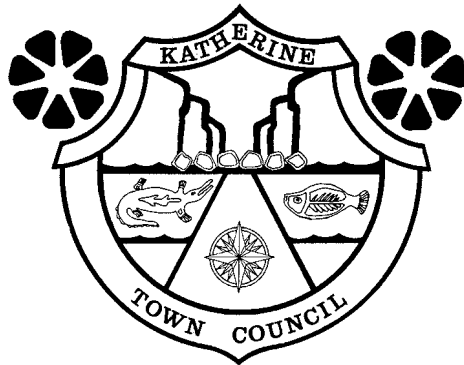


KATHERINE TOWN COUNCIL



FEES AND CHARGES STRUCTURE

Effective 1 July 2014

CONTENTS

DESCRIPTION	PAGE NUMBER
LIST OF FACILITIES FOR HIRE	1 - 3
PRICE LISTING FOR HIRES	3 - 4
KEY DEPOSITS	4
FACILITY DEPOSIT	5
TEA & COFFEE COSTS	5
HIRE OF BUILDINGS	5
General Information	
HIRE OF PARKS	5
General Information	
HIRE OF SPORTING & SHOWGROUND FACILITIES	6
General Information	
Camping – Overflow & Big Rigs	
Campers Fees (Travelling with stock)	
Stables/Pens – Temporary Housing	
VISITOR INFORMATION CENTRE	7
General Information	
CIVIC CENTRE & KATHERINE PUBLIC LIBRARY	8
General Administration Service Costing's	
Permanent Line Marking	9
CEMETERY	9 – 10
Cemetery Charges	
Cemetery Policy	
ANIMALS	10 – 13
Pound Opening Hours (Release of Dogs)	
Dog Registration Fees	
Replacement Tags	
Dog Registration Fees (More than two (2) dogs)	
Policy for Registration of more than two (2) dogs	
Pound/Impound Fees	
Policy on use of the Pound by the RSPCA	
Surrender of Dogs to the Pound	
Policy on Purchasing Dogs housed in Pound	
Policy on use of Dog Traps	
Policy on use of Cat Traps	
Anti-Bark Collars	
INFRINGEMENTS	13 – 16
Infringements – Litter	

Infringements – Parking	
Infringements – Dogs	
Infringements – Miscellaneous	
Impounding of Abandoned Vehicles	
VACANT LAND	16
Mowing/Rubbish Removal	
SIGNS	17
Cluster Sign/Information Bays	
ROAD OPENING/CLOSING	17
Application to Open and Close a Road/Footpath	
RATES	17
Rate Searches	
Dishonoured Direct Debit & Cheques	
VENDORS	18 – 19
Street/Roadside Vendors	
Display Goods in Public Place / Handbill Permit	
Mobile Food Vendors	
Sidewalk Cafes	
Busking	
WASTE MANAGEMENT FACILITY	20
Weighbridge Charges	
MISCELLANEOUS	21
Equipment Hire	

LIST OF FACILITIES FOR HIRE

BUILDING NAME
Civic Centre – Committee Room
Civic Centre – Chambers
Civic Centre – Grounds
Civic Centre – Ablutions
Lindsay Street Complex
Park – Dakota Park
Park – DeJulia Park
Park – Fordham Park
Park – Forscutt Park
Park – Fuller Park
Park – Giles Park
Park – Glencoe Park
Park – Grevillea Park
Park – Jukes Park
Park – Knott's Crossing
Park – Lockheed Park
Park – Maluka Park
Park – Morris Park
Park – O'Shea Park
Park – Prior Park
Park – Ronan Park
Park – Roney Park
Park – Rundle Park
Park – Ryan Park (Ablutions)
Park – Styles Park
Park – Town Square
Park – Wallace Park
Park – WalterYoung Park
Showground's – Ablutions (Disabled)
Showground's – Ablutions (Near Old Secretaries Office)
Showground's – Ablutions (Near Poultry Pavilion)
Showground's – Ablutions (Rodeo Arena - Demountable)
Showground's – Ablutions (Rodeo Arena)
Showground's – Ablutions (Main Entrance Road)
Showground's – Ablutions (Rotary)
Showground's – Ablutions (Stables)
Showground's – Agricultural Pavilion

Showground's – Buntine Pavilion
Showground's – Camp Grounds
Showground's – Commercial Pavilion
Showground's – Cooking Pavilion
Showground's – Grandstand
Showground's – Needlework Pavilion
Showground's – Oval
Showground's – Parks & Wildlife Timber Pavilion
Showground's – Polocrosse Field
Showground's – Poultry Pavilion
Showground's – Racecourse
Showground's – Rodeo Arena
Showground's – Rodeo Secretaries Office
Showground's – Rotary Pavilion
Showground's – Dog Arena
Showground's – Stables/Pens
Showground's – Sturt McDowell Building (McDouall Stuart Hall)
Showground's – Trading Pavilion
Showground's – Transport & Works Pavilion
Sportsground – No 1 Oval
Sportsground - No 2 Oval
Sportsground – No 3 Oval (Baseball Field)
Sportsground – No 4 Oval (Cricket Oval)
Sportsground – Ablutions (BMX Track)
Sportsground – Ablutions (Near Stuart Hwy)
Sportsground – Ablutions (Softball Oval)
Sportsground – Old Canteen (Near Play Park)
Sportsground – Baseball Kiosk
Sportsground – Baseball Players Shelter
Sportsground – Baseball Shed
Sportsground – BMX Clubhouse
Sportsground – Change Room (Oval 1)
Sportsground – Change Room (Oval 2)
Sportsground – Cricket Storage Shed
Sportsground – Don Dale Pavilion (Room A)
Sportsground – Don Dale Pavilion (Room B)
Sportsground – Don Dale Pavilion (Room C)
Sportsground – Don Dale Pavilion (Room D)
Sportsground – Don Dale Pavilion (Room E)
Sportsground – Don Dale Pavilion (Room F) (Canteen) (Storage Rooms)

Sportsground – Don Dale Pavilion (Room G)
Sportsground – Don Dale Pavilion (Room H)
Sportsground – Don Dale Pavilion (Room J)
Sportsground – Netball Kiosk
Sportsground – Skate Park
Visitor Information Centre – Conference Room
Youth Club

PRICE LISTING FOR HIRES

ALL FIGURES APPEARING IN BOLD ARE EXEMPT FROM GST

NOTE: for up to 3 facilities on one hire

Daily Hire – Community Group (Not for Profit)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$94.00	\$3.90 (e.g. Low User)	\$97.90

Daily Hire – Community Group (Commercial Enterprise) (Local, State, Federal Government, Schools)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$125.00	\$7.90 (e.g. Medium User)	\$132.90

Daily Hire –Commercial Organisation

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$1,852.00	\$22.80 (e.g. High User)	\$1,874.80

Daily Hire – Specific (Council Approved)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$94.00	\$3.90 (e.g. Low User)	\$97.90

Daily Hire – Personal

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$125.00	\$7.90 (e.g. Medium User)	\$132.90

Short Term Hire – Community Group (Not for Profit)

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$300.00	\$3.90 x 7 days x 10 weeks	\$573.00

Short Term Hire – Community Group (Commercial Enterprise)

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$7.90 x 7 days x 10 weeks	\$1,053.00

Short Term Hire – Specific (Council Approved)

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$300.00	\$3.90 x 7 days x 10 weeks	\$573.00

Long Term Hire – Community Group (Not for Profit) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$3.90 x number of days nominated (e.g. 365 days)	\$1,923.50

Long Term Hire – Community Group (Commercial Enterprise) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$700.00	\$3.90 x number of days nominated (e.g. 365 days)	\$2,123.50

Long Term Hire – Specific (Council Approved) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$3.90 x number of days nominated (e.g. 365 days)	\$1,923.50

KEY DEPOSITS

Notes:

1. Keys are to be returned at the completion of the hire (daily, short term, long term hire). If keys are not returned Council will invoice the hirer for the cost of replacement of locks and keys.
2. Key deposits are required at a cost of \$44.00 per key and \$179.00 per set of keys.
3. Keys are available for collection on the working day prior to the event/hire – unless approved by prior arrangement.

\$44.00 PER KEY

\$179.00 PER SET OF KEYS – THE NUMBER OF KEYS REQUIRED TO COMPLETE THE HIRE

FACILITY DEPOSITS

Notes:

1. Each facility requested will require a deposit. The deposit will be held by Council until the completion of the hire and all inspections have occurred. Once inspections are completed the deposit will be returned to the hirer.
2. 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. (For example: Circus could be \$1,500.00)

\$500.00 PER FACILITY

TEA & COFFEE COSTS

\$2.10 per head

HIRE OF BUILDINGS

Notes:

1. All hirers are to be advised that the Council's requirements for meetings etc must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule. If this occurs an alternative venue will be provided where possible.
2. All items are to be returned to their original position at the completion of the hire/use.
3. Hirers are responsible for any damage that occurs 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 the fees incurred in doing so will be taken from the Hirer's deposit.
4. Any additional days added to a hire will incur additional cleaning costs.

Insurance Schedule

That the hirer 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 this location. Minimum cover \$10,000,000.

HIRE OF PARKS

Notes:

1. 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.
2. All hirers are to be advised that the Council's requirements for meetings etc must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule. If this occurs an alternative venue will be provided where possible.
3. Any additional days added to a hire will incur additional cleaning costs.
4. Parks cannot be hired exclusively as they are public areas.
5. All equipment assembled within a park are to be dismantled and removed at the completion of the hire.

Insurance Schedule

That the hirer 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 this location. Minimum cover \$10,000,000.

HIRE OF SPORTING & SHOWGROUND FACILITIES

Notes:

1. 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.
2. No parking within the grounds is permitted without prior Council approval.
3. All hirers are to be advised that the Council's requirements for meetings etc must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule. If this occurs an alternative venue will be provided where possible.
4. Some lighting is supplied via a token system. Tokens can be purchased from Katherine Town Council for \$2.60 each. Competition lighting requires 6 tokens to start full lighting for one hour. Each additional token adds 10 minutes. Training lighting requires 4 tokens to start 70% of lighting for one hour. Each additional token adds 15 minutes.
5. All items are to be returned to their original position at the completion of the hire/use.
6. Hirers are responsible for any damage that occurs 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 the fees incurred in doing so will be taken from the Hirer's deposit.
7. Any additional days added to a hire will incur additional cleaning costs.
8. Hires for the showgrounds includes free **un-powered** camping and stock stabling during competitions. Hires must advise numbers of campers during competitions.
9. Customers requiring daily cleaning charges for their facility hire will be charged at a rate of \$58 per day.
10. Camping at the Showground's is intended for hirers of the facility only.
11. Department of Defence camping applications are to include buildings/facilities that they require.

Insurance Schedule

That the hirer 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 this location. Minimum cover \$10,000,000.

Camping – Overflow & Big Rigs

Description	Daily Charge	Weekly Charge
Unpowered Tent Sites	23.00	138.00
Powered Sites – 2 Adults Only	39.80	238.80
Powered Sites – Additional Adult	8.30	49.80
Powered Sites – Children	6.30	37.80
Defence Force – Per Head	8.30	49.80

Camping Fees (Travelling with Stock)

Description	Daily Charge	Weekly Charge
Unpowered Tent Sites	23.00	138.00
Powered Sites – 2 Adults Only	39.80	238.80
Powered Sites – Additional Adult	8.30	49.80
Powered Sites – Children	6.30	37.80
Stock – Per Head	1.70	10.20

Stables/Pens

Description	Daily Charge	Weekly Charge
Stock – Per Head	1.70	10.20

HIRE OF VISITOR INFORMATION CENTRE

Notes:

1. 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.
2. All hirers are to be advised that the Council's requirements for meetings etc must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule. If this occurs an alternative venue will be provided where possible.
3. Audio Visual Business Promotion DVDs must be looped and prepared for use.
4. All items are to be returned to their original position at the completion of the hire/use.
5. Hirers are responsible for any damage that occurs 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 the fees incurred in doing so will be taken from the Hirer's deposit.

Insurance Schedule

That the hirer 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 this location. Minimum cover \$10,000,000.

Description	Weekly Charge
Video Conferencing (Per Hour)	\$170.80
Business Promotion	\$102.50
Audio Visual Business Promotion	\$73.00
Car Washes	\$6.30

CIVIC CENTRE & KATHERINE PUBLIC LIBRARY

General Administration

4.1 Civic Centre, Visitor Information Centre & Katherine Public Library		Charges
Municipal Plan (Hard Copy)	Black & White Only	\$15.00
Binding up to 16mm (Small)		\$6.00
Binding over 16mm (Large)		\$10.90
Laminating A4		\$6.00
Laminating A3		\$10.90
Other Laminating (per Metre)		\$22.00
Photocopying	Black – A4	30c per side
	Black – A3	50c per side
	Colour – A4	80c per side
	Colour – A3	\$1.80 per side
Computer Disc		\$5.00
Library Bags		\$4.50
Deposit Borrowers (Limit 2 Books)		\$55.00
Inter Library Loans	Local	Free
	Local (Research Only)	Free
	Interstate	\$25.00
Lost/Damaged/Overdue Items	Value of Item plus Administrative Fee	\$8.00
Lost and Damaged Inter Library Loans	Value of Item plus Administrative Fee	\$45.00
Overdue Items		\$3.00
Internet Access – Library Computers	Members – per half hour (no charge)	\$2.00
	Non Members – per half hour (no charge)	\$4.50
Internet Access – Library Wireless	Per hour	\$6.00
Computer Usage	No Internet Access Allowed	Free
Facsimile Outgoing – Local & STD		\$6.00
Facsimile Incoming		\$6.00
Colour Scan	Entire Document	\$6.00

Permanent Line Marking

- Council's Director of Works & Services or Operations Manager is to be notified by the user group before permanent line marking is commenced.
- Only approved poison is to be used.
- Poison shall be carried out 2 per season only.
- Line is not to exceed 50/75mm in width.
- Council will inspect all permanent line marking at the end of each season. If repairs are needed to be undertaken they shall be at the user's expense.

CEMETERY

Cemetery Charges

6.1 Charges	\$
Adult	2,284.50
Child	1,716.30
Exclusive Right of Burial (2 nd Internment)	13.60
Burial of Ashes	508.30
Undertaker's Annual Licence	586.00

Cemetery Policy

1. Grounds: The Katherine Cemetery is to be maintained as a high standard 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 grounds will be irrigated during the dry season.
2. Amenities: Toilet facilities will be provided and maintained at the Cemetery. The Rotunda will be maintained as a shady retreat for families and visitors.
3. Mobile Shade Structure: A mobile shade structure will be provided and maintained by Council. Deployment of the shade structure for funerals will be the responsibility of the Funeral Director.
4. Graves: The digging of graves will be approved by Council. The staggering of grave sites will be undertaken as follows:

XXXX	UNUSED
UNUSED	XXXX
XXXX	UNUSED
UNUSED	XXXX
XXXX	UNUSED

Unused sites will not be allocated until a minimum of 12 months after the use of the neighbouring sites. All graves will be dug to a minimum depth of 2.1 metres to accommodate a double grave. Backfilling will be carried out using the original excavated material. When the grave begins to settle the site will be speared and topped up with soil as required. Grass seed will be sown. Double burials in graves will be pursuant to Regulation 19 of the Cemeteries Regulations 1981 and the Northern Territory Cemeteries Act 1980. 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 of the deceased may purchase headstones of marble or similar material. However, they must be of the same dimensions.

Plaques

Council will supply each grave site with an identification plaque measuring 137mm x 102mm made of bronze. Relatives may order larger plaques at their own cost. Plaques will be attached as soon as possible after burial.

Old Katherine Cemetery

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.

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.

Cemetery Fees

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

Fencing

Fencing or the erection of private decorative gardens at gravesites in the Katherine Cemetery is prohibited in order to maintain the visual amenity of the Lawn Cemetery and enable effective maintenance.

ANIMALS

Pound Operating Hours (Release of Dogs)

Residents are advised that the Pound operates by appointment only. Please call the Civic Centre on (08) 8972 5500 to make an appointment with a Ranger.

There is available an afterhours drop off cage (for dogs only).

Dog Registration Fees

Yearly Registration Fee: (1st July to 30th June)

Pro-Rata Registration is only for new dog registrations. In any other circumstance the owner is to pay the full amount for the Yearly Registration Fee (e.g. fined for unregistered dog).

Entire Dog: \$54.00
Desexed: \$24.00

Pro-Rata Dog Registration	*Entire Dog	*Desexed Dog
Month	\$	\$
July	54.00	24.00
August	49.50	22.00
September	45.00	20.00
October	40.50	18.00
November	36.00	16.00
December	31.50	14.00
January	27.00	12.00
February	22.50	10.00
March	18.00	8.00
April	13.50	6.00
May	9.00	4.00
June	4.50	2.00

All Renewals:

	Early Bird	After Early Bird Date
Entire Dog	\$50.00	\$55.00
Desexed	\$20.00	\$24.00

Pensioner Concession is ½ price (Proof of Concession – i.e. Health Care Card, Pensioner Card, Disability Card, etc)

Guide Dogs are a Free Registration

Replacement Tags

Replacements tags are available from the Civic Centre at a cost of **\$3.00** each.

Dog Registration Fees (More than two (2) dogs) (Applicable only to Rural Living Zoning)

Yearly licence fee **\$92.00**

*Pro-Rata Dog Licence	
Month	*\$
July	92.00
August	84.40
September	76.80
October	69.20
November	61.60
December	54.00
January	46.40
February	38.80
March	31.20
April	23.60
May	16.00
June	8.40

Pensioner Concession is ½ price

Guide Dogs are a Free Registration

Policy for Registration of more than two (2) dogs

1. Katherine Town Council's new Animal By-Laws state that there are no further registrations for residential properties for more than two (2) dogs. Licences will only be issued to those properties zoned Rural Living. All current licences will remain in place unless allowed to expire – includes replacing one dog for another and increasing the licence to a maximum of four dogs. Any properties zoned outside of Rural Living (excluding town) are not required to hold a licence for more than two dogs. Further information can be provided by calling the Rangers on (08) 8972 5500.
2. An application, pursuant to the current By-Law 47, is to be lodged.
3. A licence fee per annum is to be paid on receipt of application.
4. The written consent of the registered proprietor of the property is to be lodged with the application.
5. A maximum of four dogs per property can be licenced.
6. The residential property is to be inspected by Ranger staff to ensure adequate facilities are provided prior to an application being approved.
7. The licence is to be endorsed with the condition that the property may, after written notice, be inspected to confirm the conditions of the licence are being complied with.
8. The Council reserves the right to cancel a licence at any time and refund, on a pro-rata basis, any outstanding fees.
9. The applicant is to be notified in writing, pursuant to By-Law 15, and the fee refunded in full within 28 days when an application for a licence is refused.

Pound / Impound Fees

Registered/Unregistered Dog	\$167.50 first day \$ 58.00 every subsequent day or part thereof (including weekends and public holidays) Plus registration fees and any outstanding infringements
Other Animal	Various – Please refer to NT Pounds Act and Regulations

Policy on use of the Pound by the RSPCA

1. The Council will accept only dogs that are of good health and well being.
2. No dog that is apparently whelping or 'in pup' will be accepted.
3. All costs, including veterinary care when required or euthanizing of dogs, will be borne by the RSPCA.
4. Cost of goods will be offset by RSPCA supplied food donations.
5. The Council will provide shelter and reasonable care with appropriate security levels maintained within the Pound.
6. Any responsibility for loss or injury to any dog will be borne by the RSPCA.
7. Any RSPCA dog shall be kept for no longer than eight working days at which point the dog will be euthanized or removed by the RSPCA personnel from the pound.
8. Any RSPCA dog released must be registered with the Council if housed within the Municipality.
9. Any RSPCA dogs will be impounded or released only during normal Pound operating hours.
10. Any service provided outside of these hours for RSPCA will be subject to the appropriate call out fees or costs incurred by the Council.

Surrender of Dogs to the Pound

1. A fee of \$92.00 is levied to assist in covering costs.
2. A declaration form and proof of ownership must be signed by the owner(s) on the surrender of the animal.
3. The Council will accept only dogs of good health and well being.
4. No dog that is apparently whelping or 'in pup' will be accepted.
5. No dog shall be kept for more than four working days and, at the completion of which if the dog is not rehoused, the dog shall be euthanized (By-Law Section 40 - Destruction of Impounded Dogs).
6. Any Dog will be impounded or released only during normal Pound operating hours.
7. This Policy will only be applicable to the owner of the dog, who wishes to surrender the animal.

Policy on Purchasing Dogs housed in the Pound

Dogs that are housed in the Pound may be purchased at a cost of \$49.00.

Policy on use of Dog Traps

Deposit only **\$230.00**

1. The Council will provide dog traps during normal operating hours for the Civic Centre for the fee noted at point 4.
2. Dogs caught in Council traps will only be collected between normal Pound operating hours.
3. It is the hirer's responsibility to collect and return traps to the Civic Centre during normal operating hours.
4. Traps provided will be charged for as follows:
 - A fee of \$161.00 for the delivery and collection of a trap;
 - a A fee of \$161.00 for the collection and impounding of animals caught outside normal working hours.
5. Where deemed necessary by the Chief Executive Officer, the Environment & Compliance Manager will be authorised to set dog traps on private land after gaining permission of the owner and on public land, the cost of delivery, collection and servicing of these traps to be borne by the Council.
6. Traps are available for a maximum of two (2) weeks only.
7. An additional fee of \$6.30 a day will be levied when late returning of the trap occurs.

Policy on use of Cat Traps

Deposit only **\$230.00**

1. The Council will provide cat traps during normal operating hours for the Civic Centre for the fee noted at point 4.
2. Cats caught in Council traps are the responsibility of the hirer.
3. It is the hirer's responsibility to collect and return traps to the Civic Centre during normal operating hours.
4. Traps provided will be charged for as follows:
 - A fee of \$161.00 for the delivery and collection of a trap;
5. Traps are available for a maximum of two (2) weeks only.
6. An additional fee of \$6.30 a day will be levied when late returning of the trap occurs.

Anti-Bark Collars

Charge of anti-bark training collar per week (max two weeks) **\$32.00**
Deposit **\$230.00**

1. The Council will provide anti-bark collars during normal operating hours for the Civic Centre.
2. It is the hirer's responsibility to collect and return the collars to the Civic Centre during normal operating hours.
3. Collars are available for a maximum of two (2) weeks only.
4. An additional fee of \$6.30 a day will be levied when late returning of the collar occurs.

INFRINGEMENTS

- Note:
1. Infringement notices issued must be paid within 14 days from date of issue otherwise an additional administration cost of \$32.00 will be incurred.

Infringements - Litter

Infringement Type	Regulation	\$
8.1 Litter		
Leave, throw, deposit or abandon litter in, onto or from a public place.	NT Litter Act 6(1)	50.00
Depositing litter on land or allowing litter to remain on land.	By-Law 30(1)	100.00

Infringements - Parking

Infringement Type	Regulation	\$
8.2 Parking		
Parking for longer than indicated.	NT Traf. Reg Rule 205	40.00
Incorrect angle parking.	NT Traf. Reg Rule 210	40.00
Stopping within 10m from the nearest point of an intersection.	NT Traf. Reg Rule 170(3)	50.00
No stopping in an area to which a NO PARKING sign applies.	NT Traf. Reg Rule 168(1)	40.00
Stopping on path. No stopping on a path, dividing strip or nature strip.	NT Traf. Reg Rule 197(1)	50.00
No stopping within 1m of a fire hydrant.	NT Traf. Reg Rule 194(1)	50.00
No stopping in an area to which a NO STOPPING sign applies.	NT Traf. Reg Rule 167	50.00
No stopping in a bus zone.	NT Traf. Reg Rule 183(1)	50.00
Stopping in a Taxi zone.	NT Traf. Reg Rule 182(1)	50.00
Stopping in a Loading zone.	NT Traf. Reg Rule 179(1)	50.00
Obstructing access to and from a footpath, driveway, etc.	NT Traf. Reg Rule 198	40.00
Parking in Parking bays.	NT Traf. Reg Rule 211(2)	40.00
No Stopping on a road with a yellow edge line.	NT Traf. Reg Rule 169	50.00
Stopping in a parking area for people with disabilities.	NT Traf. Reg Rule 203(1)	135.00
Park on road positioning vehicle to face direction of travel.	NT Traf. Reg Rule 208(1)(2)	40.00
Park on two-way road & position vehicle parallel & near far left side of road.	NT Traf. Reg Rule 208(1) (3)	40.00
Park on one-way road, position vehicle parallel & far left/right side of road.	NT Traf. Reg Rule 208 (1)(4)	40.00
Position vehicle at least 1 metre from closest point of vehicle in front/behind.	NT Traf. Reg Rule 208(1)(5)	40.00
Continuous dividing line, position vehicle at least 3 metres from line.	NT Traf. Reg Rule 208(1)(6)	40.00
No continuous dividing line, position vehicle, allow at least 3 metres of road.	NT Traf. Reg Rule 208(1)(7)	40.00
Position the vehicle so the vehicle does not unreasonably obstruct other vehicles.	NT Traf. Reg Rule 208(1)(8)	40.00

Infringements - Dogs

Infringement Type	Regulation	\$
8.3 Dogs		
Keeping a dog which is not registered.	By-Law 52(1)	100.00
Dog, when at large, is not under effective control.	By-Law 56(1)	100.00 – First Offence 200.00 – Second & Subsequent Offence
Dog attacks a person or animal.	By-Law 58(1)(a)	600.00 – Attack on Person 200.00 – Attack on Animal
Dog menacing person or animal.	By-Law 58(1)(b)	300.00 – Menace on Person 100.00 – Menace on Animal
Dog is present in a restricted area and the presence of the dog is prohibited.	By-Law 54(2)	100.00 – First Offence 200.00 Second & Subsequent Offence
Unauthorised removal of a registration tag from a registered dog.	By-Law 55(1)	100.00
Enticing a dog to act in manner that may render owner liable to prosecution.	By-Law 57	150.00
Dog chasing vehicles.	By-Law 59	150.00
Dog that, either by itself or in concert with other dogs, is a nuisance.	By-Law 60(1)	150.00
Abandoning a dog within the municipality.	By-Law 61	150.00
Obstructing pound supervisor in the execution of his/her duties.	By-Law 62(1)	150.00
Keeping more than 2 dogs unless the premises are licensed.	By-Law 53	100.00

Infringements - Miscellaneous

Infringement Type	Regulation	\$
8.4 Miscellaneous		
Camping in a public place other than in a caravan area.	By-Law 93(1)(a)(d)	100.00
Burn or heat any material, thing or substance giving off an offensive odour.	By-Law 32	100.00
Lights or causes to be lit a fire in the open air without a permit.	By-Law 33(1)(2)	100.00
Break or cause to break glass in a public place.	By-Law 35(1)	100.00
Spit in a public place.	By-Law 36(4)	100.00
Throws or discharges a stone or other object into, from or in a public place.	By-Law 37(1)(a)	100.00

Note: Refer to By-Law 21 (2)(c) – Fixed Penalty Rates

Impounding of Abandoned Vehicles

Towage Fees	\$ At cost
Storage Fees	@ \$32.00 per week
Administration Fee	\$ 66.00
Advertisement Costs	\$ 105.00 (Per Advert)
Inspector's Costs (3 Hours)	\$ 174.30
Council Vehicle Use	\$ 13.60

VACANT LAND

Mowing / Rubbish Removal

Note:

1. Any area within the Municipality that is deemed to require mowing due to long grass and lack of maintenance (i.e. privately owned vacant land) will be charged \$167.50.
2. In addition to the \$167.50 an administrative cost of \$23.00 is applicable.
3. In addition to the above the cost of the Council contractor in carrying out the work will be invoiced to the owner.
4. Any area within the Municipality that is deemed to require mowing due to long grass and lack of maintenance (i.e. nature strips) will be on charged the cost of the Council contractor carrying out the work.

SIGNS

Cluster Sign / Information Bays

1. A permit fee of **\$65.00** per annum is payable to Council.
2. Permits are valid for 12 months commencing on the 1st July of each year.
3. The applicant must supply and maintain the sign in reasonable condition.
4. The sign must comply with Council's By-Laws and Signs Code.
5. Damaged or faded signs will be removed by Council and the owner will be required to repair or replace the sign prior to re-installation.
6. Each premise is entitled to one (1) sign per information bay only.

Pro-Rata Fee	
Month	*\$
July	65.00
August	59.60
September	54.20
October	48.80
November	43.40
December	38.00
January	32.60
February	27.20
March	21.80
April	16.40
May	11.00
June	5.60

ROAD OPENING / CLOSING

Application to Open & Close a Road / Footpath

Individual application fee to open or close a road / footpath is **\$99.00** each.

RATES

Rate Searches

Rate search applications are **\$65.00** each.

Dishonoured Direct Debits & Cheques

For any dishonoured direct debit and/or cheques there will be an administration fee of \$21.00 per transaction plus bank fees. These costs will be allocated against the property or invoiced to the individual.

VENDORS

Street / Roadside Vendors

Permit fee of **\$141.00**, payable upon application.

Application valid for a 12 month period.

The sites set out in the schedule below are available for use by 'roadside' vendors for the purpose of selling fruit & vegetables and other general merchandise, that such sites be available upon application for a permit and subject to the following conditions:

1. That the applicant has completed an application for approval to operate a stall form, available from Council.
2. That no objections are received from or on behalf of permanent businesses selling similar goods/merchandise.
3. That the permit holder must ensure that the area surrounding the site is kept free of litter.

Insurance Schedule

That the permit holder 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 this location. Minimum cover \$10,000,000.

Site 1: Stuart Highway adjacent to the old weighbridge site on the road reserve.

Site 2: Victoria Highway adjacent to the Showgrounds.

Site 3: Other sites as approved by the Chief Executive Officer from time to time.

Display Goods in Public Place/Handbill Permit

Permit Fee of **\$141.00**, payable on application.

Application valid for a 12 month period.

A permit to display goods in public places and/or a handbill permit is subject to the following conditions:

1. That the applicant has completed an application to display goods in a public place form and/or Handbill Permit, available from Council.
2. That no objections are received from or on behalf of permanent businesses selling similar goods/merchandise.
3. Goods do not obstruct pedestrians.
4. That the permit holder must ensure that the area surrounding the site is kept free of litter.

Insurance Schedule

That the permit holder 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 this location. Minimum cover \$10,000,000.

Mobile Food Vendors

Permit Fee of **\$141.00**, payable on application.
Application valid for a 12 month period.

A permit to operate a Mobile Food Van is subject to the following conditions:

1. Advertising of Mobile Food Van must occur prior to application approval.
2. That the applicant has completed an application for approval to operate a Mobile Food Van form, available from Council.
3. An applicable Department of Health Food Licence be sighted.
4. That no objections are received from or on behalf of permanent businesses selling similar goods/merchandise.
5. That the permit holder must ensure that the area surrounding the site is kept free of litter.
6. Location and timeframe of the Mobile Food Van is subject to approval by Council's CEO.

Insurance Schedule

That the permit holder 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 this location. Minimum cover \$10,000,000.

Sidewalk Cafes

Permit Fee of **\$141.00**, payable on application.
Application valid for a 12 month period.

A permit to operate a Sidewalk Cafe is subject to the following conditions:

1. A maximum of 4 chairs per table.
2. That the permit holder must ensure that the area surrounding the site is kept free of litter.
3. That the permit holders must ensure that the area is not causing an obstruction.

Insurance Schedule

That the permit holder 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 this location. Minimum cover \$10,000,000.

Busking

Permit Fee of **\$28.00** per application.
Application is valid for one calendar month.

A permit to Busk is subject to the following conditions:

1. Permits are valid only between 10.00 am and 6.00 pm daily or as otherwise determined by Council.
2. Permits are valid for a maximum of four (4) sessions per permit.
3. Permits are not transferable.
4. Buskers must avoid behaviour which may cause annoyance to the general public at any one place.
5. Periods of activity are not to be longer than 60 minutes at any one place.
6. Use of illegal drugs including alcohol is not permitted.
7. The use of amplification is not permitted unless specifically approved by Council.
8. If a busking act involves more than one (1) person, permits must be obtained for each person.
9. All permits are issued at the discretion of the Chief Executive Officer or his delegate.
10. Permits must be available for inspection at all times.
11. Failure to comply with these conditions may cause permits to be revoked.

Insurance Schedule

That the permit holder 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 this location. Minimum cover \$10,000,000.

WASTE MANAGEMENT FACILITY

Weighbridge Charges

It is Council's policy that a levy is charged for the dumping of rubbish at the Katherine Waste Management Facility as follows:

1. Commercial and industrial users, via commercial and industrial vehicles, small and large trucks and trailers of all commercial and industrial configurations, \$74.00 (including GST) per tonne **(including shredded tyres and/or compacted tyres)**.
2. Asbestos from the Katherine Municipality, Roper Gulf Shire and Victoria Daly Shire regions handled and dumped in accordance with environmental and occupational health and safety standards, \$221.00 (including GST) per tonne.
3. Whole tyres are charged at \$411.00 per tonne, (including GST).
4. This does not include Council contractors contracted to collect and dump residential garbage pursuant to Council contracts.
5. Dead animals delivered to the Waste Management Facility by commercial users are charged as follows:
 - \$99.00 per large animal (large animals classed as horses, donkeys, camels etc).
 - \$99.00 for the first small animal with subsequent small animals dumped at the same time at no extra charge.
6. Domestic users dumping domestic rubbish by private motor vehicles and trailers will be at NIL cost.
7. Use of the Council Loader to bury/move waste if required is \$157 per hour.
8. Commercial dumping of vehicles \$81.00 per vehicle.

MISCELLANEOUS

Equipment Hire

Notes:

1. 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.
2. All hirers are to be advised that the Council's requirements for meetings etc must take precedence and, on occasions, a booking may have to be cancelled in terms of this rule.
3. Equipment hired is not to be taken out of the municipality of Katherine.
4. Hirers are responsible for any damage that occurs.
5. Cool Room Hire conditions – cool room must be towed empty.
6. It is the Hirer's responsibility to collect and return the Cool Room to the Council Depot in Crawford Street by 8.00am on the first working day after the hire.
7. The Cool Room is only available for hire within the Katherine Municipality.

	Daily Charge		1/2 Day or part thereof		*Equipment Deposit
	Community Groups	Commercial/ Other	Community Groups	Commercial/ Other	
17.1 Equipment Hire	\$	\$	\$	\$	\$
Mobile Cool Room	136.00	854.00	68.00	408.00	1,000.00
Electronic Whiteboard	Nil	Nil	Nil	Nil	Nil
Digital Televisions x 2	Nil	Nil	Nil	Nil	Nil
Portable Projector Screen	17.00	32.00	8.00	17.00	250.00
Other Screens	17.00	32.00	8.00	17.00	250.00
Portable Stage (8 pieces 3m x 1.2m each)	165.00	324.00	79.00	162.00	250.00
Lectern	17.00	32.00	8.00	17.00	250.00

The following items are for Council's use and activities and are not to be hired out in any circumstance:

- Portable Grandstand (Aluminium)
- Sound System
- Digital Camera
- Data Projector
- PA system
- Easels
- Gazebos

Note: The electronic whiteboard and the digital televisions listed above are available for hire at no cost during Chamber and Committee Room Hires – however, any damage that occurs will be the responsibility of the hirer to repair and/or replace



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

FEES AND CHARGES POLICY

POLICY

This policy applies to fees and charges for the use of Katherine Town Council facilities.

OBJECTIVE

The objectives of this policy apply to the following:

- To provide a fair and equitable system for allocating and charging for the use of Katherine Town Council facilities.
- To ensure consistency and transparency in decision-making.
- To encourage efficient and effective use of Katherine Town Council's resources.
- To allow Katherine Town Council to pro-actively manage Council facilities in order to prevent over-use and/or inappropriate uses, thereby ensuring the long-term sustainability of Council facilities.
- To enable the allocation of facilities appropriately.
- To promote positive user attitudes and responsibility towards Council facilities.
- Will allow Katherine Town Council to recover a proportion of the facility costs from users.
- To ensure fees and charges reflect the standard of the facilities being provided.

RELATIONSHIP TO OTHER POLICIES

This document should be read in conjunction with Katherine Town Council's Fees & Charges Structure and relevant Council Facility Master Plans.

POLICY PRINCIPLES

Katherine Town Council wishes to encourage the utilization of Council facilities from groups which encourage the local community to participate in activities.

Katherine Town Council acknowledges that an opportunity to develop partnerships with clubs and associations to improve or develop facilities is essential to the long term viability of Council's facilities.

Katherine Town Council maintains and encourages diverse and multiple use of Council's facilities.



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

HIRE AGREEMENT TYPES

Definitions

Community Group (Not for Profit) – A community group (not for profit) is one which is not operating for the profit or gain of its individual members, whether gains would have been direct or indirect. This means that the group operates exclusively for charitable, civil or social purposes and does not share or allocate its fund or profits to its owners, shareholders or executives. A community group (not for profit) must be incorporated or partner with an incorporated group.

Community Group (Commercial Enterprise) - A community group (commercial enterprise) is one which is operating for the profit or gain of its individual members and/or participants. This means that the group can still operate for charitable, civil or social purposes but does generate income that is shared or allocated as profits for its owners, shareholders or executives. For example: entry fees. A community group (commercial enterprise) must be incorporated or partner with an incorporated group. This group also includes Government agencies (Federal, State, and Local) as well as pre-school, primary, middle and secondary schools.

Commercial Organisation – A commercial organisation is any group with a particular set of skills, priorities, strategies and resources that organise to collectively achieve the specific aim of making a profit.

Specific (Council Approved) – A specific group or organisation is any group approved by Katherine Town Council to hire a specific facility with costs approved by Council outside of this policy.

Personal – Personal use is an individual who wishes to hire the Council facility for a non-business (personal) reason. This type of hire is only available on a daily or half daily basis. The personal hire must include notification to the Northern Territory Policy (Katherine Branch) of any event if alcohol is to be consumed.

Daily Hire

Daily hire allocations will be made on a half or full day basis. A half day hire is defined as any 4 hour period and a full day hire is any 24 hour period. Allocation of specific grounds is made for the designated application purpose only. Each individual half or full day hire is for one organisation only. A daily hire does not necessarily provide clubs and/or associations with exclusive use of the facility. Daily hires are not guaranteed and will be subject to the application process.

Daily hires are subject to fees and charges as per the Katherine Town Council's Fees and Charges Structure.

Short Term Hire

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 (maximum of three facilities per hire). 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.

Short term hires are subject to fees and charges as per the Katherine Town Council's Fees and Charges Structure.



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

Long Term Hire

Long term hire allocations will be made on a yearly calendar basis. Allocation of specific grounds is made for the designated application purpose only (maximum of three facilities per hire). A long term hire does not provide clubs and/or associations with exclusive use of the facility. Each individual long term hire is for one organisation only. Long term hires are only available for consistent/regular users. A long term hire applies to the following:

1 January to the 31 December – payment required financial year basis

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

Long term hires are subject to fees and charges as per the Katherine Town Council's Fees and Charges Structure.

PRICING FRAMEWORK

In developing a pricing framework for this policy a number of variables have been considered, which include:

- Type of Facility – Building, Park or Ground
- Benefits derived from the provision of this facility
- Who pays for the facilities ongoing maintenance and upgrade
- Capital improvement costs
- Economic, social and political desirability of charging for the facility
- Ability for the facility to meet the needs of groups
- Cost of providing the facility
- Practicality of administering and collecting the fees and charges

This pricing model incorporates the following:

- A formula which makes fees and charges of Council facilities more uniform and efficient to administer
- A grading system which is based on the quality of the grounds, relevant facilities and amenities
- A percentage of costs related to an asset replacement value which reflects the quality and features ascribed
- Charges are applied for the use of the Council facility at a rate which reflects accurate use of the facility
- Council subsidy to assist community groups and to make the process fair and equitable

This fees and charges policy has endeavored to take these factors into account in the development of the following pricing strategies.



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

FEES AND CHARGES

BUILDING NAME	CURRENT ASSET VALUE	CURRENT YEARLY MAINTENANCE COSTS
Civic Centre – Committee Room	\$642,374.00	\$5,218.00
Civic Centre – Chambers	\$802,968.00	\$5,218.00
Civic Centre – Grounds	\$175,698	\$6,678.00
Civic Centre – Ablutions	\$283,000	\$5,218.00
Lindsay Street Complex	\$550,236.00	\$14,498.00
Park – Dakota Park	\$17,232.00	\$9,447.00
Park – DeJulia Park	\$28,600.00	\$11,771.00
Park – Fordham Park	\$7,200.00	\$11,771.00
Park – Forscutt Park	\$7,100.00	\$11,771.00
Park – Fuller Park	\$9,000.00	\$13,159.00
Park – Giles Park	\$21,600.00	\$9,447.00
Park – Glencoe Park	\$33,600.00	\$11,771.00
Park – Grevillea Park	\$20,400.00	\$11,771.00
Park – Jukes Park	\$28,600.00	\$9,447.00
Park – Knott’s Crossing	\$76,300.00	\$9,447.00
Park – Lockheed Park	\$28,600.00	\$9,447.00
Park – Maluka Park	\$20,400.00	\$11,771.00
Park – Morris Park	\$21,600.00	\$13,159.00
Park – O’Shea Park	\$20,832.00	\$9,447.00
Park – Prior Park	\$9,280.00	\$9,447.00
Park – Ronan Park	\$3,000.00	\$11,771.00
Park – Roney Park	\$36,600.00	\$11,771.00
Park – Rundle Park	\$53,784.00	\$13,159.00
Park – Ryan Park (includes Ablutions Block)	\$226,800.00	\$48,945.00
Park – Styles Park	\$4,800.00	\$13,159.00
Park – Town Square	\$44,880.00	\$9,447.00
Park – Wallace Park	\$3,000.00	\$11,771.00
Park – WalterYoung Park	\$2,200.00	\$13,159.00
Showground’s – Ablutions (Disabled)	\$23,520.00	\$1,859.00
Showground’s – Ablutions (Near Old Secretaries Office)	\$60,480.00	\$1,859.00



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

Showground's – Ablutions (Near Poultry Pavilion)	\$129,120.00	\$1,859.00
Showground's – Ablutions (Rodeo Arena - Demountable)	\$39,840.00	\$1,859.00
Showground's – Ablutions (Rodeo Arena)	\$121,200.00	\$1,859.00
Showground's – Ablutions (Main Entrance Road)	\$256,000.00	\$1,859.00
Showground's – Ablutions (Rotary)	\$144,696.00	\$1,859.00
Showground's – Ablutions (Stables)	\$160,800.00	\$1,859.00
Showground's – Agricultural Pavilion	\$37,200.00	\$6,819.00
Showground's – Buntine Pavilion	\$178,170.00	\$6,819.00
Showground's – Camp Grounds	\$38,400.00	\$6,819.00
Showground's – Commercial Pavilion	\$67,740.00	\$6,819.00
Showground's – Cooking Pavilion	\$170,700.00	\$6,819.00
Showground's – Grandstand	\$2,731,500.00	\$6,819.00
Showground's – Needlework Pavilion	\$135,420.00	\$6,819.00
Showground's – Oval	\$72,000.00	\$6,819.00
Showground's – Parks & Wildlife Timber Pavilion	\$75,600.00	\$6,819.00
Showground's – Polocrosse Field	\$38,400.00	\$6,819.00
Showground's – Poultry Pavilion	\$87,540.00	\$6,819.00
Showground's – Racecourse	\$38,400.00	\$6,819.00
Showground's – Rodeo Arena	\$57,000.00	\$6,819.00
Showground's – Rodeo Secretaries Office	\$78,000.00	\$6,819.00
Showground's – Rotary Pavilion	\$114,000.00	\$6,819.00
Showground's – Dog Arena	\$21,984.00	\$6,819.00
Showground's – Stables/Pens	\$995,100.00	\$6,819.00
Showground's – Sturt McDowell Building (McDouall Stuart Hall)	\$367,680.00	\$6,819.00
Showground's – Trading Pavilion	\$369,360.00	\$6,819.00
Showground's – Transport & Works Pavilion	\$39,720.00	\$6,819.00
Sportsground – No 1 Oval	\$19,950.00	\$10,474.00
Sportsground - No 2 Oval	\$34,200.00	\$10,474.00
Sportsground – No 3 Oval (Baseball Field)	\$31,850.00	\$10,474.00
Sportsground – No 4 Oval (Cricket Oval)	\$21,980.00	\$10,474.00
Sportsground – Ablutions (BMX Track)	\$202,368.00	\$4,389.00
Sportsground – Ablutions (Near Stuart Hwy)	\$196,560.00	\$4,389.00
Sportsground – Ablutions (Softball Oval)	\$217,728.00	\$4,389.00
Sportsground – AFL Shade Shelter	\$22,200.00	\$10,474.00



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

Sportsground – Baseball Kiosk	\$30,840.00	\$10,474.00
Sportsground – Baseball Players Shelter	\$17,640.00	\$10,474.00
Sportsground – Baseball Shed	\$19,632.00	\$10,474.00
Sportsground – BMX Clubhouse	\$106,800.00	\$10,474.00
Sportsground – Change Room (Oval 1)	\$287,280.00	\$10,474.00
Sportsground – Change Room (Oval 2)	\$302,400.00	\$10,474.00
Sportsground – Cricket Storage Shed	\$11,400.00	\$10,474.00
Sportsground – Don Dale Pavilion (Room A)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room B)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room C)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room D)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room E)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room F) (Canteen) (Storage Rooms)	\$395,160.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room G)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room H)	\$148,185.00	\$1,163.00
Sportsground – Don Dale Pavilion (Room J)	\$148,185.00	\$1,163.00
Sportsground – Little Athletics Shade Shelter	\$6,600.00	\$9,975.00
Sportsground – Netball Kiosk	\$17,370.00	\$10,474.00
Sportsground – Skate Park	\$72,984.00	\$10,474.00
Sportsground – Soccer Shade Shelter	\$74,928.00	\$10,474.00
Visitor Information Centre – Conference Room	\$69,000.00	\$36,117.00
Youth Club	\$345,000.00	\$780.00

The classification of Katherine Town Council's facilities will be reviewed annually in order to take into account major improvements, upgrades, capital developments, or other changes that may influence the ongoing delivery requirements.

Hirers will pay a percentage of the costs associated with the ongoing maintenance of each facility; this includes regular maintenance items such as mowing, irrigation and works such as painting, general repairs, vandalism, top dressing, fertilization, over sowing and aerating, etc.



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

As part of Katherine Town Council's asset management, each facility is audited for insurance and asset value purposes. This audit identifies the cost to replace, current asset value and insurance value. Charges levied will take into account variable usage.

POWER & WATER HIRE TYPES

Low User

A hire type that uses minimal power and water. Minimal use of power and water can be determined by the negligible use of the product that would constitute the hirer meeting the probable cost of power and water for that particular hire. Negligible use can be defined as to be so small as to be nearly inconsequential.

A low user will be billed \$3.90 per item hired per day.

Medium User

A hire type that uses a moderate amount of power and water. Moderate use of power and water can be determined by the reasonable use of the product that would constitute the hirer meeting the expected costs of power and water for that particular hire. Reasonable use can be defined as to be moderate and within the limits of reason.

A medium user will be billed \$7.90 per item hired per day.

High User

A hire type that uses an extensive amount of power and water. Extensive use of power and water can be determined by the copious use of the product that would constitute the hire meeting all costs associated with power and water for that particular hire. Copious use can be defined as to be in large amounts.

A high user will be billed \$22.80 per item hired per day.

DEPOSITS & PURCHASE ORDERS

Katherine Town Council will accept purchase orders for payment of facility hires.

Each hire requires a facility deposit. The deposit will be held by Council until the completion of the hire and all inspections have occurred. Once inspections are completed the deposit will be returned to the hirer.

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

Largely Council hires require keys – key deposits are required. Keys are to be returned at the completion of the hire (daily, short term, long term, personal, etc). If keys are not returned Council will invoice the hirer for the cost of the replacement of locks and keys.



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

METHODOLOGY USED

Fees and charges per hire will be calculated as follows:

Daily Hire – Community Group (Not for Profit)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$94.00	\$3.90 (e.g. Low User)	\$94.90

Daily Hire – Community Group (Commercial Enterprise) (Local, State, Federal Government, Schools)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$125.00	\$3.90 (e.g. Low User)	\$128.90

Daily Hire – Commercial Organisation

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$1,852.00	\$3.90 (e.g. Low User)	\$1,885.90

Daily Hire – Specific (Council Approved)

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$94.00	\$3.90 (e.g. Low User)	\$94.90

Daily Hire – Personal

Replacement & Maintenance Cost	Daily Hire Charge	Power/Water Costs	Total
\$676,298	\$125.00	\$3.90 (e.g. Low User)	\$128.90



KATHERINE TOWN COUNCIL POLICIES & PROCEDURES

Short Term Hire – Community Group (Not for Profit) – 10 weeks

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$300.00	\$3.90 x 7 days x 10 weeks (e.g. Low User)	\$573.00

Short Term Hire – Community Group (Commercial Enterprise) – 10 weeks

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$3.90 x 7 days x 10 weeks (e.g. Low User)	\$773.00

Short Term Hire – Specific (Council Approved) – 10 weeks

Replacement & Maintenance Cost	Short Term Hire Charge	Power/Water Costs	Total
\$676,298	\$300.00	\$3.90 x 7 days x 10 weeks (e.g. Low User)	\$573.00



KATHERINE TOWN COUNCIL

POLICIES & PROCEDURES

Long Term Hire – Community Group (Not for Profit) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$3.90 x number of days nominated (e.g. 365 days x Low User)	\$1,923.50

Long Term Hire – Community Group (Commercial Enterprise) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$700.00	\$3.90 x number of days nominated (e.g. 365 days x Low User)	\$2,123.50

Long Term Hire – Specific (Council Approved) – 12 months

Replacement & Maintenance Cost	Long Term Hire Charge	Power/Water Costs	Total
\$676,298	\$500.00	\$3.90 x number of days nominated (e.g. 365 days x Low User)	\$1,923.50