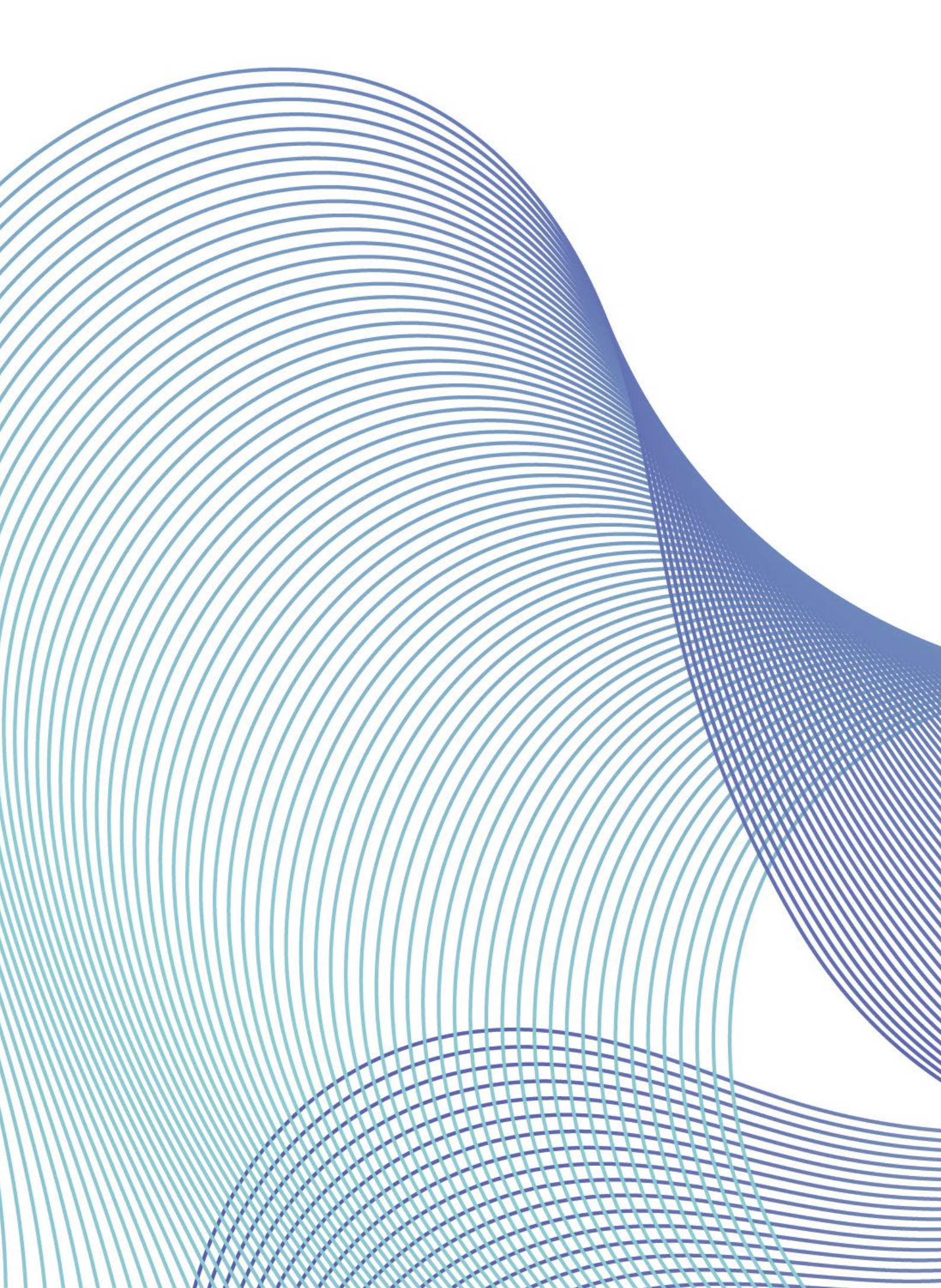


# Fees and Charges 2023/2024



**KATHERINE**  
TOWN COUNCIL

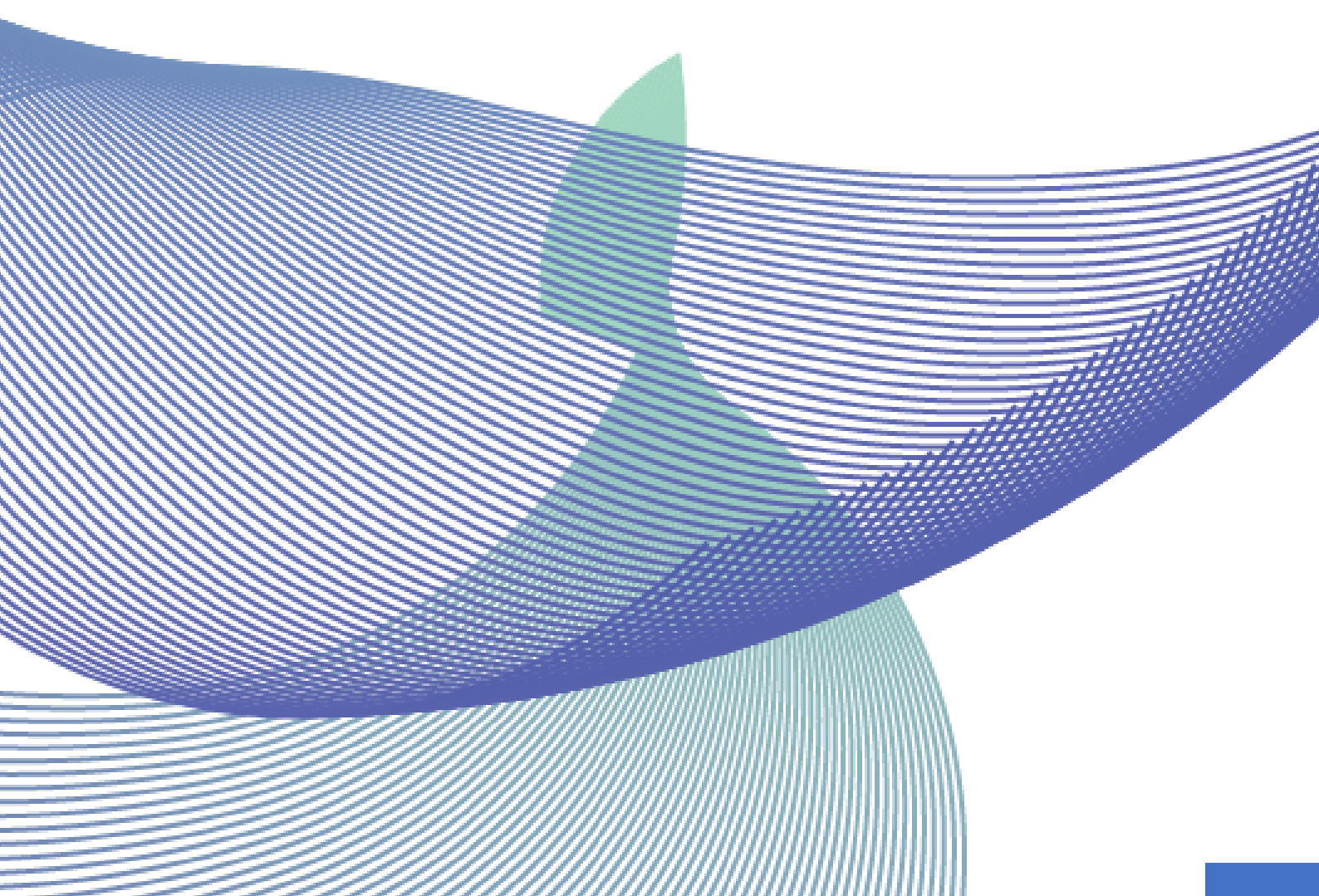






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## FACILITY HIRE

Hireable spaces include a range of sporting venues, halls and conference facilities that can be hired on a full day, short term seasonal or long-term seasonal basis (excluding commercial).

### GENERAL HIRE TERMS

Council's requirements will take precedence and on the occasion that a booking may have to be cancelled, Council will to the best of its ability try to find an alternative venue where possible or reimburse the full hire amount back to the hirer.

Hirers are responsible for any damages that occur or if the facility is left in an excessively dirty state. All rubbish is expected to be deposited into bins provided. If the facility is left in an excessively dirty state, the hirer will be notified and given a specific time limit to remedy the situation. Otherwise, Council will organise the cleaning and any fees incurred will be invoiced to the hirer.

Any additional days added to a hire will incur additional costs.

All items are to be returned to their original position at the completion of the hire/use.

### NON – COMMERCIAL

Non – Commercial groups who can be identified as being a Community Group, i.e., Not-For-Profit organisation, are groups who are not operating for the profit or gain of its individual members. This means that the group operate exclusively for charitable, civil or social purposes and does not share or allocate its funds or profits to its owners, shareholders or executives. A not-for-profit community group must be incorporated and/or partnered with an incorporated group.

Individuals who wish to hire a Council facility can do so for a non-business (private) reason only. A personal or private hire is only available on a daily basis.

## COMMERCIAL GROUP

A commercial organisation is any group with a particular set of skills, priorities, strategies, and resources that organize to collectively achieve the specific aim of making a profit. This type of hire is only available on a or daily basis.

### SHORT TERM HIRE (COMMUNITY GROUPS ONLY)

Short term hire allocations will be made on a 10-week basis (sporting season). If additional weeks are required, a weekly hire cost can be arranged with Council. Allocation of specific grounds is made for both training and match playing purposes. A short-term hire does not provide clubs and/or associations with exclusive use of the facility. Each individual short-term hire is for one organisation only. Short term hires are only available for consistent/regular users.

Short term hires are not guaranteed from year to year and will be subject to the application process.

### LONG TERM HIRE (COMMUNITY GROUPS ONLY)

Long term hire allocations will be made on a yearly calendar basis. Allocation of specific grounds is made for the designated application purpose only. A long-term hire does not provide clubs and/or associations with exclusive use of the facility only. Long term hires are only available for consistent/regular users.

A long-term hire applies to the calendar year, i.e., 1 January to 31 December and subject to the annual application process.

Initial charges for short and long-term hires for each user group will be based on the number of days used for training and competitions. Training days will be charged at 50% of the full day rate and competition days will be charged at 100% of the full day rate. Once the charges are determined a subsidy

formula will apply to determine the level of subsidy. Please note, you may be asked to provide supporting documentation to support your hire fee subsidy.

### KEY AND FACILITY DEPOSITS

Where indicated, key deposits are required at a cost of \$47.70 per key and \$190.80 per set of keys required to complete the hire.

Keys are available for collection on the working day prior to the event/hire – unless approved by prior arrangement.

Keys are to be returned at the completion of the hire. If keys are not returned, Council will invoice the hirer for the cost of replacement of locks and keys.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to require/apply a facility deposit.

### ADMINISTRATION FEE

An administration fee of \$25.00 per occasion will be incurred if any alterations are made after the hire has accepted the facility hire quote and the booking confirmation has been sent to the hirer.

### RESPONSIBILITY FOR DAMAGE TO COUNCIL PROPERTY

The cost of damage to Council property will be recovered from the party responsible. The hirer will be held responsible and in the case of a permit/licence holder, they will be held responsible. The cost and repairs will be calculated at the cost recovery amount of materials and services used plus any Council labour costs, plant, and overheads.

Council will conduct a pre and post check of the facility.

### EVENTS WITH ALCOHOL

Katherine is subject to strict alcohol management conditions imposed through the *Liquor Act 2019*. The consumption and

possession of alcohol in public places is prohibited, and consumption and possession in other places is restricted.

Should the event be open access (i.e., all ages), the service of alcohol must not compromise access to the event.

All hirers must ensure they have the appropriate liquor licences and/or permits in place if they intend to supply alcohol, whether free or for sale, at an event. Further information is available on the Northern Territory Government website at <https://nt.gov.au/industry/hospitality>.

If you wish to apply for a Consume Liquor in a Public Place in conjunction with a Hire Agreement, please speak with our friendly customer service officers for more information. Please note, permits are only issued on Council owned land.

Council reserves the right to impose additional conditions, including security arrangements, recovery of cleaning costs and an increased deposit if it is deemed necessary by the Chief Executive Officer.

### INDEMNITY

All hirers are required to have public liability cover and proof of insurance must be supplied for your hire to be approved.

All hirers must provide proof that they hold current public liability insurance cover to indemnify the Northern Territory Government and the Katherine Town Council of any liability which may arise from operations at the hire location. Minimum cover \$10,000,000

## TRAINING ROOM / MEETING SPACES

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON – COMMERCIAL</b>			
Full Day	\$190.00	Per Day	Y
Facility Deposit (fully refundable)	\$520.00	Per Hire	N
<b>COMMERCIAL</b>			
Full Day	\$420.00	Per Day	Y
<b>Key Deposit (fully refundable)</b>			
Key Deposit (fully refundable)	\$47.70	Per Key	N
Set of 4 keys	\$190.80	Per Set	N
Tea and Coffee	\$3.55	Per Person	Y

## LINDSAY STREET COMPLEX

The Lindsay Street Complex is a multi-purpose complex utilised by many organisations, groups, and schools in Katherine.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON – COMMERCIAL</b>			
Full Day	\$200.00	Per Day	Y
Facility Deposit (fully refundable)	\$520.00	Per Hire	N
<b>COMMERCIAL</b>			
Full Day	\$420.00	Per Day	Y
<b>Key Deposit (Fully refundable)</b>			
Key Deposit (Fully refundable)	\$47.70	Per Key	N
Set of 4 keys	\$190.80	Per Set	N

## CBD TOWN SQUARE

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON – COMMERCIAL</b>			
Full Day	\$190.00	Per Day	Y
Facility Deposit (fully refundable)	\$520.00	Per Hire	N
<b>COMMERCIAL</b>			
Full Day	\$420.00	Per Day	Y
<b>Key Deposit (fully refundable)</b>			
Key Deposit (fully refundable)	\$47.70	Per Key	N
Set of 4 keys	\$190.80	Per Set	N

## BROADCASTING EVENTS

Katherine Town Council supports broadcast events in its facilities, on the following conditions:

- The broadcast is content rated P, C, G or PG – no other content ratings will be accepted
- The broadcast is to be in image or video format, such as films, television, or livestream
- The hirer is responsible for ensuring all legal, copyright and distribution rules are met
- In public spaces, broadcasts can only be undertaken from sunset until midnight
- The material does not incite violence, harassment, vilification, or intimidation and meets reasonable community standards for public broadcast.

The types of events that would be considered broadcast events include live music, film showings and livestream functions or events of a similar nature. The hirer is required to submit their proposed broadcast images or video (or livestream link) to Council so it can be scheduled for broadcast.

## SHOWGROUNDS

No parking within the grounds is permitted without prior Council approval.

Some lighting is supplied via a token system. Tokens can be purchased from the Civic Centre for \$5.70 each. Each token system operates differently. Council will advise on how the token system operates on request.

Hires must advise number of campers during competitions.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

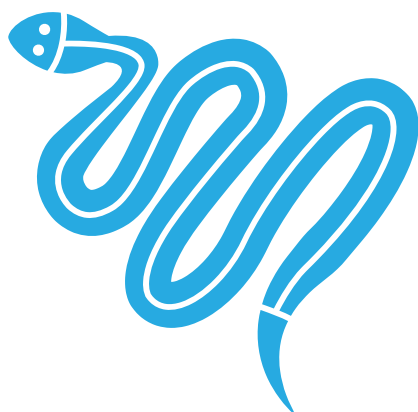
SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON – COMMERCIAL</b>			
Full Day	\$240.00	Per Day	Y
Facility Deposit (fully refundable)	\$520.00	Per Hire	N
<b>COMMERCIAL</b>			
Full Day	\$750.00	Per Day	Y
Key Deposit (Fully refundable)	\$47.70	Per Key	N
Set of 4 keys	\$190.80	Per Set	N
Code	\$15.90	Per Code	Y

## SPORTSGROUNDS

Oval lighting is supplied via a token system. Tokens can be purchased from the Civic Centre for \$5.70 each. Each token system operates differently. Council will advise on how each token system operates on request.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON – COMMERCIAL</b>			
Full Day	\$160.00	Per Day	Y
Facility Deposit (fully refundable)	\$520.00	Per Hire	N
<b>COMMERCIAL</b>			
Full Day	\$500.00	Per Day	Y
Key Deposit (Fully refundable)	\$47.70	Per Key	N
Set of 4 keys	\$190.80	Per Set	N
Code	\$15.90	Per Code	Y



## CAMPING AT THE SHOWGROUNDS

Camping at the Showgrounds is intended for hirers of the facility only. Camping is also available for those travelling with livestock (year-round).

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

Council will only facilitate camping outside of hires during the tourism season whereby Council are required to facilitate the overflow from the caravan parks.

Department of Defence camping applications are to include buildings/facilities that they require.

Camping arrangements are to be made with the Katherine Town Council Civic Centre 08 8972 5500 during business hours: Monday to Friday, 8am – 4pm.

## ELECTRONIC VEHICLE CHARGING

Travellers can charge their vehicles at the Katherine Showgrounds. You will be required to contact Council to obtain an access code and pay a **\$15.00** fee for each instance of using the charging station.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>DAILY CAMPING FEES</b>			
Unpowered 2 Adults	\$28.85	Per Day	Y
Unpowered Additional Adult	\$10.30	Per Day	Y
Powered 2 Adults	\$49.50	Per Day	Y
Powered Additional Adult	\$10.30	Per Day	Y
<b>WEEKLY CAMPING FEES</b>			
Unpowered 2 Adults	\$170.55	Weekly	Y
Unpowered Additional Adult	\$61.75	Weekly	Y
Powered 2 Adults	\$296.70	Weekly	Y
Powered Additional Adult	\$61.75	Weekly	Y
<b>CHILDREN UNDER 12 FREE</b>			
<b>DEFENCE</b>			
Daily Unpowered	\$10.30	Per Person	Y
Weekly Unpowered	\$61.75	Per Person	Y
<b>STOCK FEES</b>			
Daily	\$2.15	Per Head	Y
Weekly	\$12.65	Per Week	Y



## PARKS AND RESERVES

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>NON-COMMERCIAL</b>			
Half Day	\$60.05	Per ½ Day	Y
Full Day	\$120.10	Per Day	Y
Short Term	\$384.40	Per Season	Y
Long Term	\$642.70	Per Season	Y
<b>COMMERCIAL</b>			
Half Day	\$80.15	Per ½ Day	Y
Full Day	\$159.80	Per Day	Y
Short Term	\$384.40	Per Season	Y
Long Term	\$642.70	Per Season	Y
<b>POWER &amp; WATER</b>			
Low	\$5.15	User Contribution	N
Medium	\$10.35		N
High	\$28.60		N

Parks and reserves cannot be hired exclusively as they are public area, and they are available to the public at no charge.

All equipment assembled within a park is to be dismantled and removed at the completion of the hire.

If in Council's opinion there is a possibility of higher risk of damage to a Council facility, Council reserves the right to increase the amount of deposit.

Appendix 1 – Available Parks and Reserves.

## EQUIPMENT HIRE

The use of the equipment is subject to the following conditions:

- The hirer must have public liability insurance not less than \$10,000,000.
- The equipment is only available for hire in the Katherine Municipality.
- The equipment cannot be loaned until the hire agreement, payment and public liability insurance certificate of currency have been provided to Council.
- Equipment Deposits will be refunded to the hirer following an inspection and verification by Council that the equipment has been fully returned and undamaged. Council may deduct an amount from the Equipment Deposit to cover the cost of any expenses arising from the need to repair, replace or clean the equipment. All transportation of the equipment (if necessary) is the responsibility of the hirer.
- It is the hirer's responsibility to collect and return the cool room to the council depot in Crawford St by 8.00am on the first working day after the hire.
- If in Council's opinion there is a possibility of higher risk of damage to Council equipment, Council reserves the right to increase the amount of deposit.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>MOBILE COOL ROOM (\$1,000 Deposit)</b>			
Non-Commercial	\$168.20	Per day	Y
Commercial	\$1,059.50	Per day	Y
<b>PORTABLE STAGE (\$250 Deposit)</b>			
Non-Commercial	\$97.10 \$194.20	Per ½ day Per day	Y
Commercial	\$194.80 \$389.55	Per ½ day Per day	Y

## ADMINISTRATION

Administrative services can be accessed at the Katherine Town Council Civic Centre, Visitor Information Centre, and the Public Library during business hours.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>MUNICIPAL PLAN &amp; ANNUAL REPORT</b>			
Electronic Copy	Free	Document	Y
Hard Copy (B&W)	\$18.60	Document	Y
<b>BY-LAWS</b>			
Electronic Copy	Free	Document	Y
Hard (B&W)	\$18.60	Document	Y
<b>BINDING</b>			
Up to 50 pages	\$7.40	Small per document	Y
Over to 50 pages	\$13.50	Large per document	Y
<b>LAMINATING</b>			
A4 pages	\$3.00	Per page	Y
A3 page	\$6.50	Per page	Y
<b>Other laminating (Library Only)</b>			
<b>PHOTOCOPING</b>			
A4 Black	\$0.50	Per side	Y
A3 Black	\$0.60	Per side	Y
A4 Colour	\$0.60	Per Side	Y
A3 Colour	\$2.10	Per Side	Y
<b>FACSIMILE</b>			
Outgoing	\$2.25	Per document	Y
Incoming	FREE	Per document	
<b>SCANNING</b>			
Colour	\$2.25	Per document	Y
<b>DISABILITY PARKING PERMITS – INDIVIDUAL &amp; ORGANISATION</b>			
First time application fee	\$10.60	Per application	Y
Renewals - Permanent holders	Free	Per renewal	N

Parking Permit Replacement	\$4.00	Per permit	Y
Parking Permit Pouch	\$4.00	Per pouch	Y

## RATES ADMINISTRATION

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>RATES SEARCH</b>			
Search Fee (1 Business Day prior notice)	\$83.75	Per search	Y
Search Fee (Urgent same day)	\$106.20	Per search	Y
<b>DISHONOURED TRANSACTIONS</b>			
Dishonoured Direct Debit	\$26.30	Per transaction	N
Dishonoured Cheque	\$26.30	Per transaction	N
<b>RATE NOTICE - REPRINT</b>			
Current and Previous years	\$25.60	Per reprint	Y
<b>SUPPLEMENTARY RATE NOTICE</b>			
Current year only	Free	Per page	



## FREEDOM OF INFORMATION

The *Information Act* gives people the right to access information from Northern Territory Government agencies, including councils, subject to several exemptions to protect public and private interests. This does not include information that is already available under an existing "access arrangement", such as council minutes, which are available without applying under the Act. An application fee of \$30.00 (including GST) must be made before an application for information is accepted, as well as search, processing and copying fees. Once your request for information has been assessed, Council may ask you to pay them a fee to process it.

The Act has three main aims, which fall into the following categories:

### *Availability*

Council is required to make available to you documents about its functions and operations. This includes information about its structure, decision-making processes, public participation through boards, councils or committees, and policy documents. You can download some of these documents, from Council's website. You can also ask to see such documents or purchase copies at the Civic Centre.

### *Access*

The Act also gives you the right to apply for documents, including those about you, held by Council. You can examine and have copies of these documents. You also have rights of appeal if Council does not give you access to documents you want to see.

### *Amendment*

You can apply for information about your personal affairs to be changed if you believe it is inaccurate, incomplete, out-of-date or misleading.

Some documents are exempt under the Act to protect essential public interests or the personal or business affairs of others.

Sometimes part of a document may not be available if it contains information which is exempt (i.e., name and address of complainant/s). If you are refused access to a document or given partial access only, Council

must give you written reasons for the decision. Council must also tell you of your rights of appeal.

You will first need to pay a deposit for this processing fee. Once you've paid the deposit, Council will process your request and then tell you what access is available. You'll then be asked to pay the balance of the processing fee and the information that has been determined to be released will be given to you.

See <http://www.oaic.gov.au/> for the fee structure under the Act.

Applications can be made in writing, please address your letter to:

Director – Corporate Services  
Katherine Town Council,  
PO Box 1071  
KATHERINE NT 0850

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>FREEDOM OF INFORMATION</b>			
Personal affairs – visual inspection	Free	Per inspection	N
Personal affairs – hard copy	\$0.45	Per A4 page	Y
Application fee – non personal affairs	\$30.00	Per application	Y

## WASTE CHARGES

### COMMERCIAL

SERVICE DESCRIPTION	\$FEE	UNIT	GST
General Commercial Disposal	\$145.50	Per tonne	Y
<b>GENERAL COMMERCIAL SEPERATED</b>			
Building Timber	\$71.90	Per tonne	Y
Concrete	\$71.90	Per tonne	Y
Steel Degas A	\$71.90	Per tonne	Y
General Packaging	\$116.30	Per tonne	Y
Green Waste	\$58.15	Per tonne	Y
Mattress	\$40.00	Per Mattress	Y
Glass	\$71.90	Per tonne	Y
Rocks	\$71.90	Per tonne	Y
Couch	\$40.00	Per Couch	Y

<b>TYRES</b>			
Tyres – Whole	\$907.05	Per tonne	Y
Tyres – Shredded	\$907.05	Per tonne	Y
Bicycle	\$6.35	Per tyre	Y
Quadbike	\$15.00	Per tyre	Y
Motorbike	\$20.00	Per tyre	Y
Passenger	\$30.00	Per tyre	Y
4WD/LT	\$35.00	Per tyre	Y
Truck	\$50.00	Per tyre	Y
Tractor	\$60.00	Per tyre	Y
Tyres with rims	\$40.00	Per tyre	Y

<b>DISPOSAL OF ANIMAL CARCASSES</b>			
Large animal	\$174.45	Per animal	Y
Small animal	\$115.10	Per animal	Y
Subsequent small animal	\$11.60	Per animal	Y
Operator/machinery hire to bury/move/destroy waste at facility	\$255.85	Per hour	Y

<b>FRIDGE FREEZERS AIRCONDITIONERS</b>			
Degassed	Free	Per Item	Y
With gas or no documentation	\$69.75	Per item	Y
<b>Proof of degassing is a certificate from a qualified tradesperson</b>			
Gas bottles/Fire extinguishers	\$58.15	Per item	Y
Scrap metal	\$23.25	Per tonne	Y
Drum muster	Free	Per item	N
Car batteries	Free	Per item	N
E-Waste	Free	Per item	Y
Clean fill (proof of testing required)	Free	Per tonne	Y
240L Wheelie Bin & Kerb Collection	\$393.87	Per bin	Y

<b>ASBESTOS</b>			
Disposal Application	Free	Per application	N
Asbestos Disposal	\$581.45	Per tonne	Y
<b>Minimum Charges of 1 tonne per application</b>			



## DOMESTIC

SERVICE DESCRIPTION	\$FEE	UNIT	GST
General Domestic Disposal - Mixed	Free	Per tonne	N
<b>DOMESTIC DISPOSAL - SEPERATED</b>			
Building Timber	\$71.90	Per tonne	Y
Concrete	\$71.90	Per tonne	Y
Steel Degas A	\$71.90	Per tonne	Y
General Packaging	\$71.90	Per tonne	Y
Green Waste	Free	Per tonne	N
Mattress	\$40.00	Per Mattress	Y
Glass	\$71.90	Per tonne	Y
Rocks	\$71.90	Per tonne	Y
Couch	\$40.00	Per Couch	Y

<b>TYRES</b>			
Tyre Whole	\$907.05	Per tonne	Y
Tyre Shredded	\$907.05	Per tonne	Y
Bicycle	\$6.35	Per tyre	Y
Quadbike	\$15.00	Per tyre	Y
Motorbike	\$20.00	Per tyre	Y
Passenger	\$30.00	Per tyre	Y
4WD/LT	\$35.00	Per tyre	Y
Truck	\$50.00	Per tyre	Y
Tractor	\$60.00	Per tyre	Y
Tyres with rims	\$40.00	Per tyre	Y

<b>DISPOSAL OF ANIMAL CARCASSES</b>			
Large animal	Free	Per animal	N
Small animal	Free	Per animal	N
Subsequent small animal	Free	Per animal	N
Operator/machinery hire to bury/move/destroy waste at facility	\$255.85	Per hour	Y

<b>FRIDGE FREEZERS AIRCONDITIONERS</b>			
Degassed	Free	Per item	Y
With gas or no documentation	\$69.75	Per item	Y
<b>Proof of degassing is a certificate from a qualified tradesperson</b>			
Gas bottles/Fire extinguishers	\$58.15	Per item	Y
Drum muster	Free	Per item	N
Car batteries	Free	Per item	N
E-Waste	Free	Per item	N
240L Wheelie Bin & Kerb Collection	\$393.87	Per bin Per annum	Y

<b>ASBESTOS</b>			
Disposal Application	Free	Per application	N
Asbestos Disposal	\$581.45	Per tonne	Y
<b>Minimum Charges of 1 tonne per application</b>			

## KATHERINE CIVIL AIRPORT

The fee for landing an aircraft at the airport is based on the certified maximum take-off weight of the aircraft.

The fee is calculated and charged by AvData. It applies to the entry to or departure from the leased area by the aircraft.

All fees are for the period of time specified, or part thereof. A day is a period of 24 hours, starting from the time of the aircraft beginning its landing. Additional parking fee for aircraft over 5.7 tonnes is calculated on the entire weight of the aircraft, not just the amount above 5.7 tonnes. Sites for Vending Machines are inclusive of electricity.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>AIRCRAFT MANAGEMENT FEES</b>			
Landing Fee	\$28.85	Per tonne/ per event	Y
Parking fee – overnight to 7 days	\$11.80	Per day	Y
Parking fee – longer than 7 days	\$206.60	Per month	Y
Additional parking fee – aircraft over 5.7 tonne	\$6.65	Per tonne/ per day	Y
<b>GROUND HANDLING FEE</b>			
Ground service fee – Monday – Friday, 8am – 4.36pm	\$276.20	Per hour	Y
Ground handling service - weekends, public holidays, out of business hours	\$328.50	Per hour	Y
Spillages clean up clean up charge	\$581.45	Per event	Y
Luggage handling	\$291.35	Per event	Y
Passenger aid (eg assist	\$116.30	Per event	Y

disabled, provide transport, crowd control)			
Other as negotiated	\$290.70	Per event	Y
<b>AIRCRAFT MANAGEMENT FEES</b>			
Cleaning and repairs	Invoice	Per event	Y
Administration of cleaning and repairs	\$76.65	Per event	Y
<b>TENANCY FEES</b>			
Warehouse space (eg Long Term)	\$11.60	Per m2 per month	Y
Terminal building – secure counter/ storage space	\$232.60	Per month	Y
Terminal building - office space	\$21.90	Per m2 per month	Y
Terminal building - use of baggage handling area	\$58.15	Per month	Y
Site for private buildings (offices, hangars, fuel depots, storage)	\$1.60	Per m2 per month	Y
Site for vending machines	\$93.05	Per month	Y
Site for advertising	\$11.60	Per m2 per month	Y
Reserved car park	\$15.00	Per day	Y
Reserved car park – monthly	\$120.00	Per month	Y



## ANIMAL MANAGEMENT & REGULATORY SERVICES

### INFRINGEMENTS

Authorised Officers of Council are responsible for enforcing the Katherine Town Council's By-Laws in the Katherine Municipality. You can find a copy of the By-Laws on Councils website [www.katherine.nt.gov.au](http://www.katherine.nt.gov.au).

### POUND OPERATING HOURS 8AM – 4.00PM

The pound operates by appointment only with a Council ranger. Dogs will only be impounded or released during pound operating hours.

### DOG REGISTRATION

In accordance with Council's By-Laws, all dogs must be registered. Council offers both annual and lifetime registrations. Your dog must be both desexed and microchipped to qualify for a lifetime registration. Proof of desexing must be provided unless your dog is already in Council's database as desexed. Statutory Declarations will not be accepted as a suitable form of evidence.

Discounts apply to yearly registrations for desexed dogs and concession card holders.

Pro-Rata registration is available for new dogs only (applicable to yearly registrations only).

In all other circumstances the owner is to pay the full amount for the yearly registration fee (i.e., Fined for an unregistered dog).

Guide/Service Dogs are exempt from Council's registration requirements.

### DOG REGISTRATION – REFUND

The following are acceptable to approve refund:

- proof of dog re-registration at a new location – i.e., outside Katherine Town Council Municipality
- or formal proof of animal's status (i.e.,

death certificate)

- Refund is to be in line with Council's pro-rata guide.
- Lifetime registrations are non-refundable

### DOG LICENCE (MORE THAN 2 DOGS)

If you have more than 2 dogs, you need to apply for an annual dog licence. A ranger will inspect your property to ensure your property has adequate facilities to house your dogs.

Once your application has been approved, you will be required to pay an annual fee. Council reserves the right to cancel a licence at any time and refund on a pro-rata basis and any outstanding fees.

### DOGS HOUSED IN THE POUND

Dog/s may be purchased at the registration cost. Unless you take the dog under the provisions of a dog trial. A dog trial will be 14 days and if the dog trial is successful the dog must be registered.

### SURRENDER OF DOGS TO THE POUND

A declaration form and proof of ownership must be signed by the owner(s) and a fee of **\$246.30** is levied to assist in covering the cost. Council will only accept dogs of good health and wellbeing, dogs that are whelping or 'in pup' will not be accepted. No dog shall be housed for more than four working days. Concluding this period, if the dog is not rehoused, the dog shall be euthanized.

### USE OF THE POUND BY APPROVED ANIMAL WELFARE ORGANISATIONS

All costs and services, including vet care when required, including euthanasia will be covered by the organisation. Any loss or injury to any dog will be covered by the organisation, the dog shall not be kept for more than 8 working days. Council will only accept dogs of good health and wellbeing, dogs that are whelping or 'in pup' will not be accepted.

## POUND / IMPOUND FEES

Release of an animal is conditional upon payment of the impound fees, registration and any other outstanding infringements; and Dogs and cats that are caught in Council traps will only be collected between normal pound operating hours. It is the hirers responsibility to collect and return the traps to the Civic Centre. If Council staff are required to collect a dog or cat outside normal pound times, additional fees apply.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>DOG REGISTRATION</b>			
Non-desexed	\$69.45	Per dog	N
Desexed	\$31.00	Per dog	N
Non-Desexed – Concession holder	\$34.70	Per dog	N
Desexed – Concession holder	\$15.50	Per dog	N
<b>PRO-RATA DOG REGISTRATION NON-DESEXED</b>			
July	\$69.45	Per dog	N
August	\$63.70	Per dog	N
September	\$57.90	Per dog	N
October	\$52.10	Per dog	N
November	\$46.30	Per dog	N
December – June	\$40.45	Per dog	N
<b>PRO-RATA DOG REGISTRATION DESEXED</b>			
July	\$31.00	Per dog	N
August	\$31.55	Per dog	N
September	\$25.80	Per dog	N
October	\$23.30	Per dog	N
November	\$20.65	Per dog	N
December – June	\$18.00	Per dog	N
<b>LIFETIME REGISTRATION</b>			
Standard	\$150.85	Per dog	N
Concession holder	\$76.60	Per dog	N
<b>REPLACEMENT TAG</b>			
Replacement tag	\$4.80	Per tag	N

further expense will be passed on to the animal's owner.

## HIRE DOG & CAT TRAPS

Traps are available for two (2) weeks only, you will be required to pay a deposit of \$145.00 for a cat trap and \$230.00 for a dog trap, an additional fee will apply for late returns. Where deemed necessary the Chief Executive Officer or Delegate will authorise the set of dog/cat traps on private land with permission from the landowner

<b>DOG LICENCE (OVER 2 DOGS)</b>			
Annual fee	\$117.70	Per year	N
<b>PRO RATA DOG LICENCE FEE</b>			
July	\$117.70	Per year	N
August	\$107.85	Part thereof	N
September	\$98.00	Part thereof	N
October	\$88.30	Part thereof	N
November	\$78.40	Part thereof	N
December – June	\$71.20	Part thereof	N
<b>SURRENDER OF DOG TO POUND</b>			
Surrender Fee	\$246.30	Per dog	N
<b>IMPOUND FEES – UNREGISTERED</b>			
First 24 hours	\$212.00	Per impound	N
Additional day	\$22.60	Per day	N
<b>IMPOUND FEES – REGISTERED – OTHER ANIMALS</b>			
First 24 hours	\$126.15	Per impound	N
Additional day	\$22.60	Per day	N
<b>OUT OF HOURS ANIMAL COLLECTION</b>			
Collection of an Animal	\$203.00	Per collection	Y

## IMPOUNDING OF VEHICLES

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>IMPOUNDED VEHICLES FEES</b>			
Towage Fees	At Cost	Per occasion	Y
Storage Fees	\$43.20	Per week	Y
Administration Fees	\$84.10	Per occasion	Y
Advertisement costs	\$128.80	Per advert	Y
Inspector's costs	\$216.20	Per occasion	Y
Council vehicle use	\$19.20	Per occasion	Y
<b>SALE OF IMPOUNDED VEHICLES</b>			
Administration Fees	\$84.10	Per occasion	Y
Advertisement costs	\$128.80	Per advert	Y
Inspector's costs	\$216.20	Per occasion	Y
Council vehicle use	\$19.20	Per occasion	Y

## VACANT LAND

Council will issue a notice to comply for those allotments are deemed unkempt land. Unkempt land is where land is overgrown with plants, grass or weeds, land that imposes a risk, litter (including unsightly car bodies, machinery or other chattels). Notice will be served for a period not less than 2 days and no more than 21 days after the date of notice which the work will be required to be executed. If failing to do so, Council will execute the works and where the Council is unable to ascertain the identity of the occupier the landowner will be charged the cost of the necessary work plus any other fees associated such as an administration fee.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>VACANT LAND</b>			
Maintenance of land (mowing, rubbish removal etc.)	At Cost plus administrative fee	Per occasion	Y
Administrative fee	\$84.10	Per occasion	Y



## VENDORS STREET/ROADSIDE PERMIT

Applications are valid for 1 month and permit fee apply upon application. Permits are subject to the following conditions:

- Completed application
- No objections are received from or on behalf of fixed businesses selling similar goods/merchandises
- The vendor must ensure the surrounding area is kept free of litter
- Holds a current public liability insurance cover to indemnify the NTG and Council of any liability which may arise from exercising the permit. Cover minimum must be \$10 million
- Sites will be approved by Council's CEO.

## DISPLAY GOODS IN A PUBLIC PLACE/HANDBILL PERMIT

Applications are valid for a 12-month period and permit fee apply upon application. Permits are subject to the following conditions:

- Completed application
- No objections are received from or on behalf of fixed businesses selling similar goods/merchandises
- The vendor must ensure the surrounding area is kept free of litter
- Holds a current public liability insurance cover to indemnify the NTG and Council of any liability which may arise from exercising the permit. Cover minimum must be \$10 million
- Sites will be approved by Council's CEO

## MOBILE & FIXED FOOD VENDORS

Applications for a mobile food vendor vary from 1 month to an annual permit, permit fees apply upon application.

Applications for a fixed food vendor are valid for 12 months, permit fees apply upon application.

Council has a mobile food van policy and assessment criteria that stipulates the outline process and vendor requirements to exercise the permit.

Permits will be subject to the following conditions:

- Completed application
- Advertising the intent to operate
- No objections are received from or on behalf of fixed businesses selling similar goods/merchandises
- The vendor must ensure the surrounding area is kept free of litter
- Holds current legislative requirements and licences.
- Holds a current public liability insurance cover to indemnify the NTG and Council of any liability which may arise from exercising the permit. Cover minimum must be \$10 million
- Location and timeframes will be approved by Council's CEO.

## SIDEWALK CAFES

Permit fee payable upon application and are valid for 12-month period. Permits are subject to the following conditions:

- Maximum 4 chairs per table
- Ensure that the area is not causing an obstruction
- Ensure the area and surrounds are litter free
- Holds a current public liability insurance cover to indemnify the NTG and Council of any liability which may arise from exercising the permit. Cover minimum must be \$10 million

## BUSKING

Permit fee payable upon application and are valid for 1 calendar month.

Permits are subject to the following conditions:

- Permits are only valid between 10am – 6pm daily or as otherwise as determined by Council
- Permits are valid for maximum 4 sessions per permit
- You cannot transfer a permit
- Must avoid behaviour which may cause annoyance to the general public
- Periods of activity are not to be long than 1 hour at any one place
- Permits will only apply as per person
- Amplification is not permitted unless approved by Council
- Holds a current public liability insurance cover to indemnify the NTG and Council of any liability which may arise from exercising the permit. Cover minimum must be \$10 million
- Permits must be readily accessible
- Failure to comply with any of these conditions may cause the permit to be revoked.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>VENDORS</b>			
Street/roadside vendors	\$396.40	Per month	Y
Street/roadside vendors	\$4,756.90	Per annum	Y
Display goods in public place/handbill permit - commercial	\$174.15	Per month	Y
Display goods in public place/handbill permit – not-for-profit	\$18.00	Per month	Y
Display goods in public place/handbill permit - commercial	\$2,090.20	Per annum	Y
Display goods in public place/handbill permit – not-for-profit	\$216.20	Per annum	Y
Mobile food vendors	\$373.25	Per month	Y
Mobile food vendors	\$4,479.20	Per annum	Y
Fixed food vendors	\$480.10	Per month	Y
Fixed food vendors	\$5,766.00	Per annum	Y
Sidewalk cafes – per table and 4 chairs	\$174.15	Per annum	Y
Busking	\$34.85	Per month	Y
Photography/filming permit	Free	Per month	N

## SIGNS

Signs can be erected displaying and advertising business in numerous approved locations in the Katherine Town Council municipality including Cluster Signs, Information Bay Signs and Freestanding Signs. Applications and approvals need to be completed before the erection of signs, please refer to the Sign Code and applications on council's website for further information.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>SIGNS – CLUSTER AND INFORMATIONS BAYS</b>			
Annual Fee	\$83.15	Per annum	Y
<i>Pro Rata</i>			
August	\$76.20	Per Annum or part thereof	Y
September	\$69.20	Per annum or part thereof	Y
October	\$62.35	Per annum or part thereof	Y
November	\$55.50	Per annum or part thereof	Y
December to June	\$48.60	Per annum or part thereof	Y

## BANNERS

All banner posts and message boards are reserved exclusively for not-for-profit community groups and community service announcements i.e., Police, fire etc.

Due to safety and access issues, all banners will be erected and dismantled by a suitable qualified Council staff member.

Application fee for the North, South, and West posts is a **\$42.50**, this includes the erecting and dismantling of the banners. Please ensure you detail the banner schedule. The banner schedule cannot consist of more than 5 instances or be longer than an 8-month period. If your schedule is outside of these parameters, you will need to submit another application.

Main street flags attract a **\$5.85** per banner fee and **\$145.35** for erection and removal of the banners.

Once the banners have been dismantled the applicant has 7 days to collect the banner/s from the Civic Centre.

## ROAD OPENING/CLOSING

Before the commencement of works relating to driveways, kerbing, roadways, footpaths and thoroughfares on council owned property, including verges, a road opening/closing permit must be applied for. Plans must also be submitted along with your completed application. More information is available on the council's website.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>ROAD OPENING/CLOSING PERMIT</b>			
Application fee	\$126.10	Per application	Y



## CEMETERY

The Katherine Memorial Cemetery is classed as a lawn cemetery. Grass length will be kept below 70mm and glyphosate or equivalent will be applied to keep headstones and plinths free of grass and weeds.

The cemetery has toilet facilities, a rotunda as a shady retreat for families and visitors and a mobile shade structure that can be used for funerals however the shade structure will be the responsibility of the funeral director.

### GRAVES

Council assumed control of the Katherine Cemetery on the first day of July 1978 and acknowledges that precise identification of some specific grave sites prior to this date has proved difficult. In these cases, Council will supply a plaque measuring 203mm x 76mm of bronze that will be mounted in the rotunda at the Cemetery.

Vacant grave sites will not be allocated until a minimum of 12 months after the use of the neighbouring site. Graves will be dug to a minimum depth of 2.1 metres to accommodate a double grave. The grave will be backfilled with the original excavated material and when the grave begins to settle the site will be re-topped with soil as required. Grass seed will be sown, and Council will supply each grave site with a single head stone measuring at the base 600mm x 200mm and at the top 100mm x 600mm and 300mm high. Relatives may purchase headstones of marble of similar material. However, headstones must remain the same dimensions.

### PLAQUES

Council will supply each grave site with a bronze plaque measuring 137mm x 102mm, relatives may order larger plaques at their own cost. Plaques will be installed as soon as possible after the burial.

## CREMATED REMAINS

Council will provide a specific area at the Cemetery in which cremated remains may be interred, either permanently or temporarily. A plaque, measuring 229mm x 229mm will be provided for these internments. A request to remove cremated remains must be in writing to the Chief Executive Officer and must be in the form as required by the Council.

### FLOWER & ORNAMENT GUIDELINES

Katherine Town Council is committed to maintaining Katherine Memorial Cemetery's tidy presentation. We understand that people want to decorate a grave or memorial for sentimental or religious reasons. To ensure this is done in a safe and tidy way please ask Council for a copy of the Flower and Ornament Guidelines. The erection of fencing or private decorative gardens are prohibited.

### CEMETERY FEES

Cemetery fees will be reviewed annually and will be set on a cost recovery basis. Where relatives, at their own cost provide alternative headstones and plaques, burial fees will be adjusted accordingly.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>BURIAL CHARGES</b>			
Adult	\$2,926.90	Per burial	Y
Adult	\$3,203.50	Weekend/Public Holiday per burial	Y
Child	\$2,197.80	Per burial	Y
Child	\$2,474.35	Weekend/Public Holiday per burial	Y
<b>BURIAL OF ASHES</b>			
Ashes	\$650.20	Per burial	Y
<b>EXCLUSIVE RIGHT TO BURIAL</b>			
Exclusive right to burial	\$106.20	Per gravesite	Y
<b>UNDERTAKERS FEE</b>			
Annual licence	\$1,501.25	Per annum	Y
<b>INFORMATION</b>			
Research Service	Free	Per enquiry	Y

## KATHERINE PUBLIC LIBRARY

The Katherine Public Library is a free safe space for the whole community. And it's not just about books, they offer a range of services and activities for children and a variety of programs.

SERVICE DESCRIPTION	\$FEE	UNIT	GST
<b>COUNCIL DOCUMENT PRINTING</b>			
Municipal plan – electronic copy	Free	Per document	N
Municipal plan – hard copy – (black and white only)	\$18.60	Per document	Y
Annual report – electronic copy	Free	Per document	Y
Annual report – hard copy (black and white only)	\$18.60	Per document	Y
Katherine town council by-laws – electronic copy	Free	Per document	Y
Katherine Town Council by-laws – hard copy (black and white only)	\$18.60	Per document	Y
Katherine town council by-laws – electronic copy	Free	Per document	Y
Katherine Town Council by-laws – hard copy (black and white only)	\$18.60	Per document	Y
<b>LIBRARY FEES</b>			
Temporary Borrowers – Deposit (Max 4 Books)	\$60.00	Per borrower	N
Inter Library Loans	Free	Per item	Y

Lost/Damaged Items – Inter Library	Cost of replacing item plus admin fee	Per Item	Y
Admin Fee- Inter Library Loan	Free	Per item	N
Lost/Damaged/ Overdue Items – Local Item	Cost of replacing item plus admin fee	Per Item	Y
Admin Fee- Local Library	Free	Per item	N
<b>COMPUTER AND INTERNET USE</b>			
Library Computer Access - Members	Free	Per Session	N
Library Computer Access – Non-Members	Free	Free for First Hour	N
Wi-Fi Access	Free 1hr	24hour Period	Y
<b>BINDING</b>			
Up to 50 pages (small)	\$7.45	Per document	Y
Over 50 pages (large)	\$13.10	Per document	Y
<b>LAMINATING</b>			
A4 Page	\$3.00	Per page	Y
A3 Page	\$6.50	Per Page	Y
Other Laminating	\$27.35	Per Metre	Y
<b>PHOTOCOPIING</b>			
A4 Page - Black	50c	Per Side	Y
A3 Page – Black	60c	Per Side	Y
A4 Page – Colour	60c	Per Side	Y
A3 Page - Colour	\$2.10	Per Side	Y
<b>SCANNING</b>			
Colour – Entire Document	\$2.20	Per Document	Y
<b>3D Printer</b>			
	\$3.10	Per hour	Y
	\$6.15	Per 25mgs	Y

*Civic Centre and Miscellaneous:*

Civic Centre – Committee Room  
Katherine Public Library - Training Room  
Visitor Information Centre – Training Room  
Lindsay Street Complex

*Showgrounds:*

Showgrounds – Ablutions (Disabled)  
Showgrounds – Ablutions (Near Old Secretaries Office)  
Showgrounds – Ablutions (Camping Area - Demountable)  
Showgrounds – Ablutions (Rodeo Arena)  
Showgrounds – Ablutions (Norforce)  
Showgrounds – Ablutions (Rotary)  
Showgrounds – Ablutions (Stables)  
Showgrounds – Agricultural Pavilion  
Showgrounds – Buntine Pavilion  
Showgrounds – Campgrounds  
Showgrounds – Commercial Pavilion  
Showgrounds – Cooking Pavilion  
Showgrounds – Equestrian Storage Shed  
Showgrounds – Grandstand (Kiosk 1)  
Showgrounds – Grandstand (Kiosk 2)  
Showgrounds – Grandstand (Changerooms)  
Showgrounds – Needlework Pavilion  
Showgrounds – Oval  
Showgrounds – Parks and Wildlife Timber Pavilion  
Showgrounds – Polocrosse Field  
Showgrounds – Poultry Pavilion  
Showgrounds – Racecourse  
Showgrounds – Rodeo Arena  
Showgrounds – Rodeo Secretaries Office  
Showgrounds – Rotary Pavilion  
Showgrounds – Dog Arena

*Sportsgrounds:*

Oval No 1  
Oval No 2  
Oval No 3 (Baseball Field)  
Oval No 4 (Cricket Oval)  
Katherine and Big Rivers Community, Sports, and Recreation Venue  
Ablutions (BMX Track)  
Ablutions (Near Stuart Hwy)  
Ablutions (Near Netball Courts)  
Ablutions (Softball Oval)  
Baseball Kiosk  
Baseball Shed  
BMX Facility

Cricket Storage Shed (Near Oval No 4)  
Netball Kiosk  
Skate Park  
Sportsground – Storage Facility (Near Play Park) (No 1)  
Sportsground – Storage Facility (Near end of Oval No 1) (No 2)

CBD Square - Projector, Misters, Sound and Lighting.

*Parks and Reserves:*

Acacia Park  
Casuarina Park  
Dakota Park  
De Julia Park  
Fordham Park  
Forscutt Park  
Fuller Park  
Giles Park  
Glencoe Park  
Grevillea Park  
Jukes Park  
Knott's Crossing -  
Lockheed Park  
Maluka Park  
Morris Park  
O'Shea Park  
Prior Park  
Richard Milner Park  
Ronan Park  
Roney Park  
Rundle Park  
Ryan Park (Ablutions)  
Styles Park  
Wallace Park  
Walter Young Park





**KATHERINE**  
TOWN COUNCIL

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