries		
			Hot Springs	1	1	Drains & Gutters	1	1				Festival or Events		
			Scout Hall											
			Town Square & Kiosk	4	4									
<b>Total</b>	<b>48</b>	<b>45</b>	<b>Total</b>	<b>19</b>	<b>19</b>	<b>Total</b>	<b>14</b>	<b>14</b>	<b>Total</b>	<b>41</b>	<b>38</b>	<b>Total</b>	<b>26</b>	<b>19</b>

**Ordinary Meeting of Council – 26 October 2021**  
**Outstanding Council Resolutions**  
**(January 2020 – August 2021)**  
**and**  
**Resolutions of the Council Meeting in September 2021**

MINUTE NUMBER/ FOLDER	MEETING DATE	TITLE	RECOMMENDATION	OFFICER	DEPARTMENT	FOLLOW UP ACTION
<b>RESOLUTIONS</b>						
1.	28/04/2020	Naming of the Dog Park in Lockheed Reserve	THAT Council provides delegation to the CEO to commence implementation of the procedural requirements to ensure that the dog park on Lockheed Reserve is named after deceased staff member Andrew Wilson and that the planting of the cottonwood tree be completed as soon as possible.	Ian Bodill	Governance	<p>COMPLETED</p> <p>This item is progressing. Replacement sign (for existing) has been ordered.</p> <p>Bespoke chair and associated plaque have been ordered for official dedication.</p> <p>Community Support Officer in process of coordinating official dedication event for 26 March.</p> <p>Event Complete</p> <p>18/05/2021 Cheriece is finalising with Place Names Committee.</p>
2.	23/06/2020	Notice of Motion: Conduct a Signs Audit and Replacement Program	THAT Council conducts a signs audit and replacement program as a priority and a budget be established for replacement and renewal of town signs as soon as possible	Brendan Pearce	Infrastructure and Environment	<p>IN PROGRESS</p> <p>Community Support Officer is currently working on the Depot and Airport Sign.</p> <p>A staff of MIE has commenced a signs audit. Initial focus was on parking signs in First Street.</p>

						<p>Staff have been allocated streets on their daily duties to review and they are still collecting data to be able to conduct a works program suitable to the budget</p> <p>Facility signs have been put on hold until a Style Guide has been developed</p> <p>New Waste Management Entrance Sign have been installed.</p> <p><b>17/02/21</b> Data captured to date is paper based. This will be analysed / assessed to inform the 2021/22 budget for sign renewal.</p> <p>Finalising scope / layout for facility signs at KTC Depot and Civil Airport.</p> <p>17/05/21 – Sign audit will be conducted as part of overall Road Condition Audit to be undertaken by</p>
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						<p>Sheppard Engineering Services in June 2021</p> <p>21/7/21 – Sheppard Engineering commencing road audit on 24 July 2021.</p> <p>22/9/21 – Road Audit complete. Sheppard are compiling their condition assessment and rating.</p>
3.	23/06/2020	Notice of Motion: Wayfinding Signage	THAT Council considers it a priority to install the Wayfinding Signage urgently and acquit the budget/grant to finalise this project	Brendan Pearce	Infrastructure and Environment	<p>IN PROGRESS</p> <p>Meeting with Elected Members to finalise design on 28 July 2020. Final structural drawings and sign mapping in progress.</p> <p>The designs are finalised.</p> <p>With Infrastructure team for installation.</p> <p>17/02/21</p> <p>Quotes have been received from four suppliers. Some have offered alternative material specifications to what was requested. Seeking further information and recommendations from</p>

						<p>sign designers on the suitability of these alternatives prior to placing order.</p> <p>21/04/21 Materials should be received for the installation within 8 weeks.</p> <p>17/05/21 Wayfinding Signage expected to arrive Katherine 21 June 2021</p> <p>21/7/21 Wayfinding Signage not leaving Melbourne until next week. Underestimated fabrication time. Footing designs expected by end of week. RFQ will then be sent out.</p> <p>24/08/21 Signs have arrived and now stored at the Depot. The erection process will commence and will take between 4 to 6 weeks.</p>
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						<p>22/9/21 Quote awarded to Goodline to undertake installation of all signs.</p> <p>07/10/21 Service location commencing today with completion scheduled for 29/10/21</p>
4.	28/07/2020	T20-05-Morris Road Drainage Upgrade	THAT Council Discontinues T20-05 – Morris Road Drainage Upgrade project at this time and that alternative design solutions to address drainage and pavement issues are further investigated.	Arsalan Malik	Infrastructure & Environment	<p>IN PROGRESS</p> <p>16/06/2021 For consideration with Local Roads and Community Infrastructure funding Phase 3</p> <p>22/9/21 Some works on the drainage has been completed in advance of this year's wet season. Investigations underway to determine if upgrades to driveway culverts can be done in house at lower cost than the tender prices received.</p>
5.	27/04/2021	Disposal of Obsolete Property – Minor Plant & Equipment	THAT Council disposes of plant and equipment, CB40NR - Kia Rio and reception/office furniture and chairs (from Civic Centre and Library), in accordance with Local Government Accounting (Financial Regulations) and	Thea Griffin	Infrastructure and Environment	<p>COMPLETED</p> <p>16/05/2021 Orange County Pty Ltd have commenced collecting</p>

			Katherine Town Council's Disposal of Asset Policy Council, with the method of disposal being by trade-in or auction.			<p>items for next auction. KIA vehicle to be appraised by car dealer.</p> <p>11/6/2021 The KIA is still awaiting appraisal</p> <p>19/7/2021 KIA is ongoing process</p> <p>18/08/2021 Both Kia's are being listed for online sale with Orange County Auctions and will be taken to their yard on Friday if the lockdown lifts.</p> <p>19/10/2021 Auction house advised that bidding is scheduled to open on Monday 25/10/21 and close on 1/11/21</p>
6.	22/06/2021	Expressions Of Interest – Independent Audit and Risk Committee Members and External Audit Service	<p>THAT Council advertises an Expression of Interest for Independent Committee members on Council's Audit and Risk Management Committee</p> <p>THAT Council advertises an Expression of Interest for External Audit Services</p> <p>THAT the results from these Expression of Interest processes be presented to the September Ordinary Council meeting for approval.</p>	Kerry Whiting	Corporate Services	<p>IN PROGRESS</p> <p>13/7/21 – Scope of Specifications currently being developed for both arrangements. Advertisement will take place during August, so results can be tabled with</p>



						<p>the new Council for consideration.</p> <p>10/08/21</p> <p>Advertisements have been placed in Katherine Times and NT News. EOI close on 8th September 2021</p> <p>04/10/21 Report on this item be presented to Council in October's Ordinary Meeting</p>
7.	22/06/2021	Lease Renewal – Lot 3216 – Amtax	<p>THAT Council authorises the Mayor and Chief Executive Officer to execute a one (1) year lease renewal for the office space within the Visitor Information Centre – Lot 3216 – Corner of Lindsay Street and Katherine Terrace and affix the Common Seal as required.</p>	Casey Anderson	Corporate Services	<p>IN PROGRESS 1/7/2021 Documents with tenant for signing.</p>
8.	22/06/2021	Emungalan Bridge – Establishment of New Road	<p>THAT Council gives public notice of the proposal to establish two new areas of road associated with the new Emungalan Bridge Upgrade Project.</p> <p>THAT Council includes an invitation in the notice to any person who may object to the proposal to lodge a written objection to the proposal within 28 days.</p>	Brendan Pearce	Infrastructure and Environment	<p>COMPLETED</p> <p>21/07/21 – Period for comment will close near end of July.</p>

			<p>THAT Council considers any objections lodged in accordance with the invitation at the earliest available Ordinary Meeting.</p>			<p>22/9/21 Period for public comment has closed. No comments received. Cross Solutions instructed to proceed with preparing required documents for the Road Opening process.</p>
9.	28/09/2021	Project Closure Report – Katherine Sportsground Oval 2 Resurfacing	<p>THAT Council receives and endorses the Project Closure report for Katherine Sportsground Oval 2 Resurfacing Project: and</p> <p>THAT Council considers transfer any surplus funds form the project to the restricted capital renewals reserve at the mid-year budget review.</p>	Brendan Pearce	Infrastructure and Environment	IN PROGRESS
10.	28/09/2021	CEO Recruitment	<p><b>Amended Recommendation to Council:</b> THAT Council commence recruitment of the Chief Executive Officer position.</p> <p>THAT Council authorises Mayor to have a discussion with the current CEO Mr Ian Bodill for an extension of time</p>	Mayor Clark	Elected Members	<p>COMPLETED 19/10/2021 A confidential special meeting of council was conducted on 15 October 2021 to discuss this matter further.</p>
11.	28/09/2021	Casting Vote Policy	THAT Council receives, accepts, and adopts Casting Vote Policy with immediate effect	Jherry Matahelumual	Governance	COMPLETED
12.	28/09/2021	Appointment Of Deputy Principal Member (Deputy Mayor)	<p><b>Amended recommendations to Council:</b></p> <p>THAT Council appoints its Deputy Principal Member (Deputy Mayor) for a two-year period ending September 26, 2023, with a further nomination and appointment for</p>	Ian Bodill	Governance	COMPLETED

			<p>Deputy Principal Member (Deputy Mayor) occurring on September 26th, 2023, for the remaining two years of the council term ending 2025.</p> <p>THAT Council allows Mayor to call for nominations for the position of Deputy Principal Member (Deputy Mayor) effective on 26 September 2021 until 26 September 2023.</p> <p>THAT Council conducts the voting process by secret ballot.</p> <p>THAT Council appoints Councillor Henderson as Deputy Principal Member (Deputy Mayor) for a two- year period ending September 26th, 2023.</p>			
13.	28/09/2021	Welcome To Country/ Acknowledgement of Country	<p>THAT Council discusses the information contained in the two emails.</p> <p>THAT Council continues to include the acknowledgement and welcome in its proceedings.</p>	Ian Bodill	Governance	COMPLETED
14.	28/09/2021	Monthly Report of The Chief Executive Officer for the Month of August 2021	THAT Council formally receives and notes the Chief Executive Officer Report for the Month of August 2021.	Jherry Matahelumual	Governance	COMPLETED
15.	28/09/2021	Elected Members Symposium From 5 To 6 October 2021 in Darwin	THAT Council endorses and approves any elected member who wishes to participate at the Elected Members Symposium organised by Local Government Association of the Northern Territory to be held from 5 to 6 October 2021 in Darwin.	Jherry Matahelumual	Governance	COMPLETED
16.	28/09/2021	Nominations For Community Member Representatives on the Katherine Division of	THAT Council endorses members who wish to nominate to be eligible as Community Members representative on the Katherine Division of the Development Consent Authority	Jherry Matahelumual	Governance	COMPLETED Minister for Infrastructure, Planning and Logistics accordingly has been



			Desexing Assistance and Community Support Inc	Stop the Cycle	\$2,000			
			Katherine Crocs Golden Oldies Inc	Public Address System	\$507			
			NTES Katherine Volunteer Unit	Defibrillator purchase	\$1,955			
			National Trust of Australia (NT)	O'Keeffe House Christmas Lights Display	\$2,000			
			Food Ladder	Food Ladder Community Farm Amenity Upgrade	\$1,508			
			NT Friendship and Support	Funky Fronds Hub	\$2,000			
			Katherine Horse and Pony Club Inc	Light Up Arena	\$2,000			
			Bowls NT	Equipment Purchase	\$2,000			

			<table><tr><td>Katherine Fijian Association</td><td>Equipment Purchase</td><td>\$1,200</td></tr><tr><td></td><td><b>TOTAL</b></td><td><b>\$15,170.00</b></td></tr></table>	Katherine Fijian Association	Equipment Purchase	\$1,200		<b>TOTAL</b>	<b>\$15,170.00</b>																					
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			<p><b>Major Grants (Up to \$5,000)</b></p> <table><tr><th>Organisation</th><th>Event</th><th>Amount</th></tr><tr><td>UMNT Inc</td><td>Katherine Multicultural Festival</td><td>\$3,600</td></tr><tr><td>Kalano Community Association Inc</td><td>NAIDOC Family Fun Day</td><td>\$5,000</td></tr><tr><td>KWILS</td><td>Starting Conversations</td><td>\$4,980</td></tr><tr><td>Top End Pride (NT)</td><td>Katherine Pride Festival 2022</td><td>\$5,000</td></tr><tr><td>Arafura Wind Ensemble Inc</td><td>AWE presents Christmas Carols in Katherine</td><td>\$4,250</td></tr><tr><td>Active Feet</td><td>Active Feet end of year display</td><td>\$2,000</td></tr><tr><td></td><td><b>TOTAL</b></td><td><b>\$24,830.00</b></td></tr></table>	Organisation	Event	Amount	UMNT Inc	Katherine Multicultural Festival	\$3,600	Kalano Community Association Inc	NAIDOC Family Fun Day	\$5,000	KWILS	Starting Conversations	\$4,980	Top End Pride (NT)	Katherine Pride Festival 2022	\$5,000	Arafura Wind Ensemble Inc	AWE presents Christmas Carols in Katherine	\$4,250	Active Feet	Active Feet end of year display	\$2,000		<b>TOTAL</b>	<b>\$24,830.00</b>			
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			THAT all applicants will be advised in writing of the outcome of their grant application.			
20.	28/09/2021	Monthly Report of the Corporate and Community Services Department For August 2021	THAT Council receives and notes the Corporate and Community Services report for the month of August 2021.	Kerry Whiting	Corporate Services/Community Services	COMPLETED Received and noted by Council
21.	28/09/2021	Monthly Financial Report, August 2021	THAT Council endorses the Financial Report for the Month of August 2021	Donna Jones	Corporate Services	COMPLETED Endorsed by Council
22.	28/09/2021	Infrastructure & Environment Department Report for the Month of August 2021	THAT Council receives and notes the report of the Infrastructure & Environment Department for the month of August 2021.	Brendan Pearce	Infrastructure and Environment	COMPLETED Received and noted by Council
23.	28/09/2021	August 2021 – Project Update	THAT Council receives and notes the project update for the month of August 2021.	Janette Crowhurst	Infrastructure and Environment	COMPLETED Received and noted by Council
24.	28/09/2021	Appointment of Elected Members as Representatives on Committees	<p>THAT Council notes and receives the report entitled Appointment of Elected Members as Representatives on Committees</p> <p>THAT Council makes the following appointments: <b>Administrative Review Committee</b></p> <p>a) THAT effective as of 28 September 2021, pursuant to Section 40 (2)(b) of the <i>Local Government Act 2019</i>, hereby to the Administrative Review Committee the power to make recommendations to Council and decisions relating to undertake internal reviews in</p>	Jherry Matahelumual	Governance	COMPLETED

			<p>accordance with Part 18.1 of the <i>Local Government Act 2019</i></p> <p>b) THAT Council appoints Mayor Clark and Cr Herdon and Cr Kingdon to the Administrative Review Committee for the Period of 28 September 2021 to 30 June 2022</p> <p>c) That Mayor Clark be the Chair of the Administrative Review Committee for the Period of 28 September 2021 to 30 June 2022</p> <p><b>Audit and Risk Management Committee</b></p> <p>a) THAT Council appoints Councillor Henderson and Councillor Herdon to the Audit and Risk Management Committee e for the Period of 28 September 2021 to 30 June 2022</p> <p>b) That Mayor Clark be appointed as Alternate to the Audit and Risk Management Committee for the Period of 28 September 2021 to 30 June 2022</p> <p><b>Community Benefit Grants Committee</b></p> <p>a) THAT Council appoints Mayor Clark and Councillor Kingdon to the Community Benefit Grants Committee for the Period of 28 September 2021 to 30 June 2022</p> <p>b) That Cr Bower be appointed as Alternate to the Community Benefit Grants Committee for the Period of 28 September 2021 to 30 June 2022</p>			
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			<p><b>Katherine Sportsground Advisory Committees</b></p> <p>a) THAT Council appoints Deputy Mayor Henderson, Councillor Bower and Councillor Coburn to the Katherine Sportsground Advisory Committee for the Period of 28 September 2021 to 30 June 2022</p> <p>b) That Councillor Trembath be appointed as Alternate to the Katherine Sportsground Advisory Committee for the Period of 28 September 2021 to 30 June 2022</p> <p><b>Katherine Showgrounds and Multi-purpose Centre Advisory Committee</b></p> <p>a) THAT Council appoints Mayor Clark Councillor Kingdon to the Katherine Showgrounds and Multi-Purpose Advisory Committee for the Period of 28 September 2021 to 30 June 2022</p> <p>b) That Cr Herdon be appointed as Alternate to the Katherine Showgrounds and Multi-Purpose Advisory Committee for the Period of 28 September 2021 to 30 June 2022</p> <p><b>Youth Advisory Committee</b></p> <p>a) THAT Council appoints Deputy Mayor Henderson and Councillor Herdon to the Katherine Youth Advisory for the Period of 28 September 2021 to 30 June 2022</p>			
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			<p>b) That Councillor Trembath be appointed as Alternate to the Katherine Youth Advisory Committee for the Period of 28 September 2021 to 30 June 2022</p> <p>THAT Council delegates Mayor and Deputy Mayor to select and appoint members of council to the following external committees:</p> <ul style="list-style-type: none"> <li>a) Community Helping Action Information Network governed by Smith Family</li> <li>b) Emergency Management Committee governed by Police, Fire and Emergency Services</li> <li>c) Katherine Accommodation Action Group governed by Department of Infrastructure, Planning and Logistics of the NT Government</li> <li>d) Katherine Chamber of Commerce, governed by Chamber of Commerce</li> <li>e) Katherine Historical Society, governed by Historical Society Inc</li> <li>f) Big Rivers Regional Development Committee, governed by Department of Trade, Business and Innovation of the NT Government</li> <li>g) Katherine Youth Interagency Committee, governed by Department of Justice of the Northern Territory Government</li> <li>h) Local Tourism Advisory Committee, governed by Tourism NT</li> <li>i) Nitmiluk National Park Board</li> <li>j) NT Weeds Committee, governed by Department of Natural Resources</li> <li>k) RISE Venture Katherine Committee, governed by RISE Venture</li> </ul>			
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			<ul style="list-style-type: none"> <li>l) R2R Project NT Reference Group, governed by Federal Government</li> <li>m) Tourism Top End Katherine Region Group, governed by Tourism Top End</li> <li>n) YMCA NT Community Advisory Committee for Katherine</li> <li>o) NT Planning Commission, government by NT Planning Commission</li> <li>p) Territory Brand &amp; Population Advisory Committee</li> <li>q) Katherine Youth Justice and Reinvestment Committee</li> <li>r) Katherine Anti-Social Behaviour Reference Group, governed by Department of Chief Minister and Cabinet</li> <li>s) Beetaloo User Panel Group, Department of Agriculture, Water and the Environment, Australian Government</li> </ul>			
25.	28/09/2021	Minutes from August Youth Advisory Committee	THAT Council receives and notes minutes of the Youth Advisory Committee meeting held on 10 August 2021.	Taylor Revitt	Governance	COMPLETED Received and noted by Council

**KATHERINE TOWN COUNCIL****REPORT**

**NO** : 13.9

**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/2021/CORPORATE SERVICES/ DIRECTOR CORPORATE AND COMMUNITY SERVICES

**MEETING** : ORDINARY COUNCIL MEETING – 26/10/2021

**REPORT TITLE** : ANIMAL MANAGEMENT PLAN

**AUTHOR** : KERRY WHITING, DIRECTOR CORPORATE AND COMMUNITY SERVICES

**ATTACHMENT/S** : NIL

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**PURPOSE OF REPORT**

To recommend to Council that an action be included in the 2022/23 Municipal Plan and budget for an Animal Management Plan.

**BACKGROUND**

Council has raised the development of an Animal Management Plan. Whilst there has certainly been some commentary in past community service reports there currently is no resourcing plan or budget to undertake such an initiative in the 2021/22 financial year.

Council currently does not have the resourcing or budget capability to undertake such a plan. Whilst the plan could be outsourced, indications suggest this may cost in the vicinity of \$50,000 to undertake. The plan will require extensive community consultation and this would best be undertaken by an external party. Accordingly, it is recommended to progress the development of the Animal Management Plan, Council plan for its inclusion in the 2022/23 Municipal Plan and Budget.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to**

1. Approve the inclusion of an Animal Management Plan within the 2022/23 Municipal Plan and Budget.

A blue ink signature of Ian Bodill, written in a cursive style.

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

## KATHERINE TOWN COUNCIL



## REPORT

**NO** : 13.10  
**FOLDER** : LOCAL GOVERNANCE / ORDINARY COUNCIL MEETING / REPORTS TO COUNCIL / COMMUNITY SERVICES  
**MEETING** : ORDINARY COUNCIL MEETING – 26/10/2021  
**REPORT TITLE** : MONTHLY REPORT OF THE CORPORATE AND COMMUNITY SERVICES DEPARTMENT FOR SEPTEMBER 2021  
**AUTHOR** : KERRY WHITING, DIRECTOR CORPORATE & COMMUNITY SERVICES  
**ATTACHMENT/S** : NIL

**PURPOSE OF REPORT**

To present the report for the Corporate and Community Services department for the month of September 2021.

**REPORT**

The monthly report of the Corporate and Community Services department reports directly against the Katherine Town Council 2021/22 Municipal Plan and identified Key Performance Indicators (KPI's) The report will track directly against targets on a Year to Date (YTD) basis, allowing Council officers, Elected Members and the Community to gauge progress on a monthly basis, allowing for adjustments to service delivery as required.

The Community Services Department includes Community Development, Community Events, Library Services, Regulatory Services and Visitor Information Services. The Corporate Services Department section of the Municipal Plan includes Administration Services and Finance Services.

The Director of Corporate and Community Services has been facilitating a services review within the organisation and these defined areas have changed slightly to those presented in the 21/22 Municipal Plan, however Council will continue to provide updates for 2021/22 against the current Key Performance Indicators.

Community Development	
Develop Council's facilitation role in the community whilst ensuring participation from the community and stakeholders in Council's decision-making process, planning and service delivery.	
Responsibility	Major Activities
<ul style="list-style-type: none"> <li>• Further implement and develop Council's Community Engagement Strategic Plan</li> <li>• Manage and Implement Katherine Town Council's Community Grant Program</li> <li>• Plan for undertake community engagement activities</li> <li>• Facilitate and support community groups</li> <li>• Provide strategic development and governance</li> </ul>	<ul style="list-style-type: none"> <li>• Oversee the promotion and administration of Council's Annual grant program including associated acquittal requirements.</li> <li>• Develop and implement a range of engagement activities and initiatives, allowing for increased community involvement and understanding around Council activities.</li> </ul>

support to the Museum as required	<ul style="list-style-type: none"><li>• Actively participate in various community led initiatives, providing support as appropriate.</li><li>• Provide safe and sustainable asset maintenance to the Museum.</li><li>• Provide funding and support to the Annual Katherine Prize event.</li></ul>	
<ul style="list-style-type: none"><li>• Provide operational funding to Godinymayin Yijards Rivers Arts and Culture Centre (GYRACC).</li></ul>		
KEY PERFORMANCE INDICATOR	TARGET	CURRENT (YTD)
Increase number of community engagement activities undertaken annually.	>5	2
Increase community grant program interest (applications)	>5	29 Applications were recd – an increase of 9 from last year.
Increase number of community groups engaged with Council	>1	5
Adherence to Katherine Museum partnership Agreement	ongoing	No non adherence matters have been raised
Completion of agreed yearly Asset Maintenance for Museum	100%	Ongoing
Adherence to GYRACC partnership Agreement	ongoing	No non adherence matters have been raised

#### Commentary for the month:

All KPI's are currently on track to meet targets.

2 activities include CBD Activation program and 2597 CPL Frederick Prentice MM Dedication Service.

5 groups include YMCA, Katherine Physio and Blue Eagle Muay Thai in CBD activation Program, Activate Katherine Project control Group and 2597 CPL Frederick Prentice MM Dedication Service parties.

Picture below is from the 2597 CPL Frederick Prentice MM Dedication Service.





Community Events			
Manage Council's recreational and cultural community program, including Council's major events programs for the benefit and satisfaction of the community.			
Responsibility		Major Activities	
<ul style="list-style-type: none"> <li>• Delivery Katherine Town Council's major community events program</li> <li>• Support, partner and delivery community events and programs in collaboration with community groups, with particular focus on young people.</li> </ul>		<ul style="list-style-type: none"> <li>• Development, planning and implementation of all council and partnered events; namely Territory Day, Military Commemorative services, Carols by Candlelight, Australia Day, Come &amp; Try sports Expo and Clean Up Australia Day.</li> <li>• Actively participate and collaborate with community groups in order to value add to a wide variety of community led events and initiatives.</li> </ul>	
KEY PERFORMANCE INDICATOR		TARGET	CURRENT (YTD)
Increase participation at community events		>10%	28.15%
Increase Council's event program through community collaboration		2	30

**Commentary for the month:**

Increased participation at Doggy Day

Increased community collaboration principally through CBD activation activities

Pictures below are from Great Northern Cleanup, CBD Activation Program YMCA Activity and the CBD Activation Program Katherine Physio Activity.







Library Services		
Manage the Katherine Public Library to provide for the social, recreational and cultural needs of the community ensuring accessibility and promotion life-long learning.		
Responsibility	Major Activities	
<ul style="list-style-type: none"> <li>• Manage the Katherine Public Library</li> <li>• Provide educational and recreational programs for all ages</li> <li>• Manage and maintain the library collection</li> <li>• Provide access to information, including through digital formats</li> <li>• Provide a safe and welcoming environment</li> </ul>	<ul style="list-style-type: none"> <li>• Continued implementation and review of community programs (Children, Youth, Seniors etc)</li> <li>• Undertake collection management in accordance with current policy and best practice</li> <li>• Provide customer service in accordance with Katherine Town Councils Customer Service Charter</li> </ul>	
KEY PERFORMANCE INDICATOR	TARGET	CURRENT (YTD)
Increase patron engagement (programs)	1%	10.89%
Increase number of members	1%	0.48%

#### Commentary for the month:

Patron program numbers have increased dramatically compared to last year. Ordinary library patron numbers are very similar. A strong sign that the programs are meeting the needs of library clients. Pictures below are from the Leading Lines Exhibition, Queensland Ballet, Science Week – Community Rollercoaster project and the NAIDOC Storytime event.







Regulatory Services			
Provide effective management of public order and safety within the municipality compatible with a congenial living environment.			
Responsibility		Major Activities	
<ul style="list-style-type: none"> <li>• Pound management</li> <li>• Partnership and Interagency collaboration</li> <li>• Animal management and control</li> <li>• Traffic control</li> <li>• Community Education</li> <li>• Carry out routine mosquito trapping activities in accordance with the Department of Health direction</li> </ul>		<ul style="list-style-type: none"> <li>• Ensure health and safety of animals within the pound including cleaning, feeding and vet checks for animals</li> <li>• Support and partner with other agencies to support public order and safety</li> <li>• Dog Rehoming</li> <li>• Dog registration audit</li> <li>• By Law Review</li> <li>• Respond to dog attacks and enforce By-Laws</li> <li>• Controlled parking</li> <li>• Carry out doggy day education activities</li> <li>• Mosquito monitoring data collection and reporting</li> </ul>	
KEY PERFORMANCE INDICATOR		TARGET	CURRENT (YTD)
Service requests are actioned within 10 days		90%	51.8%
Carry out doggy day education activities		1	finalised
Complete annual controlled parking audit		100%	ongoing
Undertake dog registration audits		% increase	ongoing
Prepare recommended determinations for KTC by laws		100%	ongoing
Supply fortnightly mosquito samples		100%	100%

**Commentary for the month:**

Service requests in Regulatory service affected by the same dynamics explained within Administration Services. In essence many jobs are actually completed, though our reporting system managing these requests does not reflect this due to other factors. For the month of September the completed requests for the regulatory team are at a minimum of 77%. Parking audit and dog registration audit currently in progress. By Law report will be presented to December 2021 Council meeting.

Visitor Information Services			
Manage the Visitor Information Centre services and secure a future for the region through the encouragement of new investments and employment growth and maximising the potential of economic development to help enhance our visitor economy.			
Responsibility		Major Activities	
<ul style="list-style-type: none"> <li>• Increase branding and marketing</li> <li>• Improve customer experience and be China Ready</li> <li>• Increase visitor spend</li> <li>• Improve industry collaboration and stakeholder relationships</li> </ul>		<ul style="list-style-type: none"> <li>• Implement marketing campaigns on behalf of the visitor centre and Katherine Region (Dreaming, Planning, Booking, Experiencing, Sharing)</li> <li>• Provide customer service in-line with Council Customer Service Charter</li> <li>• Continued staff development and product knowledge through various means including updates and famils</li> <li>• Active participation and collaboration with relevant industry bodies to promote the Katherine region and visitor service.</li> </ul>	
KEY PERFORMANCE INDICATOR		TARGET	CURRENT (YTD)
Increase total sales		1%	-61.50%

Increase KVIC visit numbers	1%	64.60%
Increase sales value per booking	1%	-64.28%

**Commentary for the month:**

Visitor numbers have increased YTD, however this has not translated into increased sales growth compared to last year. Last year experienced record sales due to the NTG voucher schemes. The Territory Voucher scheme commenced again early October. The comparative base for the above KPI's is currently a bit misleading due to the abnormal sales last year. This comparative base will be revisited to ensure the actual KPI's have relevance.

Administration Services		
Provide timely and quality service to both the community and stakeholders whilst maintaining Council Information Technology and Electronic Record Management System services.		
Responsibility	Major Activities	
<ul style="list-style-type: none"> <li>• Provide customer service and reception</li> <li>• Provide services for the processing of Council payments</li> <li>• Provide services for the use of Council facilities, equipment, resources and related regulatory permits</li> <li>• Continue compliance with Katherine Town Council's Customer Service Charter</li> </ul>	Process payment, applications and provide response to customer enquiries in accordance with Katherine Town Councils Customer Service Charter	
KEY PERFORMANCE INDICATOR	TARGET	CURRENT (YTD)
Service request actioned within 10 business days	90%	60.54%

**Commentary for the month:**

Service requests KPI still subject to a degree of inaccuracy as requests were checked manually after the end of the month and many were found to be completed. The current tracking system is not a perfect match to meet both KPI and staff requirements. Discussions with SNAP, SEND, SOLVE indicate their reporting system will overcome the current challenges. In the meantime manual adjustments are being made as possible. One staff member was away at reporting time so their statistics could not be validated. For the month of September the KPI is at a minimum of 79%.

Finance Services		
Provide responsible financial services to ensure informed decision making for the allocation of Council resources in the short term and to ensure Council meets all its statutory and regulatory obligations. Improve long term financial sustainability of Katherine Town Council.		
Responsibility	Major Activities	
<ul style="list-style-type: none"> <li>• Provide customer services and reception.</li> <li>• Accounts payable and payroll.</li> <li>• Rates and accounts receivable collection.</li> <li>• Monthly financial reporting.</li> <li>• Continually develop and improve the Long Term Financial Plan.</li> <li>• Monitor and advise on improving key performance indicators.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure day to day transactions are processed in operational systems on a timely basis.</li> <li>• Ensure reporting frameworks meet stakeholder requirements.</li> <li>• Drive development of long term financial plan with the inclusion of asset management data.</li> <li>• Drive improved practices in management and service delivery reporting.</li> </ul>	
KEY PERFORMANCE INDICATOR	TARGET	CURRENT (YTD)
Adherence to internal financial procedures	100%	Internal audit report being planned for an independent assessment of procedures and

		controls.
Legislative Compliance	100%	No non-compliance matters reported for 21/22 financial year.
Long Term Financial Plan	Completed	Completed for 21/22. Design of 22/23 plan has commenced.
Improve financial KPI's in accordance with LTFP	Achieved	Draft 20/21 results as follows; <ul style="list-style-type: none"> <li>• Current ratio increased</li> <li>• Rates Coverage decreased</li> <li>• Rates &amp; Charges Outstanding decreased</li> </ul> All KPIs have therefore improved

**Commentary for the month:**

All KPI's are currently on track to meet targets.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Receive and note the Corporate and Community Services report for the month of September 2021.



Ian Bodill  
**CHIEF EXECUTIVE OFFICER**





## REPORT

NO : 13.11

FOLDER : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/FINANCIAL REPORT

MEETING : ORDINARY COUNCIL MEETING – 26<sup>TH</sup> OCTOBER 2021

REPORT TITLE : MONTHLY FINANCIAL REPORT – SEPTEMBER 2021

AUTHOR : DONNA JONES – FINANCE MANAGER

ATTACHMENT/S : 1. FINANCIAL REPORT EXECUTIVE SUMMARY  
2. STATEMENT OF BUDGET COMPARISON  
3. CASH AND INVESTMENT REPORT

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### **PURPOSE OF REPORT**

To receive and note the monthly financial report prepared by the Corporate Services Team.

### **BACKGROUND**

The Local Government (Accounting) Regulations 18 states:

- (1) *The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:*
  - (a) *the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month;*
- (2) *The report must include:*
  - (a) *details of all cash and investments held by the council (including money held in trust);*
  - (b) *a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and*
  - (c) *other information required by the council.*
- (3) *If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month.*

### **OFFICER RECOMMENDATION**

That it be recommended to Council to:

1. Endorse the Financial Report for the month of September 2021.

  
Ian Bodfili  
CHIEF EXECUTIVE OFFICER

# Budget Variance

## Katherine Town Council

### For the month ended 30 September 2021

	Actual - September	Budget - September	YTD Actual	YTD Budget	Var %	FULL YEAR BUDGET
<b>Income</b>						
Net Gain/Loss Assets - Gross sales revenue of asset	\$0	\$0	\$3,905	\$0		
Operating grants	\$0	\$0	\$977,978	\$1,479,714	-34%	\$ 1,479,714
Other Revenue	\$21,980	\$23,278	\$133,859	\$69,834	92%	\$ 279,336
Rates	\$13,599	\$0	\$9,280,601	\$9,246,611	0%	\$ 9,246,611
Statutory charges	\$4,151	\$4,731	\$22,770	\$14,194	60%	\$ 56,775
User Charges	\$120,029	\$159,893	\$362,977	\$479,679	-24%	\$ 1,918,717
<b>Total Income</b>	<b>\$159,759</b>	<b>\$187,902</b>	<b>\$10,782,089</b>	<b>\$11,290,032</b>	<b>-4%</b>	<b>\$ 12,981,153</b>
<b>Gross Profit</b>	<b>\$159,759</b>	<b>\$187,902</b>	<b>\$10,782,089</b>	<b>\$11,290,032</b>	<b>-4%</b>	<b>\$ 12,981,153</b>
<b>Plus Other Income</b>						
Grant - Binjari Services - Operational NT - Dept Local Gov, Housing & Comm Dev	\$0	\$0	\$18,894	\$139,800	-86%	\$ 139,800
Grant - School Holiday Program -Special Purpose NT - Chief Minister	\$0	\$0	\$24,581	\$19,409	27%	\$ 19,409
Grant - Seniors Morning Tea - Special Purpose - NT - Territory Families	\$0	\$0	\$3,000	\$1,500	100%	\$ 1,500
Hire Civic Centre	\$100	\$0	\$499	\$0		\$ -
Operating Grants and Subsidies	\$0	\$0	\$40,000	\$0		\$ 0
<b>Total Other Income</b>	<b>\$100</b>	<b>\$0</b>	<b>\$86,974</b>	<b>\$160,709</b>	<b>-46%</b>	<b>\$ 160,709</b>
<b>Less Operating Expenses</b>						
C Hot Springs Car Park Capital WIP	\$0	\$0	\$169,640	\$0		
Elected Members	\$30,541	\$27,566	\$46,708	\$82,697	-44%	\$ 330,789
Employee Costs	\$380,109	\$450,206	\$1,123,569	\$1,350,619	-17%	\$ 5,402,477
Materials and Services	\$358,719	\$478,604	\$1,598,780	\$1,435,813	11%	\$ 5,743,254
MS-Contractor - Environmental Protection	\$0	\$0	\$43,600	\$0		
Depreciation	\$0	\$0	\$0	\$915,201	-100%	\$ 915,201
O Tyre fire showgrounds clean up	\$0	\$0	\$3,035	\$0		
<b>Total Operating Expenses</b>	<b>\$769,370</b>	<b>\$956,377</b>	<b>\$2,985,331</b>	<b>\$3,784,331</b>	<b>-21%</b>	<b>\$ 12,391,720</b>
<b>Operating Profit</b>	<b>-\$609,511</b>	<b>-\$768,474</b>	<b>\$7,883,733</b>	<b>\$7,666,410</b>	<b>3%</b>	<b>\$12,552,429.11</b>
<b>Non-operating Income</b>						
C CBD Transfer from restricted capital reserves to grant capital budget	\$0	\$0	\$74,923	\$0		
C Showgrounds Transfer from restricted capital reserves to capital grant budget	\$0	\$0	\$245,641	\$0		
C Sportsgrounds Transfer from restricted capital grants reserve to grant capital budget	\$0	\$0	\$1,847,836	\$0		
Grants Commonwealth Capital - Other	\$0	\$0	\$557,986	\$0		
Grants Commonwealth Capital - Roads to Recovery	\$0	\$0	\$151,984	\$286,310	-47%	\$ 286,310



CASH AND INVESTMENTS  
30 September 2021

GENERAL FUND

Commonwealth Bank

Balance as per bank statement, 30 September  
Plus net outstanding deposits/(withdrawals)  
Adjusted cash at bank balance, 30 September 2021

\$	
	6,080,151
-	307,688
	<u>5,772,462</u>

INVESTMENTS

FINANCIAL INSTITUTION	PRINCIPAL \$	INTEREST		EFFECTIVE DATE	MATURITY DATE	FINANCIAL INSTITUTION TOTALS \$	FINANCIAL INSTITUTION %
		RATE %					
AMP	2,142,319	0.50		on call	on call		
AMP	2,139,238	0.40		14-Jul-21	11-Nov-21		
AMP	3,549,099	0.40		14-Jul-21	11-Nov-21		
AMP	1,080,016	0.40		13-Jul-21	11-Nov-21	8,910,671	56.43%
Commonwealth Bank	577,520	0.20		on call	on call		
Commonwealth Bank	338,317	0.20		on call	on call		
Commonwealth Bank	2,486,363	0.36		21-Sep-21	18-Feb-21	3,402,200	21.55%
Westpac Bank	899,276	0.20		9-May-21	9-Oct-21		
Westpac Bank	2,578,264	0.20		14-Jul-21	14-Feb-22	3,477,540	22.02%
<b>Total Investments</b>						<u>15,790,410</u>	100.00%
<b>Total Funds</b>						<u>21,562,873</u>	



Internally Restricted Funds

\$

WMF Renewal Reserve  
 Capital Renewal Reserve  
 Contingency reserve  
 Council motion reserve  
 Provision for Employees  
 My Katherine discounts

6,462,862  
 4,987,647  
 1,000,000  
 600,515  
 650,581  
 25,000

	<u>13,726,605</u>
	<u>4,017,055</u>
	<u>3,819,213</u>
<b>\$</b>	<b><u>21,562,873</u></b>

Unrestricted funds  
 Unexpended capital grants

## Financial Report Executive Summary

The following is a summary of the key issues and developments year to date.



On track



Monitoring



Items to note

### Summary



Forecast income to expenditure for the financial year is reviewed monthly. Chart of Accounts and Service changes are being completed- planned completion November



Cash Position- continues to be monitored weekly along with review of investments maturing



Work continues with Outstanding Debtors to reduce the arrears on rates and accounts. Several repayment plans are now in place to reduce these debts.



Outstanding Debtors - arrear debts for previous three years only reported on Regulatory Infringements going forward on this report.

The table below shows the amount of debtors outstanding for the current and previous month.

### Debtors Analysis

Debtors Balances have varied across areas with a large invoice outstanding in sundries and several larger than normal invoices for WMF this month for account customers. **Please note** that Infringement (Animal, Parking and Litter/Camping) debts are only reported now for previous three years

	Aug-21	Sep-21
Rates debtors	9,463,620	7,175,857
Sundry debtors	88,208	126,920
Weighbridge debtors	111,681	126,479
Infringement - Animal	8,917	8,917
Infringement - Parking	3,182	2,873
Infringement - Litter/Camping	268	
<b>Total outstanding</b>	<b>9,675,876</b>	<b>7,441,046</b>

### Rates Debtors Analysis

First installment of 2021/2022 rates were due 30th September. Overdue rates are continued to be followed up with repayment plans in place for several large debts.

### Sundry Debtors Age Analysis

The table below compares age analysis of current, 30 days, 60 days and 90 days for the month of September 2021.

	<b>Aug-21</b>	<b>Sep-21</b>
Current	39,241	88,019
Over 30 days	7,264	2,459
Over 60 days	5,893	13,146
Over 90 days	35,810	23,297
<b>Total</b>	<b>88,208</b>	<b>126,921</b>

Increase in current balance relates to reimbursement for Pension Rebate Scheme on current rates. This will be paid this month which brings the balance back to "normal" range.

### Weighbridge Debtors Age Analysis

The table below compares age analysis of current, 30 days, 60 days and 90 days for the month of September 2021.

	<b>Aug-21</b>	<b>Sep-21</b>
Current	76,012	59,141
Over 30 days	26,189	51,356
Over 60 days	9,004	2,953
Over 90 days	475	13,029
<b>Total</b>	<b>111,681</b>	<b>126,479</b>

Two of our commercial accounts have outstanding balances greater than 90 days that are being followed up and will be cleared this month.

# KATHERINE TOWN COUNCIL



## REPORT

**NO** : 13.12

**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING  
MEETING/REPORTS TO COUNCIL/INFRASTRUCTURE &  
ENVIRONMENT DEPARTMENT

**MEETING** : ORDINARY COUNCIL MEETING - 28/09/2021

**REPORT TITLE** : INFRASTRUCTURE & ENVIRONMENT DEPARTMENT REPORT FOR  
THE MONTH OF SEPTEMBER 2021

**AUTHOR** : BRENDAN PEARCE - DIRECTOR INFRASTRUCTURE & ENVIRONMENT

**ATTACHMENT/S** : 1. NIL

### PURPOSE OF REPORT

To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure & Environment Department during the month of September 2021.

### BACKGROUND

#### Grounds Maintenance

##### **Parks and Open Areas**

- Council staff continue to carry out grounds maintenance throughout the Municipality, respond to *Snap Send Solve* requests, and carry out other general works and services including:
  - Hot Springs - daily vandalism inspections; repaired locks on toilets; rewelded doors to make safe on the closed toilets at bottom of Hot Springs; removed rubbish left by contractor
  - CBD – monthly high pressure cleaning of Town Square; repairs to misting system
  - Tree management – removal of 7 dead and 1 high risk trees, and diseased trees in Cemetery; crown (weight) reduction of street trees, and trees in Cemetery and Eastside parks; trimmed trees for BMX lighting and removed dangerous limbs and diseased trees in the Sportsgrounds
  - Irrigation – reinstatement of De Julia Park irrigation system and also for small lawn near BP Service Station; installed vandal proof cage over equipment in Short Park, Maluka St to prevent further damage
  - Graffiti removal - under high level bridge, Katherine South, CBD, and Smythe Court Riverwalk Trail
  - Civic Centre – repaired flagpoles in preparation for NAIDOC week
  - Weed control – along fence lines and around park furniture; in Showgrounds yards and to treat Caltrop
  - Depot – improved storage facilities for fertiliser and cement; improved work area to enable production of headstones during wet season

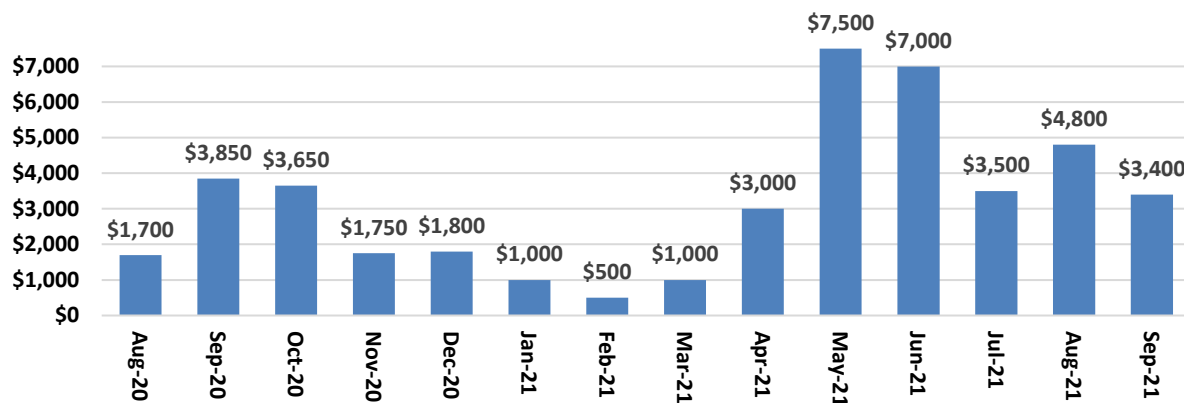
# KATHERINE TOWN COUNCIL



## REPORT

- Council staff replaced a total of 51 x PGP sprinklers and 17x i25s; approximately 10% were replaced due to vandalism with the remaining replaced due to wear and tear

**Monthly Sprinkler Replacement (\$)**



### Katherine Memorial Cemetery

- Six burials were conducted during the month of September
- Council staff continue to undertake general maintenance of the gravesites, grounds, and lawns, and make new headstones

### Buildings and Facilities

#### Katherine Showgrounds

- Council staff carried out irrigation repairs, general cleaning and maintenance on the main oval and complex surrounds including slashing of open areas
- Council staff made repairs to the double gates damaged by contractor

#### Katherine Sportsgrounds

- Council staff continue to carry out general cleaning and maintenance of the ovals, Skate Park, Adventure Park and other areas
- Contractor and staff assisted with electrical repairs, site safety and maintaining services for the bores during works associated with the new pavilion
- Council staff are managing the Netball/Basketball Courts and Amenities upgrade projects that are jointly funded by a Northern Territory Government Grants and Council. Both projects are scheduled for completion and handover in October.





## REPORT

- Works have commenced to install the new lighting towers for the Courts. New fittings and floor surface have been installed for the amenities and construction of the new disabled access toilet and shower is underway.



*New epoxy flooring and toilet fittings*



*New disabled access toilet and shower*

### Katherine Civil Airport

- Council staff and contractor continue to carry out daily aerodrome serviceability inspections.
- Council staff do weekly garden maintenance around terminal and repairing irrigation damaged by wandering livestock. Staff will liaise with Department of Defence for their removal and exclusion.
- Contractor completed Apron line-marking works. Works on the new Katherine Aviation hangar are progressing.



*Katherine Aviation Hangar under construction*



## REPORT

### Katherine Visitor Information Centre

- Contractor commenced renovation of Baby Change room and other minor amenity repairs.

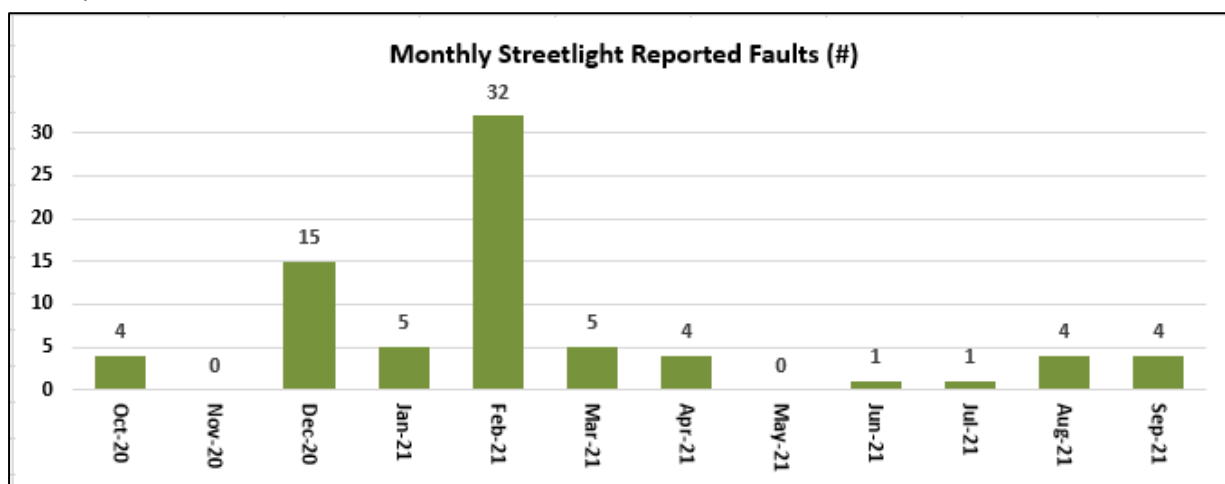


*Works commence for renovation of VIC Baby Change Room*

### Infrastructure

#### Streetlights

- Four streetlight faults were reported to Council from members of the public during the month of September.



### Roads Network

- Road network asset condition survey report was received from Shepherd Services. This included an audit of sealed and unsealed roads, footpaths and cycleways throughout the Municipality.
- Council contractor carried out the scheduled monthly sweeping and kerbside spraying.
- Contractors and Council staff completed shoulder repairs on Zimin Drive.





## REPORT



*Zimin Drive shoulder drop off (above) and remediation works (below)*



### Environment

#### **Waste Management Facility**

- Annual Report and the Katherine Landfill – Subsurface Fires Investigation and Audit Report were submitted to the NT EPA.
- National Pollutant Inventory Annual Report was submitted to the Australian Government.
- Specialist services have been engaged to prepare the annual water monitoring report as required by the NT EPA.
- Large volumes of construction and demolition waste continue to be received from major projects underway in the Katherine region.



# KATHERINE TOWN COUNCIL



## REPORT

- Monthly water sampling was conducted with Infrastructure and Environment Administration Officers receiving on-the-job training from the Waste Management Facility Coordinator.









Staff conducting water sampling – WMF



Concrete rubble from construction sites - WMF

### Monthly Energy Production - Civic Centre

- Average energy produced by Civic Centre roof solar panels is 165kWh of electricity per day.

Katherine Civic Centre						
Month 2021-2022	Energy Produced (KWH) 	Energy Consumed (KWH) 	Exported to Grid (KWH) 	Imported from Grid (KWH) 	Carbon Offset Tonnes 	Equivalent to Number of Trees 
July	4641	9020	1563	5941	3.2	82
August	5136	9513	1906	6282	3.5	91
September	5360	11862	1155	7657	3.6	93
<b>21-22 TOTAL</b>	<b>15138</b>	<b>30395</b>	<b>4624</b>	<b>19881</b>	<b>10</b>	<b>266</b>

### Planning Applications

Council considered the following number of planning applications during the month of September 2021:

- 1 x Development Applications
- 2 x Subdivisions

**KATHERINE TOWN COUNCIL****REPORT****Personnel and Services****Community Events**

- Council staff assisted with preparations for the
- Council Staff assisted with preparations and clean-up for the Memorial Service for CPL Prentice and Police Remembrance Day at the Katherine Cemetery
- Council installed CPL Prentice, Headstone and the concrete slab for the Police Reflection Seat



*Museum – site for Police Reflection Seat*

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Receive and note the report of the Infrastructure & Environment Department for the month of September 2021.

A blue ink signature, likely of Ian Bodill, written in a cursive style.

Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

**KATHERINE TOWN COUNCIL****REPORT**

**NO** : 13.13

**FOLDER** : LOCAL GOVERNANCE/ORDINARY COUNCIL MEETING/REPORTS TO COUNCIL/ INFRASTRUCTURE & ENVIRONMENT DEPARTMENT

**MEETING** : ORDINARY COUNCIL MEETING – (26/10/2021)

**REPORT TITLE** : SEPTEMBER 2021 – PROJECT UPDATE

**AUTHOR** : JANETTE CROWHURST – PROJECT COORDINATOR

**ATTACHMENT/S** : 1. PROJECT UPDATE – SEPTEMBER 2021

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**PURPOSE OF REPORT**

To inform Elected Members of the current status of major projects undertaken by Infrastructure and Environment during the month of September 2021.

**BACKGROUND**

Katherine Town Council's projects team is currently involved with a number of projects within and throughout the Katherine Town Council area.

The attachment provides information such as key dates, designs, brief scope of works, and updated graphs of the progress.

The projects are funded through a range of grant funding programs and own source revenue.

**OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Receive and note the project update for the month of September 2021.

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Ian Bodill  
**CHIEF EXECUTIVE OFFICER**

# MAJOR INFRASTRUCTURE & ENVIRONMENT PROJECTS

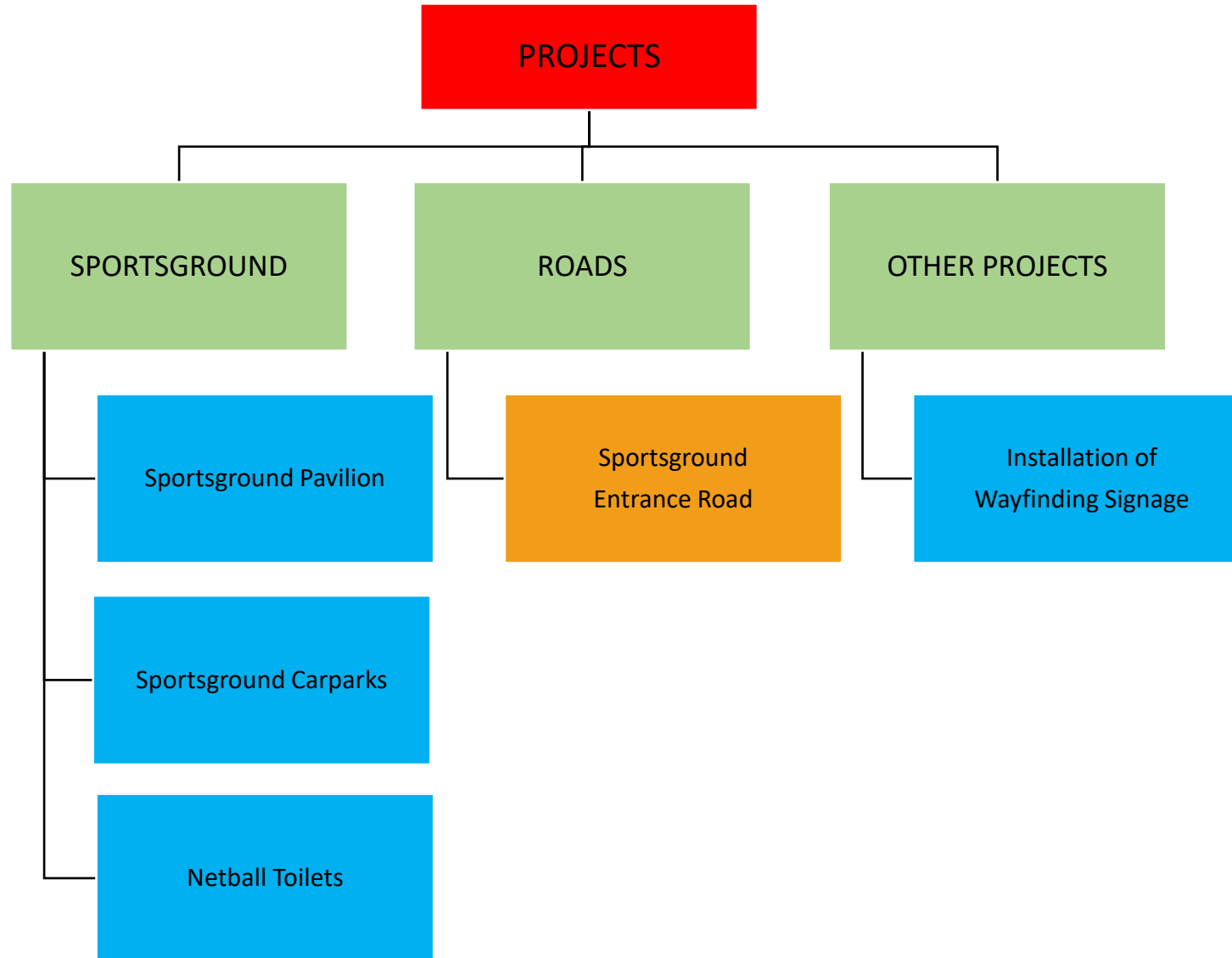
Project Update Date  
15 October 2021

## Summary

Total Projects	5
Completed Projects	0
Construction Phase	4
Design Phase	1
Discontinued	0
Released for Tender	0
Ready for Tender	0

## Legend

Completed	<div></div>
Construction Phase	<div></div>
Design Phase	<div></div>
Discontinued	<div></div>
Ready for Tender	<div></div>
Released for Tender	<div></div>





# KATHERINE SPORTSGROUND – PAVILION



KATHERINE  
TOWN COUNCIL

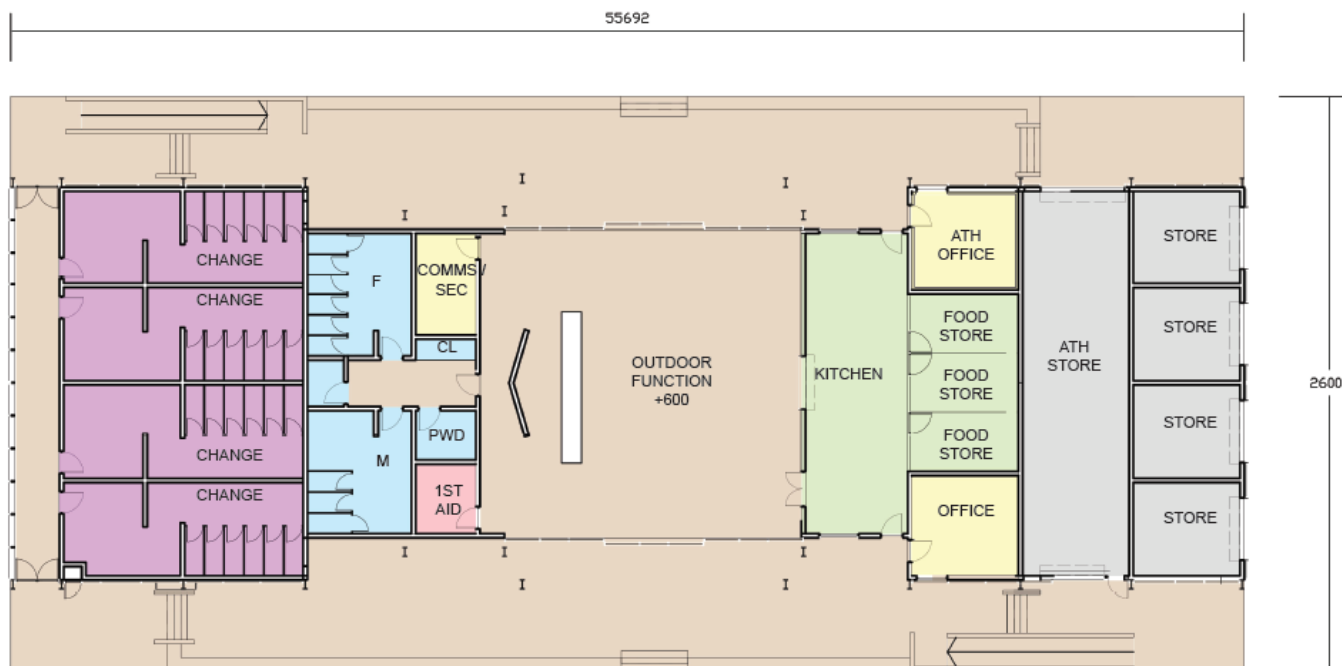
CONTRACTOR: NORBUILT PTY LTD

CONSULTANT: HAMES SHARLEY

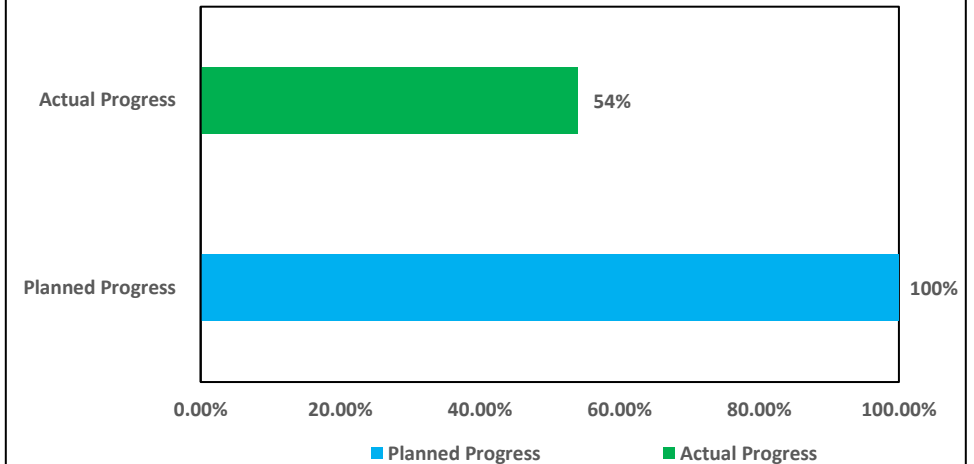
## PROJECT BRIEF SCOPE

The scope of works included

- Demolition of existing building
- Main Building works, including hardscape to its perimeter, shading awning and landscaping works
- Main building includes 4 x Change rooms, Male & Female Toilets, Outdoor Function Space, Kitchen, Offices, Store rooms, First Aid Room, Comms Room and Cleaners Room
- Upgradation to Electrical and Hydraulic works
- New landscaping works around the building



Construction Progress



## KEY DATES

Drawings and Design Complete	10 September 2020
KTC Release for Tender	09 October 2020
Tender Closing Date	06 November 2020
Contract Award Date	Mid December
Construction Work Start	25 January 2021
Duration of Works	12 Months
Completion Date	February 2022













SW

NW

NE

SE





# KATHERINE SPORTSGROUND – CAR PARKS



KATHERINE  
TOWN COUNCIL

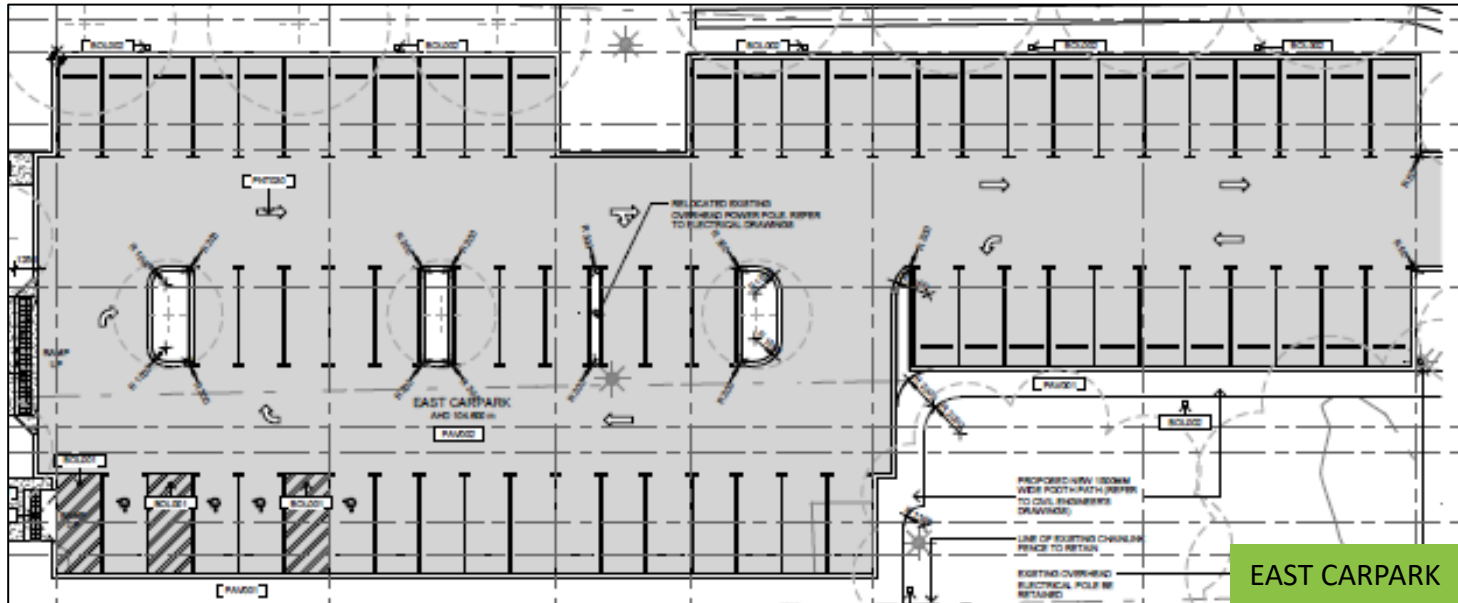
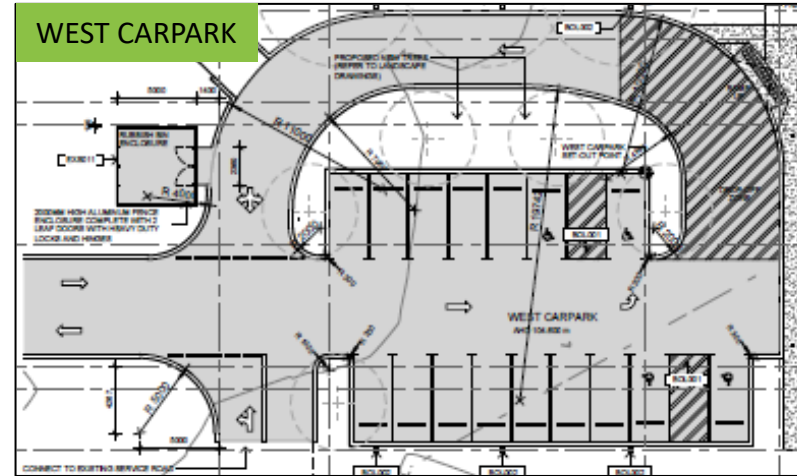
CONTRACTOR: NORBUILT PTY LTD

CONSULTANT: HAMES SHARLEY

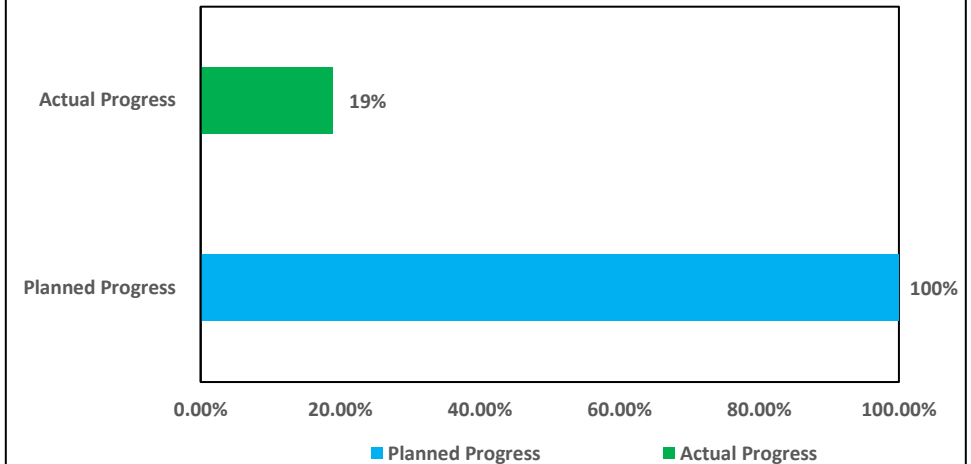
## PROJECT BRIEF SCOPE

The scope of works included new bollards, fencing, kerbing, drainage and lighting for

- East Carpark: New paved carpark with 65 new lines marked parking bays (including 4 x disabled bays)
- West Carpark: New paved “Drop Off” area with 16 new line marked parking bays (Including 4 x disabled bays and 5 x Parent’s parking)



Construction Progress



## KEY DATES

Drawings and Design Complete	10 September 2020
KTC Release for Tender	09 October 2020
Tender Closing Date	06 November 2020
Contract Award Date	Mid December
Construction Work Start	25 January 2021
Duration of Works	10 Months
Completion Date	Early December 2021



# KATHERINE WAYFINDING SIGNAGE ERECTION

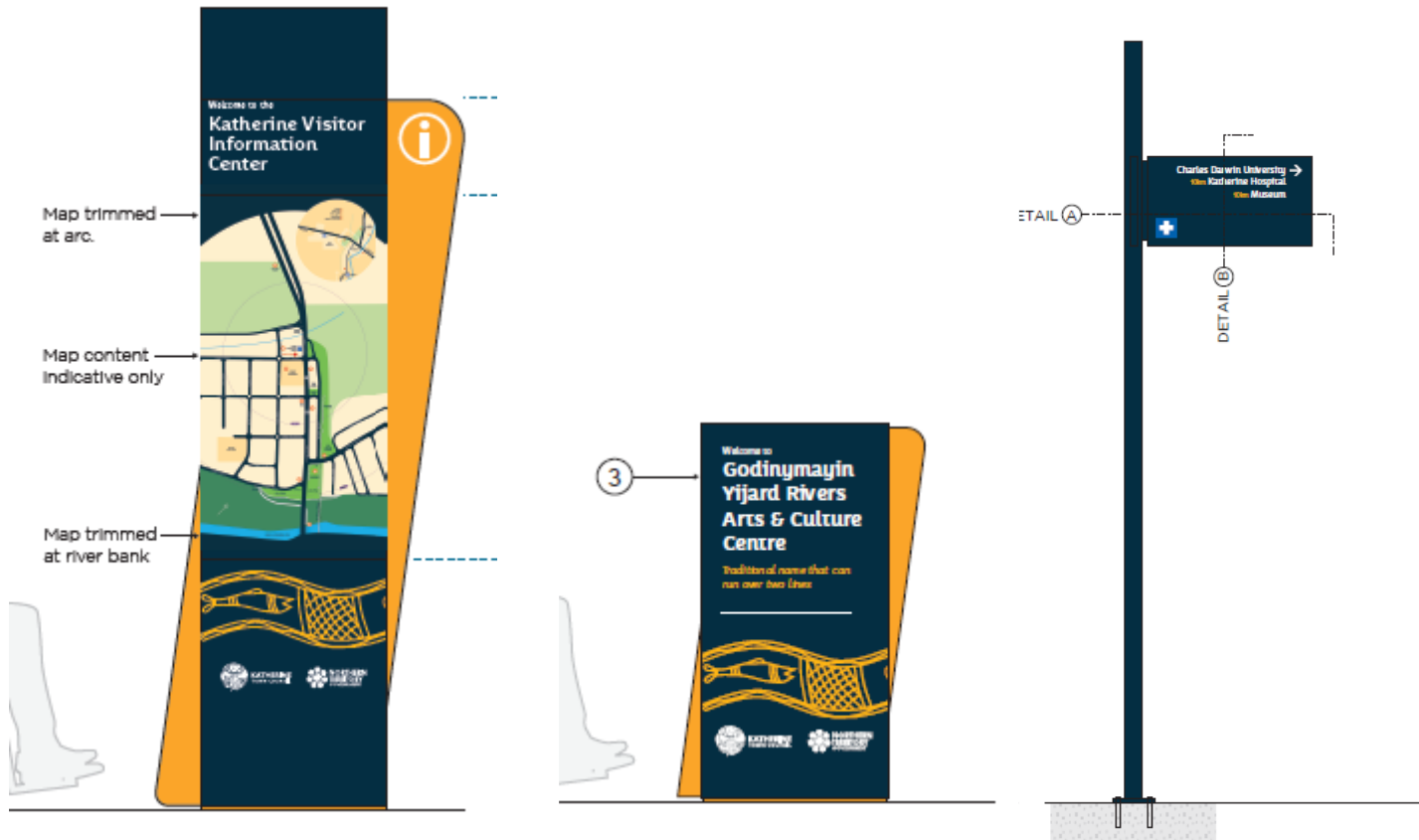
**CONTRACTOR: GOODLINE**

**CONSULTANT: MODE DESIGN**

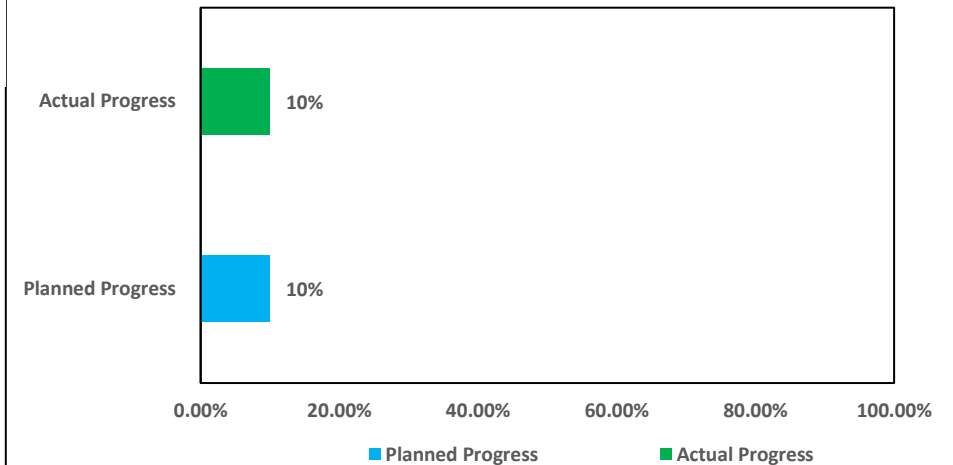
## PROJECT BRIEF SCOPE

The principal objectives of the project are to:

- Installation of Fabricated Directional Finger Sign and Precinct Orientation Signs as per Schedule



Planned vs Actual



## KEY DATES

Drawings and Design Complete	Late July 2021
KTC Release for Quotation	August 2021
Quotation Closing Date	08.09.2021
Contract Award Date	17.09.2021
Construction Work Start	07.10.2021
Duration of Works	3.5 Weeks
Delivery Date	29.10.2021

# KATHERINE SPORTSGROUND – NETBALL TOILETS



KATHERINE  
TOWN COUNCIL

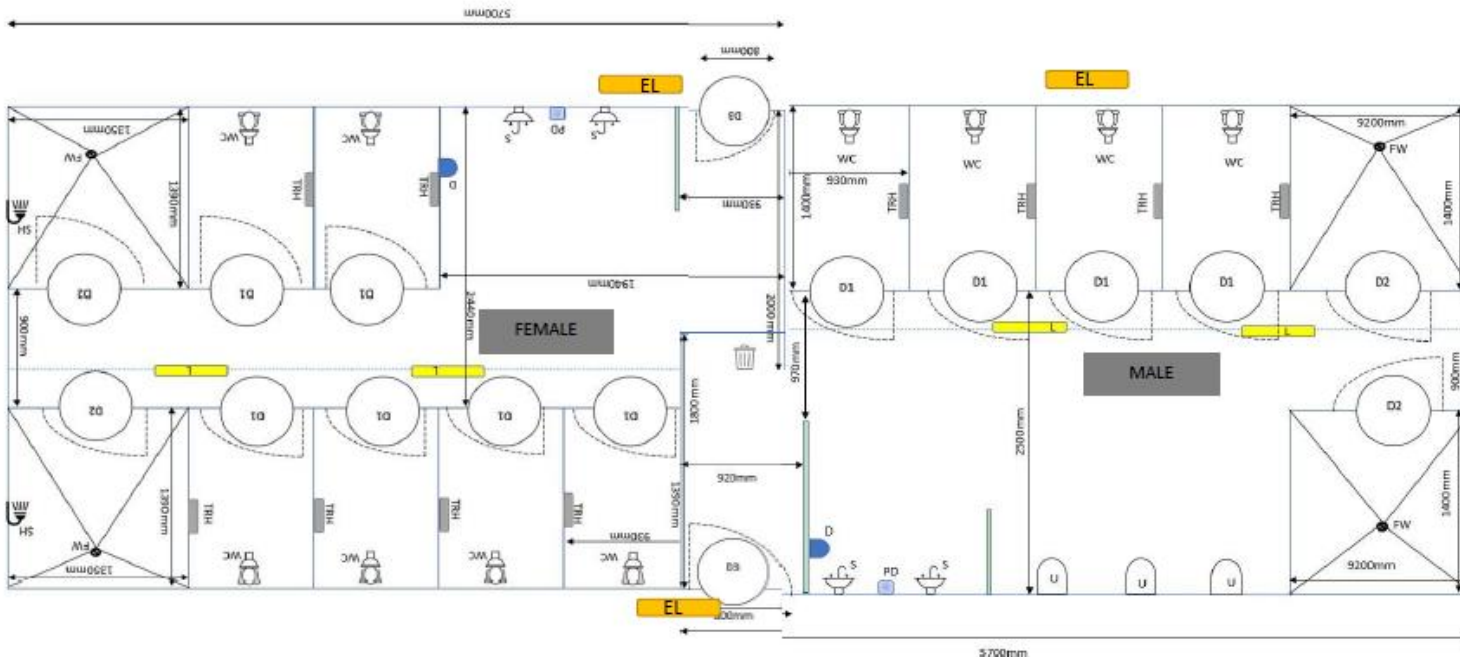
CONTRACTOR: PBE PROJECTS PTY LTD

CONSULTANT: KTC AND CAT CONTRACTING

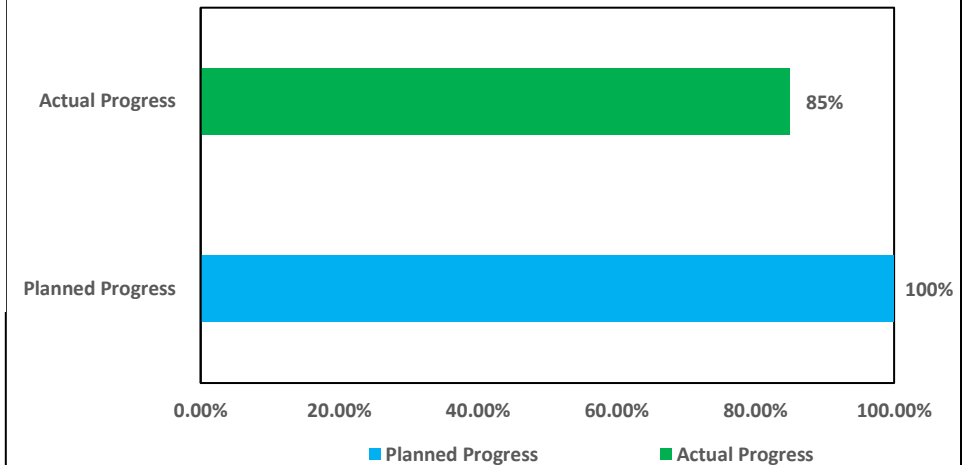
## PROJECT BRIEF SCOPE

The principal objectives of the project are to:

- Renovate existing Male and Female Toilets
- New unisex Disabled toilet unit
- Electrical Upgrade
- New Paint
- Replaced Toilet Hardware
- Replaced Doors in Female Toilets
- New Epoxy Flooring Surface



Planned vs Actual



## KEY DATES

Drawings and Design Complete	18 May 2021
KTC Release for Quotation	18 May 2021
Quotation Closing Date	25 May 2021
Contract Award Date	21 July 2021
Construction Work Start	9 August 2021
Duration of Works	6 Weeks
Completion Date [Revised to 25.10.21]	17 September 2021



# KATHERINE SPORTSGROUND – ENTRANCE ROAD

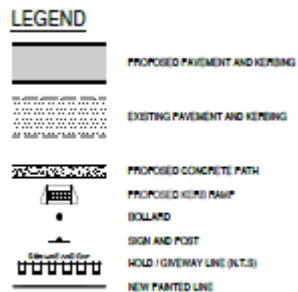
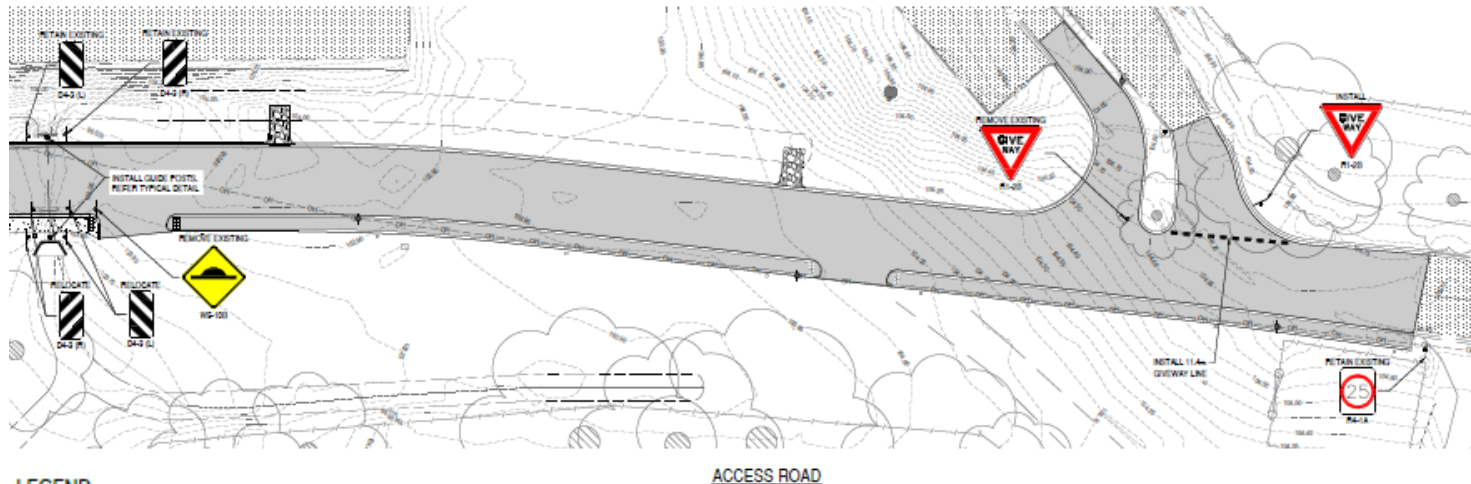
CONTRACTOR: TBD

CONSULTANT: HAMES SHARLEY

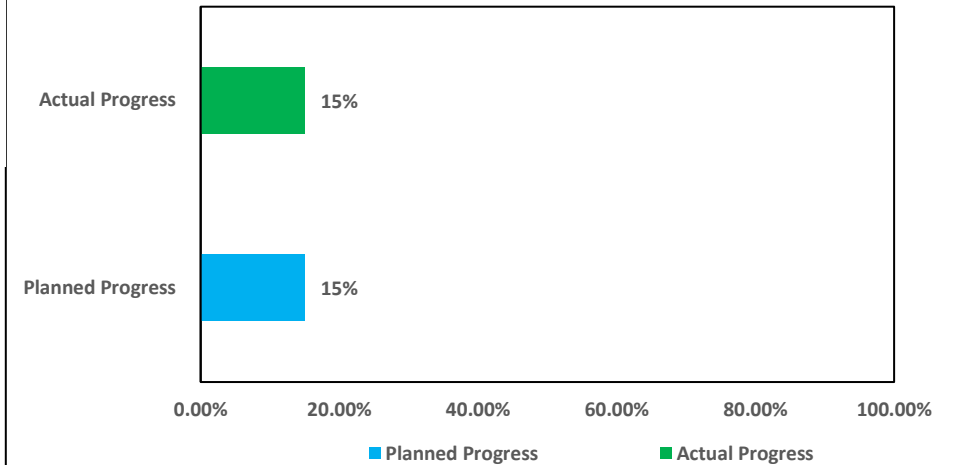
## PROJECT BRIEF SCOPE

The principal objectives of the project are to:

- New Pavement
- Change Traffic Conditions – Give Way from the Aquatic Centre
- Ramps Down to Existing Surface - Oval 1
- Redesigned Plans to Include Geotechnical Investigations



Planned vs Actual



## KEY DATES

Drawings and Design Complete	TBA
KTC Release for Quotation	TBA
Quotation Closing Date	TBA
Contract Award Date	TBA
Construction Work Start	TBA
Duration of Works	TBA
Completion Date	31 December 2021





## REPORT

<b>NO</b>	<b>:</b>	<b>13.14</b>
<b>FOLDER</b>	<b>:</b>	<b>LOCAL GOVERNANCE / ORDINARY COUNCIL MEETING / REPORTS TO COUNCIL / INFRASTRUCTURE &amp; ENVIRONMENT</b>
<b>MEETING</b>	<b>:</b>	<b>ORDINARY COUNCIL MEETING – (26/10/2021)</b>
<b>REPORT TITLE</b>	<b>:</b>	<b>CLIMATE CHANGE UPDATE</b>
<b>AUTHOR</b>	<b>:</b>	<b>PETER SCHUBERT - STRATEGIC PLANNER</b>
<b>ATTACHMENT(S)</b>	<b>:</b>	<b>1. NTG CLIMATE CHANGE FRAMEWORK (“<u>TOWARDS 2050</u>”) WITH 2021 ANNUAL UPDATE</b> <b>2. KTC RISK ASSESSMENT MATRIX (DRAFT ONLY)</b>

### **PURPOSE OF REPORT**

Provide an update on the NTG’s Climate Change Policies and Programs.

### **BACKGROUND**

In 2020, the NTG released a comprehensive climate change policy framework, “*Towards 2050*.” This policy was built on previous climate change research and policies and has been developed with input from the broad community, environmental experts and industry stakeholders. It recognises that climate change will impact water security, health and well-being, major infrastructure, key industries, and jobs, as well as natural ecosystems. It seeks to provide a long-term vision for a whole of Government response to protect the Territory and capitalise on future economic opportunities. It is based on community-wide collaboration to reduce greenhouse gas (GHG) emissions, develop low-carbon technologies and industries, learn from Aboriginal stewardship of the Territory, and maintain the Territory’s economic competitiveness.

To implement this policy, the NTG has developed an ambitious “*Three-Year Action Plan*” containing 34 major strategies.

The policy has four objectives:

1. *Net Zero Emissions by 2050* - Constraints to progressively reduce net greenhouse gas emissions will enable industry to plan and adapt and align with the rest of Australia.
2. *A Resilient Territory* - Researching and implementing programs to minimise negative impacts, while utilising opportunities that bring economic advantages, will best protect the most vulnerable parts of the Territory’s communities, economy and environment.
3. *Opportunities from a Low-Carbon Future* - Proactively using its natural assets and resources, the Territory can position itself as a leader in using and developing low-carbon opportunities.



## REPORT

4. *Informing and Involving All Territorians* - Ensuring all Territorians understand the potential impacts of climate change and the actions required from industry, business, community and individuals, will the Territory be able to secure future opportunities.

In 2021, the NTG released an "Annual Progress Report - September 2021" outlining the major achievements in implementing this action plan. An amalgamation of the Three-Year Action Plan and the 2021 Annual Progress Report is attached.

Highlights achieved include:

- Released the "Greenhouse Gas Emissions Management for New and Expanding Large Emitters" policy.
- Released the "Renewable Hydrogen Strategy"
- Released the "Electric Vehicle Strategy"
- Released the "State of the Science and Climate Change Impacts Report"
- Established a NTG Climate Change Website
- Training for NTG Officers in Climate Risk Readiness Assessment
- Future proofing the NT's electricity system through:
  - the Solar Energy Transformation Program
  - the Home and Business Battery Scheme
  - the Battery Energy Storage System in Alice Springs and Katherine
  - the Rooftop Solar in Schools Program

Ongoing developments of note include:

- "Climate Change Adaptation Strategy" - due for comment at the end of 2021.
- "Modelling & Analysis of Projected Emissions" - due at the end of 2021.
- "Greenhouse Gas Emissions Offsets Policy" - due at the end of 2021.
- "Policy Position Paper on Priority Changes" - due at the end of 2021.
- "Darwin / Katherine Electricity System Plan" - due at the end of 2021.
- "Battery Energy Storage System" for the Darwin / Katherine Electricity Grid - during 2022.
- "Emissions Reduction Strategy" - due for comment in 2022.
- "Critical Minerals Strategy" - due by mid-2022.
- "Carbon Industry Mapping" - due at the end of 2022.
- "Remote Power System Strategy" - Progressing.
- "Remote Communities Cyclone Shelters" - Progressing.
- "Climate Change Risk-Assessment Framework" - Progressing.
- "Climate Change Health Advisory Group" - Progressing.
- "Renewable Energy Generation" - Progressing.
- "Land-based Carbon Abatement Program" - Progressing.



## REPORT

There are several other initiatives that are yet to get underway.

### **DISCUSSION**

Most of these initiatives will have some effect on Katherine. Some of them will have a direct impact, such as the efforts to upgrade the Darwin/Katherine Electricity Grid and implement a Battery Energy Storage System. Others may be more indirect or dependent on local response, such as the Electric Vehicle Strategy, Greenhouse Gas Emissions Offset Policy, Renewable Hydrogen Strategy, and Solar Energy Transformation Program

It may be timely for Council to consider some of these NTG initiatives and how to take advantage of them, such as the placement/control of electric vehicle recharge stations, funding available for local initiatives through the climate change adaptation strategy, and the opportunities available under a GHG emission offset scheme.

KTC have included undertaking a **Climate Change Study** within the Waste Management Strategy, 2021-2026. This is scheduled for some time in 2024. However, KTC has been working on a comprehensive **Sustainability Strategy** that includes an exploration of the impacts of climate change on the local community. Part of this exploration is a risk assessment of some of the social, economic and environmental aspects of the Katherine community. A draft copy of this risk assessment is attached, which you may like to review as an exercise in familiarising yourself with some of the myriad issues that will be affected by climate change.

KTC is considering engaging the services of a consultant to combine:

- (1) the work already undertaken with the **Sustainability Strategy**, with
- (2) the broader scope of the **Climate Change Study**.

It can also be used to consider what opportunities the "Toward 2050" policy may open up for Katherine and how we might be able to take advantage of the initiatives in the "Three-Year Action Plan."

It is anticipated that this consultancy can be brought forward and may be ready to proceed early next year.

### **OFFICER RECOMMENDATION**

**That it be recommended to Council to:**

1. Note the NTG's Climate Change Policy "Toward 2050" and "Three Year Action Plan" and its most recent "Annual Progress Report - September 2021".
2. Agree to bring the Climate Change Study forward to 2022 and combine it with the work on developing a Sustainability Strategy for Katherine Town Council.

A handwritten signature in blue ink, appearing to be 'Ian Bodill'.

Ian Bodill

**CHIEF EXECUTIVE OFFICER**



	Priorities	Deliverables	Timeframe	Status	Comment	Update		
	Objective 1: Net zero emissions							
1	1.1	Understand our emissions profile and trajectory	1.1.1	Undertake detailed analysis to understand the Territory’s existing and projected emissions profile to understand the trajectory towards net zero and enable identification of potential suitable interim targets and timeframes.	By mid 2021	50%	To inform development of the Northern Territory’s Emissions Reduction Strategy (see Action 1.2.1) and the Greenhouse Gas Emissions Offsets Policy (see Action 1.3.2). Completion of these actions will inform a review of a strategy for new and expanding large greenhouse gas emitters that will be developed in accordance with Action 1.3.1.	The NT Government has engaged experts to undertake <b>Modelling and Analysis of Projected Emissions</b> in the Territory according to different development scenarios and to advise on appropriate reduction strategies and targets. This analysis is <b>due at the end of 2021</b> . (See # 10)
2	1.2	Determine a pathway to reduce the Territory’s emissions	1.2.1	Develop an Emissions Reduction Strategy (ERS). Taking into account the detailed emissions analysis, the ERS will identify stages, interim targets, timeframes, and potential approaches/mechanisms to achieve the net zero emissions by 2050 target and maximise the opportunities for Territorians.	By mid 2022	25%	A number of Climate Change Response Actions specifically relate to greenhouse gas emissions and mitigation and abatement options. The status and outcomes of these other actions should be considered when developing the Emissions Reduction Strategy. The outcomes of the emissions modelling work undertaken in Action 1.1.1 will be used to inform development of specific element of the Emissions Reduction Strategy.	Work on the key inputs of the <b>Emissions Reduction Strategy</b> such as modelling of the Territory’s projected emissions is underway. A draft Emissions Reduction Strategy is <b>expected to be released for public comment in 2022</b>
3	1.3	Establish policy positions that support the emissions reduction target	1.3.1	Develop a policy outlining the Territory Government’s expectations for the mitigation and management of emissions from new and expanding large greenhouse gas emitters.	By end 2020	100%	To assist the Northern Territory in achieving the target of net zero emissions by 2050, large greenhouse gas emitters will need to mitigate and manage emissions from new and expanding development activities. Clarity is required for proponents and decision makers about what level of greenhouse gas emissions will be considered acceptable at the moment, and at what point will a proponent be required to offset their emissions at the point in time. The policy is proposed to apply to both industrial and agricultural (e.g. land clearing) emitters, and the policy is to make it clear that expected reductions in emissions from these types of activities will systematically increase over time to ensure that new and expanding large emitters are appropriately and proportionately contributing to the net zero emissions target.	The <b>Greenhouse Gas Emissions Management for New and Expanding Large Emitters policy (Large Emitters Policy)</b> has been developed to guide the management of emissions from new or expanding development projects that lead to a significant increase in emissions. <b>Completed</b> .
4			1.3.2	Develop a Greenhouse Gas Emissions Offsets Policy to guide the application and administration of carbon offsets in the Territory.	By mid 2022	50%	Greenhouse gas emissions offsets are actions undertaken to reduce or absorb greenhouse gas emissions in a location/locations (e.g. via sequestering carbon in replanted forests) in order to compensate for an increase in greenhouse gas emissions produced elsewhere. A Greenhouse Gas Emissions Offsets Policy is required to assist the Northern Territory in achieving the target of net zero emissions by 2050.	A draft <b>Greenhouse Gas Emissions Offsets Policy</b> was released for public comment in September 2021. Following this consultation, the final policy is <b>due for release by the end of 2021</b>
5	1.4	Deliver priority actions to achieve the 50% renewable energy target by 2030	1.4.1	Develop and implement a Remote Power System Strategy to integrate renewables technology into remote indigenous essential services communities to target 70% penetration.	By end 2020	25%		The NT Government has allocated funding to implement the <b>Remote Power System Strategy</b> and to establish a framework to help deliver the Strategy, including capital works funding for remote solar generation and energy storage systems. <b>Progressing</b>
6			1.4.2	Develop a Hydrogen Strategy for the Territory to take advantage of this emerging sustainable energy source.	By end 2020	100%	The Northern Territory has embraced an aspirational target of net-zero emissions by 2050 and hydrogen can play a critical role in achieving this target. As the international community seeks innovative ways to reduce greenhouse gas emissions, there is a growing demand for clean, reliable and flexible energy solutions, like hydrogen. There is an opportunity for the Northern Territory to position itself at the forefront of this developing industry. The Strategy will articulate the potential hydrogen opportunities, the Northern Territory’s competitive advantages and how the Territory can leverage these to be a centre of hydrogen technology research production and use in Australia.	A <b>Northern Territory Hydrogen Strategy</b> has been developed outlining the potential hydrogen opportunities and the Territory’s competitive advantages. <b>Completed</b>
7			1.4.3	Implement reforms to the Territory Electricity Market to improve financial transparency, provide cost reflective ancillary services, quality and efficient service delivery and reduce costs.	By end 2021	25%		The NT Government released a policy position paper on priority changes in January 2021. Following stakeholder consultation undertaken in February 2021, a final <b>Policy Position Paper on Priority Changes</b> to reliability and essential system services is now being prepared. <b>Due by the end of 2021</b> .
8			1.4.4	Deliver a competitive battery energy storage system for the Darwin–Katherine electricity system (DKIS grid) to deliver cost savings, reduce annual emissions and provide system security, reliability and stability.	By end 2022	25%		The procurement of the <b>Battery Energy Storage System</b> for the <b>Darwin–Katherine Electricity System Grid</b> is currently underway and the system is expected to be <b>operational in 2022</b> .
9			1.4.5	Deliver power systems plans for the Darwin–Katherine and Alice Springs grids to facilitate additional renewable energy deployment, commercial micro-grids, and residential virtual power plants.	By end 2022	25%		The <b>Darwin Katherine Electricity System Plan</b> is <b>due to be released by the end of 2021</b> . The Alice Springs Future Grid project, comprising of five sub-projects, commenced in October 2020 and is due for completion by end of 2022.
10	1.5	Reduce emissions associated with the Territory Government’s operations and services	1.5.1	Undertake a review of emissions across all Territory Government’s agencies to identify opportunities to reduce emissions, and inform development of agency specific action plans to reduce emissions.	By end 2021	50%	As part of delivering on the Climate Change Response: Towards 2050 the Government needs to understand and reduce its own emissions profile. It is proposed to measure current greenhouse gas emissions resulting from the operations and service delivery functions of government agencies and develop a whole of government emissions reporting framework. This work will establish an emissions baseline for each agency (as well as for the whole of Government) and will allow targeted emission reduction strategies to be developed and subsequently reported on.	The NT Government has engaged experts to undertake <b>Calculation of NT Government Emissions</b> and provide advice and recommendations on reduction strategies to achieve the 2030 target. The Consultant’s report is due to be completed <b>by early 2022</b> . (See # 1)



11	1.6	Incentivise the uptake of electric vehicles in the Territory	1.6.1	Finalise the Electric Vehicle Strategy and develop an Implementation Plan to ensure that the right levers are in place to maximise the full potential of electric vehicle use in the Territory. This includes ensuring that the required electric vehicle charging infrastructure is made available across the Territory.	By mid 2021	100%		An <a href="#">Electric Vehicle Strategy</a> and implementation plan has been developed to address climate risk and create new economic and business opportunities. <a href="#">Completed</a>
<b>Objective 2: A resilient Territory</b>								
12	2.1	Ensure a targeted and strategic approach to building resilience in the Territory	2.1.1	Deliver an overarching strategy for the Territory to increase its preparedness to respond and adapt to climate change in the immediate and long term futures.	By mid 2021	25%	As part of delivering on the Climate Change Response: Towards 2050 the Government has committed to putting in place adaptation measures to help build the resilience of the Northern Territory in the face of climate change. Adaptation is not just about ensuring risks from climate change are minimised, it also speaks to harnessing and exploiting opportunities that may come from a changing climate. The proposed Adaptation Strategy will put in place a framework to guide the Territory's planning and response to both threats and opportunities arising from a changing climate. The Strategy will guide all stakeholders of the Northern Territory, providing direction and setting out principles for undertaking adaptation planning and assessment.	The NT Government is currently developing a draft <a href="#">Climate Change Adaptation Strategy</a> which is due to be released for <a href="#">consultation in late 2021</a> . A final Adaptation Strategy is scheduled to be <a href="#">released by mid-2022</a> . (See #s 19 & 22)
13	2.2	Promote industry resilience to climate change	2.2.1	Identify and prioritise key risks to industry associated with climate change, including work health and safety concerns, and biosecurity risks.	By end 2021	0%	Adaptive management planning needs to be focused on areas of highest priority in terms of the risks posed to the operations of different industry types and sectors due to the impacts from climate change. To effectively identify and assess potential risks, a comprehensive risk assessment framework will need to be identified to facilitate industries and sectors to apply a systematic and transferable risk assessment process across all areas of management and operations. Understanding what climate related impacts are expected to occur, and how they are likely to interact and affect matters such as workforce participation, work health and safety, logistics, machinery operations and efficiency, products and materials, down times and up times, operating hours, transport links, and biosecurity etc., will be necessary for industry and sectors to develop management and operation adaptation plans to mitigate the impacts and potential risks.	
14			2.2.2	Identify key industries and sectors at risk from impacts associated with climate change.	By mid 2022	0%	Climate change impacts, such as rising annual temperatures, increasing numbers of extremely hot days, sea level rise and acidification are already being experienced across the Territory and climate modelling shows that these will continue into the future. Certain industries, industry sectors, and businesses will be at risk from the impacts of climate change. This action is aimed at developing a clear understanding of the industries and sectors at most risk from the impacts of climate change in order to guide investment in adaptive management activities (where adaptation is possible and cost effective) and/or contingency planning for industries/ businesses where adaptation is not possible.	
15			2.2.3	Work with industry and relevant sectors to assist in developing and coordinating Industry/Sector Specific Climate Adaptation Frameworks.	From end 2022	0%	A resilient Territory' is one of the key objectives identified in the Climate Change Response: Towards 2050. Building resilience comes from understanding and responding to key climate risks – through implementing risk reduction measures, as well as adaptation measures to minimise the impact of risks (to business, workforce, place etc.). A resilient Territory will also be dependent upon a preparedness to potentially do things differently. Based on an understanding of the key risks to the operations and viability of industry and business sectors, adaptation may require a change to the 'usual' way of operations; or, contingency planning in the event that climate change impacts are likely to make an industry/ business economically unviable; or, embracing business opportunities associated with new development pathways provided by a carbon neutral economy.	
16	2.3	Increase the Territory Government's preparedness to respond to the impacts of climate change	2.3.1	Deliver a 10-year Emergency Response Strategy to address the risks of extreme weather events and climate change on our remote communities.	By mid 2021	25%		The NT Government is currently developing a 10 year plan for <a href="#">Community Cyclone Shelters</a> in priority vulnerable communities. <a href="#">Progressing</a> .
17			2.3.2	Identify and prioritise Territory Government infrastructure, assets and services at risk from impacts associated with climate change.	By mid 2022	25%	The Northern Territory Government needs to be prepared to adapt and respond to the impacts of climate change to guarantee continual service delivery to the community; limit fiscal risks arising from damaged or stranded assets; and ensure the functioning of critical and essential infrastructure is not compromised. A Climate Risk Assessment Framework will guide agency understanding and assessment of potential climate risks on their day to day operations and service delivery, critical infrastructure and assets. It will assist agencies to prioritise the planning and implementation of appropriate adaptation responses to reduce the level of risk exposure to government operations arising from climate change impacts.	NT Government officers across a range of agencies have <a href="#">completed Certificate IV Climate Risk Readiness Training</a> to support the effort to identify and prioritise infrastructure, assets and services that are at risk from climate change.

18		121	2.3.3	Deliver Agency specific infrastructure, assets and services climate adaptation frameworks.	By mid 2023	0%	Understanding the risks (and opportunities) resulting from a changing climate is the first step for agencies to plan appropriate responses, either through adaptation measures or contingency planning. The climate risk assessment completed by agencies as part of Action 2.3.2 will allow agencies to undertake adaptive management planning and develop implementation actions. This next step will be guided by a Climate Adaptation Strategy (Action 2.1.1). The Climate Adaptation Strategy will be developed in consultation with all Territory Government agencies through the Climate Change Response governance group. It is intended for the Strategy to be incorporated into agency corporate governance structures (with the Climate Risk Assessment Framework). The Strategy will guide NTG agencies to develop climate adaptation frameworks to cement the process of anticipating, understanding and planning for climate risks to their service delivery, assets and operations within their governance processes.	
19	2.4	Improve landscape resilience to climate change impacts	2.4.1	Identify and prioritise high value ecosystems and biodiversity at risk from climate change.	By mid 2022	25%	Areas across the Territory of high ecological and biodiversity value need to be protected as far as is possible from the stressors of climate change. By identifying and prioritising these matters in terms of environmental value and vulnerability to climate change stressors, effort and resources can be directed towards programs and activities that are most likely to deliver improved outcomes, and be cost-effective in enhancing the resilience and long term survival of elements of the Territory's environment. Not all at risk environmental values will be able to be protected from the impacts of climate change. The rate of change may occur too quickly for a species or ecosystem to be able to adapt or evolve, and there are limitations to technological or engineering solutions. For example, engineered structures intended to prevent coastal erosion or salt water intrusion into fresh water ecosystems have not been shown to be a cost effective solution to address sea level rises over the long term.	The NT Government is currently utilising a <b>Climate Change Risk-Assessment Framework</b> to identify vulnerable species and ecosystems at risk from climate change. <b>Progressing.</b> (See #s 12 & 22)
20			2.4.2	Deliver a Biodiversity Maintenance and Restoration Strategy to guide effort and actions in building landscape resilience.	By mid 2023	0%	The most common threats to the Territory's environment come from multiple stressors that generally impact landscapes right across the Territory. Implementing ongoing management and targeted restoration activities towards common threats and projected climate change stressors is considered the most effective manner to build landscape resilience across the Territory, particularly in high value ecosystems and biodiversity hot spots. Climate Change Response Action 2.4.1 will undertake an ecological risk assessment of climate change stressors on high value ecosystems and biodiversity across the Territory. The findings of this assessment (to be completed by mid-2022) will be used to inform management techniques for climate change stressors on the	
21	2.5	Support Territorians to respond and adapt to the impacts of climate change	2.5.1	Identify and prioritise risks to human health associated with climate change.	From mid 2020	25%		The NT Department of Health has established a <b>Climate Change Health Advisory Group</b> to provide oversight of human health impacts of climate change and appropriate responses. <b>Progressing.</b>
22			2.5.2	Work with the community services sector to develop climate change risk adaptation and response frameworks.	From early 2021	25%		The NT Government is developing <b>Climate Change Risk-Assessment Framework</b> to assist the community services sector as part of the development of the broader <b>Climate Change Adaptation Strategy</b> . <b>Progressing.</b> (See #s 12 & 19)
23			2.5.3	Incorporate climate responsive designs and initiatives into our urban and community landscapes.	From mid 2023	0%		
<b>Objective 3: Unlocking opportunities</b>								
24	3.1	Harness opportunities associated with the Territory's natural assets	3.1.1	Deliver a Critical Minerals Strategy for the Territory to support 'The Territory Critical Minerals Plan' and drive investment to support renewable energy and battery technology.	By end 2021	25%		The <b>Critical Minerals Strategy</b> is currently being developed by the NT Government as part of a broader <b>Minerals Development Strategy</b> , which is expected to be completed by mid-2022.
25			3.1.2	Facilitate establishment of a manufacturing hub that leverages low cost renewable energy and attracts private investment.	From early 2022	25%		The NT Government is currently undertaking work to identify the policy and regulatory changes required to facilitate reliable and <b>Renewable Energy Generation</b> for energy intensive industries. <b>Progressing.</b>
26	3.2	Connect Territorians to funding opportunities	3.2.1	Identify and promote opportunities for Territorians and the private sector to access sources of funding to reduce greenhouse gas emissions and invest in low carbon technologies and initiatives.	By end 2020	50%		The <b>Climate Change Website</b> will continue to be updated to build the Territory's knowledge and understanding and will host information on opportunities to access funding sources. <b>Ongoing.</b> (See #s 31 & 32)

27	3.3	Develop the Territory's environmental services industries	3.3.1	Continue to support the growth and development of the Territory's carbon market industry and promote Aboriginal jobs on country.	From mid 2020	25%	The Northern Territory (NT) has a well established history with developing and promoting the carbon industry, with a number of globally recognised ground breaking projects originating in the Territory through the collaboration of industry, government and Aboriginal Traditional Owners. The carbon industry provides an opportunity to demonstrate emissions reductions and create carbon credits that can then be bought and sold through an established market. The carbon credits can be used as a carbon offset by a proponent for greenhouse gas emissions arising from their development project. The carbon industry is also essential for the Territory in being able to achieve net zero emissions.	A <b>Land-based Carbon Abatement Program</b> is under development to increase participation in the carbon market and grow the environmental services industry. Support is being provided to <b>Indigenous Carbon Industry Network</b> and the <b>10 Deserts Project</b> to develop carbon abatement methodology and capacity building. <b>Progressing.</b> (See # 33)
28			3.3.2	Identify opportunities to grow the environmental services industry.	From mid 2021	0%	The term environmental services can be used to describe numerous types of goods and services that rely on, interact with, and utilise the natural environment. An exact definition that accurately captures the scope of potential environmental services is challenging given its relativity to the needs and resources of a local economy, the potential breadth and boundaries, and possible overlaps with other industries. In terms of the growth of the environmental services industry in the Northern Territory, and the implementation of this action, initiatives should focus more on empowering land managers and Indigenous organisations to establish and provide goods and services that will facilitate biodiversity and greenhouse gas emissions offsets and emissions abatement, and increased climate change resilience across the Territory's land and sea scapes.	
29	3.4	Skills development to support emerging green and low carbon industries	3.4.1	Deliver a skills development strategy to capitalise on new and emerging opportunities associated with low carbon economies.	From end 2022	25%	The transition to a low carbon economy is a challenging process that requires consideration of a number of factors, including the availability of workers who are skilled in the necessary areas. As technologies continue to evolve to enable the transition of traditional industries and the commencement of new green industries, workforces need to be able to respond and adapt. Part of the challenge in meeting workforce demand is about understanding what type of skills will be necessary now and in the future, and what types of skills from the jobs existing today are transferable to the jobs of tomorrow, and what sort of timeframes are likely before demand for certain skill sets outstrip supply. This action will support green and low carbon industries and provides a plan to facilitate the increased availability of a skilled workforce that can participate and contribute in the growth of these industries.	<b>Carbon Industry Mapping</b> is underway to inform how to grow the local market and to identify the associated skills requirements. Work is also underway to identify and address the needs of priority low carbon sectors. A skills development strategy for low carbon economy opportunities is due to be <b>delivered at the end of 2022.</b>
Objective 4: Inform and involve								
30	4.1	Promote climate conscious behaviours in Territorians	4.1.1	Deliver a state of the climate science report identifying observed and expected impacts of climate change in the Territory.	By end 2020	100%	Understanding the risks posed by the changing climate specific to the Northern Territory is required in order for Territorians to respond to climate change and understand how it is affecting the Territory and what can be done about it. This will involve reducing greenhouse gas emissions to limit further change and do things differently to manage the change that is unavoidable. The climate science report will be a resource to inform policy and assist decision makers to build a climate-smart future, as well as serving as a first stop for Territorians who want to understand how climate change will affect	The Northern Territory - <b>State of the Science and Climate Change Impacts Report</b> has been released, and serves as a resource for all Territorians who want to understand how climate change will affect them. <b>Completed.</b>
31			4.1.2	Establish a climate change website to inform and connect with Territorians about impacts and opportunities.	By end 2020	100%	Access to information on climate change for Territory business and industry, communities and individuals is essential for building understanding of climate change in the Northern Territory and more broadly. A climate change website will be the central portal for Territorians to access up to date information about climate change in the Northern Territory, what they can do to address climate change and how to prepare for climate risks. This will ensure all of the Territory can contribute to the climate change conversation, and adapt and respond to its impacts.	An <b>NT Climate Change Website</b> has been developed. <b>Completed.</b> (See #s 26 & 32)
32			4.1.3	Raise awareness about climate change with Territorians through accessible education and awareness material and communications.	From early 2021	100%		Information and resources will continue to be developed and delivered through the <b>Climate Change Website.</b> <b>Ongoing.</b> (See #s 26 & 31)

33	4.2	Assist landholders to take action to manage the risks of climate change	4.2.1	Provide advice and extension services to assist land managers to manage climate change risks from key threatening processes.	From mid 2020	25%	<p>Understanding how climate change is impacting across the landscape in particular regions is important for building and reviewing business sustainability models, informing diversification initiatives, and coordinating remediation and mitigation programs. Establishing guidelines and procedures that focus on known threats and expected climate change impacts to the pastoral estate as well as other land tenures in a specific region will enable the implementation of strategic actions aimed at delivering outcomes across landscapes.</p> <p>The strategic and joint development of programs and procedures to improve land management practices should also increase land condition monitoring and reporting systems, as well as the implementation of mitigation and adaptation programs. Facilitating implementation of broad scale actions that address patterns of declining land conditions across a region will assist a greater number of individual land managers, not just within the pastoral estate, build resilience and manage their land in a manner appropriate to the changed climatic conditions. The development and implementation of effective guidelines and procedures will provide a useful avenue to collate data and information to inform the development of a grant programs in line with Climate Change Response Action 4.2.2 that can target the most threatening processes and patterns identified as impacting land and soil conditions across the Territory.</p>	The NT Government is currently developing a <b>Land-based Carbon Abatement Program</b> , which will be designed to support land managers to adopt sustainable practices. (See # 27)
34			4.2.2	Incentivise climate conscious land management practices through delivery of targeted grant programs.	From mid 2023	0%	Implementing mitigation and adaptation land management programs to build industry resilience to climate change is essential for the Territory's long term prosperity. The impacts of climate change will place increased stressors on the Territory's land and soil resources, in addition to the ongoing pressures from weeds, fire, feral animals and over grazing.	

## 1. CLIMATE CHANGE

The NTG has set a zero green house gas emission target for 2050. Despite this, the impacts of climate change will continue to impact the Northern Territory and Katherine region well into the future. Estimates<sup>1</sup> suggest that by 2050, the temperature for Katherine will increase by 2.0-2.5%. The number of +35° days will increase dramatically, from about 10-12 days per year to around 70. Cyclonic activity will intensify, and rainfall will become more erratic, with a variation between seasons of around + or - 4%. Rates of evapotranspiration will increase and exceed those of rainfall by around 8%.

Future climate projections<sup>2</sup> for the Northern Territory include:

- Average temperatures will continue to increase in all seasons (very high confidence)
- More hot days and warm spells are projected (very high confidence)
- Extreme temperatures - substantial increase in the temperature reached on hot days, the frequency of hot days, and the duration of warm spells
- Changes in average rainfall are possible, but uncertain (large decreases are less likely than increases or little change)
- Increased rainfall of intense events and extremely short-duration (hourly, sub-daily) (high confidence)
- In regions with abundant rain (eg Top End and the Kimberley), no change projected in fire frequency. In more southerly locations, changes to future rainfall will be a determining factor of change to fire frequency. (The primary determinant of bushfire in the Monsoonal North is fuel availability.)
- Evaporation is projected to increase in all seasons as warming progresses (high confidence)
- Humidity is projected to decrease (medium confidence)

### 1.1. MITIGATION & ADAPTATION STRATEGIES

Mitigation strategies aim to reduce the potential extent of climate change from happening. Adaptation strategies aim to cushion, neutralise, adjust to or avoid the impacts of climate change. These strategies may be policies (planning and construction regulations), technological (solar and wind power generation), behavioural (consumption choices), and managerial (plant and building maintenance practices).

KTC expresses its leadership in responding to climate change by acting as a prudent steward for the municipality, ensuring an active duty of care by Council staff and programs, sharing awareness of the risks among stakeholders and developing actions for addressing them.

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<sup>1</sup> Nikolakis W, Nygaard A, Grafton RQ (2011) *Adapting to climate change for water resource management: Issues for northern Australia* Environmental Economics Research Hub Research Reports, Crawford School of Economics and Government, Australian National University

<sup>2</sup> NESP Earth Systems and Climate Change Hub (2019) *Impact of climate change on mango production in the Northern Territory* Earth Systems and Climate Change Hub Report No. 9, NESP Earth Systems and Climate Change Hub, Australia.

## 1.2. CLIMATE CHANGE RISK FRAMEWORK

There are three major impacts of climate change for the region:

- increasing temperatures and extreme hot-day incidents
- overall declining water availability and compromised recharge of aquifers
- increased frequency of intense rainfall and wind events.

KTC has identified several potential risk events for the Katherine community, that might arise from the impacts of climate change. These events have been assessed according to:

- the passage of time (from 2020 to 2050), if no interventions are implemented
- areas of responsibility
  - **Northern Territory Government**
  - **Katherine Town Council**
  - **Community Organisations and Individuals**
- required level of management controls:
  - **Nil Intervention** - annually evaluate to ensure conditions are the same
  - **Periodic Monitoring** - regularly monitor to ensure awareness and preparedness
  - **Passive Controls** - establish self-implementing, generalised procedures to minimise impact
  - **Active Management** - actively assess conditions and implement tailored interventions
- likelihood and consequence ratings:

	1	2	3	4	5	6	7	8	9	10
Likelihood	Rare	Unlikely		Possible		Likely				Certain
	<10%	10-30%		30-50%		51-90%				>90%

	1	2	3	4	5	6	7	8	9	10
Consequence	Insignificant		Minor		Moderate		Major		Catastrophic	
	Unquantifiable & Isolated		Temporary & Localised		Extensive & Disruptive		Severe & Persistent		Irreparable & Potentially Deadly	



### 1.2.1. MATRIX OF RISK

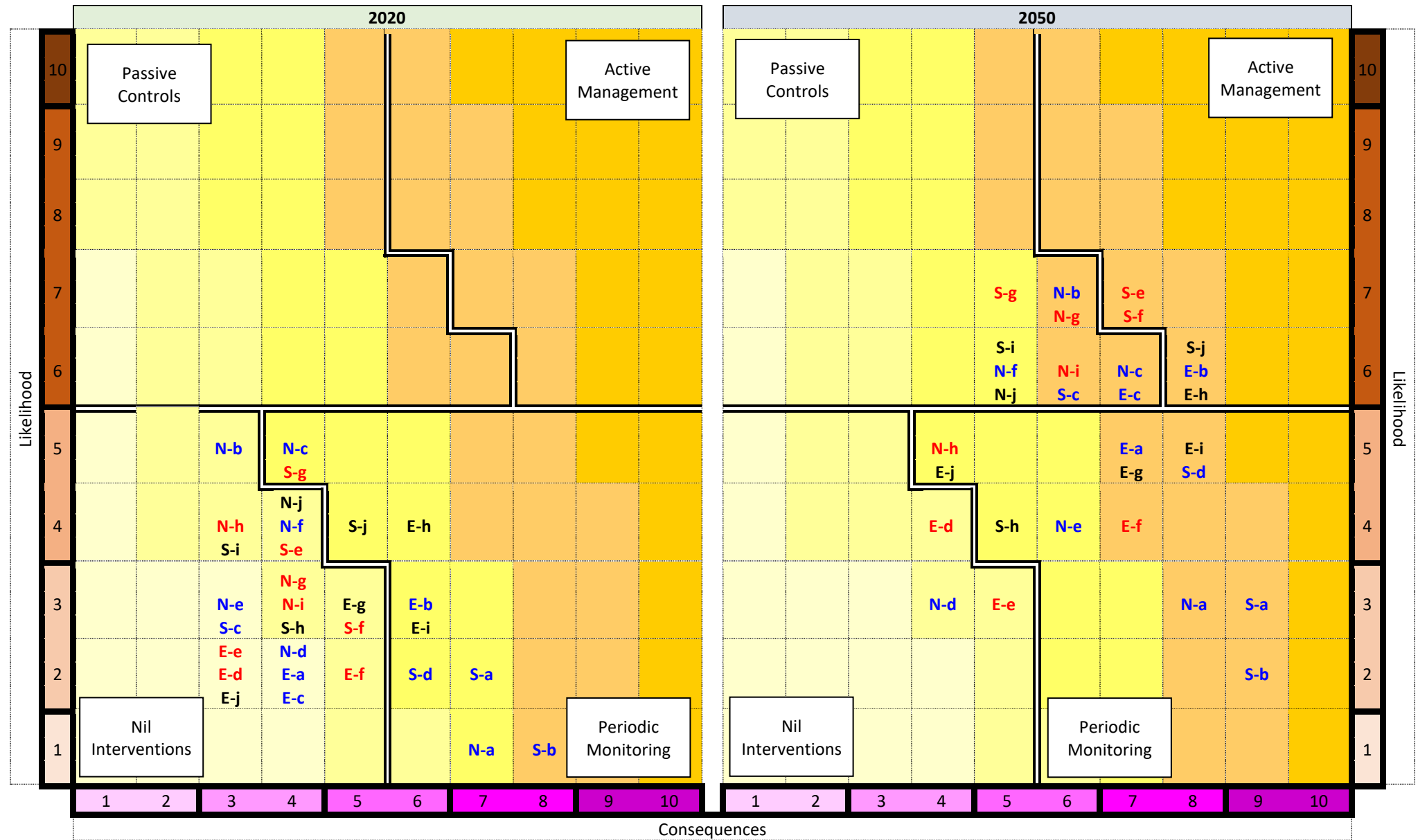
	Onus	Potential Climate Change Risk to Katherine	Likelihood		Consequence		RISK		Control Regime
		Environmental	2020	2050	2020	2050	2020	2050	2020-2050
N-a	NTG	<b>Insufficient urban water supply</b>  <i>Over the next thirty years: <b>Very High Risk, persisting over time, requiring the maintenance of a vigilant response</b></i> <i>Likelihood is rare, due to the high priority given to ensuring urban water supply, and this would only rise to unlikely, even as the environment deteriorates.</i> <i>Consequences, in the rare event they occur, will be considerable and could become catastrophic in extreme circumstances.</i>	1	3	7	8	V High	V High	Periodic Monitoring
N-b	NTG	<b>Impact of prolonged drought on water availability and the water licencing system</b>  <i>Over the next thirty years: <b>Moderate Risk, rising to Very High, requiring a significant increase in responsiveness</b></i> <i>Likelihood is currently possible, but this will become more likely, as rainfall becomes less reliable.</i> <i>Consequences, at this time, are occasionally inconvenient for some, but would become more problematic, more often, for most.</i>	5	7	3	6	Medium	V High	Nil Intervention to Controls
N-c	NTG	<b>Impacts to biodiversity within riverine environments due to reduced water flows</b>  <i>Over the next thirty years: <b>High Risk to Very High, requiring control measures be put in place</b></i> <i>Likelihood is currently possible, and while this becomes more likely, it will be mitigated by managing extraction allowances to maintain essential environmental flows.</i> <i>Consequences, at this time, are sporadic, but effects would become more widespread and linger.</i>	5	6	4	7	High	V High	Monitoring to Controls
N-d	NTG	<b>Impact of reduced water availability on fire management</b>  <i>Over the next thirty years: <b>Low to Medium Risk, managed by maintaining current arrangements</b></i> <i>Likelihood may increase, but remain unlikely, since high priority is given to ensure protection of property.</i> <i>Consequences, are likely to remain temporary and localised.</i>	2	3	4	4	Low	Medium	Nil Intervention
N-e	NTG	<b>Impacts on ecosystems due to erratic flooding events</b>  <i>Over the next thirty years: <b>Low to High Risk, requiring a vigilant response</b></i> <i>Likelihood is currently low, but may become possible as storm events become unpredictable.</i> <i>Consequences will increase as events become more widespread and intense.</i>	3	4	3	6	Low	High	Nil Intervention to Monitoring
N-f	NTG	<b>Impact on ecosystems of changing climate zones, including increased prevalence of tropical pests and diseases</b>  <i>Over the next thirty years: <b>Medium to High Risk, requiring the introduction of formal control measures</b></i> <i>Likelihood is currently possible, but will become likely over time, as natural systems respond to changing circumstances.</i> <i>Consequences are currently localised, but will become more widespread.</i>	4	6	4	5	Medium	High	Nil Intervention to Controls
N-g	KTC	<b>Increased erosion due to intense rainfall and wind events</b>  <i>Over the next thirty years: <b>Medium to High Risk, requiring an increase in responsiveness</b></i> <i>Likelihood is possible, becoming likely with increased storm activity.</i> <i>Consequences, at this time, are localised, but will increase in frequency and impact.</i>	3	7	4	6	Medium	High	Nil Intervention to Controls

	Onus	Potential Climate Change Risk to Katherine	Likelihood		Consequence		RISK		Control Regime
N-h	KTC	<b>Increased exposure of legacy asbestos along Katherine river due to intense and erratic rainfall and flooding events</b> <i>Over the next thirty years: <b>Medium to High Risk, requiring a vigilant response</b></i> <i>Likelihood will remain possible, though likely to occur more frequently.</i> <i>Consequences are set to remain highly localised, but increased events may make exposure more extensive.</i>	4	5	3	4	Medium	High	Nil Interventions to Monitoring
N-i	KTC	<b>Impact of erratic flooding events on spread of and control of weeds</b> <i>Over the next thirty years: <b>Medium to Very High Risk, requiring a significant increase in responsiveness</b></i> <i>Likelihood of weed spread by flooding is currently possible and will become likely with increased flood events</i> <i>Consequences are currently localised, but will become more extensive with greater levels of infestation.</i>	4	6	3	6	Medium	V High	Nil Intervention to Controls
N-j	Community	<b>Impact on air quality due to bushfire incidents, resulting in increased particulates that cause respiratory illness</b> <i>Over the next thirty years: <b>Medium to High Risk, requiring an increase in formal responsiveness</b></i> <i>Likelihood is possible, at the present time, becoming more likely with elevated levels of pollutants due to increased fires.</i> <i>Consequences are currently localised, becoming more widespread and frequent.</i>	4	6	4	5	Medium	High	Nil Intervention to Controls
		<b>Social</b>	<b>2020</b>	<b>2050</b>	<b>2020</b>	<b>2050</b>	<b>2020</b>	<b>2050</b>	
S-a	NTG	<b>Increase in health problems related to declining water availability &amp; quality</b> <i>Over the next thirty years: <b>Medium to Very High Risk, requiring the maintenance of a vigilant response</b></i> <i>Likelihood is very low and will remain so, because of the priority given to maintaining urban water quality, becoming unlikely only in localised, extreme situations</i> <i>Consequences, should events occur, will be very serious and will become more severe as events persist</i>	2	3	7	9	Medium	V High	Periodic Monitoring
S-b	NTG	<b>Potential for death, injury and major disruption occurring as a result of erratic flooding events</b> <i>Over the next thirty years: <b>Enduring Very High Risk, requiring the maintenance of a vigilant response</b></i> <i>Likelihood is rare and remain unlikely despite increased frequency of events due to (already planned) future infrastructure upgrades</i> <i>Consequences are extreme and will become more severe as events become increasingly unpredictable</i>	1	2	8	9	V High	V High	Periodic Monitoring
S-c	NTG	<b>Increased closure of schools due to poor air quality</b> <i>Over the next thirty years: <b>Low Risk becoming Very High, requiring a significant increase in responsiveness</b></i> <i>Likelihood is low at present, but will increase dramatically with air-borne pollutants from increased fire events and dust storms</i> <i>Consequences are currently temporary, but as events increase, will become more widespread and disruptive</i>	3	6	3	6	Low	V High	Nil Intervention to Controls
S-d	NTG (KTC)	<b>Adverse health outcomes due to impact of extreme storm damage of drainage and sewerage systems</b> <i>Over the next thirty years: <b>High Risk becoming very High, requiring the maintenance of a vigilant response</b></i> <i>Likelihood is low, but will become increasingly possible</i> <i>Consequences are quite disruptive now, and will become more severe with increased pressure upon aged infrastructure</i>	2	5	6	8	High	V High	Periodic Monitoring
S-e	KTC	<b>Impacts on quality of public amenities (public gardens, river bank, sports grounds, caravan parks) due to decreasing irrigation</b> <i>Over the next thirty years: <b>Medium Risk becoming Very High, requiring implementation of Active Management strategies</b></i> <i>Likelihood is possible, and will become quite likely as pressure on water resources intensifies</i> <i>Consequences are currently localised and temporary, but will become more widespread and persistent</i>	4	7	4	7	Medium	V High	Nil Intervention to Active Management

	Onus	Potential Climate Change Risk to Katherine	Likelihood		Consequence		RISK		Control Regime
S-f	KTC	Increased costs of maintaining public amenities due to declining availability of water <i>Over the next thirty years: <b>Medium Risk rising to Very High, requiring implementation of Active Management strategies</b> Likelihood is somewhat low, but will become common as efforts to maintain quality of amenities becomes more difficult Consequences are disruptive to budgets now, but will become a significant issue, as efforts are made to adapt facilities to changing climactic conditions</i>	3	7	5	7	Medium	V High	Nil Intervention to Active Management
S-g	KTC	Reduced social use of public space during prolonged heat waves and disruption to organised outdoor events and activities <i>Over the next thirty years: <b>Continuing High Risk requiring introduction of control measures</b> Likelihood is currently a possibility and will become decidedly likely as hot weather events become more frequent Consequences are generally temporary, but will become more disruptive as events become more severe</i>	5	7	4	5	High	High	Monitoring to Controls
S-h	Community	Increased social inequity, public stress and conflict, resulting from intense rainfall and erratic flooding events <i>Over the next thirty years: <b>Medium Risk becoming High, requiring a vigilant response</b> Likelihood, due to weather, is somewhat low at present, but adverse conditions will increasing exacerbate peoples' circumstances Consequences are currently temporary and isolated, but will become more widespread and disruptive as pressures on people and their support networks intensify</i>	3	4	4	5	Medium	High	Nil Intervention to Monitoring
S-i	Community	Public discontent following intense rainfall events, due to reduced access to public amenities, storm damage to houses and building <i>Over the next thirty years: <b>Medium to High Risk, requiring implementing control measures</b> Likelihood is possible now, and will become more likely as events become more frequent Consequences are isolated at present, but will become more disruptive as infrastructure comes under increased pressure</i>	4	6	3	5	Medium	High	Nil Intervention to Controls
S-j	Community	Increased heat stress related incidents, death, illness, anti-social behaviour, hospital admissions, especially among at risk groups <i>Over the next thirty years: <b>Low Risk becoming Very High, requiring the introduction of Active Management strategies</b> Likelihood is currently possible and will become likely as extreme events occur more often Consequences are isolated but can be quite disruptive, and will become more severe and widespread as events intensify</i>	4	6	5	8	Medium	V High	Nil Intervention to Active Management
		<b>Economic</b>	<b>2020</b>	<b>2050</b>	<b>2020</b>	<b>2050</b>	<b>2020</b>	<b>2050</b>	
E-a	NTG	Business/tourist closure and job loss due to interruption from extreme storm damage and flooding <i>Over the next thirty years: <b>Low Risk with potential to become Very High, requiring a vigilant response</b> Likelihood is currently very low but will become highly possible with increased extreme weather events Consequences are only temporary at present, but could be significant for the economy should such events persist or have severe impacts</i>	2	5	4	7	Low	V High	Nil Interventions to Monitoring
E-b	NTG / KTC	Impact of extreme storm damage on drainage and sewerage systems <i>Over the next thirty years: <b>High to Very High Risk, requiring a move to Active Management strategies</b> Likelihood is currently unlikely, but given the topography of the area, increased extreme events will make damage likely Consequences can be very disruptive at present and impacts could become quite severe, given the age of the infrastructure</i>	3	6	6	8	High	V High	Monitoring to Active Management
E-c	NTG	Increased maintenance costs of assets and infrastructure due to extremes of weather <i>Over the next thirty years: <b>Low Risk shifting to Very High, requiring implementing control measures</b> Likelihood is currently very low, but given the age of infrastructure, is set to become more likely in future Consequences are localised at present, but with added pressure on systems, will become widespread and severe</i>	2	6	4	7	Low	V High	Nil Interventions to Controls

	Onus	Potential Climate Change Risk to Katherine	Likelihood		Consequence		RISK		Control Regime
E-d	KTC	<b>Impact of prolonged heat waves on tourists</b> , such as vehicle breakdowns and strandings. <i>Over the next thirty years: <b>Low to Medium Risk, managed by maintaining current arrangements.</b></i> <i>Likelihood is currently unlikely, and while set to become more frequent, impacts will be mitigated by adjustments within the tourism industry</i> <i>Consequences are generally temporary, and while more frequent events may be disruptive, they are unlikely to be extensive</i>	2	4	3	4	Low	Medium	Nil Interventions
E-e	KTC	<b>Impact on revenue from decrease in leases/hires of public amenities due to poorer maintenance</b> <i>Over the next thirty years: <b>Low to Medium Risk, managed by maintaining current arrangements.</b></i> <i>Likelihood is expected to remain unlikely, but with increased pressure on facilities</i> <i>Consequences are likely to remain localised but with increased complaints</i>	2	3	3	5	Low	Medium	Nil Interventions
E-f	KTC	<b>Reputation damage and declining tourism</b> , relating to the decline in quality of public amenities and availability of water <i>Over the next thirty years: <b>Medium to Very High Risk, requiring a vigilant response</b></i> <i>Likelihood is Unlikely becoming Possible as pressure to maintain facilities increases</i> <i>Consequences are currently isolated, but may become extensive and persistent if left unchecked</i>	2	4	5	7	Medium	V High	Nil Interventions to Monitoring
E-g	Community	<b>Interruption to business and industry due to electricity blackouts</b> <i>Over the next thirty years: <b>Medium to Very High Risk, requiring a vigilant response</b></i> <i>Likelihood is generally unlikely, but becoming distinctly possible with increased weather events</i> <i>Consequences are currently temporary though disruptive, but are likely to become more widespread and persistent</i>	3	5	5	7	Medium	V High	Nil Interventions to Monitoring
E-h	Community	<b>Impact on pastoral and agricultural industries of prolonged drought and water restrictions</b> <i>Over the next thirty years: <b>High Risk becoming Very High, requiring Active Management strategies</b></i> <i>Likelihood is currently Unlikely, but becoming Likely on many occasions</i> <i>Consequences can be disruptive and expensive to mitigate and will become more severe with more frequent events</i>	4	6	6	8	High	V High	Monitoring to Active Management
E-i	Community	<b>Erratic flooding events resulting in increased damage to infrastructure and buildings</b> , as well as higher clean up and reparation costs <i>Over the next thirty years: <b>High Risk becoming Very High, requiring the maintenance of a vigilant response</b></i> <i>Likelihood is currently unlikely, becoming highly possible as events occur more frequently</i> <i>Consequences can be significant and will become more so as events become more severe</i>	3	5	6	8	High	V High	Monitoring
E-j	Community	<b>Cost of retrofitting houses/buildings</b> , to suit projected climatic conditions, to increase resilience to low water supply, and to cope with extreme rainfall/flooding <i>Over the next thirty years: <b>Low to Medium Risk, requiring a vigilant response</b></i> <i>Likelihood is currently unlikely, but becoming possible in some situations</i> <i>Consequences are localised and resolvable, though possibly at some cost</i>	2	5	3	4	Low	Medium	Nil Interventions to Monitoring

## Climate Change Risk Assessment Matrix for Katherine



Responsibilities: **RED** - KTC **BLUE** - NTG **BLACK** - Community Organisations and Individuals

### **1.3. ANALYSIS OF RISK EVENTS**

Currently, as at 2020, there are no events analysed, that require either passive controls, such as policies and routine procedures, or active management strategies, such as specific programs or projects to address particular issues. In the vast majority of cases (67%), no greater management regime is considered necessary beyond existing requirements or adopting a common sense approach. In a third of cases, regular monitoring was considered appropriate for authorities and stakeholders to maintain awareness of the situation and to be prepared to deal with issues that arise. Where there were Very High Risk events identified, these were based on the events having particularly dire consequences (such as deaths), though the likelihood of these events occurring were extremely unlikely (such as a once-in-a-century-level flooding).

By 2050, half of the events analysed above were anticipated to need either passive controls or active management strategies, with only a few events (10%) still able to be managed with a common sense approach alone. This shift was largely due to the expected increase in frequency and severity of extreme weather events, such as storms and very heavy rainfall, or extended periods of drought and intense hot spells. The increase in interventions required were largely due to aged or inadequate infrastructure being overwhelmed by the increased intensity and frequency of events.

Thus, looking ahead, it will be essential for Council and NTG agencies in particular to engage in long term strategic planning and greater public education, in order to ensure the ongoing capacity and preparedness of the infrastructure and the community to cope with the increased frequency of extreme weather events.