

# AGENDA

**Ordinary Meeting of Council**  
**To be held on Tuesday 26 September 2023**  
At 12:00 pm

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

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



**ELECTED MEMBERS**

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

**OFFICERS**

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

**VISION:**

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

**MISSION:**

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

**VALUES:**

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



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## **1 ACKNOWLEDGEMENT OF COUNTRY**

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

## **2 OPENING PRAYER**

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

## **3 OPENING OF THE MEETING**

## **4 ATTENDANCE**

### **4.1 PRESENT**

### **4.2 APOLOGIES**

### **4.3 LEAVE OF ABSENCE**

## **5 DECLARATION OF INTEREST**

Members Disclosure Conflict of Interest

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

## **6 PRESENTATIONS FROM EXTERNAL AGENCIES**

NIL

## **7 CONFIRMATION OF PREVIOUS MINUTES**

### **7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 22 AUGUST 2023**

Report Type: Previous Minutes

Attachments: 1. Minutes of Ordinary Meeting of Council - Tuesday, 22 August 2023 - Unconfirmed  
[7.1.1 - 16 pages]

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### **Recommendation**

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



# **MINUTES**

## **Ordinary Meeting of Council**

**Tuesday, 22 August 2023**

Council Chambers,  
Civic Centre, Stuart Highway, Katherine



## 1 ACKNOWLEDGEMENT OF COUNTRY

WE WOULD LIKE TO ACKNOWLEDGE THAT **THIS MEETING IS BEING HELD ON THE TRADITIONAL LANDS OF THE FIRST NATIONS** PEOPLE OF THE KATHERINE TOWNSHIP AND SURROUNDING COUNCIL COMMUNITIES. WE RECOGNISE THE FIRST NATIONS CULTURE AS ONE OF THE LONGEST SURVIVING CULTURES IN THE WORLD AND WE PAY OUR RESPECTS TO ELDERS BOTH PAST, PRESENT AND FUTURE.

## 2 OPENING PRAYER

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

## 3 MEETING DECLARED OPEN

Mayor Elisabeth Clark declared the meeting open at 12.01pm and welcomed the new councillors to their first meeting.

## 4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 4.1 ATTENDANCE

<b>ELECTED MEMBERS</b>	<ul style="list-style-type: none"> <li>- Mayor Elisabeth Clark (Chair)</li> <li>- Councillor Maddy Bower</li> <li>- Deputy Mayor Denis Coburn</li> <li>- Councillor Amanda Kingdon</li> <li>- Councillor Jeremy Trembath</li> <li>- Councillor Peter McDougall</li> <li>- Councillor Kerrie Mott</li> </ul>
<b>OFFICERS</b>	<ul style="list-style-type: none"> <li>- Ms Ingrid Stonhill – Chief Executive Officer</li> <li>- Ms Rosemary Jennings – Director Community Services</li> <li>- Mr Brendan Pearce – Director Infrastructure and Environment</li> <li>- Mr Avtar Singh – Director of Corporate Services</li> <li>- Amanda Haigh – Governance and Executive Officer – Minute Taker</li> <li>- Staff - 4</li> </ul>
<b>PUBLIC</b>	<ul style="list-style-type: none"> <li>- 4</li> </ul>

### 4.2 APOLOGIES

NIL

### 4.2 LEAVE OF ABSENCE

NIL



## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Mayor reminded members of requirement for members to declare any conflicts of Interest  
 NIL declared

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

## 7 CONFIRMATION OF PREVIOUS MINUTES

7.1 Minutes of the Ordinary Council Meeting held On 28 July 2023

### COUNCIL RESOLUTION

**OCM-062-2023**

**Moved:** Councillor Bower

**Seconded:** Councillor Kingdon

That the minutes of Ordinary Meeting of Council on 28 July 2023 be confirmed as true and accurate.

**CARRIED 7/0**

## 8 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

## 9 MAYORAL BUSINESS

### 9.1 MAYORAL ACTIVITIES

### COUNCIL RESOLUTION

**OCM-063-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Bower

1. That Council receive and note the Mayoral activities for the period to July 2023.

**CARRIED 7/0**

## 10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED

### 10.1 INCOMING CORRESPONDENCE



**COUNCIL RESOLUTION****OCM-064-2023****Moved:** Councillor McDougall**Seconded:** Deputy Mayor Coburn

1. That Council receive and note the tabled Incoming Correspondence:
  - a. Letter – Minister Lawler – Development Consent Authority Nominations – 15 August 2023 – Doc Id 181022
  - b. Letter – Remuneration Tribunal – Local Government Allownces – 18 August 2023 – Doc Id 181021

**CARRIED 7/0****11 PETITIONS**

NIL

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

Question	Response
Landsdowne road update	Minister declined the project proposal and will not be going ahead
Nominations for advisory committee included in Confidential	The nomination information included personal information, once appointed the resolution is made public
Memorial wall includes war memorial still on structure, will this stay. Suggested to remove as it will make it confusing.	Item up for discussion at report 14.4. Mayor advised the War Memorial had been decommissioned
Reports have author/approver declare conflict and not know who report from any more	Author and approver name and position at the top of the report

**13 NOTICE OF MOTION**

Nil

**14 REPORTS OF OFFICERS****14.1 CHIEF EXECUTIVE OFFICER REPORT****COUNCIL RESOLUTION****OCM-065-2023****Moved:** Councillor Kingdon**Seconded:** Councillor McDougall



1. That the Council receive and note the Chief Executive Officer Report

**CARRIED 7/0**

No time frame for completion of Lendlease water bubbler project.

Request to correct Councillor McDougall spelling.

Alarms and CCTV are being reviewed at each facility and identifying any upgrades required that will benefit the organisations located at the facilities. Costing will be looked at compared to cost benefit ratio on our facilities.

Katherine has been nominated in the National Tourism Awards, a media release was sent out with the announcement in September.

Well done that Council will not have to pay for non-voters in the By-election.

## 14.2 LGANT CALL FOR MOTIONS

### COUNCIL RESOLUTION

**OCM-066-2023**

**Moved:** Councillor Kingdon

**Seconded:** Deputy Mayor Coburn

1. That Council received and noted the report on motions to the LGANT General Meeting and Annual General meeting in Darwin on the 10 November 2023.

**CARRIED 7/0**

The motions previously submitted are raised and followed up. LGANT have been actioning.

## 14.3 NOMINATIONS FOR THE NT WATER SAFETY ADVISORY COUNCIL

### COUNCIL RESOLUTION

**OCM-067-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor Bower

1. That Council noted the nomination to LGANT for the NT Water Safety Advisory Council.

**CARRIED 7/0**

Council has no nomination from members. Request updates from the NT Water Safety Advisory Council and seek opportunity to make a submission from Katherine perspective.

## 14.4 AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER VERSION 3

### COUNCIL RESOLUTION

**OCM-068-2023**



**Moved:** Councillor Kingdon

**Seconded:** Councillor McDougall

1. That Council approves the Audit and Risk Management Committee Charter Version 3.
2. That Council appoints Councillor Kerrie Mott to the Alternate Elected Member position of the Audit and Risk Management Committee to 31 January 2024.

**CARRIED 7/0**

Briefing for councillors from chair of RAMC last week was informative and helped understand the committee roles and responsibilities.

Nominations received by:

1. Councillor Kerrie Mott seconded by Councillor Bower; and
2. Councillor Amanda Kingdon seconded by Deputy Mayor Coburn

Vote by show of hands Councillor Kerrie Mott 6; and Councillor Amanda Kingdon 1.

#### **14.5 KATHERINE MEMORIAL WALL**

##### **COUNCIL RESOLUTION**

**OCM-069-2023**

**Moved:** Councillor McDougall

**Seconded:** Councillor Bower

1. That Council approves the draft guidelines for the installation of plaques on the Katherine Memorial Wall.

**CARRIED 7/0**

Support the project that will repurpose the infrastructure and show our history.

Well drafted document, and thanked community for feedback, although keeping the war memorial writing as is, forms part of our history.

If vandalised the wall will be maintained by council.

Bell tower remains at the site, the bell was transferred to new site.

#### **14.6 ADVERTISING POLICY**

##### **COUNCIL RESOLUTION**

**OCM-070-2023**

**Moved:** Councillor Trembath

**Seconded:** Councillor McDougall

1. That Council approve the Advertising Policy Version 1.




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**CARRIED 7/0**

**14.7 SPONSORSHIP POLICY**

**COUNCIL RESOLUTION**
**OCM-071-2023**
**Moved:** Councillor Kingdon

**Seconded:** Councillor McDougall

1. That Council approve the Sponsorship Policy Version 1.

**CARRIED 7/0**

Currently council have no sponsorships in place although support groups and provide community grants.

**14.8 DRIVER REVIVER PROJECT**

**COUNCIL RESOLUTION**
**OCM-072-2023**
**Moved:** Councillor Trembath

**Seconded:** Councillor Bower

1. That Council approves the Driver Reviver Project.
2. That Council endorses the CEO to progress the Driver Reviver Project.

**CARRIED 7/0**

Project will be an engaging experience. Request that the questions be related to Katherine and the NT.

Council is in discussions regarding more rest bays and pull over lanes as part of a broader Big Rivers Region.

**14.9 2022-2023 ACQUITTAL - LOCAL GOVERNMENT GRANT - BINJARI SERVICES**

**COUNCIL RESOLUTION**
**OCM-073-2023**
**Moved:** Councillor Kingdon

**Seconded:** Councillor Trembath

1. That it be recommended to Council:

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- (a) That the acquittal for the 2022-2023 Local Government Grant – Provision of Local Government services to Binjari Community be received and noted, and the acquittal be forwarded to the Department of the Chief Minister and Cabinet, NT Government.

**CARRIED 7/0**

Raised why the council receive the funding and not the community organisation. The department make the decisions on the funding, Council is the provider of local government services in the Katherine Town Council area. Council engage Binjari community do the work. Council review of service to Binjari is due to be undertaken. Council have a 5yr plan of services in Binjari including resealing roads which is outside this funding and funded by council.

#### **14.10 FINANCE REPORT FOR THE MONTH OF JULY 2023**

##### **COUNCIL RESOLUTION**

**OCM-074-2023**

**Moved:** Councillor Kingdon

**Seconded:** Deputy Mayor Coburn

1. That Council endorses the Finance Report for the Month of July 2023.

**CARRIED 7/0**

#### **14.11 MONTHLY REPORT OF CORPORATE SERVICES FOR THE MONTH OF JULY 2023**

##### **COUNCIL RESOLUTION**

**OCM-075-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor McDougall

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

**CARRIED 7/0**

Snap Send Solve Waste Services refers to requests for bin repairs and replacements which have seen an increase.

#### **14.12 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF JULY 2023**

##### **COUNCIL RESOLUTION**

**OCM-076-2023**

**Moved:** Councillor Kingdon

**Seconded:** Councillor Bower



1. That the Operations report of the Infrastructure and Environment Department for the month of July 2023 be received and noted.

**CARRIED 7/0**

Kerbside recycling trial is seeing an increase in uptake at each collection, with good compliance of non-contamination.

Laneway closures 5 sites completed and Council has received additional funding for additional 3 sites.

### 14.13 COMMUNITY SERVICES REPORT FOR THE MONTH OF JULY 2023

#### COUNCIL RESOLUTION

**OCM-077-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor McDougall

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

**CARRIED 7/0**

Street party very well attended, well done to those involved.

Noted that a lot of people not walking in certain areas due to dogs roaming. Council currently only has 1 ranger and are recruiting 2 more. Council therefore prioritises to capacity and patrol each morning. A reminder that it is the dog owners responsibility too.

Barking issues need community to report when happening to establish pattern of dog barking so can action process.

Campaign suggestion to get message out to public more about responsible dog ownership and reporting.

The library complimented as a great service and acknowledgement to Kimberley Worrigal for her great work at library.

### 15 REPORTS FROM REPRESENTATIVES ON COMMITTEES

Nil

### 16 ELECTED MEMBERS ACTIVITIES

#### 16.1 ELECTED MEMBER ACTIVITIES

#### COUNCIL RESOLUTION

**OCM-078-2023**

**Moved:** Councillor Bower

**Seconded:** Councillor Kingdon



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

**CARRIED 7/0**

## **17 LATE AGENDA**

Nil

## **18 GENERAL BUSINESS**

Happy birthday to the Mayor.

Councillor Peter McDougall thanked the public for electing him.

Races complimented as a good day, with credit to council on the facility looking good.

Town Square screening of Matildas event highlighted how functional area is and well done to council for taking the initiative.

Praise received on how good our town is looking. The buggy making a difference to clean up the mess and graffiti. The works crew also highlighted as doing a fabulous job.

Tip Shop Grand Opening will be on Saturday, 9<sup>th</sup> September.

Great Northern Clean Up has now changed to Great Spring Clean occurring on 8 am on Sunday the 17<sup>th</sup> of September at the Hot Springs. All involved will receive a voucher for the Pop Rocket.

The last Citizenship Ceremony for the year is occurring on 18 September.

Outdoor movie night being held at the Sportsground 23 September.

The Blue Sky Ball is on this Saturday 26 August. Some tickets are still available.

## **19 CLOSURE MEETING TO PUBLIC**

Members, Council has resolved to use Section 99(2) of the Local Government Act to discuss and resolve confidential Issues which come before it.

Section 99(2) gives power to council to close a meeting for public, which means that all members all public and press will be asked to leave the Council chambers, to discuss specific Issues in relation to matters referred to in regulations 51 of the Local Government (General) Regulations 2021.

I now move a motion that the following items (and items list follows no confidential reason) to close the meeting to public.

Your Worship, I wish to second that the meeting be closed to public to discuss issues relating to matters as stipulated in Section 99(2) of the Local Government Act and regulations 51 of the Local Government (General) Regulations 2021.

The meeting was closed at 1.05pm.



## 20 CONFIDENTIAL ITEMS

### COUNCIL RESOLUTION

**OCM-079-2023**

**Moved:** Mayor Clark

**Seconded:** Deputy Mayor Coburn

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act 2019:

#### **20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES**

This matter is considered to be confidential under Section 99(2) - b and civ of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the personal circumstances of a resident or ratepayer; and information that would, if publicly disclosed, be likely to subject to subregulation (3) - prejudice the interest of the council or some other person.

#### **20.2 CORPORATE RISK REGISTER**

This matter is considered to be confidential under Section 99(2) - ciii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

#### **20.3 LGANT membership**

This matter is considered to be confidential under Section 99(2) - ciii and d of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff and information subject to an obligation of confidentiality at law, or in equity.

#### **20.4 Lease - Blue Eagle Training and Fitness - Norforce Pavillion**

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

#### **20.5 Katherine Museum - Renewal of Lease and Partnership Agreement**

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

#### **20.6 TENDER - T23-005 KATHERINE SPORTSGROUND - STUART HIGHWAY REPLACEMENT FENCING**

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.







### **OFFICER RECOMMENDATION**

1. That Council approve membership to LGANT for 2023-2023.

### **PURPOSE OF REPORT**

To provide council with the LGANT Member value proposition report 2022-2023 and subscription for 2023-2024.

### **STRATEGIC PLAN**

Priority One	Strong Leadership	Strong Leadership	Improve transparency around issues affecting the community
Priority One	Strong Leadership	Partner in progress	Act as a connector on key issues affecting the community as a member in key reference groups

### **BACKGROUND**

Local Government Association of Northern Territory (LGANT) is the peak body for the local government sector in the Northern Territory. 16 of the 17 local government councils in the NT are subscription members of LGANT.

LGANT's purpose as per the Strategic Plan 2021-2025, is to support and represent member councils to drive economic and social development for NT communities by providing:

- Advocacy and representation
- Capacity building
- Promotion of the sector
- Governance development
- Service delivery and infrastructure

### **DISCUSSION**

Council subscribes to be a member of LGANT. Mayor Clark is a current board member of LGANT. Being a current financial member allows councils to nominate and vote for the LGANT Board Casual Vacancy in November 2023.

2022/2023 Member Value Proposition (MVP) report identifies the value delivered by LGANT to the local government sector exceeding \$40 million, an increase of \$8M from last year, and notes that on average this represents more than \$2 million benefit to each local government council. The MVP report shows what LGANT has done for the local government sector these past twelve months, what LGANT has done specifically for Council and then what LGANT is going to do in 2023/24.

### **CONSULTATION PROCESS**

NIL



### **POLICY IMPLICATIONS**

NIL

### **BUDGET AND RESOURCE IMPLICATIONS**

LGANT Member Subscription Fee for 2023-2024	\$26,600.96
Member Value returned for 2022-2023	\$1,547,669.82
ALL Members Value returned for 2022-2023	\$42,385,537.10
Councils LGANT membership subscription in 2022-2023 was \$24,182.69	

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The subscription to LGANT enables council to attend and vote at the LGANT General meetings, provided support and representation.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

NIL

### **COUNCIL OFFICER CONFLICT OF INTEREST**

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

The Attachment is uploaded separately.

## **20.4 LEASE - BLUE EAGLE TRAINING AND FITNESS - NORFORCE PAVILLION**

### **COUNCIL RESOLUTION**

**OCM-082-2023**

**Moved:** Deputy Mayor Coburn

**Seconded:** Councillor Kingdon

1. That Council authorise the Mayor and Chief Executive Officer to execute a three (3) year lease with the option to renew for a further two (2) years, to Blue Eagle Training and Fitness for part of Lot 3177, that being the Norforce Pavillion and Norforce Toilet Block and affix the Common Seal as required.
2. That Council approve moving the resolution to the open minutes.

**CARRIED 7/0**

## **20.5 KATHERINE MUSEUM - RENEWAL OF LEASE AND PARTNERSHIP**



## AGREEMENT

### COUNCIL RESOLUTION

**OCM-083-2023**

**Moved:** Councillor Bower

**Seconded:** Councillor Kingdon

1. That Council:
  - (i) Authorise the Mayor and Chief Executive Officer to enter into leasing negotiations and execute a five (5) + five (5) year lease agreement with The Historical Society of Katherine Ltd over Lot 2922, 20 Christie Road Katherine, commonly known as The Katherine Museum.
  - (ii) Authorise the Mayor and Chief Executive Officer to affix the Common Seal as required.
2. That Council approve 1 (i) and (ii) resolution be moved to the open minutes.

**CARRIED 7/0**

## 20.6 TENDER - T23-005 KATHERINE SPORTSGROUND - STUART HIGHWAY REPLACEMENT FENCING

### COUNCIL RESOLUTION OCM-084-2023

**Moved:** Councillor Kingdon

**Seconded:** Councillor McDougall

1. The Council award Tender T23-005 Katherine Sportsground – Stuart Highway Fencing to TW Fencing Pty Ltd for the amount of One Hundred and Ninety-One Thousand, Five-Hundred and Twenty Dollars (\$191,520) excluding GST.

**CARRIED 6/1**

### COUNCIL RESOLUTION

**OCM-085-2023**

**Moved:** Councillor McDougall

**Seconded:** Councillor Trembath

1. That council move the resolution to the public minutes.

**CARRIED 7/0**

## 22 NEXT ORDINARY MEETING OF COUNCIL

That the next meeting of the Ordinary Meeting of Council will be held on 26 September 2023.



**23 CLOSURE OF MEETING**

The meeting was closed at 2.04pm.

Unconfirmed



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



## 9 MAYORAL BUSINESS

### 9.1 MAYOR ACTIVITIES AUGUST 2023

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

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

#### **Strategic Plan**

6. BIG RIVERS INTER-GOVERNMENT COLLABORATION -

6.3. Inter-Government Collaboration and Advocacy - Collaborate with Territory and federal governments.

6.3.1 Advocate for the interests of our community.

6.3.4 Membership on regional committees.

<b>Mayor Lis Clark</b>	
<b>Date</b>	<b>Activity attended</b>
1 <sup>st</sup> August	Swearing in of new Councillors
2 <sup>nd</sup> August	Head Honcho – Adam Steer
2 <sup>nd</sup> August	Mix 104.9 & Hot 100
4 <sup>th</sup> August	Seniors Morning Tea - O'Keefe House
8 <sup>th</sup> August	EMIS
8 <sup>th</sup> August	Induction of new Elected Members
11 <sup>th</sup> August	Homelessness Week – Ryan Park
11 <sup>th</sup> August	Meeting RAAF Wing commander - Tindal
14 <sup>th</sup> August	Dept. of the Chief Minister and Cabinet
14 <sup>th</sup> August	NT Tourisms Industry Strategy
15 <sup>th</sup> August	Big Rivers Destination Management Planning meeting
15 <sup>th</sup> August	NT Charter of Architects
15 <sup>th</sup> August	Audit and Risk Committee Chair Briefing
16 <sup>th</sup> August	Board Meeting LGANT
16 <sup>th</sup> August	Roundtable discussion on NT Social Policy
16 <sup>th</sup> August	Police Commander Meeting
18 <sup>th</sup> August	Veterans Day
21 <sup>st</sup> August	EMIS
21 <sup>st</sup> August	Meeting Roper Gulf Regional Council
22 <sup>nd</sup> August	Mandatory Training – Module 1
22 <sup>nd</sup> August	Ordinary Meeting of Council
22 <sup>nd</sup> August	Meeting – Salvation Army, Anglicare and Kwils
23 <sup>rd</sup> August	Meeting with Katherine Police
24 <sup>th</sup> August	Lendlease – Try a Trade
25 <sup>th</sup> August	Coffee with a Cop – Black Russian
11 <sup>th</sup> August	Katherine Times
25 <sup>th</sup> August	K.Town Street Art
25 <sup>th</sup> August	Katherine Times
26 <sup>th</sup> August	Blue Sky Ball – Katherine Museum
28 <sup>th</sup> August	Radio with Sue Moran



28 <sup>th</sup> August	Meeting with Sitzler
29 <sup>th</sup> August	PFAS Independent Review
29 <sup>th</sup> August	Airport to meet Minister Thistlewaite
29 <sup>th</sup> August	PFAS Information night – Knotts Crossing
30 <sup>th</sup> August	Biosecurity Meeting LGANT



## **10 CORRESPONDENCE AND DOCUMENTS**

### **10.1 CORRESPONDENCE INCOMING AUGUST 2023**

Report Type: For noting

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#### **Recommendation**

That Council receive and note the Incoming Correspondence:

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



## MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

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

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5566  
Facsimile: 08 8936 5616

Her Worship the Mayor  
Ms Lis Clark  
Mayor of Katherine  
Katherine Town Council

Via email: [elisabeth.clark@ktc.nt.gov.au](mailto:elisabeth.clark@ktc.nt.gov.au)

Dear Mayor

Thank you for your correspondence of 11 August 2023 regarding the recent proposal from Sitzler Pty Ltd to develop a workers' camp on Lansdowne Road, Katherine.

Sitzler applied for an amendment to the NT Planning Scheme (the Scheme) to allow for the proposal to be added to Schedule 3 of the Scheme, which allows for exceptions to planning rules; these exceptions do not require development approval. The purpose of exceptions is to enable the efficient provision of public utilities, infrastructure and facilities for the benefit of the community. On 10 August 2023 I decided to refuse the application from Sitzler as I was not satisfied that community concerns raised could be addressed or mitigated via this particular application process.

The refusal of the application to amend the Scheme does not prohibit Sitzler from lodging an alternative application for the proposal, such as an application for an Exceptional Development Permit (EDP) or a standard development application. Both of these options would allow for public exhibition of the proposal and for submissions to be made. The EDP process allows for an application for development prohibited by the Scheme; the exhibition period is 28 days, with detailed scrutiny applied to proposals and applications taking six months or longer to finalise. A decision as to whether to grant an EDP is made by the Minister for Infrastructure, Planning & Logistics, whereas a standard development application is resolved by the local Development Consent Authority.

The planning process in the Northern Territory is necessarily rigorous, with an appropriate level of due diligence applied to proposals to ensure outcomes are reached in the best interests of Territorians. Where a ministerial decision is required, I act with consideration of the advice of the Department of Infrastructure, Planning & Logistics.



- 2 -

This matter now rests with Sitzler as a private entity to decide on any further course of action regarding a proposal.

Further information regarding EDPs and exceptions to the Scheme can be found at <https://nt.gov.au/property/land-planning-and-development/planning-applications-and-processes/exceptional-development-permits> and [NT Planning Scheme - schedule 3 exceptions](#).

Yours sincerely



EVA LAWLER

18 AUG 2023



MINISTER FOR LOCAL GOVERNMENT

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

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Ms Ingrid Stonhill  
Chief Executive Officer  
Katherine Town Council

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

Dear Ms Stonhill

I write to congratulate Katherine Town Council on its successful submission to the Australian Tourism Industry Council, leading to Katherine being named as a finalist in the national Top Tourism Town Awards.

Tourism is a fundamental pillar of the Northern Territory's economy and contributes to a wide range of industries, as well as being an important source of job creation. The natural beauty of Katherine and the surrounding region is complemented by the numerous nature-based activities and cultural events on offer for visitors.

Local government plays a central role in tourism development and promotion. Katherine Town Council's commitment to growing tourism and welcoming visitors is highlighted by the upgrades to visitor facilities, investment in Katherine's public spaces and amenities, and delivery of local events and cultural activities.

The work of Katherine Town Council, in collaboration with other regional stakeholders, has led to noticeable improvements in tourism products and services, as well as enhanced the liveability of the area for residents and attractiveness for visitors.

Congratulations once again. I wish you every success at the national awards ceremony in Canberra in September 2023.

Yours sincerely

A blue ink handwritten signature, appearing to read 'CP', written over a white background.

CHANSEY PAECH

25 AUG 2023





## **10.2 CORRESPONDENCE OUTGOING AUGUST 2023**

Report Type: For noting

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### **Recommendation**

That Council receive and note the Outgoing Correspondence:

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



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

30 August 2023

Department of Industry, Tourism and Trade  
Community benefit fund secretariat  
Level 3 NAB House  
71 Smith Street  
Darwin NT 0800

Dear Sir/Madam

**LETTER OF SUPPORT – BIG RIVERS BMX CLUB – MAJOR COMMUNITY BENEFIT FUND – PROJECT CLUBHOUSE**

Katherine Town Council is pleased to support the Big Rivers BMX Club (The Club) in their application for the Community Benefit Fund, Major Community Grant.

The Club has been operating within the Katherine Sportsgrounds for the past fourteen (14) years and has occupied the premises since 2009 on an annual basis.

The club consists of non-paid officials and volunteers to facilitate their clubs training, coaching and events. The club depends on the generosity of the community members that either can contribute in-kind or financially and sponsorship support from Katherine businesses.

The Club fosters recreational growth by enabling the community to become more active by encouraging and promoting community benefit and development through the sport of BMX.

Their mission is to provide a safe facility for training, family events and participation of BMX for all levels and riders that can serve the Community and the Big Rivers Region.

A new clubhouse and surrounding amenities will provide sporting infrastructure that is appropriate and fit for purpose to hold events, support the day-to-day operations, and encourage the community connectedness that promotes a regional recreational precinct that connects support and culture.

Should The Club be successful in receiving the grant funding, Katherine Town Council gives permission to The Club to undertake the proposed improvements and new additions to land to facilitate and assist with ongoing operations of The Club.

Furthermore, Council has agreed with The Club to contribute in-kind support; in the means of managing the project with The Club and assisting with delivering the outcomes of this grant.

Should you have any questions, please do not hesitate in contacting myself at [Brendan.Pearce@ktc.nt.gov.au](mailto:Brendan.Pearce@ktc.nt.gov.au) or on (08) 89725 500.



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

Yours Sincerely



Brendan Pearce  
**Director of Infrastructure and Environment**





## **11 PETITIONS**

NIL

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

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

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

## **13 NOTICE OF MOTION**

NIL



## 14 REPORTS OF OFFICERS

### 14.1 APPOINTMENT OF DEPUTY MAYOR

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

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#### **Officer Recommendation**

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

#### **Purpose of Report**

Purpose is 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.

#### **Strategic Plan**

Not Applicable

#### **Municipal Plan**

Not Applicable

#### **Background**

Councillor Denis Coburn was appointed Deputy Mayor on the 29 February 2023 ending 26 September 2023. At the first meeting of this term of Council on the 28 September 2021 Council decided to appoint its Deputy Principal Member (Deputy Mayor) for a two-year period ending 26 September 2023, with a further nomination and appointment for Deputy Principal Member (Deputy Mayor) occurring on 26 September 2023, for the remaining two years of the Council term ending 2025.

#### **Discussion**

The recommended procedure to follow would be:

1. Council discusses and decides on the term of appointment of the Deputy Mayor. Mayor Clark has requested the term of Deputy Mayor appointment be changed to 12 months for the remainder of the term of Council due to requests from Elected Members.
2. Council decides to use secret ballot voting if there is more than one nomination.
3. The Mayor calls for nominations from the floor for the position of Deputy Mayor.
4. Council endorses the appointment of the successful candidate.

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

There are no policy implications resulting from the decision.



**Budget and Resource Implications**

Within current service delivery budget and resource.

**Risk, Legal and Legislative Implications**

Appointment of Deputy Principal member: Section 61 (3) of the Local Government Act 2019 states that “The council may appoint another one of its members to be the deputy principal member of the council”.

Term of Office: Section 62 (2) states that “The deputy principal member is appointed for a term of office ending at the conclusion of the next general election or a lesser term fixed by the council when it makes the appointment”.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



## **14.2 LEAVE OF ABSENCE**

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

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### **Officer Recommendation**

That Council approve the Leave of Absence taken by:

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

### **Purpose of Report**

To provide Council with the Leave of Absence taken by Councillors Jerry Trembath and Maddy Bower for approval.



### 14.3 LGANT CASUAL VACANCY BOARD NOMINATION

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

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#### **Officer Recommendation**

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

#### **Purpose of Report**

The purpose of this report is to seek council's approval for the Elected Members' nomination to fill in executive casual vacancy on the Local Government Association of the Northern Territory (LGANT) and to advise LGANT the nominations accordingly.

#### **Strategic Plan**

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

1.1.3 Improve transparency around issues affecting the community.

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

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

#### **Municipal Plan**

**1.1 Governance - Governance and Elected Members**

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

1.1.10 Advocate for the interests of the Katherine community.

#### **Background**

LGANT have advised that nominations opened on the 12 September for the LGANT Executive Casual Vacancy for one MUNICIPAL COUNCIL filled in March 2023 by Mayor Clark. Nominations will be decided at the 10 November 2023 Annual General Meeting.

#### **Discussion**

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

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

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

Nominations close 3 October 2023. The nomination form and biography is required.

LGANT Board members are not remunerated and meet every month either in person or via videoconference or teleconference.

All LGANT Board member positions will expire in November 2024, and a full election required.

#### **Consultation Process**



There was no consultation process required for this report.

**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

There are no budget and resource requirements.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



## 14.4 NTG DEVELOPMENT CONSENT AUTHORITY KATHERINE DIVISION NOMINATIONS

Author: Amanda Haigh, Governance and Executive Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Letter – Minister Lawler – Development Consent Authority Nominations – 15 August 2023 – Doc Id 18102 [14.4.1 - 3 pages]

### **Officer Recommendation**

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

1. ....
2. ....
3. ....
4. ....

### **Purpose of Report**

To seek council approval of Elected Members nomination to be community member representatives on the Katherine Division of the Development Consent Authority and advise the Minister for Infrastructure, Planning and Logistics of the Northern Territory Government of the nominations.

### **Strategic Plan**

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

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

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

### **Municipal Plan**

#### **1.1 Governance - Governance and Elected Members**

1.1.8 Continue strong relationships with regional, Territory and federal governments.

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

1.1.10 Advocate for the interests of the Katherine community.

### **Background**

Katherine Town Council received a letter (attached) from Hon Eva Lawler MLA, Minister for Infrastructure, Planning and Logistics dated 15 August 2023 advising the term of the current member appointments expire on 3rd December 2023.

The current appointed council members are Mayor Elisabeth Clark, Councillor Jeremy Trembath and Deputy Mayor Denis Coburn is the alternate community member.

### **Discussion**

Three community member positions are available for nomination. This includes two community member positions and an alternate community member. The alternate acts for a community member when they are absent or unable to attend.

In accordance with section 91(2) of the *Planning Act 1999*, the number of persons nominated must be at

least one greater than the number of vacancies to be filled. Therefore, Council is requested to nominate four persons who are suitable to appoint as community members.

Community members may be councillors or members of the public with good standing whom the Council believe will represent the community. Council staff are not eligible.

Nominees are required to complete the registration form (attached). Nominations are to be submitted by 6 October 2023.

If Council does not nominate the number of persons required, the Minister has the option to appoint any person they consider fit.

A member's appointment is for a term of two years. Meetings of the Katherine Division of the Development Consent Authority are held monthly in Katherine.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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





MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

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

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5566  
Facsimile: 08 8936 5609

Her Worship the Mayor of Katherine  
Mrs Elisabeth Clark

Via email: [elisabeth.clark@ktc.nt.gov.au](mailto:elisabeth.clark@ktc.nt.gov.au)

  
Dear Mayor

The term of the three current community members (local government council nominated members) on the Katherine Division of the Development Consent Authority expires on 3 December 2023.

The three current community members are yourself, Councillor Jeremy Trembath and the alternate community member Mr Denis Coburn. The alternate acts for a community member when they are absent or unable to attend.

In accordance with section 91(2) of the *Planning Act 1999*, the number of persons nominated must be at least one greater than the number of vacancies to be filled. Accordingly, could you please nominate four persons you think suitable to appoint as community members.

You are required to include with your nominations a completed registration form (attached) for each nominee.

Community members may be councillors or members of the public with good standing whom the local authority believe will represent the community. An employee of the local authority is not eligible to be appointed as a community member.

Please note that pursuant to section 91(3) of the *Planning Act 1999*, if the local government council fails to nominate the number of persons required, the Act provides me with the option to appoint any person I consider fit.

2

Please provide your four nominations and completed registration forms to myself at [minister.lawler@nt.gov.au](mailto:minister.lawler@nt.gov.au) with cc to [development.consentauthority@nt.gov.au](mailto:development.consentauthority@nt.gov.au) by 6 October 2023.

If you have any questions in relation to this correspondence please contact Ms Hanna Steevens, A/Director Development Assessment Services on 08 8999 6048 or [hanna.steevens@nt.gov.au](mailto:hanna.steevens@nt.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Eva Lawler', with a stylized flourish at the end.

EVA LAWLER

15 AUG 2023

## Registration form

# Development Consent Authority Community Member

Please complete a registration form for each nominee, attach to Council's nomination letter and email to [Minister.lawler@nt.gov.au](mailto:Minister.lawler@nt.gov.au) with cc to [development.consentauthority@nt.gov.au](mailto:development.consentauthority@nt.gov.au)

Any appointment as a Community Member is subject to a satisfactory criminal history check.

All fields are mandatory.			
First name		Middle name	
Surname		Suburb of Residence	
Phone no.		Email address	
Are you an NT Government or Commonwealth employee?		Yes / No	
Are you an Australian Citizen? If no, you must attach your current working visa		Yes / No	
Do you present as Aboriginal or Torres Strait Islander?		Yes / No	
Current Employment:			
Qualifications:			



## 14.5 COMMUNITY GRANTS 2023-24

Author: Sinead Te Wake, Events Coordinator  
 Authoriser: Ingrid Stonhill, Chief Executive Officer  
 Report Type: For decision  
 Attachments: Nil

### **Officer Recommendation**

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

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

### **Purpose of Report**

To accept the recommendation of the Community Grants Assessment Panel and award the Community Grants for 2023/24 year.

### **Strategic Plan**

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

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

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



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

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

2.4.2 Provide a platform for youths to have a voice.

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

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

**Municipal Plan**

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

3.1.2 Collaborate with community partners.

3.1.3 Provide annual community grants program with an information session.

3.1.5 Empower youth through youth-focused events and school holiday activities.

3.1.10 Increased participation and community connectedness at council activities.

**Background**

Council has developed the community grants program to provide a transparent and accountable system of distributing funds by application, to community groups, organisations, and individuals to assist in the development and implementation of Council’s strategic objectives.

The grants assist the local community in achieving community development principles and to further contribute to the betterment and the well-being of the citizens of Katherine and the enhancement of our environment.

**Discussion**

The community grants program was open on the 1<sup>st</sup> of August 2023 and closed on the 31<sup>st</sup> of August 2023. A total of 18 applications were received, 10 for the minor grants category and 8 for the major events category.

The Community Grants panel met on Wednesday 13<sup>th</sup> of September 2023 to assess the applications received. The Panel consisted of the following members, Her Worship the Mayor, Elisabeth Clark, Councilor Amanda Kingdon and Director of Community Services, Rosemary Jennings.

Following the awarding of the grants all applicants will be notified of the outcome with successful applicants provided with funding agreements.

The panel determines that the grant funding should be disbursed and awarded to the organisations as follows:

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

Organisation	Project	Amount
Katherine Senior Citizen Association	Capital Purchase (TV and Sewing Machine)	\$2,000
National Trust (NT) Katherine Branch	O'Keeffe House Christmas Lights Display/Events 2023	\$2,000
Australian Red Cross	Upgrades to Food Works Tractor/Capital Purchases	\$2,000
NT Friendship & Support	Community Garden	\$2,000
Step Out	Communications Workshops/Capital Purchases	\$1,496.99



The Yoga Bubble	Free Community Yoga Classes/Capital Purchases	\$1,129.50
Desexing Assistance and Community Support (DACs)	Stop the Cycle	\$2,000
Katherine Community Projects Association	Capital Purchase/Market	\$2,000
Katherine Football Club	Wet Season Football Competition	\$2,000
<b>TOTAL</b>		<b>\$16,626.49</b>

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

Organisation	Event	Amount
Katherine Senior Citizen Association	Seniors Community Christmas Luncheon	\$3,000
Kalano Community Association Inc	Kalano Family Fun Day 2024	\$5,000
Katherine & District Show Society	Katherine Show 2024	\$5,000
The Historical Society of Katherine Inc	Katherine Museum Auction Dinner 2024	\$5,000
Forrest PR	Katherine Youth Conference 2024	\$5,000
<b>TOTAL</b>		<b>\$23,000</b>

**Consultation Process**

The Community Grants panel met on Wednesday 13<sup>th</sup> of September 2023 to assess the applications received. The Panel consisted of the following members, Her Worship the Mayor, Elisabeth Clark, Councillor Amanda Kingdon and Director of Community Services, Rosemary Jennings.

**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

Within current service delivery budget and resource.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



## 14.6 PROPOSED NAMING OF STREETS - KATHERINE EAST - SUBSTAGE 3

Author: Brendan Pearce, Director of Infrastructure and Environment  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. KTC submission 31 Aug 2023 [14.6.1 - 7 pages]

### **Officer Recommendation**

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

### **Purpose of Report**

To seek Council's support to nominate an additional road name to be considered by the Place Names Committee as part of the Katherine East Sub-stage 3 development, and in particular give thought to nominating a female.

### **Strategic Plan**

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

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

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

2.1.2 Provide safe and accessible public amenities throughout Katherine.

**6. BIG RIVERS INTER-GOVERNMENT COLLABORATION -**

**6.3. Inter-Government Collaboration and Advocacy - Collaborate with Territory and federal governments.**

6.3.3 Influence Katherine projects in the NT Infrastructure Plan and Pipeline 2022.

### **Municipal Plan**

**1.1 Governance - Governance and Elected Members**

1.1.2 Ensure compliance with local government legislation.

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

1.1.10 Advocate for the interests of the Katherine community.

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

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

### **Background**

At the Ordinary Meeting of Council of 22 December 2022, Council resolved to endorse the proposed names for the new roads in Katherine East Substage 3 development being Jeffrey, Peckham and Marchant Streets.

As is the practice, these names were put forward to the Place Names Committee, with Council's endorsement, by the property developer. The Committee has since come back to the proponent requesting that an additional road name be nominated, and in particular giving thought to nominating a female.

### **Discussion**

The developer, Downes Graderways has proposed that this additional nomination be "Myrtle McBean". A letter with reasons supporting this nomination is included as an attachment.

The Place Naming Committee's Guidelines for place naming indicate that only the surname of a person being commemorated should be used. In applying this, the suggested road name would then be "McBean



Street".

Alternatively, in this instance, Council may put forward the name "Myrtle" Street which would have a stronger link to the person being commemorated.

The Place Names Committee would not support Given and Surname to both be used for a road name that forms part of an address.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

Guidelines for NT place naming

### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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





**Civil Contracting and Earthmoving Professionals**



31<sup>st</sup> August, 2023

Katherine Town Council  
PO Box 1071  
Katherine NT 0851

**RE: Casuarina Park Estate - Stage 3 – Road Name Nomination**

Downes Graderways have been requested by the Place Names Committee to nominate an additional road name within our Stage 3 subdivision, and in particular give thought to nominating a female.

Please find attached information for an additional nomination for "Myrtle McBean". The family have requested that Myrtles first name be used in the naming for reasons below;

*"Due to the circumstances surrounding the McBean surname it is felt by the family that the street name in this instance should read either "Myrtle" or "Myrtle McBean". Simply because Myrtle the person would be lost if just the surname McBean is used. The main reason being as Ian McBean remarried therefore the McBean surname could mean any of the people now bearing this name. Thank you for your consideration."*

We feel Myrtle is a very deserving nominee as an extremely well respected member of the Katherine community and indeed throughout the NT. As with previous nominations presented to Katherine Town Council, we have fully engaged with family members and peers and had initial consultation with the Place Names Committee on the suitability of our nomination.

We look forward to Council support for the name "Myrtle" or "Myrtle McBean" for submission to the Place Names Committee. Please do not hesitate to contact me if you have any queries.

Yours sincerely,

A handwritten signature in black ink that reads 'Downes'.

Christina Downes  
On behalf of the Developer

---

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**Email: [admin@downesgraderways.com.au](mailto:admin@downesgraderways.com.au)**  
**ABN 72 009 605 047**

**Myrtle McBean (nee MacFarlane)**

**15 December 1940 – 31<sup>st</sup> March 2021**

Myrtle was born on Lake Nash Station 15<sup>th</sup> Dec 1940. When she was 9 years of age, she was adopted by Ted MacFarlane who was a respected windmill mechanic on the Barkly Tablelands. She attended St Gabriels CEGS in Charters Towers then returned to the NT where she worked as station cook on a number of cattle stations including Soudan and Mallapunyah. The Darcy family at Mallapunyah were some of Myrtle's closest friends throughout her life.

Myrtle married Ian McBean in 1959 and with two toddlers, accompanied Ian on his cattle droving trips over the next few years. Following this Ian and Myrtle acquired Innesvale Station where they worked tirelessly to develop this rugged landscape into a successful cattle station. It was here they raised their 5 children Margie, Eddie, Doug, Cathie, and Craig (Bindi). It was through the association with the correspondence school and the need for a governess that Myrtle met Wendy Edison who also became a lifelong friend.

Myrtle moved to Katherine in 1973 where she settled. She worked in a number of caring type positions over the years including working as an assistant in the Kintore St Special Preschool, Katherine childcare Centre or cooking at the Rural College. During these years Myrtle forged a wonderful friendship with Judy Holt who became a part of her closest circle and was there until the end.

Myrtle was a kind-hearted, compassionate person who saw the good in everyone. She was always quick to lend a helping hand and was known for her kind deeds. Dropping in with a batch of scones, cream and jam to cheer you up and have a yarn was her specialty. Many businesses in Katherine would remember these visits.

It is difficult to put into words the uniqueness of her simple love for people and life, underpinned by an incredible strength of character – only those who knew her will understand this gift. Myrtle in her gentle way could speak with those from all walks of life whether it be a minister when she was lobbying for better roads to her son's property or young kids who have lost their way.

Myrtle's whole life was her family whom she would fiercely defend at any cost. A testament to this was the hundreds of kilometres she would travel to support her grandchildren who were competing at a rodeo. Always with tucker box full to share with everyone lucky enough to be in her camp.

Myrtles other two loves in life were fishing and cooking. Combined these two occupations were the source of incredible memorable gatherings of friends and family either down by the river with a campfire or out at a cattle yard feeding the stockmen.

*Submitted by;*

Margaret McBean (Margie)

[mhbeanie@gmail.com](mailto:mhbeanie@gmail.com)

ph. 0400 253 150

# Commemorative Naming form

## About this form

- This form has been provided to assist you complete the information required by Place Names to assess and progress a commemoration request.
- It may, if you wish, be uploaded with your [Place Names Online](#) request.
- Further information can be obtained on the [Nominate a person for commemoration](#) webpage or by contacting Place Names on 8995 5334 or [place.names@nt.gov.au](mailto:place.names@nt.gov.au).

Personal details			
Family or last name	MCBEAN	Given names	MYRTLE
Previous names, aliases or nicknames		Preferred name	
Gender or preferred pronouns <small>eg she/her, he/him, they/their</small>	FEMALE	Is the person nominated Aboriginal? <small>If so, what is their language and/or estate group?</small>	Alyawarre from Alpururulam
Date of birth	15/12/40	Place of birth	LAKE NASH STATION
Date of death <sup>1</sup>	31/3/21	Place of death	KATHERINE
Father's name	TED MACFARLANE	Mother's name	IVY
Names of spouses <small>include maiden names, dates of birth and death</small>	IAN MCBEAN D.O.B. 16/8/31 D.O.B. 29/2/60		
Names of children <small>include married names, dates of birth and death</small>	MARGARET MCBEAN EDDIE MCBEAN 16/8/61 DOUG MCBEAN 27/5/66 CRAIG MCBEAN 15/4/71 CATHIE MCBEAN 20/1/70		
Is this the first time this person is being commemorated in NT place naming?			YES.

<sup>1</sup> The name of a person will generally not be commemorated within the first 12 months of death.

Commemorative Naming form

Biographical details <sup>2</sup>	
<b>Dates of significant life events</b> eg marriages, divorces, births of children, relocations, turning points	Married 1959 Divorced 1974 DOB of Kids see previous page.
<b>Details of education, professional or military service, and awards received</b>	Myrtle left school at 15 years of age.
<b>Details of any criminal convictions</b>	N/A
<b>Details of significant achievements, service and contributions to community</b>	See attached Myrtle's entry in the booklet "Quiet Achievers" written by Judy Holt and June Tapp. Published in 2003 Copyright of Katharine Women's Crisis Centre.
<b>Location preferred for use of name</b>	<b>Preferred type of place</b> eg road, park, bridge, rest area
<b>Name of requestor and relationship to person for commemoration</b>	<b>Requestor phone number</b>
<b>Requestor email</b>	
<b>Has the written consent been obtained from all family or descendants?</b>	
<b>Have letters of support been obtained from other relevant parties?</b>	

<sup>2</sup> If available, it is recommended to upload with your [Place Names Online](#) Commemoration Request submission any relevant supporting news clippings, photographs, certificates and letters of support.



## MYRTLE MCBEAN

**Born 1940 – LAKE NASH STATION – NT**

By the age of nine years Myrtle had been adopted twice. The last time was by Ted McFarlane. Ted sent Myrtle to boarding school in Charters Towers – a bewildering experience for a little girl of the bush. Ted travelled outback Queensland and Northern Territory erecting windmills. It was during school holidays when Myrtle accompanied Ted that she learnt the art of camp oven cooking.

Leaving school at the age of fifteen years, Myrtle was employed as a 'domestic' at Anthony Lagoon Station. The customs of that time necessitated different treatment for different skin colours. In many cases this was due to the class-conscious and ethnocentric nature of many of the station managers. While Ted, an Englishman was accepted as an equal, Myrtle was not and looks back on this as a very unhappy period of her life.

Myrtle went on to doing what she knows and loves best – cooking. On Avon Downs and Saddam Stations she worked until she met her future husband Ian McBean. Ian had his own droving plant. Myrtle's early married life was helping Ian when droving. This she did with two little children who went along on the trips. In the early 1960's Ian was contract mustering on Coolibah Station. Myrtle and her three children set up camp on the banks of the Victoria River. Myrtle's only communication link to anywhere was a two-way radio.

They drew a block that became known as Innesvale Station. Ian went away mustering, Myrtle stayed behind, living in a tent with the children and looking after Innesvale. In time a home was built and a governess employed to help Myrtle with her then five children. Myrtle still did all the station and camp cooking, checked the fence lines, did the bore run along with all the other jobs associated with living on the station.

On moving to town after her marriage finished, Myrtle cooked for the children at the Katherine's first creche. She also helped with the babies at the creche. She then went on to Kintore Special School, but by then the bush was calling and Myrtle found herself back on Innesvale cooking for the new owners. From there she moved to Willeroo, Camfield and Montejinni Stations.

1995 saw her back in town and cooking for the NT Rural College and Katherine House.

Today she is helping two of her sons on their property, Clarence, occasionally being able to indulge in her love of fishing. Myrtle's friends are many and we salute you for being a true woman of the Outback, all that means and all you have achieved.



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

Author: Brendan Pearce, Director of Infrastructure and Environment  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. KENC - road types [14.7.1 - 1 page]

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### **Officer Recommendation**

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

- Road 1 - Albizia Circuit
- Road 2 - Soap Bush Street
- Road 3 - (Not required – links to Katherine East Substage 3)
- Road 4 - Paperbark Circuit
- Road 5 - Bush Apple Street
- Road 6 - Cabbage Gum Street
- Road 7 - Lancewood Street
- Road 8 - Callitris Street
- Road 9 - Nutwood Street
- Road 10 - Lilly Pilly Circuit
- Road 11 - (Not required – links to Katherine East Substage 3)
- Road 12 - Speargrass Street
- Road 13 - Carallia Street
- Road 14 - Cocky Apple Crescent
- Road 15 - Corymbia Drive
- Road 16 - Kapok Avenue
- Road 17 - Spinifex Way

### **Purpose of Report**

To seek Council's support to nominate names for fifteen (15) of the seventeen (17) new roads and streets in the Katherine East Neighbourhood Centre, noting that the other two (2) roads link through to the Katherine East – Substage 3 development have already been considered by Council.

### **Strategic Plan**

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

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

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

2.1.2 Provide safe and accessible public amenities throughout Katherine.



## 6. BIG RIVERS INTER-GOVERNMENT COLLABORATION - 6.3. Inter-Government Collaboration and Advocacy

- Collaborate with Territory and federal governments.

6.3.3 Influence Katherine projects in the NT Infrastructure Plan and Pipeline 2022.

### **Municipal Plan**

#### **1.1 Governance - Governance and Elected Members**

1.1.2 Ensure compliance with local government legislation.

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

1.1.10 Advocate for the interests of the Katherine community.

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

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

### **Background**

At the Ordinary Meeting of Council of 13 December 2022, Council considered the proposed names for the new roads in Katherine East Substage 3 development.

As part of the debate, there was some discussion that names of people should not be used, and that all future names proposed for roads and streets in Katherine East be based on botanical plants.

The developer of the Katherine East Neighbourhood Centre – the NTG’s Department of Infrastructure, Planning and Logistics – has proposed a list of names for fifteen of the new roads and streets, in line with this direction of Council.

Should these names be endorsed by Council, they will be put forward to the Place Names Committee by the property developer at a meeting planned for 18 October 2023.

### **Discussion**

A copy of the roads layout, including details of the road numbering is included as an attachment to this report.

An alternative list of names has also been suggested should any of the above recommendations not be endorsed. These are as follows:

#### Alternatives

Bauhinia

Conkerberry

Cotton tree

Cycad

Ficus

Green plum

Grey Corkwood

Ironwood

Kakadu plum

Livistona

Lysiphyllum

Milkwood

Pandanus

Bloodwood

Pea Flowers

Sand Palm

Syzygium  
Terminalia  
Turkey bush  
Turpentine

**Consultation Process**

There has been consultation between KTC staff and DIPL staff as part of the Project Control Group oversight of this project.

**Policy Implications**

Guidelines for NT place naming.

**Budget and Resource Implications**

There are no budget and resource requirements.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



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## 14.8 ABOLISH KATHERINE TOWN COUNCIL YOUTH ADVISORY COMMITTEE

Author: Amanda Haigh, Governance and Executive Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Policy - Youth Advisory Committee - Terms of Reference - 4 May 2021 [14.8.1 - 3 pages]

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### **Officer Recommendation**

That Council abolish the Katherine Town Council Youth Advisory Committee.

### **Purpose of Report**

For council to consider abolishing the Katherine Town Council Youth Advisory Committee.

### **Strategic Plan**

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

2.4.2 Provide a platform for youths to have a voice.

2.4.3 Collaborate with NTG on its Katherine Youth Action Plan.

2.4.4 Participate in the Katherine Youth Advisory Group.

### **Municipal Plan**

3.1 Community Services - Community Events and Collaboration

3.1.7 Participate in the Katherine Youth Interagency Group.

### **Background**

On the 27 April 2021 Council established and endorsed the Katherine Town Council Youth Advisory Committee.

The committee was established to keep the Council informed and make suggestions and recommendations to council on issues that are significant and important to the young people of Katherine.

### **Discussion**

The Mayor has requested for the committee to be rescinded as it is not functioning and has not met since 10 August 2021. The committee held two meetings during the establishment of the committee; being 8 June 2021 and 10 August 2021.

On the 28 February 2023 Council appointed Mayor Denis Coburn and Councillor Maddy Bower to the Youth Advisory Committee for the period to 31 January 2024. There are no current appointed other members as they were appointed on the 25 May 2021 for a term of two years.

The Terms of Reference for the committee (attached) and membership was due for review in May 2023.

Council has a staff member on the Katherine Youth Interagency Committee that is of an operational nature.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

Abolishing the committee will rescind the Terms of Reference.

### **Budget and Resource Implications**

There are no budget and resource requirements.



**Risk, Legal and Legislative Implications**

All committees of council must have an up-to-date membership register and term of reference.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



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<b>Title</b>	<b>Katherine Town Council Youth Advisory Committee (KTCYAC)</b>
<b>Adopted by</b>	<b>Terms of Reference</b>
<b>Responsibility</b>	Council
<b>Approval date</b>	Chief Executive Officer
<b>Next review date</b>	27 April 2021
	Every two years after the renewal of membership term

### 1. Purpose

The Katherine Town Council Youth Advisory (KTCYAC) is an official advisory committee that keeps the Council informed and makes suggestions and recommendations to council on issues that are significant and important to the young people of Katherine.

The KTCYAC as a team and individually will support the Council to make informed decisions, suggestions and recommendations in accordance with local youth voice. This committee represents the Youth of Katherine who looks for a safe place to voice their concerns and to raise matters that are important and essential to them.

This committee provides a consolidated place to consult and share communication with the youth of Katherine.

This committee is also a venue for youth to develop skills in our young people such as advocacy, public speaking, leadership and teamwork skills.

### 2. Objectives

- To build the groups knowledge of issues effecting the young people of Katherine and the region.
- To support Council in finding ways to make Katherine and its facilities youth friendly.
- To develop a Youth Strategy for Katherine
- To support the development of Youth Week and School Holiday Programs
- To provide a simple avenue for communication between the young people of Katherine and the Council.
- To report the minutes and recommendations to Council
- To provide training and mentoring in the understanding of Governance for the Young People.

### 3. Membership

- All members must be appointed by Council, in accordance with Section 82 of the *Local Government Act 2019*
- Members of Youth Advisory Committee consists of the following
  - ✓ Youth of Katherine maximum of 10 people (aged between 12 and 25 years old).
  - ✓ Adult Community Members maximum of 2 people. These members who have actively working with young people and have interest in developing and supporting youth's initiatives for Katherine.



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- ✓ Two Elected Members who have been appointed by the Council.
- ✓ Youth Advisory Committee opens invitation to one representative from Headspace, Department of Education, Department of Territory Families and Department of Chief Minister and Cabinet.
- The nominations for a membership will available through Katherine Town Council website and Social Media, relevant online spaces, providing hand-out information and socialisation to schools, youth services and other interested parties.
- Each term of membership is for two years to be advertised in May each Calendar year. New member can apply at any time for the remainder term.

Selection process

Consideration should be given to the type of skills, personal attributes and practical experience each member should have before being nominated.

Some factors to consider include:

- Youth who are living in Katherine Municipality
- Passionate about improving the youth aspects
- Good knowledge of organisational skill and or want to be involved
- Willingness to represent youth's voice
- Willingness to collaborate with relevant stakeholders
- Capacity to dedicate adequate time to the committee

**4. Meetings, attendances and quorums**

- Alternating Chairperson is chosen at each meeting.
- The YAC will meet bi-monthly at the time and place agreed by the committee at each meeting.
- The Chair from time to time can invite other attendees who possess appropriate skills or experience relevant to a topic under discussion and co-opt ex-officio members of the committee with relevant skills or expertise
- In accordance with the Local Government Act, the Chairperson may request extra meetings at any time. These meetings will be held at times advised by the Youth Advisory Committee.
- Attendance at committee meetings by members can be in person and/or via audio/audio-visual conference.
- A quorum consists of half the number of members plus one (majority of committee members are present)

**5. Secretariat Support & documentation.**

- Council will provide a secretariat support to Youth Advisory Committee to ensure minutes and agenda are provided to committee members.
- Council will ensure the Youth Advisory Committee members have access to the Agenda, meeting papers and prior unconfirmed minutes prior to a scheduled meeting. The meeting papers should be available at least 7 days prior to the meeting.
- Documentation to be placed on the agenda should be forwarded to the Secretary prior to the meeting.
- Unconfirmed minutes of meetings will be confirmed at the next meeting of the committee.



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- Minutes of each meeting will be presented to the monthly Council meetings for information and consideration of any recommendations made.

**6. Review and Amendments**

This Terms of Reference will be endorsed by Council. The Terms of Reference will be reviewed every two years after the renewal of membership term in May. Terms of Reference may be reviewed before the end of each membership term upon the agreement of the committee.

**7. Associated Documents**

- *Local Government Act 2019*



## 14.9 GREENING ADVISORY COMMITTEE

Author: Amanda Haigh, Governance and Executive Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Draft Terms of Reference Greening Advisory Committee September [14.9.1 - 4 pages]  
2. Katherine Preferred Tree Species List [14.9.2 - 4 pages]

### **Officer Recommendation**

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

### **Purpose of Report**

For council to establish a Greening Advisory Committee.

### **Strategic Plan**

7. ENVIRONMENTAL SUSTAINABILITY - 7.2 Katherine's Natural Beauty - Showcase the raw beauty of Katherine's natural attractions and protect our natural assets from pollution and overuse.

7.2.1 Develop an environmental sustainability strategy.

7.2.2 Embark on greening initiatives with the collective help of the community to beautify and increase green spaces.

7.2.4 Encourage engagement with natural spaces in neighbourhoods.

7.2.5 Provide cool and shaded spaces for the community.

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

7.4.5 Develop a tree-planting strategy.

### **Municipal Plan**

Not Applicable

### **Background**

Within Council's 2027 Strategic Plan is the priorities to develop an environmental sustainability strategy, tree-planting strategy, greening initiatives, and provide cool and shaded spaces.

### **Discussion**



Elected Members have been requesting the progression of greening and cooling of Katherine. Elected members have indicated the focus would be for strategic gardening and tree planting, irrigation and a greening program.

The committee would provide recommendations to enable informed decisions in the development of an environmental sustainability strategy, including tree-planting strategy, greening initiatives, and provide cool and shaded spaces.

Council had a tree committee in 2021 and developed a preferred tree species list.

Council also has a draft CBD Master Plan that addressed greening and heat effects.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

A Terms of Reference approved by Council will need to be developed for the Committee.

### **Budget and Resource Implications**

Staff resourcing for administration of the committee will be required within the current budget and resourcing.

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

Committees of Council can be established under Section 82 of the *Local Government Act 2019*.

Section 83 (4) of the *Local Government Act 2019* requires Council to approve the Terms of Reference of the Committee that will set out its functions.

### **Environment Sustainability Implications**

The committee will strategically focus on the Environmental Sustainability of the Council.

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

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



**KATHERINE**  
TOWN COUNCIL

**COUNCIL POLICY**

**DRAFT**

**TERMS OF REFERENCE – GREENING ADVISORY COMMITTEE**

Type:	Terms of Reference		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:		Next Review:	
Records Number:		Council/CEO Decision:	Council
Legislation Reference:	Local Government Act 2019 Advisory Committee Policy		

**1 PURPOSE**

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

The purpose of the Greening Advisory Committee is to provide Council with strategic guidance and/or recommendations in relation to the development of an environmental sustainability strategy including tree-planting strategy, greening initiatives, and provide cool and shaded spaces. These Terms of Reference are to be read in conjunction with Council’s Advisory Committee policy.

**2 DETAILS**

The Katherine Town Council own and manage green spaces throughout the town of Katherine, including parks, gardens, and verges, that provide important community infrastructure in Katherine.

Given the importance of this community infrastructure, it is essential that community members have a mechanism to discuss key issues and engage with Council.

The Advisory Committee will provide advice to Council in order to maximise the benefits to the Katherine community through guidance and advice for the development of an environmental sustainability strategy including tree-planting strategy, greening initiatives, and provide cool and shaded spaces.

**ROLES AND RESPONSIBILITIES**

The roles and responsibilities of the Advisory Committee are to:

- provide Council with information and advice for the development of an environmental sustainability strategy and tree-planting strategy,
- provide Council with information and advice with respect to the views and concerns for cooling and shade of open spaces in Katherine,
- provide advice and recommendations to help inform Council's decision-making regarding services and policies related to greening initiatives, and
- provide Council with a key link between the community, users and groups, and other community interest groups,
- assist Council to distribute information about relevant decisions to reach the targeted users and groups, and other community groups.

### ADVISORY COMMITTEE MEMBERSHIP

In accordance with the *Local Government Act 2019*, Katherine Town Council shall appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the purpose of the group.

The Advisory Committee will comprise of:

- Two (2) Council Members on the Committee. There may also be an alternate Council Member.
- Up to two (2) community members, and
- Up to six (6) organisational memberships consisting of representation from:
  - Australian Institute of Landscape Architects
  - Northern Territory Arboriculture Association
  - Jawoyn Aboriginal Corporation
  - Territory Natural Resource Management
  - Urban Development Institute of Australia (NT)
  - Northern Territory Government

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council. The term of membership for community members is two (2) years.

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

Membership of the Committee shall be for a period of two (2) years unless a recommendation to the contrary is adopted by Council at an Ordinary or Special Council Meeting.

An increase or decrease in the Committee membership must be approved by resolution of Council at an Ordinary or Special Council Meeting.

One month prior to the expiration of a member's term on the Committee, Council shall seek nominations for a replacement, with the successful appointee being approved by Council at an Ordinary or Special Council Meeting.

### Appointment of community or community organisation members

The external membership selection process for this Advisory Committee will include Expressions of Interest sought through a range of channels as decided by the Mayor, Councillors, Chief Executive Officer or relevant Director, Infrastructure and Environment.

### Appointment of Councillors

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

### Chairperson

The Chairperson may be a Councillor or other member of the Advisory Committee determined by the members' majority vote. In the event the Chairperson is unable to attend a meeting, the Chairperson shall nominate an acting chair for that meeting.

### QUORUM

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

### MEETINGS

The Advisory Committee will meet a minimum of four (4) times per annum. A schedule of committee meetings will be developed and agreed to by the members and additional meetings shall be convened at the discretion of Council. If a voting member is absent for two consecutive meetings, the Chairperson will write to that member seeking an explanation on why they should remain on the Committee.

The meetings will be an opportunity for Councillors to interact with the Group and receive views and opinions on matters relevant to the Committee. Meetings shall be Chaired by one of the Committee members.

Council staff are not permitted to vote or move or second recommendations but can contribute advice during discussions on any subject.

### ADMINISTRATIVE SUPPORT

Katherine Town Council will provide administrative support to the Committee by way of distributing the Notice of Meetings, creating, and circulating to the members an agenda, taking the minutes of each meeting, circulating to members the minutes of each meeting, writing an agenda report, and submitting the Committee minutes, including recommendations, made by the Committee to Council for inclusion in the next Ordinary Meeting of Council Agenda.

Katherine Town Council staff will provide appropriate advice and administrative support to assist the Committee to meet its obligations.

### REPORTING TO COUNCIL

Following each meeting, the Advisory Committee will provide a report of the meeting to Council with its guidance and/or make recommendations to Council. The minutes of each committee meeting shall be

included in an agenda report to be dealt with accordingly at the Ordinary Meeting of Council following the Committee meeting.

**5 ASSOCIATED POLICIES/DOCUMENTS**

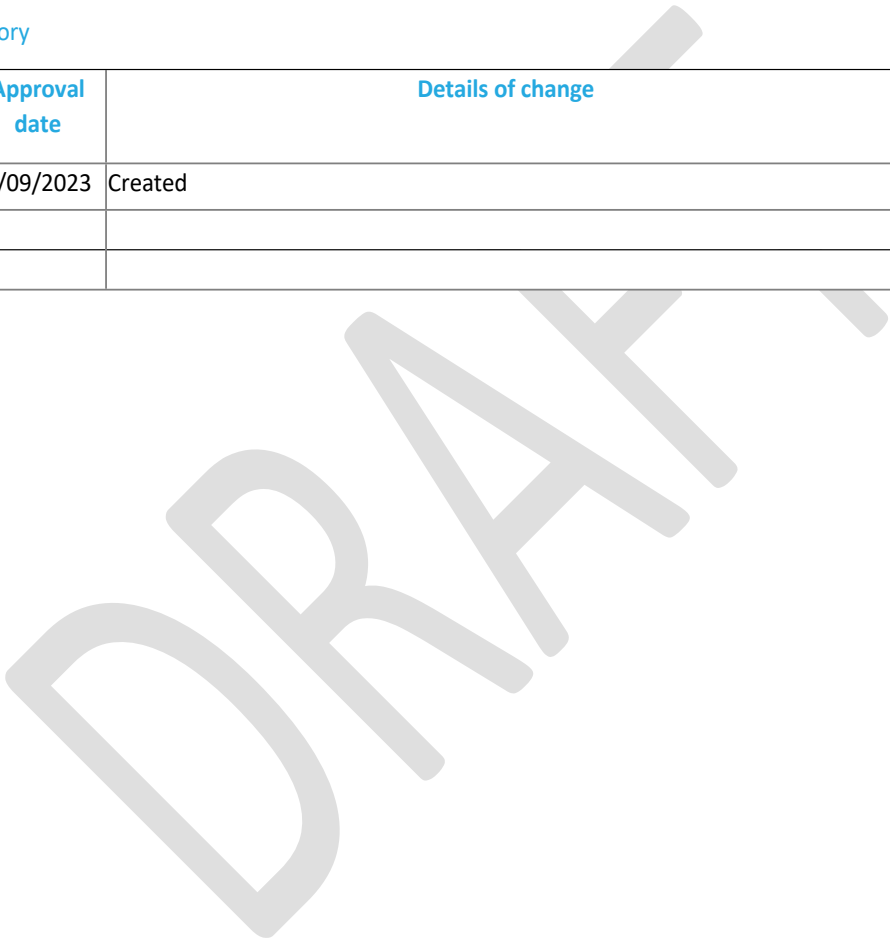
Advisory Committee policy

Privacy policy

Confidential Information policy

Revision History

Version	Approval date	Details of change	Responsible officer
1	18/09/2023	Created	CEO
2			
3			



Genus Name	Species Name	Common Name	Origin	Lifeform	K-town Suitability	Height	Stem Diameter (cm)	Lifespan	Irrigation	River Levee	Red Soil	Black Soil	Shade	Deciduous	Edible Fruit	Directly under powerlines	Termite resistance	Notes
			Katherine Local NT Native	Tree Shrub	3 highly suited 2 suitable 1 limited 0 not recommended	S <5m M 5-10m T >10m	★ <10cm 10-20cm >20cm	L long-lived medium lived M short-lived	O not required preferred required high water use	•	•	•	•	•	•	•	R resistant S susceptible P prone	weeds, hazards, other constraints uses, disease wildlife value etc.....
Acacia	auriculiformis	Black Wattle	Katherine Local	Tree	3	T	★	M	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	torulosa		Katherine Local	Tree	2	M	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	difficilis		Katherine Local	Tree	3	S	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	dunnii	Elephant Ear Wattle	NT Native	Tree	2	S	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	lamprocarpa		Katherine Local	Tree	3	M	•	M	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	latescens		NT Native	Tree	1	S	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	gonocarpa		Katherine Local	Shrub	3	S	•	S	•	•	•	•	•	•	•		R	Fast growing pioneer
Acacia	hemignosta	Club Leaf Wattle	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	pachyphloia	Corky Barked Wattle	Katherine Local	Tree	3	M	•	M	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	plectocarpa		Katherine Local	Tree	3	M	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	shirleyi	Lancewood	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	umbellata		NT Native	Shrub	3	S	•	S	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	valida	Corky Barked Wattle	Katherine Local	Tree	3	M	•	M	•	•	•	•	•	•	•		S	Fast growing pioneer
Acacia	wickhamii		NT Native	Shrub	3	S	•	S	•	•	•	•	•	•	•		R	Fast growing pioneer
Adansonia	gregorii	Boab	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Adenanthera	pavonina	Red Bead Tree	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Aidia	racemosa	Archer Cherry	NT Native	Tree	1	T	★	L	•	•	•	•	•	•	•			
Albizia	lebeck	White Siris	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•			Potential environmental weed
Albizia	saman	Rain Tree	Exotic	Tree	3	T	★	L	•	•	•	•	•	•	•			
Allosyncarpia	ternata	Allosyncarpia	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Alphitonia	excelsa	Red Ash	Katherine Local	Tree	3	M	•	M	•	•	•	•	•	•	•		R	
Alstonia	actinophylla	Milkwood	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Alstonia	scholaris	Cheesewood	Australian Native	Tree	1	T	★	L	•	•	•	•	•	•	•			
Antidesma	ghaesebilla	Redcurrant	Katherine Local	Shrub	3	S	•	M	•	•	•	•	•	•	•			
Antidesma	parvifolia	Blackcurrant	Katherine Local	Shrub	3	S	•	M	•	•	•	•	•	•	•			
Archontophoenix	alexandrea	Alexandra Palm	Australian Native	Palm	1	T	★	L	•	•	•	•	•	•	•			
Arfeuillea	arborescens	Hop Tree	Exotic	Tree	1	T	★	L	•	•	•	•	•	•	•			
Artocarpus	heterophyllus	Jackfruit	Exotic	Tree	2	M	★	L	•	•	•	•	•	•	•		R	Large fruit
Asteromyrtus	magnifica		NT Native	Tree	1	M	•	L	•	•	•	•	•	•	•			
Asteromyrtus	symphyocarpa	Liniment Tree	NT Native	Tree	1	M	•	L	•	•	•	•	•	•	•			
Atalaya	hemiglauca	Whitewood	Katherine Local	Tree	3	M	•	L	•	•	•	•	•	•	•			
Averrhoa	carambola	Star Fruit	Exotic	Tree	1	M	•	L	•	•	•	•	•	•	•			Potential environmental weed
Azadirachta	indica	Neem	Exotic	Tree	0	M	★	L	•	•	•	•	•	•	•			Declared weed
Bambusa	arnhemica		NT Native	grass	2	T	•	L	•	•	•	•	•	•	•		S	
Banksia	dentata		NT Native	Tree	1	M	•	L	•	•	•	•	•	•	•			
Barringtonia	acutangula	Freshwater Mangrove	Katherine Local	Tree	3	M	•	L	•	•	•	•	•	•	•			Riparian, can host hairy caterpillar
Bauhinia	malabarica	Bean Tree	Katherine Local	Tree	3	M	•	L	•	•	•	•	•	•	•		R	
Bauhinia	variegata	Purple Bauhinia	Exotic	Tree	1	M	•	M	•	•	•	•	•	•	•			
Bauhinia	cunninghamii	Bauhinia	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•		R	
Berrya	cordifolia	Trincomalee	Exotic	Tree	1	T	★	L	•	•	•	•	•	•	•			
Bismarkia	nobilis	Bismark Palm	Exotic	Palm	1	T	★	M	•	•	•	•	•	•	•			
Bombax	ceiba	Kapok Tree	NT Native	Tree	1	T	★	L	•	•	•	•	•	•	•			Large thorns on trunk
Brachychiton	diversifolius	Kurrajong	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Brachychiton	paradoxus	Kurrajong	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•		R	
Brachychiton	megaphylla	Kurrajong	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•		R	
Brachychiton	rupestris	Bottle Tree	Australian Native	Tree	1	T	★	L	•	•	•	•	•	•	•			
Brownea	spp.		Exotic	Tree	0	M	★	L	•	•	•	•	•	•	•			
Browneopsis	ucayalina	Handkerchief Tree	Exotic	Tree	0	M	★	L	•	•	•	•	•	•	•			
Buchanania	obovata	Green Plum	Katherine Local	Tree	3	M	★	M	•	•	•	•	•	•	•		P	Very popular local fruit
Buchanania	arborescens	Little Gooseberry Tree	NT Native	Tree	1	M	★	L	•	•	•	•	•	•	•			
Caesalpinia	ferrea	Leopard Tree	Exotic	Tree	0	M	★	L	•	•	•	•	•	•	•			
Callistemon	viminialis	Weeping Bottlebrush	Australian Native	Shrub	2	S	•	M	•	•	•	•	•	•	•			
Callitris	intratropica	Northern Cypress Pine	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Calophyllum	inophyllum	Beauty Leaf	NT Native	Tree	2	T	★	L	•	•	•	•	•	•	•			
Calophyllum	sil		NT Native	Tree	2	T	★	L	•	•	•	•	•	•	•			
Calytrix	extipulata	Turkey Bush	Katherine Local	Shrub	3	S	•	M	•	•	•	•	•	•	•		R	
Canarium	australianum	White Beech	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•		R	
Carallia	brachiata	Bush Currant	NT Native	Tree	1	M	★	L	•	•	•	•	•	•	•			
Carpentaria	acuminata	Carpentaria Palm	NT Native	Palm	1	T	★	M	•	•	•	•	•	•	•			Caustic fruits
Caryota	spp.	Fishtail Palm	Exotic	Palm	1	S	•	S	•	•	•	•	•	•	•			
Cascabela	thetvetia	Yellow Oleander	Exotic	Tree	0	S	•	M	•	•	•	•	•	•	•			Environmental weed
Cassia	fistula	Golden Shower	Exotic	Tree	1	M	★	L	•	•	•	•	•	•	•			Potential environmental weed
Cassia	nodosa	Rainbow Shower	Exotic	Tree	1	M	★	L	•	•	•	•	•	•	•			
Cassia	siamea	Siamese cassia	Exotic	Tree	0	M	★	L	•	•	•	•	•	•	•			Environmental weed
Castanospermum	australe	Black Bean	Australian Native	Tree	1	T	★	L	•	•	•	•	•	•	•			
Casuarina	cunninghamiana	River Sheoak	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•		R	

Genus Name	Species Name	Common Name	Origin	Lifeform	K-town Suitability	Height	Stem Diameter (cm)	Lifespan	Irrigation	River Levee	Red Soil	Black Soil	Shade	Deciduous	Edible Fruit	Directly under powerlines	Termite resistance	Notes
			Katherine Local NT Native Australian Native Exotic	Tree Shrub Palm	3 highly suited 2 suitable 1 limited 0 not recommended	S <5m M 5-10m T >10m	★ <10cm 10-20cm >20cm	L long-lived M medium lived S short-lived	O not required preferred required high water use	•	•	•	•	•	•	•	R resistant S susceptible P prone	weeds, hazards, other constraints uses, disease wildlife value etc.....
Cathormion	umbellatum		Katherine Local	Tree	3	M	★	L	•••	•	•	•	•	•	•	•	R	Suckering habit
Celtis	philippensis		NT Native	Tree	2	M	•	L	•••	•	•	•	•	•	•	•	R	
Chrysophyllum	cainito	Star Apple	Exotic	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Citharexylum	spinosum	Fiddlewood	Exotic	Tree	1	M	★	L	•••	•	•	•	•	•	•	•		
Citrus	latifolia	Lime	Exotic	Tree	3	M	•	M	•••	•	•	•	•	•	•	•	P	
Clerodendrum	floribundum	Clerodendrum	Katherine Local	Shrub	3	S	•	M	•	•	•	•	•	•	•	•	R	
Cochlospermum	fraseri	Kapok	Katherine Local	Tree	3	S	•	S	•	•	•	•	•	•	•	•	S	
Cocos	nucifera	Coconut Palm	Exotic	Palm	1	M	★	L	•••	•	•	•	•	•	•	•	S	Large dangerous fruit
Coelospermum	reticulatum	Colour tree	NT Native	Shrub	3	S	•	L	•	•	•	•	•	•	•	•	R	
Corymbia	bleseri	Shiny-leaved Bloodwood	Katherine Local	Tree	2	T	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	polysciada	Apple Gum	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	arnhemensis	Katherine Gorge Bloodwood	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	bella	Ghost Gum	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	jacobsiana	Stringybarked Bloodwood	NT Native	Tree	2	M	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	polycarpa	Long-Fruited Bloodwood	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Corymbia	ptychocarpa	Swamp Bloodwood	NT Native	Tree	2	M	★	L	•	•	•	•	•	•	•	•	S	
Cupaniopsis	anacardioides	Tuckeroo	NT Native	Tree	1	M	•	L	•••	•	•	•	•	•	•	•		
Cycas	calicicola	Blue Cycad	Katherine Local	Palm	3	S	•	L	•	•	•	•	•	•	•	•	R	
Cycas	sp	NT Native/ Exotic	NT Native/ Exotic	Palm	2	M	•	L	•	•	•	•	•	•	•	•		
Cyclophyllum	schultzii	Canthium	NT Native	Tree	1	M	•	L	•••	•	•	•	•	•	•	•		
Delonix	regia	Poinciana	Exotic	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Denhamia	obscura	Denhamia	NT Native	Tree	3	M	•	L	•	•	•	•	•	•	•	•	R	
Dillenia	alata	Red Beech	NT Native	Tree	1	M	•	L	•••	•	•	•	•	•	•	•		
Dillenia	indica	Elephant Apple	Exotic	Tree	0	M	★	L	•••	•	•	•	•	•	•	•		
Diospyros	humilis	Ebony	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•	•	S	
Diospyros	compacta	Australian Ebony	NT Native	Shrub	1	S	•	L	•••	•	•	•	•	•	•	•		
Diospyros	maritima	Broad Leaved Ebony	NT Native	Tree	1	M	•	L	•••	•	•	•	•	•	•	•		
Dodonea	platyptera	Hop Bush	NT Native	Shrub	2	S	•	S	•	•	•	•	•	•	•	•	S	Fast growing pioneer
Dyopsis	lutescens	Golden Cane	Exotic	Palm	1	S	•	M	•••	•	•	•	•	•	•	•		
Dyopsis	madagascariensis	Malagasy Palm	Exotic	Palm	1	M	•	M	•••	•	•	•	•	•	•	•		
Elaeis	guineensis	African Oil Palm	Exotic	Palm	1	T	★	L	•••	•	•	•	•	•	•	•		
Erythrina	variegata	Coral tree	Katherine Local	Tree	3	M	★	L	•	•	•	•	•	•	•	•	R	
Erythrophleum	chlorostachys	Ironwood	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	R	
Eucalyptus	apodophylla	White bark	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	miniata	Darwin Woollybutt	Katherine Local	Tree	1	T	★	L	•	•	•	•	•	•	•	•	P	
Eucalyptus	phoenicea	Scarlet Gum	Katherine Local	Tree	1	T	★	L	•	•	•	•	•	•	•	•	P	
Eucalyptus	tetradonta	Northern Stringybark	Katherine Local	Tree	1	T	★	L	•	•	•	•	•	•	•	•	P	
Eucalyptus	tintinnans	Hills Salmon Gum	Katherine Local	Tree	2	M	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	alba	White Gum	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	bigalerita	Northern Salmon Gum	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	camaldulensis	River Red Gum	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	Can drop limbs. High risk to property and life
Eucalyptus	herbertiana	Herbert's Gum	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	nesophila	Melville Island Bloodwood	NT Native	Tree	1	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	tectifica	Darwin box	NT Native	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Eucalyptus	patellaris	Katherine Local	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Fagraea	racemosa	Fagraea	NT Native	Tree	2	M	•	L	•••	•	•	•	•	•	•	•		
Ficus	benjamina	Weeping Fig	Exotic	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	R	Roots can damage water pipes/ building/ infrastructure
Ficus	brachypoda	Rock fig	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	R	
Ficus	virens	Banyan	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	R	Roots can damage water pipes/ buildings/ infrastructure
Ficus	opposita	Sandpaper Fig	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•	•	R	
Ficus	scobina	Sandpaper Fig	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•	•	R	
Ficus	racemosa	Cluster Fig	Katherine Local	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	R	
Ficus	coronulata	Peach-Leaf Fig	Katherine Local	Tree	3	M	★	L	•••	•	•	•	•	•	•	•	R	
Ficus	microcarpa	Hill's Weeping Fig	Exotic	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Ficus	rubignosa	Port Jackson Fig	Australian Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Fluggea	virosa	White Currant	Katherine Local	Shrub	3	S	•	S	•	•	•	•	•	•	•	•	R	
Ganophyllum	falcatum	Scaly Ash	NT Native	Tree	2	T	★	L	•••	•	•	•	•	•	•	•		
Gardenia	megasperma	NT Native	NT Native	Tree	2	M	•	L	•	•	•	•	•	•	•	•	R	
Gardenia	fuca	NT Native	NT Native	Tree	1	S	•	L	•	•	•	•	•	•	•	•		
Gauzuma	ulmifolia	West Indian Elm	Exotic	Tree	0	T	★	L	•••	•	•	•	•	•	•	•		
Grevillea	angulata	Holly Leaf Grevillea	NT Native	Shrub	2	S	•	S	•	•	•	•	•	•	•	•	S	Environmental weed
Grevillea	decurrens	Clothes-peg Tree	Katherine Local	Shrub	2	S	•	S	•	•	•	•	•	•	•	•	S	
Grevillea	heliosperma	Rock Grevillea	NT Native	Tree	2	M	•	M	•	•	•	•	•	•	•	•	S	



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					3 highly suited	S <5m	★	L long-lived	O	not required	•	•	•	•	•	•	R	weeds, hazards, other constraints
					2 suitable	M 5-10m	★	M medium lived	•	preferred	•	•	•	•	•	•	S	uses, disease
					1 limited	T >10m	★★	S short-lived	•••	required	•	•	•	•	•	•	P	wildlife value
					0 not recommended	Exotic		>20cm	•••	high water use	•	•	•	•	•	•		etc.....
Grevillea	parallela	Silver Oak	NT Native	Tree	3	M	•	S	•	•	•	•	•	•	•	•	S	
Grevillea	pteridifolia	Fern-Leaved Grevillea	Katherine Local	Tree	2	M	•	S	•	•	•	•	•	•	•	•	P	Fast growing pioneer
Grevillea	refracta	Silver-Leaf Grevillea	NT Native	Shrub	3	S	•	S	•	•	•	•	•	•	•	•	S	
Gyrocarpus	americanus		Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Helicia	australasica	Helicia	NT Native	Tree	0	S	•	M	•••	•	•	•	•	•	•	•	R	
Hibiscus	tiliaceus	Beach Hibiscus	NT Native	Shrub	3	M	•	S	•••	•	•	•	•	•	•	•		
Horsefieldia	australiana	Nut Horsfieldia	NT Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Hydriastele	wendlandiana	Florence Falls Palm	NT Native	Palm	1	T	•	M	•••	•	•	•	•	•	•	•		
Hyophorbe	verschaffeltii	Spindle palm	Exotic	Palm	1	M	★	L	•••	•	•	•	•	•	•	•		
Khaya	senegalensis	African Mahogany	Exotic	Tree	0	T	★	L	•	•	•	•	•	•	•	•		Can drop limbs or blow over. Environmental weed
Khaya	grandifoliola	Big Leaf Mahogany	Exotic	Tree	0	T	★	L	•	•	•	•	•	•	•	•		
Kigelia	pinnata	Sausage Tree	Exotic	Tree	2	T	★	L	•••	•	•	•	•	•	•	•		
Lagerstroemia	indica	Crepe Myrtle	Exotic	Tree	0	M	•	L	•••	•	•	•	•	•	•	•		
Lagerstroemia	speciosa	Pride Of India	Exotic	Tree	0	T	•	L	•••	•	•	•	•	•	•	•		
Latania	loddigesii	Blue Latan Palm	Exotic	Palm	1	M	•	L	•••	•	•	•	•	•	•	•		
Leptospermum	madidum	Weeping Tea Tree	Katherine Local	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	S	
Licuala	ramsayii	Queensland Fan palm	Australian Native	Palm	1	M	•	L	•••	•	•	•	•	•	•	•		
Livistona	humilis	Sand Palm	NT Native	Palm	2	M	•	L	•	•	•	•	•	•	•	•	R	
Livistona	inermis	Whispy Fan Palm	NT Native	Palm	3	M	•	L	•	•	•	•	•	•	•	•	R	
Livistona	mariae subsp. rigida	Mataranka Fan Palm	Katherine Local	Palm	3	T	★	L	•	•	•	•	•	•	•	•	R	
Livistona	benthamii	Bentham's Fan Palm	NT Native	Palm	1	T	•	L	•	•	•	•	•	•	•	•	R	
Livistona	muelleri	Northern Cabbage Palm	Australian Native	Palm	1	M	•	L	•••	•	•	•	•	•	•	•		
Lophostemon	grandiflorus	Northern Swamp Box	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Lophostemon	lactifluus	Swamp box	NT Native	Tree	1	M	★	L	•	•	•	•	•	•	•	•	S	
Mangifera	indica	Mango	Exotic	Tree	3	M	★	L	•••	•	•	•	•	•	•	•	P	
Manittoa	lenticellata	Silk handkerchief tree	Australian Native	Tree	1	M	•	L	•••	•	•	•	•	•	•	•		
Maranthes	corymbosa	White Cloud Tree	NT Native	Tree	3	T	★	L	•••	•	•	•	•	•	•	•		
Melaleuca	argentea	Silver-Leaved Paperbark	Katherine Local	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	cajuputi	Paperbark	NT Native	Tree	2	T	★	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	dealbata	Paperbark	NT Native	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	leucadendra	Weeping Paperbark	Katherine Local	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	nervosa	Paperbark	NT Native	Tree	2	M	★	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	bracteata	Black tea tree	NT Native	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	S	
Melaleuca	minutifolia	Paperbark	NT Native	Tree	3	S	•	L	•••	•	•	•	•	•	•	•	S	
Melicope	elleryana	Euodia	NT Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Micromelum	minutum	Lime Berry	NT Native	Shrub	2	S	•	M	•••	•	•	•	•	•	•	•		
Millusa	brahei	Millusa	NT Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Millettia	pinnata	Pongamia	NT Native	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	R	
Mimusops	elengi (cultivated)	Mimusops Red Condo	Exotic	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	R	
Mimusops	elengi (NT native)	Mimusops	NT Native	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	R	
Mimusops	elengi cv.	Mimusops "Street Elegance"	Exotic	Tree	1	M	•	L	•••	•	•	•	•	•	•	•	R	
Polyalthia	australis	Northern Territory Polyalthia	NT Native	Tree	2	M	★	L	•••	•	•	•	•	•	•	•		
Morinda	citrifolia	Rotten Cheesefruit	NT Native	Tree	1	M	•	M	•••	•	•	•	•	•	•	•		
Murraya	paniculata	Orange Jessamine	NT Native	Shrub	3	S	•	M	•••	•	•	•	•	•	•	•		
Myoporium	acuminatum	Boobialla	Australian Native	Tree	1	S	•	L	•••	•	•	•	•	•	•	•		Good for hedging
Myristica	insipida	Wild Nutmeg	NT Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Naucllea	orientalis	Leichardt Tree	Katherine Local	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	R	
Owenia	acidula	Emu Apple	NT Native	Tree	2	S	•	L	•	•	•	•	•	•	•	•	S	
Owenia	verniciosa	Emu Apple	Katherine Local	Tree	3	T	★	L	•	•	•	•	•	•	•	•	S	
Pandanus	basedowii	Pandanus	NT Native	Palm	2	M	•	L	•	•	•	•	•	•	•	•	R	
Pandanus	aquaticus	Pandanus	Katherine Local	Palm	2	M	•	L	•	•	•	•	•	•	•	•	R	
Pandanus	spiralis	Pandanus	Katherine Local	Palm	3	M	•	L	•	•	•	•	•	•	•	•	R	
Peltophorum	pterocarpum	Yellow Flame Tree	NT Native	Tree	3	T	★	L	•••	•	•	•	•	•	•	•	P	
Persoonia	falcata	Milky plum	Katherine Local	Tree	3	S	•	M	•	•	•	•	•	•	•	•	R	
Petalostigma	pubescens	Quinine Tree	Katherine Local	Tree	2	S	•	M	•	•	•	•	•	•	•	•	S	
Phaleria	clerodendrum	Butterfly Tree/ScentedDaphne	Australian Native	Tree	1	S	•	L	•••	•	•	•	•	•	•	•		
Pittosporum	angusifolium	Native Apricot	NT Native	Tree	2	S	•	L	•	•	•	•	•	•	•	•		
Pittosporum	moluccanum		NT Native	Tree	1	S	•	L	•••	•	•	•	•	•	•	•		
Planchonia	careya	Cocky Apple	Katherine Local	Tree	3	M	•	L	•	•	•	•	•	•	•	•	S	
Pleiogynium	timorense	Burdekin plum	Australian Native	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Plumeria	rubra	Frangipani	Exotic	Tree	3	M	•	L	•••	•	•	•	•	•	•	•	R	
Plumeria	obtusa	Singapore Frangipani	Exotic	Tree	3	M	•	L	•••	•	•	•	•	•	•	•		
Polyalthia	longifolia	Polyalthia	Exotic	Tree	1	T	★	L	•••	•	•	•	•	•	•	•		
Polyalthia	longifolia subsp. pendula	Indian Mast Tree	Exotic	Tree	2	T	★	L	•••	•	•	•	•	•	•	•		
Psidium	guajava	Guava	Exotic	Shrub	2	S	•	M	•••	•	•	•	•	•	•	•	P	



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## 14.10 KATHERINE TOWN COUNCIL CHRISTMAS OPERATIONAL HOURS

Author: Ingrid Stonhill, Chief Executive Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

That Council receive and note the Christmas Closure 2023.

### **Purpose of Report**

To advise the Elected Members of the Katherine Town Council's Christmas and New Year arrangements for 2023/2024.

### **Strategic Plan**

Not Applicable

### **Municipal Plan**

Not Applicable

### **Background**

Christmas falls on a Monday this year, the public holiday for Christmas is on the 25th December 2023, and the public holiday for Boxing Day falls on 26th December 2023 (Tuesday). These dates have been declared official Northern Territory public holidays. Furthermore, New Year's Day also falls on a Monday next year so subsequently the 1st of January 2024 has been declared an official Northern Territory public holiday.

It is necessary to ensure staff and community members have ample notification of Councils service closure and availability during the Christmas season.

### **Discussion**

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

#### **Civic Office**

- Closed Monday 25<sup>th</sup> December to Sunday 7<sup>th</sup> January 2024 inclusive

#### **Depot**

- Closed Monday 25<sup>th</sup> December 2023, Tuesday 26<sup>th</sup> December 2023 and Monday 1<sup>st</sup> January 2024

Depot will provide limited services on 27<sup>th</sup> – 29<sup>th</sup> December 2023 and 2<sup>nd</sup> – 5<sup>th</sup> January 2024

#### **Waste Management Facility**

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

#### **Katherine Library**

- Closed Monday 25<sup>th</sup> December 2023 to Monday 8<sup>th</sup> January 2024 inclusive

#### **Katherine Visitor Information Centre**

- Closed Monday 25<sup>th</sup> December 2023, Tuesday 26<sup>th</sup> December 2023 and Monday 1<sup>st</sup> January 2024

- Open 27<sup>th</sup> – 29<sup>th</sup> December 2023 limited hours 9 am to 1pm; 2nd - 5th January 2024 limited hours 9 am to 1pm

#### **Ranger Services**

- Closed Monday 25<sup>th</sup> December to Sunday 7<sup>th</sup> January 2024 inclusive

Ranger after-hours based response over closure period for emergencies only.

#### **Aquatic Centre**

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

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

- Monday 25<sup>th</sup> December 2023 to Monday 8<sup>th</sup> January 2024

#### **Consultation Process**

All staff and services have provided input into the closure schedule.

#### **Policy Implications**

There are no policy implications resulting from the decision.

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

Within current service delivery budget and resource.

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

There are no risk, legal and legislative implications.

#### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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



## 14.11 COMMUNITY ENGAGEMENT

Author: Ingrid Stonhill, Chief Executive Officer  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

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

### **Purpose of Report**

To provide the council with an overview of the data visualisation initiative to improve community engagement.

### **Strategic Plan**

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

- 1.1.1 Strengthen our councillor profiles to increase community awareness of who they are.
- 1.1.3 Improve transparency around issues affecting the community.
- 1.1.4 Learn what the community wants to know through community engagement strategies.

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

- 1.2.1 Foster strong relationships with Territory and federal governments to ensure coordination and support for economic development initiatives affecting Katherine at the local level and in the Big Rivers Region.
- 1.2.2 Act as a connector on key issues affecting the community as a member in key reference groups.
- 1.2.3 Act as a connector for businesses to foster collaboration and partnership opportunities.

**1. STRONG LEADERSHIP - 1.3 Community Engagement - Improve Council communications and engagement with the community.**

- 1.3.1 Develop a communication engagement strategy and action plan to guide Council communication
- 1.3.2 Improve consistency of our communications and engagement in alignment with our strategy.
- 1.3.3 Identify a number of tools to ensure our engagement is broad, inclusive and accessible to our diverse community.

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

- 1.5.1 Collaborate with all three levels of government.

**2. COMMUNITY AND FAMILIES - 2.3 Celebrate Diversity - Celebrate diversity in our community and recognise their needs and interests.**

- 2.3.1 Support diversity by ensuring our communication and engagement is inclusive and accessible to all members of the community.

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

- 4.1.1 Develop a shared pathways strategy and potential projects.

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

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

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

4.3.2 Celebrate our successes.

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

**6. BIG RIVERS INTER-GOVERNMENT COLLABORATION – 6.1 Katherine is a Services Hub - Highlight and leverage Katherine as a services hub.**

6.1.2 Highlight Katherine's role as a central hub in the Territory, providing services to the broader neighbouring regions.

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

6.3.1 Advocate for the interests of our community.

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

7.1.3 Engage residents with a community education program to encourage sustainable practices that minimise their footprint.

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

7.4.1 Investigate platforms to transfer printable forms to online interactive forms.

## **Municipal Plan**

### **1.3 Governance - Media and Community Engagement**

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

1.3.3 Provide consistent communications and implement council's communication plan.

1.3.5 Provide information to improve transparency of council.

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

## **Background**

Trust is the cornerstone for any healthy relationship. Without trust, humans are hesitant to share, participate, collaborate, or believe the information they are provided. Interactions with government often relate to important life moments that are central to citizens sense of wellbeing - financial, social, mental and physical. A recent study conducted by a leading global professional services consulting firm, found that declining citizen and customer trust is a growing concern for government and business alike.

The study stated that if citizen trust is a key driver for the success of government, current data suggests that we are at a crucial time for action. According to the Edelman Trust Barometer, trust in government around the world fell to record lows in 2018, and although modest increases were reported in a 2019 study, it has documented a crisis in trust in government over the last decade, with citizens around the world struggling to trust that their governments are working in their best interest.

All areas of government have a significant opportunity to build trust. Doing so requires a series of intentional actions, interventions and symbolic activities tailored to improve both the experience trust and values trust.

The same study identified that a priority action of rebuilding trust is through focused Communication. Building citizen awareness of what government is doing to improve trust and translate this into what it will mean for them - in the same way a private organisation communicates to investors. It highlights the

necessity to tell citizens what it is doing and provide progress updates to ensure expectations are aligned with reality; be honest about what is working, what has not worked and what is going to change.

Whilst this study was focused across all tiers of government, it is particularly important for local government, who are at the core of interaction between community and government.

### **Discussion**

The council, for the first time in many years, recently conducted a sample segment rate payer survey, staff survey, newsletter recipient survey and key stakeholder survey. The intent of this survey was to address specific questions to explore the understanding of what council does, as in core services, whether citizens feel engaged with, how they would like to be engaged with and finally if the council is doing well. The intent of the cross section of survey recipients was to gauge sample responses from all sectors. This then allows a cross-correlation of the data, across sectors, to gain an overall citizen perspective into what people think council services are, how they are being delivered and most importantly whether people are interested.

The survey has given the council a base line as it embarks on an innovative engagement tool to work in collaboration with the community and stakeholders of Katherine. The OrbViz platform creates an interactive reporting experience: 'bubbles' that dynamically navigate users quickly and effectively to the information they are after – and very often to information they really should know but did not realise they needed to.

The psychology of using colourful bubbles to communicate data is scientific. Additionally, the interactive nature of the moving bubbles solved the digital problem of engagement: people today expect an interactive, digital experience that grabs their attention in less than 9-seconds. Few will engage with linear reporting.

Council can translate hundreds of data line items, that represent service delivery both financial and service provision, into 'bubbles' to create the step change in engagement the council and community need. This platform is a personalised, accessible way to interact with complex data without having to understand the complexity behind it. It will make the experience fun.

Katherine Town Council is the first council in the Northern Territory to launch into this technology for community engagement. The adoption of this technology is to increase understanding, transparency and accountability between ratepayers and their council, gain better understanding of roles to better manage community expectations.

OrbViz has stated that the most significant result seen to date in councils in NZ was a 60% increase of submissions on Christchurch City Council's annual plan. They also had a significant increase in people interacting with the report, measured by PDF downloads vs. new user sessions. This meant that thousands more people were informed and engaged with the democratic process. Citizens spent an average of 3.5 minutes per session using the interactive report, which is a long time for anyone to engage with this kind of data, and almost four times longer than a typical website session.

The adoption of this innovative interactive application is to specifically address community collaboration. To attempt to address the lack of interest in local government, to build understanding and relationships and eventually trust. This application will of course not do it on its own, and council staff and elected members will have significant work to do to ensure this process is communicated professionally. It will also require citizens within the community to be open and receptive to change. Our ambition is to restore trust between community and council.

An interactive demonstration will be provided to all council staff and elected members. It is anticipated that council will hold several small community user group sessions, to utilise for feedback, prior to officially launching the application.

### **Consultation Process**

Internal Staff Survey. External Survey for identified Council stakeholders. External survey of approximately 1,000 rate payers. External survey of approximately 700 KTC newsletter subscribers. A total of approximately 1800 surveys have been distributed. Yet to be completed are the user groups and council advisory committee consultations.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

Within current service delivery budget and resource.

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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





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## 14.12 FINANCE REPORT FOR MONTH OF AUGUST 2023

Author: Avtar Singh, Director Corporate Services  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For decision  
Attachments: 1. Monthly Report - Finance - Aug 2023 - Attachment [14.12.1 - 8 pages]

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### **Officer Recommendation**

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

### **Purpose of Report**

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

### **Strategic Plan**

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

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

### **Municipal Plan**

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

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

### **Background**

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

### **Discussion**

- Total YTD income is 1.49% above budget.
- Total YTD operating expenditure is 25.38% below budget.
- Employee Costs are below budget by 30.89% as some positions remained vacant.
- Materials/Services & Contracts are below budget by 33.28%. This is due to timing as it is just the start of new financial year, this will start to come in line.



- Monthly creditor payments have been made to all known suppliers with payments made weekly.
- 8% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
- 11.96% of our outstanding rate balance reflects rates outstanding for prior financial years (2022/2023 FY and prior).

### **Consultation Process**

CEO, Directors, and Departmental Managers

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

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

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

There are no risk, legal and legislative implications.

### **Environment Sustainability Implications**

There are no environmental sustainability implications.

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

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

**Table 1.1 Monthly Income and Expenditure Statement**

<b>INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING AUGUST 2023</b>	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Annual Budget \$</b>
<b>OPERATING INCOME</b>				
Rates	10,376,305	10,195,743	180,562	10,195,743
Fees and Charges	374,404	382,941	(8,537)	2,297,644
Operating Grants and Subsidies	255,693	370,250	(114,557)	2,221,500
Interest / Investment Income	152,001	75,000	77,001	450,000
Commercial and Other Income	44,120	14,238	29,883	85,425
<b>TOTAL OPERATING INCOME</b>	<b>11,202,522.75</b>	<b>11,038,171</b>	<b>164,352</b>	<b>15,250,312</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	724,764	1,048,764	(324,000)	6,292,582
Materials and Contracts	782,701	1,234,970	(411,047)	7,409,822
Elected Member Allowances	36,333	39,667	(3,333)	238,000
Elected Member Expenses	9,042	10,035	(992)	60,208
Council Committee & Allowances		0	0	24,000
Council Committee & Expenses		0	0	6,000
Depreciation, Amortisation and Impairment	579,587	579,587	0	3,477,522
Finance Costs - Waste Management Facility (WMF)	0	0		140,806
Interest Expenses	0	0	0	0
Other Expenses	0	0	0	0
<b>TOTAL OPERATING EXPENDITURE</b>	<b>2,132,428</b>	<b>2,913,022</b>	<b>(739,372)</b>	<b>17,648,940</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>9,070,095</b>	<b>8,125,149</b>	<b>903,724</b>	<b>(2,398,628)</b>

Table 1.2 Monthly Operating Position

<b>INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING AUGUST 2023</b>	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Annual Budget \$</b>
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	9,070,095	8,125,149	903,724	(2,398,628)
<b>Remove NON-CASH ITEMS</b>				
<i>Less</i> Non-Cash Income	0	0	0	0
<i>Add Back</i> Non-Cash Expenses	579,587	579,587	0	3,618,328
<b>TOTAL NON-CASH ITEMS</b>	<b>\$ 579,587</b>	<b>\$ 579,587</b>	<b>\$ -</b>	<b>\$ 3,618,328</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure (KTC funded)	382,228	369,933	12,294	2,219,600
Borrowing Repayments (Principal Only)	0	0	0	0
Transfer to Reserves	0	0	0	0
Other Outflows (Grant Funded Capex)	0	0	0	0
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>(382,228)</b>	<b>(369,933)</b>	<b>(12,294)</b>	<b>(2,219,600)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	840,755	166,667	674,088	1,000,000
Prior Year Carry Forward Tied Funding	0	0	0	0
Other Inflow of Funds	0	0	0	0
Transfers from Reserves	0	0	0	0
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>840,755</b>	<b>166,667</b>	<b>674,088</b>	<b>1,000,000</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>10,108,209</b>	<b>8,501,469</b>	<b>1,565,518</b>	<b>100</b>

**Table 2.1 Capital Expenditure and Funding**  
**By class of infrastructure, property, plant and equipment**

<b>CAPITAL EXPENDITURE</b>	<b>YTD Actuals \$</b>	<b>YTD Budget \$</b>	<b>YTD Variance \$</b>	<b>Current Financial Year (Annual) Budget \$</b>
Buildings & Other Structures	7,000	51,971	(44,971)	311,825
Footpaths & Cycleways	0	0	0	0
Furniture, Fittings & Equipment	0	11,692	(11,692)	70,150
Improvements	0	15,583	(15,583)	93,500
Plant & Equipment	174,646	190,688	(16,042)	1,144,125
Roads	200,582	100,000	100,582	600,000
Street Lighting	0	0	0	0
			-	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>382,228</b>	<b>369,933</b>	<b>12,294</b>	<b>2,219,600</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Katherine Town Council	382,228	369,933	12,294	2,219,600
Capital Grants	0	0	0	0
Transfer from Cash Reserve	0	0	0	0
Borrowings	0	0	0	0
Sale of Assets (Including Trade-In)	0	0	0	0
Other Funding	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>382,228</b>	<b>369,933</b>	<b>12,294</b>	<b>2,219,600</b>

**Table 3. Monthly Balance Sheet Report**

BALANCE SHEET AS AT AUGUST 2023	YTD Actuals \$	Note Reference
<b>ASSETS</b>		
Cash at Bank		(1)
Restricted Funds	15,636,641	
Unrestricted Funds	4,921,619	
Accounts Receivable		
Trade Debtors	462,161	(2)
Rates & Charges Debtors	9,997,760	
Other Current Assets	266,142	
<b>TOTAL CURRENT ASSETS</b>	<b>31,284,323</b>	
Non-Current Financial Assets	209,955	
Property, Plant and Equipment	97,913,438	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>98,123,393</b>	
<b>TOTAL ASSETS</b>	<b>129,407,716.18</b>	
<b>LIABILITIES</b>		
Accounts Payable	319,712	(3)
ATO & Payroll Liabilities	(33,816)	(4)
Current Provisions	585,765	
Accruals	0	
Other Current Liabilities	439,073	
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,310,733</b>	
Non-Current Provisions	74,922	
Other Non-Current Liabilities	7,492,866	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>7,567,788</b>	
<b>TOTAL LIABILITIES</b>	<b>8,878,521.06</b>	
<b>NET ASSETS</b>	<b>120,529,195</b>	
<b>EQUITY</b>		
Asset Revaluation Reserve	75,549,402	
Reserves	6,688,161	
Accumulated Surplus	38,291,632	
<b>TOTAL EQUITY</b>	<b>120,529,195</b>	

0.00

Note 1. Details of Cash and Investments Held

CASH AND INVESTMENTS as at 31 AUGUST 2023

<b>GENERAL FUND</b>		<b>\$</b>
Commonwealth Bank		
Balance as per bank statement, 31 AUGUST 2023		3,201,081
Credit card balances		919
Balance of Imprest and Petty Cash		1,278
Plus net outstanding deposits/(withdrawals)		-
Adjusted cash at bank balance, 31 AUGUST 2023		<b>3,203,277</b>

**INVESTMENTS**

FINANCIAL INSTITUTION	\$	RATE	DATE	DATE	INSTITUTION
AMP (oncall)	505,560		on call	on call	
AMP	1,000,000	4.75%	6-Apr-23	2-Nov-23	
AMP	1,000,000	4.70%	4-Apr-23	4-Oct-23	
AMP	500,000	4.70%	31-Mar-23	28-Sep-23	
AMP	1,400,000	5.50%	31-Jul-23	28-Jun-24	
AMP	1,000,000	5.55%	27-Jul-23	27-Jun-24	
AMP	500,000	4.80%	13-Apr-23	13-Nov-23	5,905,560
NAB	1,500,000	4.60%	10-Mar-23	11-Dec-23	
NAB	1,500,000	4.65%	10-Mar-23	11-Jan-24	
NAB	3,500,000	4.70%	10-Mar-23	12-Feb-24	6,500,000
Commonwealth Bank	500,000	5.31%	19-Jun-23	14-May-24	
Commonwealth Bank	1,000,000	5.20%	31-Jul-23	25-Jun-24	
Commonwealth Bank	2,500,000	5.40%	28-Aug-23	23-Aug-24	
Commonwealth Bank (oncall)	949,422		on call	on call	4,949,422
<b>Total Investments</b>					<b>17,354,983</b>
<b>Total Funds</b>					<b>20,558,260</b>

Internally Restricted Funds		\$
WMF Make-Good Provision		7,492,866
Capital Renewal Reserve		4,987,646
Contingency reserve		1,000,000
Council Election Reserve		100,000
Council motion reserve		600,515
Provison for Employees		660,687
<b>RESTRICTED FUNDS</b>		<b>14,841,714</b>
Unrestricted funds		4,921,619
Unexpended Grants- Restricted Funds		793,649
Imprest and Floats - Restricted Funds		1,278
<b>Total Funds</b>		<b>20,558,260</b>

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

Council can select timing of age of debtor →	1 – 30 Days	31 – 60 Days	>60 Days	TOTAL
Rates Debtors	8,801,862	0	1,195,898	9,997,760
Sundry Debtors	92,429	16,901	26,097	135,428
Weighbridge Debtors	146,825	158,451	21,458	326,734
Infringement - Animal	0	272	8,480	8,752
Infringement - Parking	0	0	1,332	1,332
Infringement - Litter/Camping	0	0	0	0
<b>TOTAL</b>	<b>9,041,116</b>	<b>175,625</b>	<b>1,253,265</b>	<b>10,470,005</b>

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

Council can select timing of age of creditor →	1 – 30 Days	31 – 60 Days	>60 Days
Trade Creditors	319,878	0	(166)
Other Creditors	0	0	0

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

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

KTC is due for refund this amount from ATO	(33,614)
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**Note 5. Current Ratio**

Current Ratio	23.17
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**Table 2.2. Quarterly Report on Planned Major Capital Works**

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$  (A)	YTD Actuals \$  (B)	Total Actuals \$  (C = A + B)	Total Planned Budget \$  (D)	Total Yet to Spend \$  (E = D - C)	Expected Project Completion Date
Buildings & Other Structures			0	0	280,250	280,250	
Furniture, Fittings & Equipment			0	0	0	0	
Improvements			0	0		0	
Plant & Equipment			174,646	174,646	600,000	425,354	
Roads			200,582	200,582	400,000	199,418	
<b>TOTAL</b>		<b>0</b>	<b>375,228</b>	<b>375,228</b>	<b>1,280,250</b>	<b>905,022</b>	





## 14.13 COMMUNITY SERVICES REPORT FOR THE MONTH OF AUGUST 2023

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

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### **Officer Recommendation**

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

### **Purpose of Report**

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

### **Strategic Plan**

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

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

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

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

#### **2. COMMUNITY AND FAMILIES - 2.3 Celebrate Diversity - Celebrate diversity in our community and recognise their needs and interests.**

- 2.3.2 Welcome and connect the Defence community with the Katherine community.

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

- 2.4.4 Participate in the Katherine Youth Advisory Group.

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

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

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

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

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

- 3.4.3 Enhance public spaces with placemaking and activation.

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

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

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



5.1.1 Support the street art series and art organisations.

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

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

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

**Municipal Plan**

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

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

3.1.2 Collaborate with community partners.

3.1.4 Coordinate celebrations and civic events.

3.1.8 Well-attended and frequent Activate Katherine events.

3.1.10 Increased participation and community connectedness at council activities.

**3.2 Community Services - Visitors Information Services**

3.2.1 Increase total sales.

3.2.2 Deliver positive customer experiences.

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

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

**3.3 Community Services - Library Services**

3.3.1 Provide interactive library programs and initiatives to engage patrons.

3.3.2 Provide a safe space.

3.3.3 Provide an informed and community-driven library collection.

3.3.4 Improve digital community connectivity through this facility.

**3.4 Community Services - Regulatory Services**

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

3.4.5 Educate public on updated KTC Bylaws.

**Background**

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

**Discussion**

**LIBRARY SERVICES**

ACTIVITY	TOTALS	
Patron Count	2043	
Public Computer Use (hours)	331.5	
Conference Room (hours)	55	
Circulation	1738	
New Memberships	19	
Programs	# Programs	# Attendance
Wriggle & Rhyme	1	19
Toddler Rhyme Time	2	4
Storytime	1	19

Dungeons & Dragons	3	10
Misc	2	29

Through August the Katherine Public Library was able to recommence standard program delivery with the successful recruitment to the Programd Coordinator role. The library has seen strong support again through attendance to the programs and it is anticipated that this will only continue to grow. Recruitment to the vacant Library Service Manager role is continuing.

#### VISITOR SERVICES

Despite decreased visitor numbers (-50%), the Katherine Visitor information Center has seen a strong spend through August when compared to the same period last year.

The Centre staff are finalising the improvement recommendation plan as a result of Tourism Specialist James Corvan's visit. Implementation will commence in September 2023 with a focus on systems, logistics and infrastructure improvements.

#### COMMUNITY EVENTS AND ENGAGEMENT

##### *Events:*

4<sup>th</sup> August – Seniors Month Sip & Paint Tea Party

This was a well attended event ( 30 people) with Council taking a different approach to the annual seniors month morning tea. Attendees were guided through a painting exercise by Jenny Grahek of ROAR Art in the grounds of O’Keefe House whilst enjoying morning tea.

18<sup>th</sup> August – Vietnam Veterans Day Commemorative Event

With the support of RAAF Tindal and the Katherine RSL Subbranch, COuncil delivered this annual commemorative event with approximately 30 people in attendance.

25<sup>th</sup> August – K-Town Street Art Festival (collaborating partner)

Council provided support to the Activate Katherine team (Department of Chief Minister & Cabinet) in preparing the venue (Town Square and Railway Terrace corridor) and traffic management. This was a well supported event with interactive street art displays and food stalls through Railway Terrace.

26<sup>th</sup> August – The Blue Sky Ball

Council hosted The Blue Sky Ball as a follow up from the highly scessful Mayor and Defence Ball held in 2022. With over 150 in attendance, this social event proved quite successful, and Council would like to once again thank the Defence community for their support, particularly through securing the services of the Band of the 1<sup>st</sup> Brigade – Australian Army Band as the main entertainment for the evening.

##### *Engagement and Planning Activities:*

- International Men's Day Planning
- Youth Interagency Meeting
- Citizen of the Year Nomination commencement
- DCM&C – K-Town Street Art Festival
- Katherine Town Council Community Grants Program
- Katherine Community Projects Association - Free Movie Night
- Centenary of Katherine Committee

## REGULATORY SERVICES

### *Regulatory Animal Summary*

Council Rangers received 54 animal related service requests for the month of August. 37 of these requests were resolved and 17 requests require further follow-up and/or investigation to complete.

Katherine community members reported 30 dogs at large. Concurrently the rangers undertook 60 hours of animal patrols for the month. 6 Notice to Complies (NTC) were issues for unregistered dogs.

For the month of August, a total of 21 dogs were impounded. 13 of these dogs were returned to their owners and 6 were rehomed.

### *Regulatory Parking Summary*

Rangers undertook 15 hours of parking patrols for the month of August with 8 vehicles issued with Notice to Complies.

Rangers also undertook impounded activities addressing both immediate safety issues as well as long term action items with 11 vehicles impounded.

The Regulatory services team is currently operating at 1FTE when 3FTE are budgeted for. Actions are prioritised in accordance with community safety as per Council Customer Service Charter. Recruitment activities are currently underway to better staff this area.

## **Consultation Process**

There was no consultation process required for this report.

## **Policy Implications**

There are no policy implications resulting from the decision.

## **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

## **Environment Sustainability Implications**

There are no environmental sustainability implications.

## **Council Officer Conflict of Interest**

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



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## 14.14 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF AUGUST 2023

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

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### **Officer Recommendation**

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

### **Purpose of Report**

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

### **Strategic Plan**

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

1.4.1 Continually improve services and our tourism offerings.

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

2.1.2 Provide safe and accessible public amenities throughout Katherine.

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

3.4.5 Provide more drinking water access.

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

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

### **Municipal Plan**

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

4.2.8 Carry out signage renewal program.

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

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

**4.6 Infrastructure and Environment - Binjari**

4.6.1 Provide services in line with NTG operational funding arrangements.

**4.7 Infrastructure and Environment - Cemetery**

4.7.1 Compliance with legislative requirements.

4.7.2 Provide safe and appropriate burial options.

**4.8 Infrastructure and Environment - Waste Management**

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



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

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

#### **4.10 Infrastructure and Environment - Recreation and Leisure Facilities**

4.10.1 Manage and maintain council-owned facilities.

#### **4.11 Infrastructure and Environment - Long Term Asset Management Plan**

4.11.5 Carry out vehicle renewal replacements.

### **Background**

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

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

### **Discussion**

#### **2022/23 Reseal Program**

Works on the second part of Reseal Package 2 – edge patching using a Jetpatcher – were completed on:

- Novis Quarry Road,
- Shadforth Road,
- Gorge Road,
- Uralla Road (part) and
- Emungalan Road.

#### **Kerb-side Recycling Trial**

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

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

Specially built recycling and general waste bins have been installed at the Hot Springs. Ryan Park and VIC are yet to be installed.

#### **Lindsay Street Car Park Upgrade including Potable Water refilling Station**

The new potable water station has now arrived in Katherine. The initial site clearing of vegetation and grass has been completed.

Trenching for the power and water services have been extended to the site. Preparations for the construction of a new concrete slab for the unit to sit on have commenced.

#### **EV Charging Station – Lindsay Street Car Park**

Council officers have received and reviewed a draft License agreement for the proposed licensed area of the Charging Station from the proponents of the new facility. Once a final draft has been agreed by all



parties a further report will be brought to Council for endorsement and execution of the agreement including authorization of the use of the Common Seal.

#### K-Town Street Arts Festival – Railway Terrace

Council officers assisted staff from NTG’s Department of the Chief Minister and Cabinet to coordinate and plan for the required road closure of Railway Terrace for this event.

#### NT EPA compliance

Council staff have completed and lodged all documentation required in compliance with license conditions associated with the Environmental Protection License granted for the Waste Management Facility (EPL 298-1).

#### Skate Park

Minor improvements to the skate park have been completed, including extending the concrete pad under one of the seating shelters to address ongoing erosion, painting and some pruning of trees that were causing dark spots and shadowing at night.

#### Hot Springs

Council engaged the services of a structural engineer to advise on the likely cause and remedy for a sink hole that appeared adjacent to an upper level gabion rock wall at the Hot Springs. The point of the erosion appeared to be at the lowest point where surface runoff congregates after flooding the grassed area beside the road. It was deduced that as the clay soil dried and shrunk, the remaining sandy silt particles fell away or were washed through in one last storm. The hole was filled with a no fines concrete beneath the existing geofabric layer and new topsoil was provided to allow grass to grow over the area behind the retaining wall.

#### Civic Centre Building Refurbishment

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

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

#### Katherine Aquatic Centre Upgrade

The Federal Minister for Infrastructure, Transport, Regional Development and Local Government, the Hon Catherine King MP has approved \$10M in funding for the Katherine Aquatic Centre Upgrade. A draft funding agreement has been sent to Council for review. Once all terms and milestones are agreed the document will be signed and returned to the Commonwealth.

#### **Consultation Process**

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

#### **Policy Implications**

There are no policy implications resulting from the decision.

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

Within current service delivery budget and resource.

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



There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

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## 14.15 CORPORATE SERVICES FOR THE MONTH OF AUGUST 2023

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

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### **Officer Recommendation**

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

### **Purpose of Report**

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

### **Strategic Plan**

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

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

1.1.3 Improve transparency around issues affecting the community.

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

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

### **Municipal Plan**

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

2.2.1 Action service requests in line with customer service charter.

2.2.3 Deliver positive customer service.

### **Background**

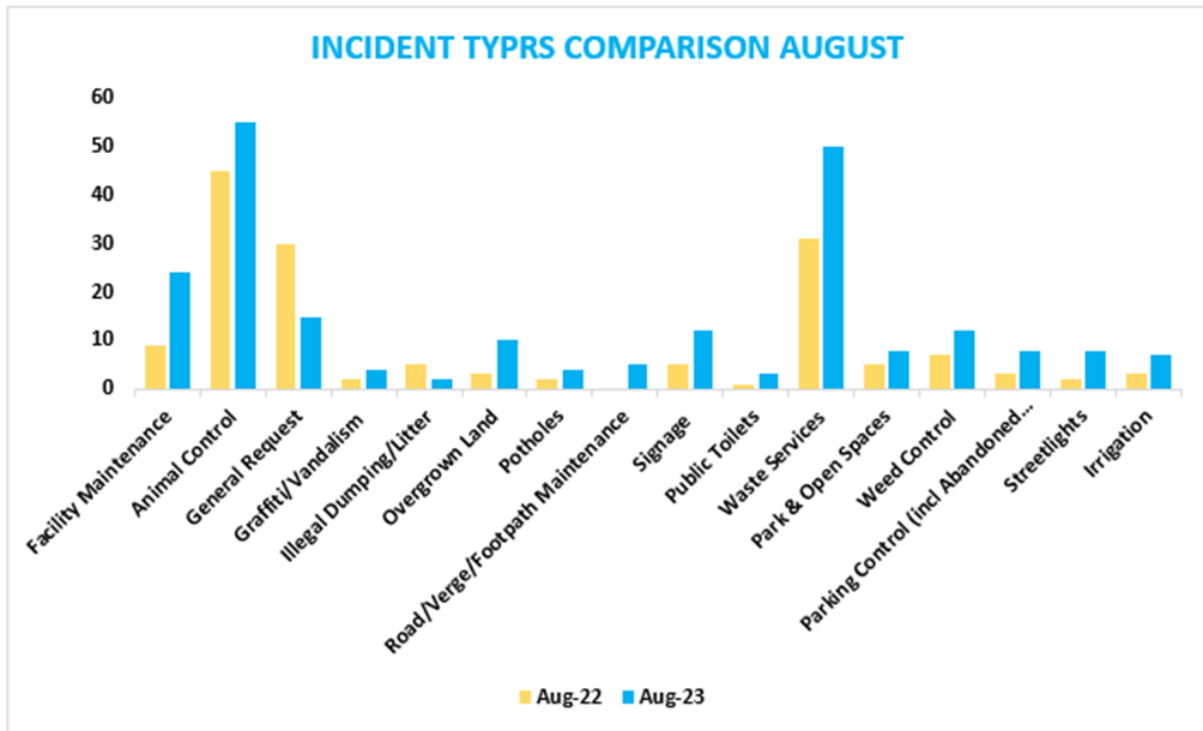
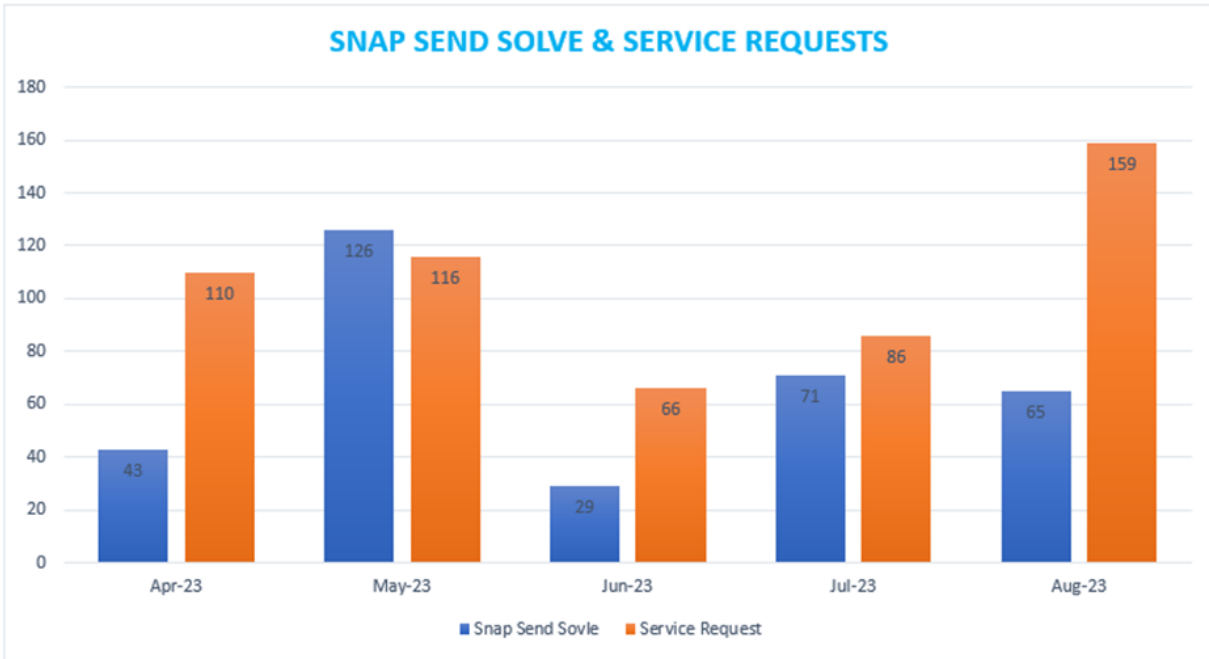
The monthly report of the Corporate Services departments highlights key developments in the Administration and Financial Services at Katherine Town Council.

### **Discussion**

#### **Administration Services**

Following are some of the key highlights for August 2023:

**Customer Service Requests** – In the month of August Council received 224 service requests, 129 service requests were completed on time, 39 service requests are still in progress, 53 remain overdue and are yet to be resolved. 159 snap send solves (SSS) were submitted for the month of August. The leading incident types were recorded for animal control, waste services and Council facility maintenance.



Financial Services

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

**Consultation Process**

Corporate Services team members



**Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

There are no budget and resource requirements.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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



**15 REPORTS FROM COMMITTEES**

**15.1 MINUTES FROM COMMITTEES**

NIL

**15.2 REPORTS FROM COMMITTEES**

NIL



## 16 ELECTED MEMBER ACTIVITIES

### 16.1 ELECTED MEMBER ACTIVITIES AUGUST 2023

Report Type: For noting

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#### **Recommendation**

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

#### **Purpose of Report**

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

#### **Strategic Plan**

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

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

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

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

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

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

Deputy Mayor Denis Coburn	
Date	Activity attended

Councillor Madeleine Bower	
Date	Activity attended

Councillor Amanda Kingdon	
Date	Activity attended
31 July – 20 August	Family Leave
21 August	EMIS
22 August	Mandatory Training Module 1
22 August	Ordinary Meeting of Council
26 August	Blue Sky Ball
29 August	PFAS Community Info session

Councillor Peter McDougall	
Date	Activity attended
1 August	Swearing In Ceremony
8 August	EMIS and Elected Member Induction session.
15 August	Audit and Risk Management Committee Briefing
21 August	EMIS
22 August	Mandatory training module 1
22 August	Ordinary Meeting of Council
26 August	Blue Sky Ball

Councillor Kerrie Mott	
Date	Activity attended
1 August	Swearing In Ceremony
8 August	EMIS and Elected Member Induction session.
15 August	Audit and Risk Management Committee Briefing
18 August	Vietnam Veteran's Commemorative Service



21 August	EMIS
22 August	Mandatory training module 1
22 August	Ordinary Meeting of Council

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



## 17 LATE AGENDA

## 18 GENERAL BUSINESS

## 19 CLOSURE OF MEETING TO PUBLIC

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

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

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

## 20 CONFIDENTIAL ITEMS

### 20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES

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

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

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

### 20.2 CONFIDENTIAL REPORTS OF OFFICERS

#### 20.2.1 Centenary of Katherine Member Appointments

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

#### 20.2.2 CEO Performance Review Panel

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

## 21 RESUMPTION OF OPEN MEETING



## **22 CLOSURE OF THE MEETING**

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