



Ordinary Meeting of Council Agenda

Tuesday 25 September 2018

Open Forum 5.30pm

Ordinary Meeting 6.00pm

Council Chambers, Civic Centre,
Stuart Highway, Katherine

Notice of Meeting of Council
Notice is hereby given in accordance with Section 59
of the Local Government Act

1. Welcome to the Country

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

2. Opening Prayer

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

3. Present

4. Apologies and Leave of Absence

5. Confirmation of Previous Minutes

5.1 Minutes of the Ordinary Meeting of Council held 21 August 2018.

The Minutes from Ordinary Meeting of Council 21 August 2018 be received and recorded as true and accurate.

6. Business Arising from Previous Minutes

7. Conflict of Interest

Members Disclosure Conflict of Interest

Council declares any conflicts of interest in line with Conflict of Interest Policy. A copy of this policy can be downloaded from www.ktc.nt.gov.au or obtained by emailing records@ktc.nt.gov.au

8. Mayoral Business

9. Correspondence and Documents to be Tabled

10. Petitions

11. Questions

With Notice

Without Notice

12. Notice of Motion**13. Reports of Officers**

13.1	Monthly Report of the Chief Executive Officer - August 2018	<u>1-7</u>
13.2	Monthly Report Corporate & Community Development - August 2018	<u>8-12</u>
13.3	Monthly Report Infrastructure and Environment Services - August 2018	<u>13-17</u>
13.4	Monthly Report Finance – August 2018	<u>18-29</u>
13.5	Katherine Town Council – Community Consultation Policy	<u>30-36</u>
13.6	Select Tender – Lindsay Street Roundabout Pavement Remediation	<u>37-38</u>

14. Reports from Representatives on Committees**15. Late Agenda****16. General Business****17. Confidential Items****18. Next Ordinary Meeting of Council**

The tenth Ordinary Meeting of Council for 2018 will be held on Tuesday 23 October 2018.

19. Meeting Close

REPORT

FOLDER: Local Governance / Council Meetings / Chief Executive Officer Report

MEETING: ORDINARY MEETING OF COUNCIL – 25 SEPTEMBER 2018

REPORT TITLE: MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR AUGUST 2018

PURPOSE OF THE REPORT

To present the Report of the Chief Executive Officer for the month of August 2018.

COMMENTS

The following highlighted items for August 2018 are brought to Council's attention:

Main Street Signage Project

The Main Street signage project, generously supported by funding from the Department of Infrastructure Planning and Logistics (DIPL), is one of the initial components of the CBD Revitalisation project currently underway. The project and its various elements were identified by the community at a workshop as being a priority project.

Katherine East Area Plan

During a regular meeting of the NT Planning Commission, the Katherine East Neighbourhood Centre Area Plan was prioritised to commence in September 2018. Consultation with key government, business and community stakeholders is planned over a number of months to shape the development of policy associated with the new neighbourhood centre.

CBD, Sports and Showgrounds Briefs

Draft programs and briefs for all three projects have been / are being developed. The first external stakeholder meetings to progress all three projects are occurring through August and September 2018 and will continue until the completion of the projects. All three projects have had input from the community through workshops or master plans, but further consultation with the user groups and other key stakeholders is anticipated, as well as communication updates with the public generally.

New Police Commander

A new NT Police Commander, Michael Hebb, has commenced for the Northern Command area and Council warmly welcome him as a key player in our community's safe and enriching future. Council and the Commander will be meeting monthly to progress this shared goal once he has settled in.

Emungalan Bridge Update

Officers from Council with the support of DIPL are progressing a new process that may allow the earlier construction of the bridge for our residents along Emungalan Road. Any successes will first be communicated and consulted with the Emungalan Road community group.

Regional Roads Meeting

On 23 August 2018, the CEO attended the first Big Rivers Regional Roads meeting. The group is administered by the Department of Housing & Community Development (DHCD) and attended by the Local Government Association of the NT, DIPL and the Big Rivers Regions Councils (as



well as West Daly) with the aim of coordinating a joint and strategic approach to the management of roads for the region. There are also regional road groups in the other NT regions.

The Big Rivers is the first regional road group in the NT to meet. The project was inspired by the good pilot work done by the Big Rivers region on waste management. A similar regional approach is now being trialled with regional libraries in the Katherine Region.

Hot Springs Update

MODE Design, who have strong project management and landscaping experience have been engaged to progress all remaining aspects of the project. Many planning meetings have already occurred between the parties on landscaping, priorities and planting aspects.

Progress of designs for the upper level based on previous sketch plans are looking promising. There will be regular updates on the progress of the project.

PFAS Advocacy

Council continues to meet regularly on a number of forums to progress the situation of our township with respect to PFAS. Council is currently supporting a communications process through the Katherine PFAS Community Consultative Group as well as a partnership approach with other authorities to make our case to the Department of Defence and the new Minister for Defence.

Task	Responsible Officer	Status / Update
Council Meeting 21 August		
Springvale Homestead Petition		A report is being prepared for Council for the November Council Meeting.
Add a list of Council Officer acronyms to the end of the task table	EA	Complete.
The Ranger Activity table. A YTD figure might be more useful than a monthly % comparison.	IAO	Complete. % column has been removed. Potential for this data to be provided in column comparison graph form.
Look at possible replacement of sign at the entry to the Showgrounds	XIE	Ongoing
Monitor any increases in illegal dumping after 1 September, when new fee structure is implemented at the WFM.	MCERS	A few offenders have been issues with infringement notices. Council will continue to monitor illegal dumping into the future as well as provide an educational campaign.
Low Security Prison Farm. Commitment to make further investigation of what this may look like. Lobby during elections.	CEO	Ongoing
Sabu the Pioneer Horse - cleaning budget of \$10K identified in budget. \$50K required for a complete clean.	MCERS	Manufacture advised Council to use soapy water and not any other cleaning solutions or polishes. The statue was cleaned approximately six (6) months ago by JobFind. A maintenance cost matrix for the ongoing care to keep the statue in "copper" condition. A report is being put together for Elected Member's consideration.
Keep community updated on the work being progressed from the "Let's Talk	XCCD	Awaiting joint meeting with relevant NTG departments.

Katherine" forum via our webpage and/or FB page.		
Check with Minister on funding request for a multi-use waste mulcher.	CEO	Council have advocated for a positive decision on two occasions so far.
Affix Common Seal to Katherine Museum Funding Agreement and send to NTG	EA	Complete. Signed and sealed agreement sent on 28 August 2018.
The "What's On" page on KTC Website needs to be updated so it reflects events in date order	XCCD	The Community Development team has been working closely with the website designers to rectify the sequential ordering system. Due to dependency issues the website designer is rebuilding the event calendar to ensure this issue is fixed completely.

Council Meeting 24 July		
• When will the solar panel at Council front office be moved?	XIE	Relocation of the solar panel has occurred.

Eleven action items were completed from the 24 July Ordinary Meeting of Council, along with two action items from the Open forum.

Council Meeting 26 June		
Check on all YMCA expenses after a six (6) month period.	XCCD	Ongoing
Development of a policy on Phasing out and Banning of Single use plastics at KTC venues, i.e. showgrounds and Lindsay Street.	XCCD	Ongoing

Open Forum 26 June		
Dogs attacking Postie. What further measures can be put in place? Further education and notices?	MCERS / Rangers	Ongoing
Laneway Closure Trialling – how is that tracking?	MCERS	At present laneway closures can only be offered where gates are installed. Further discussions on rolling out closures are taking place.

Council Meeting 22 May		
New survey methods at the VIC	VIC Mgr	Ongoing
Investigate ways to further reduce our electrical consumption, i.e. electricity audit.	XIE	Ongoing

Officer Abbreviation List

CEO	Chief Executive Officer	MCERS	Mgr Compliance Environment & Regulatory Services
COO	Chief Operating Officer (formerly DCCS)	MIE	Mgr Infrastructure & Environment
XCCD	Exec Mgr Corporate and Community Development	MVIC	Mgr Visitor Information Centre
MCFAS	Mgr Customer Finance Administration Services	CO	Communications Officer
XIE	Exec Mgr Infrastructure and Environment	EA	Executive Assistant
SO	Sustainability Officer	CLO	Community Liaison Officer


Staff Statistics – August (2018-2019 Financial Year.)

2018	Number of Permanent Employees	Total Hours Used	Total Days Lost	Total days lost per person
EXECUTIVE				
Sick/Family leave hours used	6	30.40	4.00	0.67
GOVERNANCE - Civic				
Sick/Family leave hours used	3	34.00	4.47	1.49
CORPORATE AND COMMUNITY DEVELOPMENT - Civic				
Sick/Family leave hours used	10	172.83	22.74	2.27
CORPORATE AND COMMUNITY DEVELOPMENT - Visitor Information Centre				
Sick/Family leave hours used	5	115.90	15.25	3.05
CORPORATE AND COMMUNITY DEVELOPMENT - Library				
Sick/Family leave hours used	5	42.50	5.59	1.12
INFRASTRUCTURE & ENVIRONMENT - Civic				
Sick/Family leave hours used	3	36.66	4.82	1.61
INFRASTRUCTURE & ENVIRONMENT - Depot				
Sick/Family leave hours used	11	27.95	3.68	0.33
INFRASTRUCTURE & ENVIRONMENT - Inspectorate				
Sick/Family leave hours used	2	4.60	0.61	0.30
INFRASTRUCTURE & ENVIRONMENT - Waste Management				
Sick/Family leave hours used	3	0.00	0.00	0.00
TOTALS	48	738.44	97.16	2.02



REPORT

Service Requests Completed
 Council completed ninety eight (98) service requests for the month August 2018. Thirty (30) are awaiting resolution.

Environment	Buildings/Facilities		Roads/Traffic/Parking		Inspectorate		Other Requests	
	Waste Management Transfer Station	Civic Centre	Licence/Permits – Road Events	Carparks	Abandoned Vehicle	Equipment Hire – Collars, Cages Etc	Street Lighting	5
Wheeler Bins	17				2			
Other Bins					2			
Domestic Rubbish Collection	1	Public Toilets	1	Road Opening/Closing (Telstra, Aurora etc)	18	Animal at Large		
Litter	6	Showgrounds	2	Road Opening/Closing – Footpath/Driveways	1	Animal Cruelty		
Hazardous Waste Disposal		Katherine East Community Centre		Street Signs	4	Animals – Lost and Found		
Mowing of Verges-Nature Strips-Ovals		Airport		Street – Road Cleaning	5	Animal Attack		
Street and Other Lighting		Visitor Information Centre		Permit to Work Within NT Government Road Reserve	1	Animal Menace		
Sprinklers and Watering	2	Parks & Cenotaph	2	Driveways	6	Animal Nuisance		
General		BMX		Road Maintenance	4	Miscellaneous		
Waste Disposal – Asbestos – Other		Lindsey Street Complex		Footpaths	4	Parking Control		
Weeds		Sportsground	3	Line Marking/Pavement Management		Unauthorised Camping		
Trees & Vegetation	2	General		Traffic Management	1	Overgrown/Unkempt Land		
Tenders/Quotations		Swimming Pool		Planning and Development	1	Dog Licence		2
Bores and Water Readings		Playgrounds and Equipment		Laneways		After Hours Callout		2
Waste Management Facilities		Skate Park		Bike Paths		Public Health Risk Activities		
Illegal Dumping	2	Hot Springs	1	Drains		Dangerous Animals		
Total	30	Total	8	Total	2	Total	49	9

REPORT

Complaints Received

Council received zero (0)* complaints for the month of August 2018.

Administration	August	FY
Elected Members	0	0
VIC	0	0
Management	0	0
Library	0	0
Rangers	0	0
Works	0	0

* Statistics compiled over the financial year.

Complaints Completed

Council completed zero (0)* complaints for the month of July 2018.

Administration	August	FY
Elected Members	0	0
VIC	0	0
Management	0	0
Library	0	0
Rangers	0	0
Works	0	0

* Statistics compiled over the financial year.

OFFICER RECOMMENDATION

That it be recommended to Council:

That the Chief Executive Officer Report for the month of August 2018 be received and noted.



Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Nil
Schedule of Attachments: Nil



REPORT

FOLDER: Local Governance / Council Meetings / Corporate and Community Development

MEETING: ORDINARY MEETING OF COUNCIL – 25 SEPTEMBER 2018

REPORT TITLE: CORPORATE AND COMMUNITY DEVELOPMENT REPORT FOR THE MONTH OF AUGUST 2018

Purpose of Report

To present the Report for Corporate and Community Development for the month of August 2018.

COUNCIL SERVICES SOFTWARE MIGRATION

August 2018 saw the introduction of a new operating system for local government functions, particularly in relation to property, animal and regulatory management. This is a part of a multi staged system changeover that will see increased effectiveness in all areas of Council and enable fast and more efficient provision of administrative services. Furthermore, the change will enable Council to improve the way it engages with the community whilst reducing administrative costs and the Council's environmental impact.

Stage 2 of this process is scheduled to commence in November 2018.

LIBRARY

Programs & Events

Program	Date & Time
Story Time	Wednesdays, 10.30am - 11am (ongoing)
Wriggle & Rhyme	Tuesdays, 9.30am – 10.00am (ongoing)
Wriggle & Rhyme	Thursdays, 10.30am - 11am (ongoing)
Science Week Special Story Time	15 August 2018
Visitors from Clyde Fenton Primary School	21 August 2018
Drawing Competition Event	24 August 2018
Movie Afternoon – Wall.E	31 August 2018

Displays

Name	Date
Science (Theme of the month)	1 – 31 August (Children's Area)
Children's Book Week "Find Your Treasure"	18 August 2018
Book of the Month	1 – 31 August 2018

Analysis / Comments

Science Week Special Story time was held in the Katherine Public Library on 15 August 2018. It was designed to celebrate Science Week where we read books based on the science theme. Craft for the story time was intended to show Newton's Third Law of Motion. Children made

rockets attached with balloons. The Science week story time was well attended by 19 children and 18 adults.

As part of Katherine Public Library's commitment to work in partnership with the local community and organisations, Katherine Public Library held an event for children from Clyde Fenton Primary School on 21 August 2018. 20 kids with their two (2) educators joined us for Wriggle and Rhyme. These kinds of visits provide an opportunity for the children to participate in the Libraries programs when other constraints might otherwise prevent them from being able to attend.

Katherine Public Library held a Drawing Competition on 24 August 2018. It was attended by 32 children and 25 adults. This event was in celebration of Children's Book Week where children had to draw their favourite book character. Entries were open for ages four (4) to 12 years.

We had Mr John Cleary (Casuarina Street Primary School Principal) and Mrs Tanya Lambert (Owner of Terrace Emporium) as judges of the competition. This competition assisted in providing a platform for young Artists and proved extremely successful.

Movie Afternoon – This month's movie was "Wall.E". Children quickly settled in with their bean bags and pillows. It was well attended by 12 kids and 6 adults.

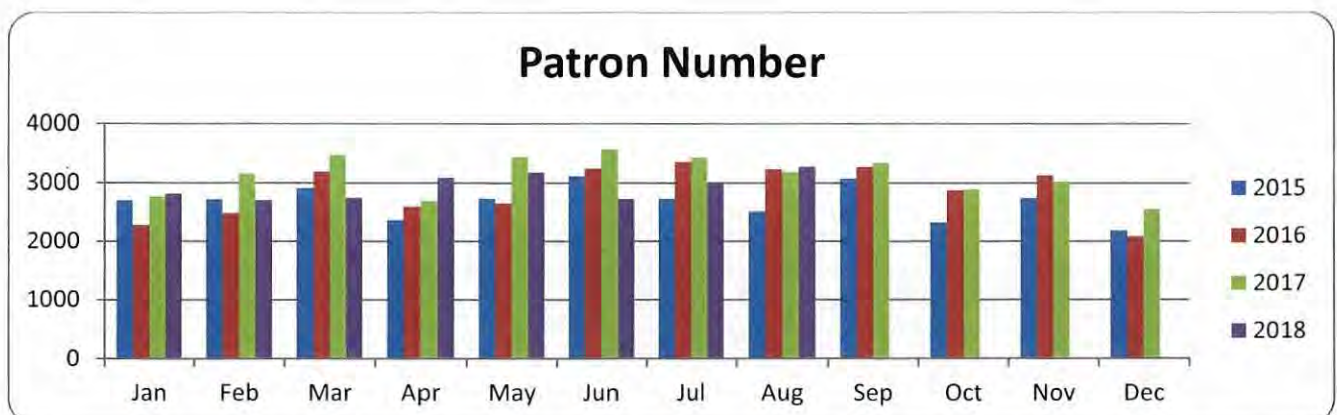
Attendance at the Library for the month of August 2018 has improved on July 2018.

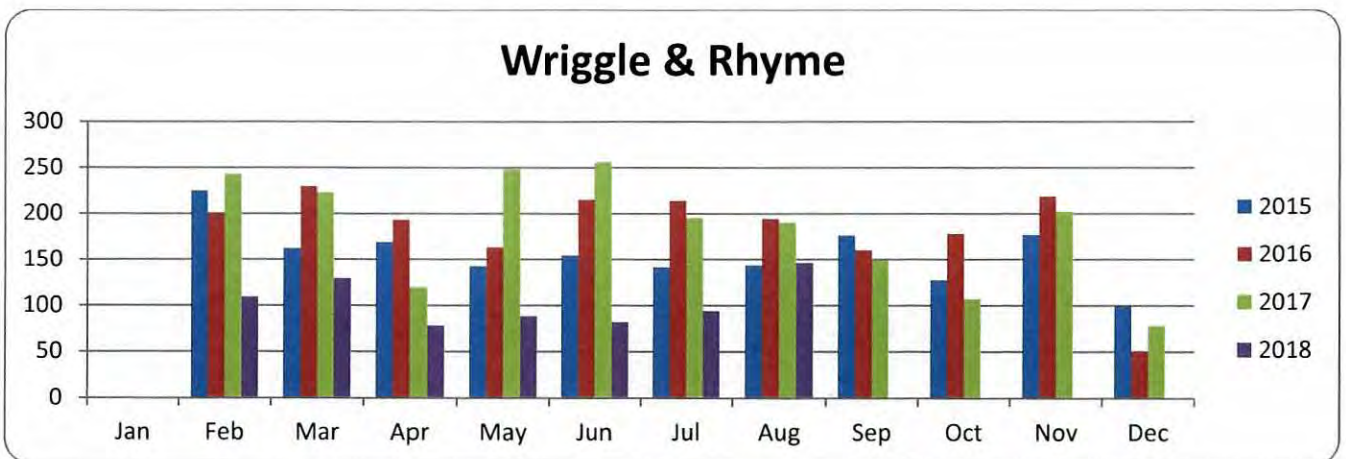
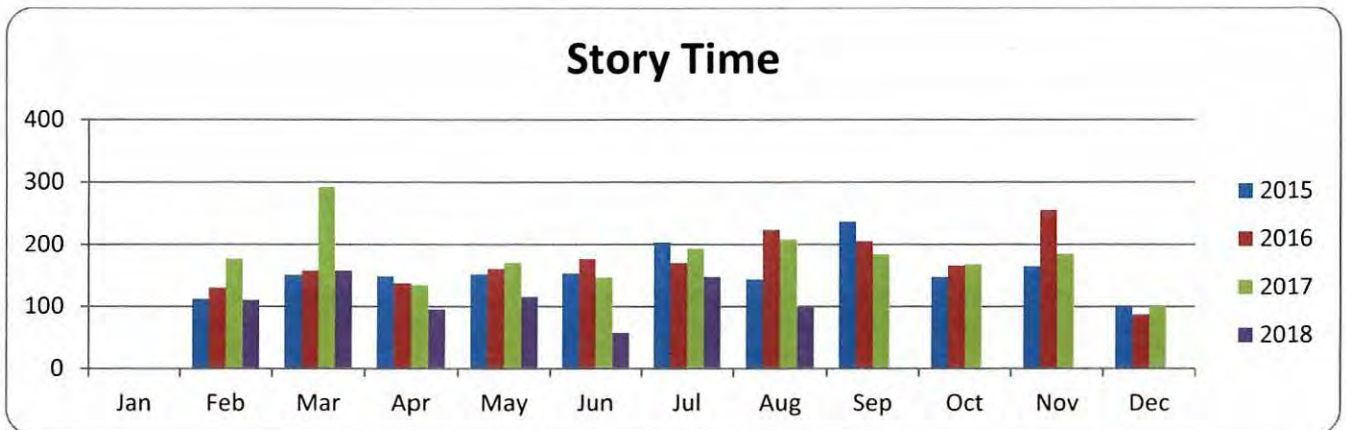
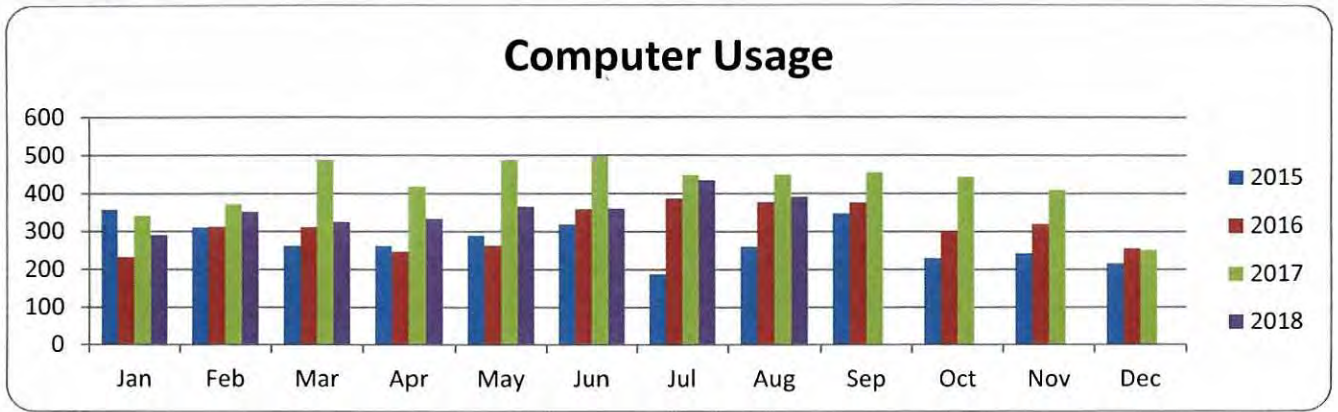
Wriggle & Rhyme attendance is still going well with numbers once again increasing after a mid year slump. Attendance numbers are still down on previous years however Library staff are continuing to work with other service providers offering similar programs to identify collaborative opportunities.

The library is still seeing declines in computer usage and Story Time numbers.

RECOMMENDATIONS

Due to the success of the Drawing Competition Katherine Public Library will explore opportunities to organise additional creative based competitions such as Dress Designing and Modern Art. Feedback from parents in attendance mentioned the competitions gave their children confidence in using their imagination, improved their skills and provided an activity away from mobile devices and technology.





KATHERINE VISITOR INFORMATION CENTRE (KVIC)

Feedback

- 179 visitors (1.2%) completed a customer service satisfaction survey. All the surveys (100%) rated the level of service and information as excellent.
- Three (3) Super Deed nominations were received.

Improvements

- Staff Meetings: After receiving a negative review on TripAdvisor the KVIC team reviewed and adjusted their approach to customer service, taking on board the feedback provided.

This approach has proved successful with the team remotivated and focused on providing a friendly and welcoming atmosphere at the KVIC.

- As the visitor numbers decrease, the KVIC team can spend more time with each customer to create fulfilled itineraries for the Top End will all information needed.
- Social Media: The KVIC's Social Media accounts, Facebook & Instagram, have been performing well with 630 & 915 followers respectively. Instagram has shown positive results with as many 5000 impressions (views) per photo and as many as 2000 visits to the @VisitKatherine account per week.

Analysis/Comment

Total sales for August 2018 was \$216,252, compared to August 2017 - \$209,041.50, an overall increase of 3.44%. This is just \$10,911.59 (4.8%) short of the record for August set in 2016.

Visitor numbers for August 2018, recorded on door counter were 14,844, a decrease of 27% on August 2017. As noted in the June & August 2018 reports this data is speculated not to be accurate. The new door counter for the verandah entry/exit is scheduled to be installed early October.

Further to the visitor numbers- increased temperatures towards the end of the month of August are speculated to have had an effect on visitor numbers.

Nitmiluk Tours was the biggest seller for the KVIC for the month of August 2018.

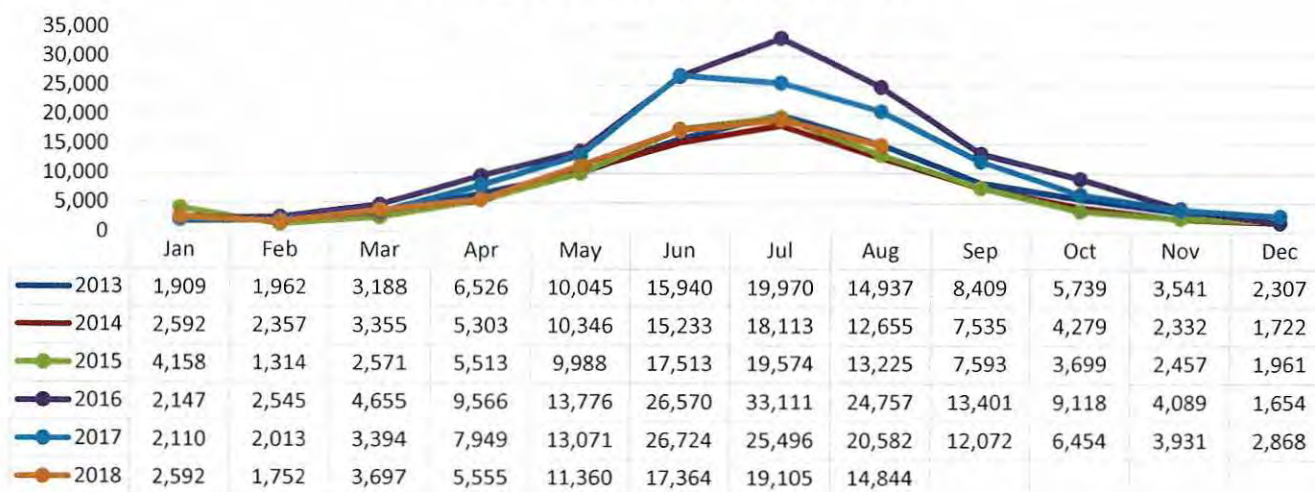
Value of Sales - Calendar Year



Average Sales Per Visitor



Number of Visitors - Calendar Year



OFFICER RECOMMENDATION

That it be recommended to Council:

That the Corporate and Community Services report for the month of August 2018 be received and noted.



Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Corporate & Community Development, Ms Rosemary Jennings
Schedule of Attachments: NIL

KATHERINE TOWN COUNCIL



REPORT

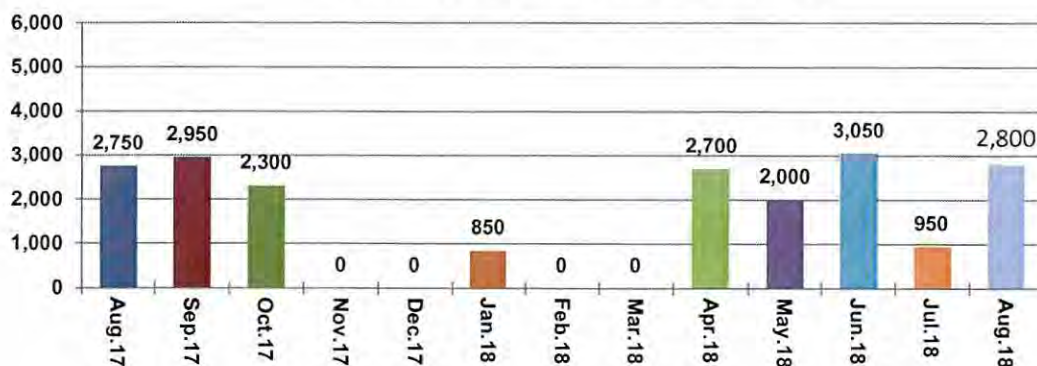
FOLDER: Local Governance / Council Meetings / Works & Services Reports
MEETING: ORDINARY MEETING OF COUNCIL – 25 SEPTEMBER 2018
REPORT TITLE: INFRASTRUCTURE & ENVIRONMENT SERVICES REPORT FOR THE MONTH OF AUGUST 2018

Purpose of Report

To inform Elected Members of tasks, activities and projects undertaken by the Environment & Infrastructure Services, during the month of August 2018.

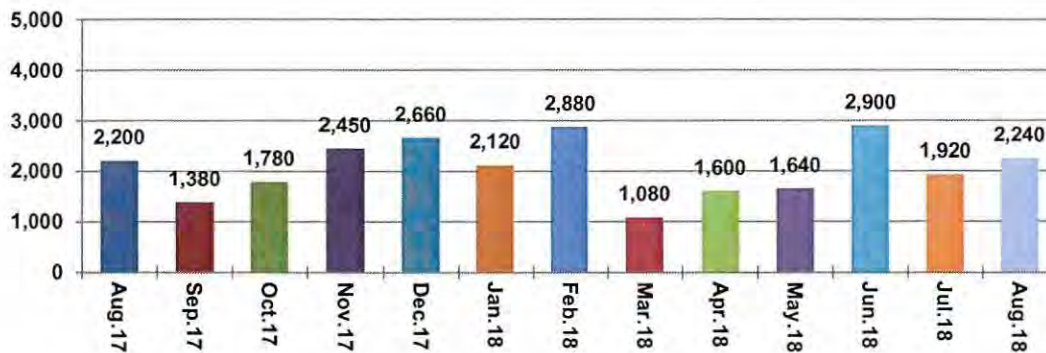
Facilities**Parks & Open Areas**

- Council staff continued with the Mosquito Monitoring Program.
- Council staff mowed North Parks, Styles Park and Rundle Park.
- Council staff pruned trees at Prior Park, Ryan Park and O'Shea Park.
- Council staff conducted general emu bobbing and irrigation repairs to CBD area.
- Council contractor McCoys Garden Engineering conducted maintenance to 15 high risk trees in De Julia Park.
- Council Staff replaced 56 broken, damaged and vandalised sprinkler components throughout the larger urban area. The total cost of these repairs and installations to date (2018/19 financial year) is \$3,750.00 when compared to \$6,400 in the same months of the 2017/18 financial year.

Monthly Sprinkler Replacement (\$)

- The Urban Litter Collection statistics are based on weights recorded over the weighbridge located at the Waste Management Facility and include refuse from areas throughout the broader urban area. Katherine Terrace is not included in these statistics. The total amount of litter collected by Council staff to date (2018/19 financial year) is 4,160kgs when compared to 3,740kgs in the same months of the 2017/18 financial year.

Monthly Urban Litter Collection (kg)



Katherine Sportsgrounds

- Council staff repaired fencing at Sportsgrounds.
- Council staff installed ramp at Oval 1.
- Council staff secured fence post at Don Dale Oval 2 frontage.

Katherine Showgrounds

- Council staff repaired and secured doors at Showgrounds after the break in incident.
- Council staff fitted lock to door on Agriculture Building.

Buildings

- Council staff mowed Civic Centre lawns.

Katherine Memorial Cemetery

- There were four (4) burials during the month of August 2018.
- Council staff mowed the cemetery lawns.

Waste Transfer Site

- Council depot staff have conducted degassing of refrigerators, freezers and air conditioners at the facility.

Katherine Civil Airport

- Council staff and contractor, RHADS Security, carried out daily serviceability inspections. No issues were found.
- Council contractor Arafura Street Sweeping carried out sweeping of the RPT and GA Aprons during the month of August 2018.
- Council staff conducted Airport clean up.

Road Reserves

Road Pavements

- Council contractor Arafura Site & Street Sweeping carried out the scheduled sweeping and kerbside spraying for the month of August 2018.
- Council contractor Downer Edi Works conducted shoulder repairs and widening to 3.3kms length of Gorge Road between Bullock Creek and Two Mile Creek including edge line marking and installation of reflective markers.

- Council contractor Downer Edi Works conducted full rehabilitation of 900m length of Florina Road “Lily Ponds”
- Council contractor Territory Roadmarking repainted two (2) pedestrian crossings into Tick Market on Lindsay and First Street.
- Council staff conducted the following works:
 - Repaired a pothole at First Street.
 - Installed Give Way Signs at Florina and Hendry Roads.
 - Repaired chevron signs at First and Giles Street Roundabout.
 - Slashed Bicentennial Road for fire breaks.
 - Mowed Railway Terrace area.
 - Pruned trees at Uralla Road.
 - Installed new children’s drop zone signs at Clyde Fenton School.
 - Repaired damaged path at boat ramp entrance at O’Shea Park.
 - Trimmed a tree on the corner of Giles and Fourth Street.

Personnel & Services

Community Events

- Council staff and contractors carried out various tasks in preparation for public hires/events held in several Council owned facilities during the month of August 2018.

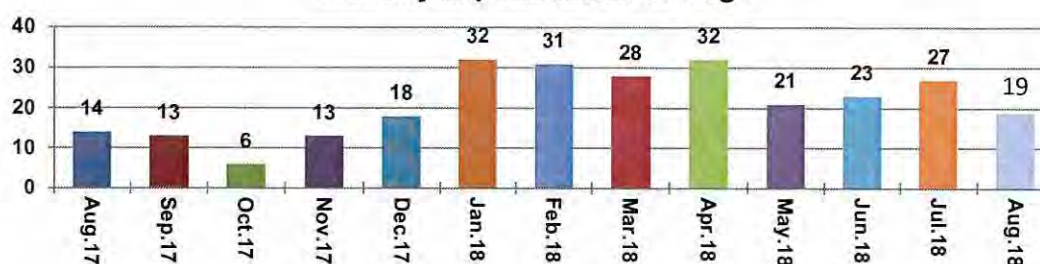
Building Activities within the Municipality

- Council considered the following number of planning applications during the month of August 2018:
 - 2 x Proposed Development Application
 - 1 x Variation of Development Application

Inspectorate Services

- Please refer to *Attachment A* for a full breakdown on the Regulatory Services conducted by Council Rangers over the month of August 2018.
- Council staff picked up illegal rubbish dumped at Shadforth Road.
- Pound Statistics for the month of August 2018 are as follows:
 - Six (6) dogs returned to their owners.
 - Eight (8) dogs euthanized.
 - 11 cats euthanized.
 - Five (5) dogs sent to NT Rehoming Group

Monthly Impoundment of Dogs



OFFICER RECOMMENDATION

That it be recommended to Council:

- That the report of the Infrastructure & Environment Services for the month of August 2018 be received and noted.



Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Infrastructure & Environment, Jamie Craven
Schedule of Attachments: Attachment A: Rangers Breakdown of Tasks – August 2018

RANGERS BREAKDOWN OF TASKS – AUGUST 2018

TASK		JOBS ATTENDED - JULY	JOBS ATTENDED - AUGUST	NOTES
INSPECTIONS:	HIRE FACILITIES	14	15	
	VACANT LOT / OVERHANGING TREES	0	14	
	AIRPORT	6	13	Serviceability inspections
	MOSQUITO	4	4	
	TOKEN BOX	5	3	
PUBLIC SPACES:	FACILITY INSPECTIONS	28	18	Public area inspections - mainly toilet facilities
	ILLEGAL CAMPING	9	2	Reduction in incidents due to extra patrols for the month
	GOODS STORED	0	1	
	LITTER	0	1	
	TIMED	0	2	
PARKING PATROLS:	CONTROLLED	54	62	
	ILLEGAL	35	17	Less incidents as tourist season slows down
	ABANDONED VEHICLE	6	3	
	IMPOUND / RELEASE	2	10	
	AT LARGE	55	48	Multiple visits required to dog's owners or to locate owners.
ANIMAL CONTROL:	BARKING	24	15	
	ATTACK	3	2	
	NUISANCE	9	1	
	POUND CLEANING	25	28	
	IMPOUND / RELEASE	19	17	
	REHOMING	11	4	
	OTHER ANIMALS	20	22	
ILLEGAL DUMPING:	DOMESTIC	2	8	
	COMMERCIAL	0	0	



REPORT

FOLDER: Local Governance / Council Meetings / Financial Report

MEETING: ORDINARY MEETING OF COUNCIL – 25 SEP 2018

REPORT TITLE: MONTHLY FINANCIAL REPORT – AUG 2018

Purpose of Report

To receive and note the monthly financial report prepared by the Corporate Services Team and to adopt various budget changes.

General

The Local Government (Accounting) Regulations 18 states:

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

OFFICER RECOMMENDATION

That it be recommended to Council:

That Council endorse the Financial Report for the month of AUG 2018.

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Management Accountant, Anish P. Antony

Schedule of Attachments: Financial Report Executive Summary
Statements of Budget Comparison
Cash and Investment Reports
Debtors Report
Payment Listings

Financial Report Executive Summary

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

● On track
 ● Monitoring
 ● Items to note

Summary

- The overall operating result to date, compared to budget is on track to meet forecast.
- Total Capital Grants for 2018-2019 FY was \$12.70M. This includes budgeted amount of \$780K and a budget variation of \$11.93 M which is carried forward from previous years. \$11.93 M mainly consists of Show Grounds - \$2M, Sports Grounds - \$4.4 M, CBD-\$5M, CBD Way finder - \$86K, Airport-\$292K, Sports Grounds- \$150K.
- Capital works on Florina and Gorge Road have completed to the value of \$608K which will be reflected in September financial report
- **Cash Position**
Cash position is strong with investment maturing to meet the timelines for the Show Grounds, Sports Ground and CBD Projects

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

Debtors Analysis

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

Debtors have shown an overall decrease of \$307 K at the end of Aug 2018.

	Jul-18	Aug-18
Rates debtors	409,456	378,416
Sundry debtors	418,457	63,608
Weighbridge debtors	187,581	266,667
Infringement - Animal	27,501	27,468
Infringement - Parking	11,072	10,863
Infringement - Litter/Camping	966	966
Total outstanding	1,055,033	747,987

Rates Debtors Analysis

Rates debtors have decreased by \$31K with \$378K still outstanding. Every reasonable effort is being made to recover all outstanding rates.

Sundry Debtors Age Analysis

The table below compares age analysis of current, 30 days, 60 days, 90 days and 120 days for the month of Aug 2018.

	Jul-18	Aug-18
Current	383,317	42,358
Over 30 days	3,794	6,971
Over 60 days	20,501	2,222
Over 90 days	6,633	3,731
Over 120 days	4,212	8,326
Total	418,457	63,608

Sundry Debtors have decreased by \$355K. This is mainly due to a payment of \$267K from Dept of Infrastructure for the Airport upgrade. Other collections also positively impacted the balance

Weighbridge Debtors Age Analysis

The table below compares age analysis of current, 30 days, 60 days, 90 days and 120 days for the month of Aug 2018.

	Jul-18	Aug-18
Current	141,563	170,016
Over 30 days	33,129	87,829
Over 60 days	5,872	1,858
Over 90 days	476	60
Over 120 days	6,540	7,024
Total	187,581	266,667

Weighbridge debtors have increased by \$80K during Aug-2018. Major invoices issued are \$16K to Cleanaway, \$11K to MT Bins, \$5K to Remote Civil, \$64K to NT land development

KATHERINE TOWN COUNCIL STATEMENT OF BUDGET ESTIMATE COMPARISON

As at 31 Aug 2018

	Original Budget	Budget Reviews	Revised Budget	Monthly Actual	YTD Actual	End of Year Forecast	Budget Variation
INCOME							
Rates and annual charges	8,234,326	-	8,234,326	3,871	71,118	8,234,326	
Statutory charges	61,200	-	61,200	3,405	17,924	61,200	
User charges	1,809,821	-	1,809,821	219,994	439,294	1,809,821	
Grants, subsidies and contributions	1,376,393	-	1,376,393	5,264	686,970	1,376,393	
Interest	395,555	-	395,555	241	200,381	395,555	
Reimbursements	88,473	-	88,473	5,169	6,446	88,473	
Other income	138,639	-	138,639	144	634	138,639	
Total operating income	12,104,407	-	12,104,407	238,086	1,022,005	12,104,407	-
EXPENDITURE							
Employee costs	4,479,149	-	4,479,149	335,906	746,559	4,479,149	
Materials, contracts and other expenses	5,722,933	-	5,722,933	328,421	496,106	5,722,933	
Total Operating Expenses	10,202,082	-	10,202,082	664,327	1,242,665	10,202,082	-
Operating surplus/(deficit) before depreciation	1,902,325	-	1,902,325	(426,241)	(220,660)	1,902,325	-
Depreciation	-	-	-	-	-	-	
Operating surplus/(deficit) before capital items	1,902,325	-	1,902,325	(426,241)	(220,660)	1,902,325	-
Net gain (loss) on disposal of assets	-	-	-	-	-	-	
Amounts received specifically for new or upgraded asset	780,376	11,928,525	12,708,901		12,708,901	12,708,901	11,928,525
Net operating surplus/(deficit)	2,682,701	11,928,525	14,611,226	(426,241)	12,488,240	14,611,226	11,928,525

KATHERINE TOWN COUNCIL CAPITAL INCOME & EXPENDITURE

As at 31 Aug 2018

	Original Budget	Budget Reviews	Revised Budget	Monthly Actual	YTD Actual	End of Year Forecast	Budget Variation
Sources of capital funding							
General revenue used for capital purposes	2,611,400	-	2,611,400	65,022	67,228	2,611,400	-
Other capital revenue sources:							
Proceeds from sale of capital assets							
Grants and subsidies	780,276	11,928,525	12,708,801	1,140	297	12,708,801	11,928,525
Transfers from internally restricted funds	2,584,963		2,584,963		2,150	2,584,963	
Total capital funding	5,976,639	11,928,525	17,905,164	66,162	69,676	17,905,164	11,928,525
Application of capital funding							
Non current capital assets:							
Buildings and other structures	998,590		998,590		2,150	998,590	-
Plant and machinery	459,389		459,389	6,236	6,236	459,389	
Infrastructure assets	3,616,787	11,928,525	15,545,312	46,495	45,949	15,545,312	11,928,525
Improvements	820,273		820,273	11,195	11,195	820,273	-
Furniture and equipment	81,600		81,600	2,236	4,145	81,600	
Total	5,976,639	11,928,525	17,905,164	66,162	69,676	17,905,164	11,928,525
Brought forward amounts							
Total capital expenditure	5,976,639	11,928,525	17,905,164	66,162	69,676	17,905,164	11,928,525

CASH AND INVESTMENTS
31 August 2018

	\$
Commonwealth Bank	28138
	<u>28138</u>

Balance as per bank statement, 31 Aug 2018
Plus net outstanding deposits/(withdrawals)
Adjusted cash at bank balance, 31 Aug 2018

INVESTMENTS

FINANCIAL INSTITUTION	PRINCIPAL \$	INTEREST RATE %	EFFECTIVE DATE	MATURITY DATE	FINANCIAL INSTITUTION TOTALS \$	% FINANCIAL INSTITUTION
Commonwealth Bank	1,305,231		on call	on call	1,305,231	4.72%
AMP	1,003,159		on call	on call		
AMP	2,000,000	2.65	20-Feb-18	19-Nov-18	3,003,159	10.87%
NAB	5,500,000	2.70	11-Jul-18	9-Oct-18	5,500,000	19.91%
Bendigo	5,000,000	2.75	10-Jul-18	7-Nov-18	5,000,000	18.10%
Westpac Bank	1,000,000	2.70	6-Nov-17	6-Nov-18		
Westpac Bank	5,635,993	2.63	22-Nov-17	22-Nov-18		
Westpac Bank	2,011,501	2.64	26-Feb-18	26-Feb-19		
Westpac Bank	2,304,240	2.70	6-Nov-17	6-Nov-18		
Westpac Bank	1,870,466	2.70	22-Feb-18	22-Feb-19	12,822,200	46.41%
Total Investments					<u>27,630,590</u>	100.00%
TOTAL FUNDS (incl internally restricted funds)					<u>27,658,728</u>	

Katherine Town Council EFT Payment Listing For the Month of August 2018				
Date	Ref No	Payee	Description	Amount
1-Aug-18	1624/3733-01	Aldermen M Hurley	Alderman allowances - Jul 2018	1,293.33
1-Aug-18	1624/3726-01	Mr J R Zellely	Alderman allowances - Jul 2018	1,293.33
1-Aug-18	1624/3732-01	Mr J Raynor	Alderman allowances - Jul 2018	1,293.33
1-Aug-18	1624/3319-01	Mr P Gazey	Alderman allowances - Jul 2018	1,293.33
1-Aug-18	1624/1835-01	Mrs C F Miller	Ald/Mayor Allowances	7,758.66
1-Aug-18	1624/2644-01	Mrs E W Clark	Ald/Mayor Allowances	1,293.33
1-Aug-18	1624/1055-01	Ms T T Coutts	Deputy Mayoral Allowances - Jul 2018	1,940.00
2-Aug-18	1625/1002-01	Katherine Town Council Social Club	Payroll Deduction	302.55
2-Aug-18	1625/3206-01	RemServ	Payroll Deduction	2,281.10
3-Aug-18	1626/2943-01	Adelaide River Cruises	VIC bookings	157.50
3-Aug-18	1626/2746-01	Anglicare NT	Refund of facility deposit	520.00
3-Aug-18	1626/312-01	Astral Contracting	Repairs to Male Toilets - VIC	110.00
3-Aug-18	1626/1314-01	Bishdun Pty Ltd trading as Nighthaw	3xFreight services from Darwin	72.60
3-Aug-18	1626/1888-01	Car Parts	Supply 3xSticks Dry Lube - Depot	9.10
3-Aug-18	1626/2475-01	Central Motors	Refunding Overpaid Dump Fees	19.76
3-Aug-18	1626/782-01	Civica Pty Ltd	Authority Managed Services - Aug 2018	9,117.37
3-Aug-18	1626/3538-01	Darwin in the Wet	3XDarwin in the Wet Books - VIC Merchandise	62.85
3-Aug-18	1626/3511-01	Department of Attorney-General and	FRU Fines Enforcement Fee - Apr - Jun 2018	242.00
3-Aug-18	1626/2045-01	Dollars & Sense	Supply items - Doggy Day	197.53
3-Aug-18	1626/3442-01	eMerge IT Solutions Pty Ltd T/As No	Supply PCs, Monitors for New Staff, Library, Point to Point Data connections - Jun 18, Nomad Monthly service Fee - CC	6,086.74
3-Aug-18	1626/1944-01	Environment Centre NT	Supply 2xGuide to Wildlife books - VIC Merchandise	92.40
3-Aug-18	1626/3428-01	Everlon Bronze	Supply 1xPlaque	275.00
3-Aug-18	1626/2269-01	Gagudju Lodge Cooida	VIC bookings	9,655.62
3-Aug-18	1626/461-01	Hire Power NT	Supply 1x140amp Caddy Welder- Showground	154.00
3-Aug-18	1626/91-01	Hohns	Supply 1xDrum Funnel - Airport	565.07
3-Aug-18	1626/3394-01	HWL Ebsworth Lawyers	Professional Services to 30/07/18 - Rates Declaration	693.00
3-Aug-18	1626/2919-01	Integrated Land Information System	10X Land Title Search Services	274.00
3-Aug-18	1626/3829-01	Integrated Metal services	Refunding Overpaid Dump Fees	36.78
3-Aug-18	1626/2277-01	Kakadu Air Services P/L	VIC bookings	437.50
3-Aug-18	1626/74-01	Katherine High School	Refunding Overpaid Dump Fees	125.00
3-Aug-18	1626/835-01	Katherine Mitre 10	Supply Cooler jug	47.45
3-Aug-18	1626/626-01	Katherine Office Supplies	Supply Dairy, Pens	36.98
3-Aug-18	1626/3366-01	Katherine Outback Experience	VIC bookings	927.50
3-Aug-18	1626/1818-01	Katherine Toyota	Battery - HILUX-CC13SW -CEO's car	735.87
3-Aug-18	1626/3795-01	Katherine Traffic Control	Traffic Management for Katherine Show	3,226.30
3-Aug-18	1626/3353-01	Lake Argyle Tours & Cruises	VIC Bookings - 12663	717.50
3-Aug-18	1626/3527-01	LOGIQC Pty Ltd	Monthly Subscription - Jul 18	378.40
3-Aug-18	1626/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	770.00
3-Aug-18	1626/3474-01	Mr G W Cooper	Reimburse for Ochre Card - Staff	70.00
3-Aug-18	1626/3830-01	Mr P Schubert	Consultancy Services - 09/07/18 to 19/07/18	5,940.00
3-Aug-18	1626/3131-01	Neopost Australia Pty Ltd	Supply 2xInk Catridges for Franking machine	858.00
3-Aug-18	1626/2409-01	Nitimluk Tours	VIC bookings	21,698.77
3-Aug-18	1626/2750-01	North Australian News Pty Ltd	Advertisements	4,309.83
3-Aug-18	1626/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	1,413.13
3-Aug-18	1626/212-01	RJ Motors	Battery condition report for for Isuzu Truck and rego check for Polaris	115.50
3-Aug-18	1626/226-01	Rowlands Quarry	Supply 30xTrailers cover material	2,137.08
3-Aug-18	1626/2951-01	Spectacular Jumping Crocodile Cruise	VIC bookings	323.76
3-Aug-18	1626/653-01	Sully Pty Ltd formerly trading as	Assessment of 100 Trees - Sportsground, DeJulia Park, Setup NEMUS Database & training as per municipal plan	10,450.00
3-Aug-18	1626/3088-01	Territory Debt Collectors	Listing Fees	33.00
3-Aug-18	1626/2001-01	Territory Springwater Pty Ltd T/A P	Rental of Water Cooler-Jul 18 to Jun 19	154.00
3-Aug-18	1626/2156-01	Thomson Legal & Regulatory Limited	Software FBT Licence - 24/07/18 to 23/07/19	1,004.73
3-Aug-18	1626/263-01	Top News	Newspapers - CC - 2018/19 - Jul 2018	921.86
3-Aug-18	1626/630-01	Woolworths Limited	Supply Water - WMF	124.68
7-Aug-18	1627/2516-01	AGEST	Superannuation-July-18	11,639.59
7-Aug-18	1627/2626-01	AMIST Superannuation	Superannuation- July-18	1,189.28
7-Aug-18	1627/3108-01	ANZ One Path Superannuation	Superannuation-July-18	2,477.16
7-Aug-18	1627/2686-01	BT Super for Life	Superannuation-July-18	2,076.01
7-Aug-18	1627/2549-01	CBUS	Superannuation-July-18	2,641.03
7-Aug-18	1627/2470-01	Hesta Super Fund	Superannuation-July-18	2,054.03
7-Aug-18	1627/2576-01	Host Plus Superannuation	Superannuation-July-18	6,304.51
7-Aug-18	1627/3140-01	IOOF- Pursuit Select Personal	Superannuation-July- 18	153.27
7-Aug-18	1628/2133-01	Katherine Ice Supplies	Supply Ice blocks	120.00

**Katherine Town Council
EFT Payment Listing
For the Month of August 2018**

Date	Ref No	Payee	Description	Amount
7-Aug-18	1627/2638-01	MLC Super Fund	Superannuation-July-18	1,406.93
7-Aug-18	1627/2554-01	MTAA Super	Superannuation-July-18	340.19
7-Aug-18	1627/3496-01	National Mutual Retirement Fund	Payroll Deductions	864.18
7-Aug-18	1627/2389-01	Rest Superannuation	Superannuation-July-18	5,870.48
7-Aug-18	1627/65-01	State-wide Super	Payroll Deductions	16,132.34
7-Aug-18	1627/2634-01	Sun super	Superannuation-July-18	597.60
7-Aug-18	1627/3828-01	Tasplan	Superannuation-July-18	3,275.60
7-Aug-18	1628/1018-01	Telstra	Telephone - July 18	5,785.51
7-Aug-18	1627/2941-01	UniSuper	Superannuation-July-18	708.78
10-Aug-18	1629/2287-01	Anbinik Kakadu Resort	VIC bookings	437.50
10-Aug-18	1629/3800-01	Aquenta - A Jacobs Company	Cost of replacing Guardrail on Florina Road	1,254.00
10-Aug-18	1629/312-01	Astral Contracting	Inspect/Repair Big Bore - Showgrounds	810.56
10-Aug-18	1629/2506-01	Book Easy Australia Pty Ltd	Book easy Fees - 2018/19 - Jul 2018	1,340.83
10-Aug-18	1629/3832-01	Chalvido Pty Ltd T/S Mahogany Bar &	Senior Citizen Morning Tea - 50 People	850.00
10-Aug-18	1629/383-01	Colemans Printing Pty Ltd	2xPVC Mounted Signs Map, 1xCBD Map	275.00
10-Aug-18	1629/3043-01	E.E. Muir & Sons Pty Ltd	Supply Weed supplies - Depot	445.50
10-Aug-18	1629/3442-01	eMerge IT Solutions Pty Ltd T/As No	New Printer, iPads - VIC, Meter Reads, Network Management Fee, Point to Point Data Connections , Hosting Services - Jul 18	10,896.27
10-Aug-18	1629/412-01	Gagudju Crocodile Holiday Inn	Accommodation	733.24
10-Aug-18	1629/2269-01	Gagudju Lodge Cooida	VIC bookings	80.50
10-Aug-18	1629/1692-01	Ibis Styles Katherine	VIC bookings	288.75
10-Aug-18	1629/3173-01	Institute of Public Works Engineering	NAMS Plus Subscription Fee - 01/07/18 -30/06/2019	814.00
10-Aug-18	1629/2277-01	Kakadu Air Services P/L	VIC bookings	262.50
10-Aug-18	1629/2900-01	Kakadu Cultural Tours	VIC bookings	955.50
10-Aug-18	1629/2512-01	Katherine Aviation Pty Ltd	VIC bookings	682.50
10-Aug-18	1629/3614-01	Katherine Mini Excavations	Fill Potholes front of Showgrounds	1,531.54
10-Aug-18	1629/835-01	Katherine Mitre 10	Supply 6x30Kg Speed Set(Signs), 4x150m Padbolts,10xbags of Cement	385.55
10-Aug-18	1629/3130-01	Katherine Motel	VIC bookings	105.00
10-Aug-18	1629/626-01	Katherine Office Supplies	Stationery supplies, diary for Works Department	46.46
10-Aug-18	1629/3366-01	Katherine Outback Experience	VIC bookings	367.50
10-Aug-18	1629/1818-01	Katherine Toyota	Supply Parts to John Deere Mower	341.65
10-Aug-18	1629/3502-01	Kleen Yards Katherine	Supply materials - Sportsground	414.70
10-Aug-18	1629/144-01	Macs Hire	Supply 4xFlagging Tape - Territory Day	63.10
10-Aug-18	1629/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	140.00
10-Aug-18	1629/3833-01	Mr A P Antony	Uniforms Reimbursement - Staff	244.45
10-Aug-18	1629/2409-01	Nitmiluk Tours	VIC bookings	66,843.05
10-Aug-18	1629/1702-01	North Australian Helicopters Pty Lt	VIC bookings	1,826.57
10-Aug-18	1629/3834-01	NT Trailers	Cost of new Trailer -70% of the cost	6,860.00
10-Aug-18	1629/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	319.38
10-Aug-18	1629/2721-01	Rhads Security	Security Service for July 2018	3,882.73
10-Aug-18	1629/2222-01	SecurePay Pty Ltd	Web Payments - Post-paid Plan 2 - 2018/19 - Jul 18	27.78
10-Aug-18	1629/2223-01	TBM Installations	A/C Repairs at Depot - 05/10/17	121.00
10-Aug-18	1629/3831-01	TIO	Insurance Excess Claim - low level boom gate closed on third party's vehicle	5,000.00
10-Aug-18	1629/2923-01	Top Didj & Art Gallery	VIC bookings	82.25
10-Aug-18	1629/3812-01	Tyre Power	Supply 3x Tyres for the plants -Mower, Tipping Trailer	408.50
10-Aug-18	1629/630-01	Woolworths Limited	Supplies for School Holiday Program	58.09
10-Aug-18	1629/71-01	YMCA of the Northern Territory Ltd	T18-08 Aquatic Centre Management - 2018/19 - Jul 18	27,010.00
15-Aug-18	1630/3206-01	RemServ	Payroll Deduction	2,281.10
17-Aug-18	1631/3836-01	AAA Charter Pty Ltd	VIC bookings	420.00
17-Aug-18	1631/2287-01	Anbinik Kakadu Resort	VIC bookings	393.75
17-Aug-18	1631/312-01	Astral Contracting	Water Leak Repair at Roney Park, Connect Water to Showground Camp Bollards at Fence	2,629.33
17-Aug-18	1631/911-01	Australian Airports Association	Annual Membership - 2018/19	2,255.00
17-Aug-18	1631/2330-01	Aviair Pty Ltd	VIC bookings	831.25
17-Aug-18	1631/1255-01	Benash Maintenance Services	Upgrade Security System at kath Pool, Security Monitoring Fees - Jul 18	5,526.90
17-Aug-18	1631/729-01	BOC Gases Australia Limited	Hire of Gas Containers - 2018/19 - Jul 18	266.17
17-Aug-18	1631/3793-01	Building Approvals NT	Building & Occupancy permit for Hot springs	2,662.00
17-Aug-18	1631/1888-01	Car Parts	Supply accessories for New Hustler	196.30
17-Aug-18	1631/638-01	Cavs Mowing & Tree lopping Service	Trimming of trees ID 60 & 62 - Sportsground, 1xTrees at Sportsground, Remove Dead Tree at Hot Springs adjacent	4,097.50
17-Aug-18	1631/1701-01	Charles Darwin University	5xStaff Training - Chainsaw Maintenance, Cert 4 in Business	1,670.00
17-Aug-18	1631/383-01	Colemans Printing Pty Ltd	5000 DL A3 Pamphlet School Holiday Program	1,655.50
17-Aug-18	1631/3442-01	eMerge IT Solutions Pty Ltd T/As No	Supply 1xConnector HDMI - CEO's Computer	19.00
17-Aug-18	1631/3253-01	HeliSpirit	VIC bookings	1,503.25

**Katherine Town Council
EFT Payment Listing
For the Month of August 2018**

Date	Ref No	Payee	Description	Amount
17-Aug-18	1631/1692-01	Ibis Styles Katherine	VIC bookings	288.75
17-Aug-18	1631/97-01	Imparja Television	Advertising - Impart, Gem, Go	632.50
17-Aug-18	1631/835-01	Katherine Mitre 10	Supply 1xBox ear plugs - Depot, BBQ Cleaner, pipe, claps, Gift Card for Staff	333.64
17-Aug-18	1631/3130-01	Katherine Motel	VIC bookings	126.88
17-Aug-18	1631/626-01	Katherine Office Supplies	Printing & Stationery supplies - Admin	330.36
17-Aug-18	1631/3366-01	Katherine Outback Experience	VIC bookings	1,102.49
17-Aug-18	1631/3502-01	Kleen Yards Katherine	Empty Septic (Trenches & Tanks)-Kath airport	996.00
17-Aug-18	1631/3353-01	Lake Argyle Tours & Cruises	VIC bookings - 12803	315.00
17-Aug-18	1631/144-01	Macs Hire	SupplyX12 Pair Gloves	95.70
17-Aug-18	1631/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	420.00
17-Aug-18	1631/2726-01	Mrs C A Kerr	Meals allowance for staff: Library staff	149.40
17-Aug-18	1631/3786-01	Mrs R Bala	Meals allowance for staff: Library staff	149.40
17-Aug-18	1631/2409-01	Nitmiluk Tours	VIC bookings	37,469.11
17-Aug-18	1631/1702-01	North Australian Helicopters Pty Lt	VIC bookings	2,940.00
17-Aug-18	1631/3837-01	Outback Floatplane Adventures Pty L	VIC bookings	1,706.25
17-Aug-18	1631/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	1,041.25
17-Aug-18	1631/3443-01	Pine Creek Railway Resort	VIC bookings	148.75
17-Aug-18	1631/3738-01	Pritchard Francis Consulting	Riverbank path upgrade options study - Invoice 1	709.50
17-Aug-18	1631/3500-01	Puma Energy Australia Fuels Pty Ltd	Diesel for Dump - Aug 18	4,076.66
17-Aug-18	1631/215-01	Raeco	Supply Book guards - Library	266.20
17-Aug-18	1631/2950-01	Remote Civil Pty Ltd Rural & Remote	Construction of 16 bay indented parking on Third Street	49,889.95
17-Aug-18	1631/219-01	Repco	Supply 12xLiquid Soap - VIC	197.21
17-Aug-18	1631/212-01	RJ Motors	Repair /Replace John Deere Rear seal - CA95HJ, Service Trashcavator 250 Hrs, 90K service for Kia Sorrento, Rego Check for Isuzu Tipper Truck, Toyota Hilux - CA88GT	1,424.31
17-Aug-18	1631/3838-01	Sealink Northern Territory	VIC bookings	931.00
17-Aug-18	1631/2056-01	St Andrews Serviced Apartments	VIC bookings	962.50
17-Aug-18	1631/3577-01	Territory Jerky Pty Ltd	VIC Merchandise	194.00
17-Aug-18	1631/1737-01	Territory Roadmarking Pty Ltd	Weekly Hire of 2xVMB signs for Kath Show	1,000.00
17-Aug-18	1631/2887-01	Territory Rural	Supply Toilet Paper,Paper Towels - CC, WMF, Weed Supplies, Garbage Bags for Depot, Dog Food for Pound	890.63
17-Aug-18	1631/2923-01	Top Didj & Art Gallery	VIC bookings	320.24
17-Aug-18	1631/2924-01	Wetland Explorer Cruises	VIC bookings	140.00
17-Aug-18	1631/3385-01	Wright Express Australia Pty Ltd	Puma Fuel Card - Jul 2018	283.69
17-Aug-18	1631/3835-01	Yeeda Kimberley Tours Pty Ltd	VIC bookings	914.37
24-Aug-18	1633/3836-01	AAA Charter Pty Ltd	VIC bookings	420.00
24-Aug-18	1633/2509-01	AAT Kings	VIC Bookings - 6989419	490.87
24-Aug-18	1633/3524-01	All Style Custom Cakes	1xFresh Native Wreath - Vietnam Veteran's day	120.00
24-Aug-18	1633/3153-01	Arafura Blue Water Charters	VIC bookings - 6961581	446.25
24-Aug-18	1633/3643-01	Arnhem Bushtucker	VIC Mecerchandise - 28/07/18	25.00
24-Aug-18	1633/312-01	Astral Contracting	Repair Pump Float Switch - Vandals - Sportsground	468.23
24-Aug-18	1633/3372-01	AutoPro Katherine NT	Supply 2xBatteries for Isuzu Truck	313.90
24-Aug-18	1633/3688-01	Avanser Pty Ltd	Inbound Rental - VIC - 2018/19 - Jul 18	33.00
24-Aug-18	1633/2330-01	Aviair Pty Ltd	VIC bookings	663.25
24-Aug-18	1633/682-01	Beagle Motor Inn (Westward Bound Pt	VIC bookings	122.50
24-Aug-18	1633/1255-01	Benash Maintenance Services	Monthly FIPI Maintenance -Airport & CC - Jul 18	121.00
24-Aug-18	1633/3051-01	Binjari Community Aboriginal Corpor	Delivery of muncipal services - 2018/19 - Jul 18, Aug 18	16,175.68
24-Aug-18	1633/2302-01	Coalface Software Solutions	NT Annual Financial statements - 2018	1,540.00
24-Aug-18	1633/3817-01	Comcat	Install Air Band Radio	1,049.82
24-Aug-18	1633/2232-01	CSA Contracting (NT) Pty Ltd	1xBattery for TRL4, 1xBattery for Diesel Tank	675.50
24-Aug-18	1633/3664-01	CSE Crosscom Pty Ltd	Supply 1xAirband Radio&Antenna - Airport	2,716.54
24-Aug-18	1633/3745-01	CSG Business Solutions Pty Ltd	Retail Display Carepack,VMR - 2018/19 - Jul 18	235.40
24-Aug-18	1633/2933-01	Darwin Boomerang Motel & Caravan Pa	VIC bookings	120.75
24-Aug-18	1633/773-01	Department of Defence	Rent - Aug 18	275.00
24-Aug-18	1633/3373-01	Discovery Holiday Parks Darwin	VIC bookings	45.50
24-Aug-18	1633/3413-01	EASA	5XEAP Counselling Sessions - July 2018	987.35
24-Aug-18	1633/3442-01	eMerge IT Solutions Pty Ltd T/As No	Installation of purchase of SSD for Laptop, Nomadnet Monthly Fees - Jul 18	434.00
24-Aug-18	1633/3840-01	Employsure Pty Ltd	HR & WHS Consultancy 02/08/18 -02/08/19	8,752.75
24-Aug-18	1633/81-01	Furniture Discounts	Supply Boiling water Urn - Depot	359.00
24-Aug-18	1633/2269-01	Gagudju Lodge Cooinda	VIC bookings	147.00
24-Aug-18	1633/414-01	Hastings Deering (Australia) Limite	Supply 2xService Kits for Track loader	164.11
24-Aug-18	1633/3253-01	HeliSpirit	VIC bookings	12,276.24
24-Aug-18	1633/3467-01	Hema Maps Pty Ltd	Supply Maps - VIC Merchandise	1,469.18
24-Aug-18	1633/461-01	Hire Power NT	Supply 2.6T - WMF	352.00
24-Aug-18	1633/3166-01	Horizontal Falls Seaplane Adventure	VIC bookings	23,319.00
24-Aug-18	1633/3819-01	Inwinconsult Pty Ltd	Site Inspection - Kath Hotsprings Walkway	660.00
24-Aug-18	1633/2277-01	Kakadu Air Services P/L	VIC bookings	1,312.50
24-Aug-18	1633/2339-01	Kakadu Lodge	VIC bookings	708.75
24-Aug-18	1633/2891-01	Kakadu National Park	Kakadu passes for July 2018	54,131.00
24-Aug-18	1633/120-01	Katherine & District Show Society	Reimbursement for repairs to to doors @G	460.00

**Katherine Town Council
EFT Payment Listing
For the Month of August 2018**

Date	Ref No	Payee	Description	Amount
24-Aug-18	1633/835-01	Katherine Mitre 10	Supply 2x5Lt Hydraulic Acid - Cemetery, PPE for Depot, Materials for Sportsground, 4xBags Concrete, 2xPaint Rollers for Play Park	552.27
24-Aug-18	1633/626-01	Katherine Office Supplies	Printing & Stationery supplies - CC	47.15
24-Aug-18	1633/3366-01	Katherine Outback Experience	VIC bookings	839.99
24-Aug-18	1633/968-01	Katherine Sign Management	Supply 12x signs - Dropoff Signs, No stopping	882.00
24-Aug-18	1633/1959-01	Manbulloo Homestead	VIC bookings	288.75
24-Aug-18	1633/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	628.00
24-Aug-18	1633/3808-01	McKenzie Partners	Facebook - External Ads - June 2018 - VIC	3,427.78
24-Aug-18	1633/3830-01	Mr P Schubert	Consultancy Services from 07/08/18 to 16/08/18	2,640.00
24-Aug-18	1633/3772-01	Mrs K Hoffman	Reimbursement for Books Purchase - Library for the Staff	40.00
24-Aug-18	1633/2409-01	Nitmiluk Tours	VIC bookings	16,642.87
24-Aug-18	1633/2750-01	North Australian News Pty Ltd	School Holiday Program - Inserts - Library	3,922.47
24-Aug-18	1633/3647-01	NT Geotechnics	Hot Springs slope stability analysis	9,708.00
24-Aug-18	1633/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	472.50
24-Aug-18	1633/3544-01	Pivotal Satellite Pty Ltd	Satellite Phone - WMF Coordinator - Jul 18	15.00
24-Aug-18	1633/209-01	Power Projects	Investigate & Repair St Lights - Pearce St, Quinn St	1,468.50
24-Aug-18	1633/2954-01	Queensberry Information Technology	Annual Secure Pay Fee - 01/09/17 - 31/08/19	495.00
24-Aug-18	1633/211-01	R&M Motorcycle Repairs	1xEyewear Goggles - Depot	35.00
24-Aug-18	1633/2963-01	Reedy & Co Pty Ltd formerly T/A To	iPhone 7 Front Panel Replacement - VIC	195.00
24-Aug-18	1633/226-01	Rowlands Quarry	Supply cover materials (Fill)	4,195.75
24-Aug-18	1633/3521-01	Tatiana Enterprises Pty Ltd T/A Pea	5xMonthly Multi point SEO - Aug 18	1,100.00
24-Aug-18	1633/2789-01	Territory Uniforms	Supply Uniforms - Staff - 17/08/18	423.95
24-Aug-18	1633/2923-01	Top Didj & Art Gallery	VIC bookings	65.62
24-Aug-18	1633/262-01	Top End Rural Services	Irrigation Supplies - BMX Sports	364.35
24-Aug-18	1633/2659-01	Tourism Top End	ATAP NT Star Rating Renewal - 2018	289.00
24-Aug-18	1633/1712-01	Transpacific Cleanaway Pty Ltd	Garbage collection fee for July 2018	31,453.25
24-Aug-18	1633/264-01	Travel North	VIC bookings - 6628938	973.87
24-Aug-18	1633/2266-01	Triple J Tours	VIC bookings	765.65
24-Aug-18	1633/3812-01	Tyre Power	Supply 4xTyres & Fitting, Alignment- Mayor's Car	1,358.00
24-Aug-18	1633/2658-01	United Card Services Pty Ltd	Fuel Cards - July 2018	3,526.04
24-Aug-18	1633/630-01	Woolworths Limited	Doggy Day Items, Kitchen Supplies for Depot, Library, Food supplies for 2xStaff farewell, MIS meeting, Farewell Gift Card for Staff from KTC	728.08
29-Aug-18	1634/3833-01	Mr A P Antony	Meal allowance for staff Training at Alice springs	290.45
29-Aug-18	1634/3705-01	Ms S Crammond	Reimbursement for EMIS Food platter	82.19
31-Aug-18	1635/3764-01	A 'taste' of Katherine NT	Supply Jam - VIC Merchandise	90.00
31-Aug-18	1635/3733-01	Aldermen M Hurley	Alderman Allowances - Aug 18	1,293.33
31-Aug-18	1635/2287-01	Anbinik Kakadu Resort	VIC bookings	463.75
31-Aug-18	1635/3447-01	Arafura Site & Street Sweeping	Urban & Industrial St Sweeping -2018/19 - Aug 18	9,639.73
31-Aug-18	1635/9-01	Australia Post (NT)	Postage - Jul 18	1,025.95
31-Aug-18	1635/3372-01	AutoPro Katherine NT	Tyre Inflator Fitting - WMF	174.35
31-Aug-18	1635/1031-01	Avdata Australia	Testing & freight for Avdata ABR Unit	175.14
31-Aug-18	1635/556-01	Beaupaires Katherine	4xTyres fitted for Polaris Atv, Balance & alignment for Kia Sorrento	970.00
31-Aug-18	1635/1314-01	Bishdun Pty Ltd trading as Nighthaw	1xFreight Service - Colemans Printing from Darwin	24.20
31-Aug-18	1635/1888-01	Car Parts	Supply 1Mtr reflective tape - Lindsay St	48.70
31-Aug-18	1635/3539-01	Clayton Utz Lawyers	Employment Advice - Staff	2,282.50
31-Aug-18	1635/1769-01	Compass Cleaning & Ground Maintenance	Cleaning of Council Public Amenities - Cemetery, Hot Springs, Sportsground, VIC Car Pk Auto Toilet, Giles St Auto Toilet	4,623.76
31-Aug-18	1635/3278-01	Darwin Human Resource & Computer Ac	Staff Training - Excel - Introduction, Intermediate Course	1,425.00
31-Aug-18	1635/3442-01	eMerge IT Solutions Pty Ltd T/As No	Printer for Depot, Nomadnet Monthly Services - Aug 18	419.00
31-Aug-18	1635/3584-01	Ezko Property Services Pty Ltd	Cleaning of VIC, CC, Library - 2018/19 - Aug 18	5,265.86
31-Aug-18	1635/2269-01	Gagudju Lodge Coolinda	VIC bookings	120.75
31-Aug-18	1635/3486-01	GHD Pty Ltd	WMF Site Works - Stage 2	32,132.10
31-Aug-18	1635/3253-01	HeliSpirit	VIC bookings	6,070.73
31-Aug-18	1635/3523-01	Impart Media Pty Ltd	Annual Hosting Fees - 07/09/18 to 06/09/19	988.90
31-Aug-18	1635/3845-01	Intandem	Roll of Ribbon - CC	434.50
31-Aug-18	1635/2277-01	Kakadu Air Services P/L	VIC bookings	437.50
31-Aug-18	1635/2900-01	Kakadu Cultural Tours	VIC bookings	955.50
31-Aug-18	1635/626-01	Katherine Office Supplies	Printing & Stationery supplies - Civic center	123.46
31-Aug-18	1635/3366-01	Katherine Outback Experience	VIC bookings	695.62
31-Aug-18	1635/3844-01	Katherine Refrigeration Pty Ltd	Degas 176xFridges, 5xA/C units - Dump	7,964.00
31-Aug-18	1636/1002-01	Katherine Town Council Social Club	Payroll Deduction	256.00
31-Aug-18	1635/514-01	Katherine Vet Care Centre Pty Ltd	Vet Fees	2,546.50
31-Aug-18	1635/525-01	Knotts Crossing Resort	VIC bookings	227.50
31-Aug-18	1635/3527-01	LOGIQC Pty Ltd	Monthly Subscription 01/07/18 - 30/06/19 - Aug 18	378.40
31-Aug-18	1635/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	280.00
31-Aug-18	1635/3726-01	Mr J R Zellej	Alderman Allowances - Aug 18	1,293.33
31-Aug-18	1635/3732-01	Mr J Raynor	Alderman Allowances - Aug 18	1,293.33
31-Aug-18	1635/3319-01	Mr P Gazey	Alderman Allowances - Aug 18	1,293.33
31-Aug-18	1635/1835-01	Mrs C F Miller	Ald/Mayor Allowances	7,758.66

**Katherine Town Council
EFT Payment Listing
For the Month of August 2018**

Date	Ref No	Payee	Description	Amount
31-Aug-18	1635/2644-01	Mrs E W Clark	Ald/Mayor Allowances	1,293.33
31-Aug-18	1635/1055-01	Ms T T Coutts	Deputy Mayoral Allowances - Aug 18	1,940.00
31-Aug-18	1635/2409-01	Nitmiluk Tours	VIC bookings	35,662.03
31-Aug-18	1635/1702-01	North Australian Helicopters Pty Lt	VIC bookings	1,500.63
31-Aug-18	1635/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	122.50
31-Aug-18	1636/3206-01	RemServ	Payroll Deduction	2,281.10
31-Aug-18	1635/226-01	Rowlands Quarry	Supply Cover Material - PO 44690	5,255.18
31-Aug-18	1635/542-01	Rydges Darwin Central Hotel	Accommodation - Staff	218.50
31-Aug-18	1635/1018-01	Telstra	Telephone - Aug 18	5,429.99
31-Aug-18	1635/253-01	Terrace Emporium Pty Ltd	Supply 3xGift Cards - Children Book week	90.00
31-Aug-18	1635/2887-01	Territory Rural	Supply 2X20L Hydraulic Fluid - WMF, Toilet Paper for Depot	249.66
31-Aug-18	1635/2571-01	The Stuart Hotel	VIC bookings	262.50
31-Aug-18	1635/2923-01	Top Didj & Art Gallery	VIC bookings	262.50
31-Aug-18	1635/1802-01	Top End Backhoe Hire	Grave Excavation Charge	636.45
31-Aug-18	1635/3843-01	Travel Buddy Gifts & Souvenirs	Supply 1xBox of 25 Paint your own Croc - VIC	125.00
31-Aug-18	1635/3736-01	Wildlands Pty Ltd	VIC bookings	1,023.75
31-Aug-18	1635/630-01	Woolworths Limited	Bathroom Supplies , Water - Territory Day	257.52
31-Aug-18	1635/3835-01	Yeeda Kimberley Tours Pty Ltd	VIC bookings	988.75
		TOTAL		791,382.75



REPORT

FOLDER: Local Governance / Policy/Policy Decisions to be Actioned / Policy Manual Updates

MEETING: ORDINARY MEETING OF COUNCIL – 25 SEPTEMBER 2018

REPORT TITLE: KATHERINE TOWN COUNCIL – COMMUNITY CONSULTATION POLICY

PURPOSE OF REPORT

To provide a copy of the Katherine Town Council Community Consultation Policy for Council information and consideration as to its adoption.

BACKGROUND

In order to effectively perform the roles, functions and objectives of Katherine Town Council in accordance with the Local Government Act (section 11) a formal policy, indicating guidelines and methods for community consultation was deemed necessary. The policy aims to demonstrate Councils commitment in ensuring decisions are made by Council in an open and accountable way.

The Policy also serves to reinforce Councils Values, in particular:

Responsiveness

Council will be responsive to the needs of the community.

Involvement

Council will provide avenues of participation for and be accessible to the community.

Responsibility

Council will act with integrity and in a financially responsible, sustainable manner in the interest of the community.

Accountability

Council will make decisions on behalf of the community in an open and accountable way.

OFFICER RECOMMENDATION

That it be recommended to Council:

That the attached amended policy be received, noted and adopted.

A handwritten signature in blue ink, appearing to read 'R. Jennings'.

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Corporate & Community Development, Ms Rosemary Jennings

Schedule of Attachments: Katherine Town Council Community Consultation Policy

COMMUNITY CONSULTATION POLICY



KATHERINE
TOWN COUNCIL

TITLE: COMMUNITY CONSULTATION POLICY

ADOPTED BY: COUNCIL

RESPONSIBILITY: CHIEF EXECUTIVE OFFICER

NEXT REVIEW DATE: 26/09/2019

Version	Decision Number	Adoption Date	History
1			DRAFT
2			
3			
4			

1. PURPOSE

The purpose of this Community Consultation Policy is to establish the principals and standards of community consultation at Katherine Town Council and demonstrate Katherine Town Council's commitment to providing genuine and effective community consultation processes.

Katherine Town Council is committed to ensuring that decisions made by Council on behalf of the community are done so in an open and accountable way. This commitment is consistent with the Local Government Act and the *Principal Role of Council* (section 11).

This Policy affirms that Council understands that effective community consultation leads to improved decision making.

This policy provides the framework for community involvement in Council planning and decision making. Community consultation allows Council access to wider sources of information, points of view and potential solutions. Additionally, consultation provides the public with balanced and objective information to assist the public in understanding the problems, alternatives and/or solutions.

The level of community participation relates directly to the increasing impact of the decision making. In a number of areas, Council is required to comply with specific legislative requirements such as minimum periods, publications in the Gazette and newspapers. Consultation processes identified in the Policy should be seen as complementing any prescribed statutory requirements.

2. DEFINITIONS

2.1 In this policy:

- a. **Community** mean Residents, property and business owners in the Municipality of Katherine.
- b. **Council** means the Katherine Town Council.
- c. **Statutory** means required, permitted or enacted by statute.
- d. **Township wide** means the entire municipality of Katherine.
- e. **Neighbourhood** means the immediate environment, surroundings or related vicinity

3. GUIDING PRINCIPLES

- The Community will be involved and informed about key decisions that may affect them.
- Council will establish the level of consultation and identify potential stakeholders in each specific circumstance.
- Council will provide information that is accessible and easily understood.
- Council will provide contact details for obtaining further information and instructions on how to submit feedback in all consultation communications.
- The best interest of the community will prevail over individual or vested interests.

- Council's requirement to balance community views and interest with other influences, including but not limited to budgetary constraints.

4. POLICY STATEMENTS

4.1 COMMUNITY CONSULTATION LEVELS

The Community Consultation Policy identifies five levels designed to suit all consultation requirements, ranging from the most basic public notification to seeking input on major projects or issue of community wide significance.

- Level 1 – Low
- Level 2 – Low/Medium
- Level 3 – Medium
- Level 4 – Medium/High
- Level 5 – High

Each level has a township wide or neighbourhood focus to suit the circumstances.

Council reserves the right to review elements of the consultation process to suit the requirement of any particular issue.

Where there is no statutory requirement for consultation, selection of the appropriate level will determine the level of resources to be allocated for consultation.

It is Council's prerogative to establish the level of consultation required when considering a subject requiring consultation. The level will need to reflect the minimum statutory requirements relating to the subject (if applicable). It will be applied to any matter where consultation is required by legislation, Council policy or when Council considers this to be appropriate.

Consultation strategies require a certain degree of flexibility to suit the specific situation. While setting out minimum standards, each activity level reflects this need by not being too prescriptive. The following list indicates which level may apply for certain activities. Clearly, according to community interest and perception at the time, the appropriate level can change and so the following list indicates only which level is more likely to apply to certain activities. These are examples only and should not be regarded as comprehensive.

CONSULTATION LEVEL	EXAMPLE ISSUES
Level 1	<ul style="list-style-type: none"> • Change of Community Consultation Policy • Changes to dates, times & venues of Council and Committee Meetings • Changes to operating hours • Notice of Works
Level 2	<ul style="list-style-type: none"> • Playground installation/removal of equipment • Closing laneways • Local streetscape proposal • Municipal Plan
Level 3	<ul style="list-style-type: none"> • New By-Laws • Policies in relation to order making powers

	<ul style="list-style-type: none"> Lease of community land or community asset
Level 4	<ul style="list-style-type: none"> Lighting of public places
Level 5	<ul style="list-style-type: none"> Sale of park or community asset Closure and sale of road Review of representation of Council boundaries and amalgamation

The following list indicates examples of consultation activities in accordance with the determined consultation level. Some or all of the following methods of communication and consultation listed below are used depending on legislative requirements and the degree of impact on the municipality. These are examples only and should not be regarded as comprehensive.

CONSULTATION LEVEL	EXAMPLE CONSULTATION
Level 1	<ul style="list-style-type: none"> Advertisement Community Noticeboard Council Website Factsheets/Brochures Media Releases Newsletters Social Media
Level 2	<ul style="list-style-type: none"> Briefing Comment/Feedback form Drop-In sessions Survey Workshop session
Level 3	<ul style="list-style-type: none"> Community reference panel Focus group sessions Stakeholder meetings Personal briefing Tours/field trips Workshops Stakeholder Meeting
Level 4	<ul style="list-style-type: none"> Community consultative group Reference group Strategic advisory committee Steering committee Working party
Level 5	<ul style="list-style-type: none"> Community assistance program Capacity building initiatives; community development practices Citizen's jury Elected Members

The Katherine Town Council Community Consultation process will be complimented by:

- Continued community participation in Advisory Groups and Committees;
- Elected Members maintaining close contact with the community and keep Local Government informed of real experiences and views of residents within the Municipality;

- An open forum session preceding Ordinary meeting's of Council. This forum may be substituted on occasion by presentations involving projects which require extensive community consultation;
- A combination of web-based applications, social media and surveys, as appropriate.

5. LEGISLATION BASE

Northern Territory Local Government Act

6. ASSOCIATED DOCUMENTS

- Katherine Town Council Communication and Engagement Plan
- Code of Conduct

POLICY VERSION AND REVISION INFORMATION

Policy Authorised by: Robert Jennings Original issue: 26/09/2018

Title: Chief Executive Officer

Policy Maintained by: Rosemary Jennings Current version: 1

Title: Executive Manager – Corporate & Community Development

Review date: 26/09/2019



KATHERINE TOWN COUNCIL

REPORT

FOLDER: Tenders / Tenders 2018 / Tender T18-03 Lindsay Street Roundabout Pavement Remediation

MEETING: ORDINARY COUNCIL MEETING – 25 SEPTEMBER 2018

REPORT TITLE: SELECT TENDER – LINDSAY STREET ROUNDABOUT PAVEMENT REMEDIATION

PURPOSE OF REPORT

To seek endorsement from Elected Members to award a contract for the remediation of the Lindsay Street roundabout and a section of First Street to the culvert bridge.

BACKGROUND

Tender T18/03 Lindsay Street Roundabout Pavement Remediation was released for public tender inviting tenders from suitably qualified and experienced organisations to carry out the works.

The original scope of works for T18/03 involved remediation of 950m² of First Street including the Lindsay Street roundabout up until the culvert towards Chambers Drive. The proposed method of works specified the full excavation of the pavement to 200mm and then reinstatement and recompaction.

Tender T18/03 Lindsay Street Roundabout Pavement Remediation was advertised in the Katherine Times and available on Council's e-Tendering portal Tenderlink, with submissions closing at 2:00pm on Wednesday 6 June 2018.

No tender submissions were received for the project.

PROCESS & ACTION TAKEN

From further discussion with potential tenderers it was ascertained that there was interest in undertaking this work, but the reason for non-response was due to concerns with:

- The timeframe of the project
- Road management issues for possibly the busiest road in Katherine (closures, detours), and
- the relatively small scope of the project, given the current high demand for provider's services

According to Commonwealth Procurement Rules (Jan 2018), Section 10.3.a.i, a limited (select) tender process can be used when an approach to the market has had a nil response or no response considered acceptable. Because KTC have already undertaken a public (open) tender, the market has been tested, and it would be appropriate and expeditious to use a select tender process, inviting potential tenderers to submit quotations (preferably a minimum of three, depending on availability).

Katherine Town Council approached companies who originally downloaded the original tender documents to request quotes. The method of works was left relatively open and the general consensus was that a full depth asphalt would be a more efficient and practical solution that could be completed in potentially 2 days rather than a week or more of full road closure.



QUOTATIONS SUMMARY

Four companies were approached with the outcomes summarised below.

DATE	19/6/18
VENDOR BUSINESS NAME	Asphalt Company Australia
BRIEF DESCRIPTION OF ITEM	Mill out 950m2 and and fill with full depth asphalt
QUOTED PRICE	\$150,472.50 ex GST

DATE	12/7/18
VENDOR BUSINESS NAME	Downer Edi Works
BRIEF DESCRIPTION OF ITEM	Mill out 950m2 and and fill with full depth asphalt – including linemarking
QUOTED PRICE	\$138,474.50 ex GST

NT Bitumen and Asphalt declined the invitation to submit a quote and despite ongoing consultation with Fulton Hogan over several months including a meeting on site, they were unable to provide a quote within an acceptable timeframe. This timeframe was dictated by both the deteriorating condition of the road and also completing the works to meet Roads to Recovery funding obligations.

RECOMMENDED SUBMISSION

Downer EDI Works provided the lower quote and have a reputation for providing quality work for KTC. A representative also came to site to inspect the location so there is confidence that the price takes into account any potential issues or factors particular to the site.

This cost equates almost exactly to the anticipated budget. The majority of the cost will be sourced from Roads to Recovery funding, with the original project allowing for remediation of the 650m2 roundabout section at a budget of \$95,000. Due to the poor condition of the 300m2 adjoining section of road towards the culvert drain, it was subsequently decided that it would make sense to use additional funding from the general urban sealed roads budget to complete the job all in one project.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. That the proposed works Select Tender – Lindsay Street Roundabout Pavement Remediation be awarded to Downer Edi Works at a cost of \$138,474.50 (GST exclusive).

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Infrastructure & Environment, Jamie Craven

