



# AGENDA

## **Centenary of Katherine 2026 Advisory Committee**

**To be held on Tues 9<sup>th</sup> September 2025**

**At 5:30 pm**

Visitor Information Centre, Conference Room

Lindsay Street, Katherine NT 0850

The Chief Executive Officer of Katherine Town Council hereby provides notice of Centenary of Katherine Advisory Committee in accordance with Section 97(1) of the *Local Government Act 2019*

**COMMITTEE**

- Toni Tapp Coutts
- Jenny Duggan
- Christine Butler
- Trent de With
- Ushani Loku Arumage
- Robbie Friel
- Clare Armitage
- Alexander Smith
- Ethan Woods-Alum
- Simmone Croft

**OFFICERS**

- Mr Rhett English– Manager Community Relations
- Isabella Murphy – Events and Engagement Coordinator (Minute Taker)

**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 ATTENDANCE**

### **1.1 PRESENT**

### **1.2 APOLOGIES**

## **2 OPENING OF THE MEETING**

## **3 DECLARATION OF INTEREST**

Members Disclosure Conflict of Interest

Members must declare any conflicts of interest in accordance with Council's 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)

## **4 CONFIRMATION OF PREVIOUS MINUTES**

### **4.1 CENTENARY OF KATHERINE 2026 MINUTES 10 JUNE 2025**

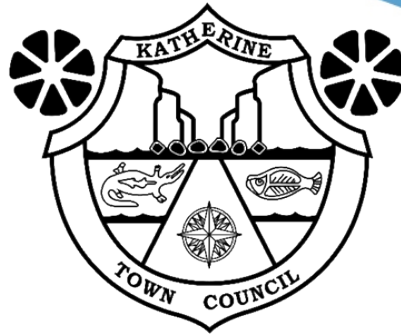
Report Type: Previous Minutes

Attachments: 1. 2025-9- June- Centenary-of- Katherine- Advisory- Committee- Minutes- Unconfirmed [**4.1.1** - 6 pages]

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### **Recommendation**

That Council confirm the minutes of the Centenary of Katherine 2026 Advisory Committee held on Tuesday 9 June 2025 as a true and accurate record.



# Minutes

## Centenary of Katherine Advisory Committee

Held on 9 June 2025

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



## 1 ATTENDANCE

### 1.1 PRESENT

#### COMMITTEE MEMBERS

- Mayor Elisabeth Clark (Chair)
- Councillor Peter McDougall
- Toni Tapp Coutts
- Alexander Smith
- Clare Armitage
- Robert Friel
- Christine Butler
- Ethan Woods-Alum
- Simmone Croft

#### OFFICERS

- Mr Rhett English – Manager of Community Relations
- Isabella Murphy – Events and Engagement Coordinator (minute taker)

### 1.2 APOLOGIES

- Jenny Duggan

## 2 OPENING OF THE MEETING

Mayor Clark declared the Centenary of Katherine Advisory Committee - 10 June 2025 open at 5:35pm.

## 3 DECLARATION OF INTEREST

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

Nil conflicts declared.

## 4 CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CENTENARY OF KATHERINE 2026 MINUTES 18 MARCH 2025

#### **COMMITTEE RESOLUTION CKAC-2025-10**

**Moved:** Toni Tapp Coutts; **Seconded:** Simmone Croft

That the Centenary of Katherine 2026 Advisory Committee confirm the minutes of the Centenary of Katherine 2026 Advisory Committee held on 18 March 2025 as a true and accurate record.

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft  
AGAINST: Nil

## 5 BUSINESS ARISING FROM PREVIOUS MINUTES



## 5.1 ACTION UPDATE JUNE 2025

### **COMMITTEE RESOLUTION CKAC-2025-11**

**Moved:** Toni Tapp Coutts; **Seconded:** Simmone Croft

That Council receive and note the Action update.

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

## 6 PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

## 7 ITEMS FOR DISCUSSION

### 7.1 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEMBERS

#### **COMMITTEE RESOLUTION CKAC-2025-12**

**Moved:** Toni Tapp Coutts; **Seconded:** Simmone Croft

That Centenary of Katherine 2026 Advisory Committee receive and note:

- the resignation of Centenary of Katherine 2026 Advisory Committee member Lauren Reed without seeking a replacement member
- the resignation of Melissa Doyle as Manager of Community Relations
- The appointment of Rhett English as Manager of Community Relations and KTC representative on the Centenary of Katherine 2026 Advisory committee in an advisory capacity
- The updated membership register to accommodate these changes

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft

AGAINST: Nil

#### Discussion

The Centenary of Katherine 2026 Advisory Committee agreed that replacing Lauren Reed was unnecessary as the committee has a large enough membership base, and it was more important to achieve quorum.

Lauren was part of the committee due to her role as Manager of the Katherine Museum. This gap in historical knowledge has been filled by Simmone Croft.

The Committee discussed community representation and agreed that inviting interested people as guests or to present as an external agency would ensure we were engaging appropriately with the wider community.

### 7.2 CENTENARY OF KATHERINE 2026 GRANT GUIDELINES

#### **COMMITTEE RESOLUTION CKAC-2025-13**

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



That Committee note approval of Centenary of Katherine 2026 Grant Guidelines in Ordinary meeting of Council 25 March 2025 and endorse proposed timeline for delivery of grant program.

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft  
AGAINST: Nil

### 7.3 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE MEETING SCHEDULE

#### **COMMITTEE RESOLUTION CKAC-2025-14**

**Moved:** Toni Tapp Coutts; **Seconded:** Alexander Smith

That Centenary of Katherine 2026 Advisory Committee approve new Committee meeting schedule of once a quarter.

- Tuesday 10<sup>th</sup> June 2025
- Tuesday 9<sup>th</sup> September 2025
- Tuesday 9<sup>th</sup> December 2025

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft  
AGAINST: Nil

#### Discussion

The Committee agreed that this timeline was acceptable. If there is a matter of great urgency the Events team can call a special meeting.

It was noted that it is a long time between meetings and Committee members may forget action items. The Events team will ensure to remind Committee members of outstanding action items to ensure continuous progression with Centenary planning.

This decision can be reevaluated at the next meeting if required.

### 7.4 CENTENARY OF KATHERINE 2026 PERSONALISED NUMBER PLATES

#### **COMMITTEE RESOLUTION CKAC-2025-15**

**Moved:** Councillor McDougall; **Seconded:** Robbie Friel

That Centenary of Katherine 2026 Advisory Committee approve:

- development of 100 personalised number plates
- Design including prefix KC1926-KC2026
- Design including the train/railway motif
- Design layout of KC (image) 1926

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simmone Croft





AGAINST: Nil

## Discussion

Events team provided a summary of the proposed number plate process.

Committee agreed on the second proposed design, Events team to continue working with MVR to progress this.

Suggestion for a different number range was accepted.

Events team will propose number range KC01-KC100 to MVR.

Committee agreed to auction the KC100 number plate to raise money for a charity.

Simmons suggested launch date on the 21st of January, to line up with when the first train came over the Historical Katherine Railway bridge.

## 7.5 CENTENARY OF KATHERINE 2026 FLAGS

### **COMMITTEE RESOLUTION CKAC-2025-16**

**Moved:** Councillor McDougall; **Seconded:** Alexander Smith

That Centenary of Katherine 2026 Advisory Committee approve proposed flags displaying Centenary of Katherine logos for Katherine Terrace, Lindsay Street and Victoria Highway.

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simone Croft

AGAINST: Nil

## Discussion

Committee agreed that more flags rather than less would enhance the Centenary celebrations.

Agreed that large banners at the three entrances and on the old railway bridge would be appropriate.

Agreed that these flags and banners should also be launched on 21st January to tie in with the number plate launch and the first train going over the Historical Katherine railway bridge.

## 7.6 CENTENARY OF KATHERINE 2026 COMMITTEE RESOURCES

### **COMMITTEE RESOLUTION CKAC-2025-17**

**Moved:** Councillor McDougall; **Seconded:** Alexander Smith

That the Centenary of Katherine 2026 Advisory Committee agrees to complete the provided documentation to establish a register of local heroes and historical information to support Centenary 2026 planning.

**CARRIED 9|0**

FOR: Mayor Clark, Councillor McDougall, Toni Tapp Coutts, Alexander Smith, Clare Armitage, Christine Bulter, Robbie Friel, Ethan Woods- Alum and Simone Croft

AGAINST: Nil

## Discussion



Committee suggested that once they have submitted documentation to events team for collation this nomination be opened to the public to improve community engagement and ensure all local heroes are recognised.

Suggested creating a small book to recognise our local heroes and sell during the Centenary celebrations.

## 8 COMMITTEE MEMBER BUSINESS

NIL

Discussion

Committee requested an update on the Action Register, which was provided by Manager of Community Relations.

Suggested talking to community members about the story of the Eugene Betti bridge.

Local Heroes could be displayed on flags at the hot springs.

Needs to be an avenue to reflect on poetry written about Katherine, including the First Lady of the Outback. Liaise with Katherine Public Library.

## 9 CLOSURE OF THE MEETING

The Centenary of Katherine Advisory Committee - 10 June 2025 was declared closed at 6:23pm.

The next Centenary of Katherine Advisory Committee will be held on Tuesday 9 September 2025.

## **5 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **5.1 ACTION UPDATE SEPTEMBER 2025**

Report Type: For noting

Attachments: 1. Report 20250905 143741 [5.1.1 - 5 pages]

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#### **Officer Recommendation**

That Council receive and note the Action update.

# Action Register

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Search Criteria

**Showing Completed Items:** No

Applied Filters

**Meeting Types:** Centenary of Katherine Advisory Committee

**Generated By:** Isabella Murphy

**Generated On:** 05/09/2025 at 2:07pm

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
11/02/2025	Centenary of Katherine Advisory Committee - 11 February 2025	8.1	Nil	In Progress	<p>Please action as per discussion Group Discussion</p> <p>Raised idea of Centenary of Katherine 2026 custom number plates, inspired by Cyclone Tracey anniversary number plates in Darwin. These number plates can take inspiration from Centenary Logos. Events Team to investigate next steps.</p> <p>Committee discussed feasibility of negotiating a Public Holiday on the first of July for the Katherine Community. Events Team to investigate next steps.</p>	Events and Engagement Coordinator	<p><b>07/03/2025 Manager Community Relations</b></p> <p>The team have reached out to personalised Plate Frames for a request for quote to custom design a number plate frame for the Centenary. Personalised Plate Frames are waiting for the winning logo and or design from the Committee to move forward with the quote.</p> <p><b>09/04/2025 Events and Engagement Coordinator</b></p> <p>Lauren Reed has provided contact details for Greg Turner, who is the Director at the Motor Vehicle Registry. Lauren has also provided some examples which will be presented to the Centenary of Katherine 2026 Advisory Committee at the next meeting on 15th April 2025.</p> <p><b>16/05/2025 Events and Engagement Coordinator</b></p> <p>Spoke with Greg</p>	15/04/2025	Overdue by: 144 days

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
							<p>Turner from MVR. Provided potential prefixes and background to get the ball rolling. Will present Advisory Committee with concept ideas to approve and take back to Greg. Plates will be available from MVR for \$290. We will need to release property rights to the design. Cyclone Tracey only sold 120 plates. MVR will develop a comms plan around the number plates which we can promote, or develop own advertising. 16/05/25</p> <p><b>27/08/2025 Events and Engagement Coordinator</b></p> <p>The Motor Vehicle Registry has developed and approved a design for the commemorative plates. There is no further action required</p>		

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
							from Katherine Town Council until the media announcement is released.		
18/03/2025	Centenary of Katherine Advisory Committee - 18 March 2025	8.1	Committee Member Business	Not yet started	Mayor Elisabeth Clark to compose formal letter inviting the Member for Katherine to be involved in the Centenary of Katherine 2026 Celebrations.	Chief Executive Officer, Events and Engagement Coordinator, Manager Community Relations		15/04/2025	Overdue by: 143 days
18/03/2025	Centenary of Katherine Advisory Committee - 18 March 2025	8.1	Committee Member Business	Awaiting internal response	Events team to reach out to Jawoyn and Nitmiluk to gauge interest on being involved in Storytelling activities. Investigate potential funding through the Truth, Healing, and Reconciliation Grant Program offered by NTG.	Events and Engagement Coordinator	<b>05/06/2025 Events and Engagement Coordinator</b>  Events team are liaising internally to ensure appropriate approach	15/04/2025	Overdue by: 143 days
18/03/2025	Centenary of Katherine Advisory Committee - 18 March 2025	8.1	Committee Member Business	In Progress	Continue investigating family tree of the original Chambers family, to be involved in the Centenary of Katherine 2026 Celebrations.	Chief Executive Officer		15/04/2025	Overdue by: 143 days
18/03/2025	Centenary of Katherine Advisory Committee - 18 March	8.1	Committee Member Business	In Progress	Committee to provide	Events and Engagement Coordinator	<b>05/06/2025 Events</b>	15/04/2025	Overdue by: 143 days

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date	Completed (Overdue)
	2025				resources for Story Telling, including information on development of Katherine Town Council and Katherine's historical buildings.		<p><b>and Engagement Coordinator</b></p> <p>Document provided to Advisory Committee for completion prior to next meeting. This Document will provide a basis for exploring the next steps of the Katherine Centenary 2026 storytelling.</p> <p><b>27/08/2025 Events and Engagement Coordinator</b></p> <p>Document circulated. Committee continuing to send in responses to assist with exploring the next steps of the Katherine Centenary 2026 storytelling.</p>		



## **6 PRESENTATIONS FROM EXTERNAL AGENCIES**

NIL

## 7 ITEMS FOR DISCUSSION

### 7.1 CENTENARY OF KATHERINE 2026 GRANT APPLICATIONS

Author: Isabella Murphy, Events and Engagement Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For recommendation to council  
Attachments: Nil

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#### **Officer Recommendation**

That Centenary of Katherine 2026 Advisory Committee review and select successful Centenary of Katherine 2026 Grant Applications for approval by Katherine Town Council.

#### **Purpose of Report**

To table all applications received for the Centenary of Katherine 2026 Grant funding for review by Centenary of Katherine 2026 Advisory Committee.

#### **Strategic Plan**

**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.

3.1.2 Improve participation in user advisory groups and improve coordination of these groups on Council land.

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

3.2.1 Craft Katherine's personality and identity by playing to our strengths.

#### **Municipal Plan**

2.2.3.1 Provided a continually developing calendar of free and accessible community events that cater for our diverse community

#### **Background**

\$40,000 of grant funding was released to celebrate the Centenary of Katherine 2026 for community events recognising and celebrating the Centenary. Grant applications opened on 1<sup>st</sup> of August and closed on 31<sup>st</sup> of August. Funding was available for minor community events or asset acquisition, up to \$2,000, or for major community events, up to \$5,000.

#### **Discussion**

The Centenary of Katherine 2026 Grant funding will be distributed according to the Centenary Grant Guidelines which will be provided as a handout for the Committee. Applications will be tabled as a handout for confidentiality. Applications that receive approval from the Centenary of Katherine 2026 Advisory Committee will be presented to Council for approval at the Ordinary Meeting of Council on Tuesday 23<sup>rd</sup> September 2025.

#### **Consultation Process**

There was no consultation process required for this report.

#### **Policy Implications**

There are no policy implications resulting from the decision.

**Budget and Resource Implications**

Within current service delivery budget and resource.

**Risk, Legal and Legislative Implications**

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

## 7.2 CENTENARY OF KATHERINE 2026 PERSONALISED NUMBER PLATES

Author: Isabella Murphy, Events and Engagement Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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### **Officer Recommendation**

That Centenary of Katherine 2026 Advisory Committee note the design developed by the Motor Vehicle Registry for the Centenary commemorative number plates.

### **Purpose of Report**

To table the commemorative number plate developed and approved by the Motor Vehicle Registry.

### **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.

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

3.2.1 Craft Katherine's personality and identity by playing to our strengths.

### **Municipal Plan**

2.3.1.1 Use a range of communication and engagement tools and methods to reach all members of the Katherine Community

### **Background**

The Centenary of Katherine 2026 Advisory Committee proposed developing a commemorative number plate that will be available for purchase to celebrate the Centenary of Katherine. The Events team has progressed with the Motor Vehicle Registry who have developed and approved a design. This design is not to be distributed beyond the Centenary of Katherine 2026 Committee meeting until a media announcement is released.

### **Discussion**

This design has been crafted using a submission from the Centenary of Katherine 2026 logo competition. The Motor Vehicle Registry will develop a media announcement to promote the availability of the Commemorative plates. All preparations are on track at this stage.

### **Consultation Process**

There was no consultation process required for this report.

### **Policy Implications**

There are no policy implications resulting from the decision.

### **Budget and Resource Implications**

There are no budget and resource requirements.

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

There are no risk, legal and legislative implications.

**Environment Sustainability Implications**

There are no environmental sustainability implications.

**Council Officer Conflict of Interest**

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

### 7.3 CENTENARY OF KATHERINE 2026 MEMBERSHIP UPDATE

Author: Isabella Murphy, Events and Engagement Coordinator  
Authoriser: Ingrid Stonhill, Chief Executive Officer  
Report Type: For noting  
Attachments: Nil

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#### **Officer Recommendation**

That Centenary of Katherine 2026 Advisory Committee receive and note:

- The new Mayor of Katherine from the 2025 Local Government Election replacing Mayor Elisabeth Clark as the Chair of the Centenary of Katherine 2026 Advisory Committee
- The new Deputy Mayor of Katherine from the 2025 Local Government Election replacing Deputy Mayor Denis Coburn as the alternate Chair of the Centenary of Katherine 2026 Advisory Committee
- Katherine Town Council representation being adjusted to include Councillors who were elected in the 2025 Local Government Election.
- The resignation of Centenary of Katherine 2026 Advisory Committee member Clare Armitage without seeking a replacement member.
- The membership register will be updated to accommodate these changes

#### **Purpose of Report**

To inform the Centenary of Katherine 2026 Advisory Committee of the adjusted membership register following the 2025 Local Government election, and of the resignation of Clare Armitage.

#### **Strategic Plan**

Not Applicable

#### **Municipal Plan**

1.1.3.1 Maintain active membership on reference groups formed to deal with issues affecting the community

#### **Background**

As per the Terms of Reference, the external membership selection process for the Advisory Committee will include Expressions of Interest sought through the range of channels as decided by the Mayor, Councillors, Chief Executive Officer, or relevant Manager. Appointment to the Advisory Committee is by resolution at an Ordinary Council or Special Council Meeting.

Membership of the Advisory Committee shall consist of:

- The Mayor
- One (1) Councillor and one (1) alternate

Up to 10 community and organisational memberships consisting of representation from:

- Community residents
- Community organisations
- Business sector
- Local indigenous organisations
- RAAF Tindal

- A representative from the Northern Territory Government
- The Director of Community Services (Advisory Capacity only)

The Centenary of Katherine 2026 Advisory Committee was created to increase community involvement in the planning and progression of the 2026 Centenary. An ongoing concern is availability of community members to attend Regular meetings, and achieve quorum.

### **Discussion**

At the Centenary of Katherine 2026 Advisory Committee 11 March 2025 additional Advisory Committee members were appointed to support the ongoing planning and coordination of the Centenary of Katherine celebrations. Whilst Clare's opinions and input will be missed, the committee remains well-represented and prepared for the Centenary of Katherine 2026 planning efforts.

The current register of membership will now include:

1. Mayor of Katherine as chosen in 2025 Local Government Elections
  2. Councillor as chosen in 2025 Local Government Elections
- Deputy Mayor as chosen in 2025 Local Government Elections (Alternate)
3. Toni Tapp-Coutts
  4. Jennifer Duggan
  5. Christine Butler
  6. Trent De With
  7. Ushani Loku Arumage
  8. Robert Friel
  9. Alexander Smith (RAFF base Tindal SADFO with the authority to appoint a representative on his behalf)
  10. Ethan Woods-Alum
  11. Simmone Croft
- Rhett English (Manager of Community Relations - advisory capacity only)

### **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.

## **8 COMMITTEE MEMBER BUSINESS**

NIL

## **9 CLOSURE OF THE MEETING**

The next Centenary of Katherine Advisory Committee will be held on Tuesday 9 December 2025.