



Ordinary Meeting of Council Agenda

Tuesday 28 May 2019

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 past and 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 23 April 2019.

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 – April 2019	1-7
13.2	Monthly Report Corporate & Community Development – April 2019	8-18
13.3	Monthly Report Infrastructure and Environment Services – April 2019	19-24
13.4	Monthly Report Finance – April 2019	25-37
13.5	Consent to Open and Close a Section of McAdam Road to Allow for Realignment	38-41
13.6	Consent to Declare a Portion of Casuarina and Cormack Street Intersection Katherine East a Public Road	42-43
13.7	Consent to Declare a Portion of Chardon Street Katherine East a Public Road	44-45
13.8	Consent to Declare a Portion of Cyprus Street Katherine East a Public Road	46-47
13.9	T19-02 – Katherine Urban Road Resealing	48-50
13.10	Overdue Debtors Report	51-56
13.11	Representatives on Committee – Katherine East Child Care Centre	57-57

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

The fourth Ordinary Meeting of Council for 2019 will be held on Tuesday 25 June 2019.

19. Meeting Close

FOLDER: Local Governance / Council Meetings / Chief Executive Officer Report
MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019
REPORT TITLE: MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR APRIL 2019

PURPOSE OF THE REPORT

To present the Report of the Chief Executive Officer for the month of April 2019.

COMMENTS

NORTHERN TERRITORY INVESTMENT FORUM

The CEO attended the above forum on 30 April 2019 to provide Katherine and Big Rivers input to the process. Katherine was identified as an area of strong potential for investment in key areas.

LEIGHT CREEK BRIDGE PROGRESS

Thanks to the good partnership work by the NT Government Department of Infrastructure Planning & Logistics, the project is now entering the consultant phase that will provide for the conceptual design of the project

CBD REVITALISATION MEETING

Consultants continue to meet with a number of key stakeholders (like main street shop owners) on the project in anticipation for an extended community consultation phase. Conceptual drawings for the consultation phase are at 30% completion.

SPORTSGROUNDS AND SHOWGROUNDS PROJECTS

The Sportsgrounds concept design has had very good input from the user groups resulting in an informed concept design for the building that will be presented by the consultant just prior to the May 2019 Council meeting. The remaining elements that include the roadworks are also being progressed. The project is on schedule to commence in 2019.

The showgrounds master plan is entering its final phase with one more user group meeting to summarise their consultation process. Works are on track to commence in 2019.

HOT SPRINGS PLANNING MEETING

The tender for the remaining works is still being advertised with the closing date at the end of May 2019. More details will be published on this and all other major projects in upcoming newsletters.

BUDGET MEETINGS

Elected Members and staff have now attended numerous budget meetings to put together the draft Municipal Plan. Thank you to the Elected Members and staff for their hours of work in putting together the documents. Unplanned sick leave has delayed the final adoption of the document, but the legislative time frames will still be met.



LOCAL GOVERNMENT ASSOCIATION OF THE NT (LGANT) FORUM

The forum in the Roper Gulf Council Chambers was attendance by the Mayor, Deputy Mayor Clark, Alderman Tapp-Coutts and the CEO on 10 and 11 April 2019. The Agenda for the Forum discussed community safety, governance and environmental sustainability matters.

The following highlighted items for April 2019 are brought to Council's attention:

Task	Responsible Officer	Status / Update
Council Meeting 23 April		
Options for VIC Bins?	XCCD	Potential for development of a community art project around this, being considered.
Options for Lindsay Street Bin? - restricted opening size - locked bin	XIE	The bin has been relocated to within the market fence line for market use only. An alternative arrangement has been made with Edith Farms Road residents.
Council Meeting 26 March		
Assess the need for additional public use computer resources at the Library	XCCD	Currently being investigated by the Library Manager with a response to be provided at a later Council meeting.
Cenotaph Stone replacement	CEO	The new stone has arrived in Katherine and KTC are seeking quotations to have the cracked stone removed and the new stone installed.
Spraying of roadside verges encroaching on resident maintained land. Query contractor the use of appropriate guards on machinery to prevent over sprays.	COO	Contractor used the incorrect spray and inappropriate guards. KTC has now been assured these errors will not occur again.
Use of debt collectors to chase up the Sundry Debtors.	MFCS	Report forms part of this agenda. See item 13.10
Council Meeting 19 February		
Two payments for Scatts Plumbing. Is this a possible double up?	XCCD	A verbal response will be provided at this meeting.
Stage 2 priority works at the Katherine Museum of additional storage and air conditioning	CEO	Meeting has been set with Museum to develop a plan.
Council Meeting 22 January		
Development of guidelines for memorial items being left at the cemetery, e.g. light weight/glass vases are not suitable.	XCCD	Ongoing process - Investigations conducted into guidelines at other NT cemeteries. From that, KTC will develop guidelines /policy documentation.
Prepare the Terms of Reference for the Katherine Civil Airport RAAF Tindal Advisory Committee	XIE	On hold. An assessment by the user group committee, will determine if the formation of an advisory group is necessary.
Council Meeting 27 November		
Further work required for the McAdam Road item. Report lain on the table.	XIE	Report forms part of this agenda - see item 13.5

Task	Responsible Officer	Status / Update
Open Forum 27 November		
Hydraulic fluid spills from trucks on roads – Possible Council policy?	XCCD	Ongoing.
Council Meeting 21 August		
Low Security Prison Farm. Commitment to make further investigation of what this may look like. Lobby during elections.	CEO	Discussions are happening with various stakeholders to further this proposal. Any further updates will be provided to elected members under separate cover.
Keep community updated on the work being progressed from the "Let's Talk Katherine" forum via our webpage and/or FB page.	XCCD	With the appointment of the Communications Officer, an update communique is expected soon. Major project updates have taken a priority at this stage.
Council Meeting 26 June		
Check on all YMCA expenses after a six (6) month period.	XCCD	A late report being prepared and will be present as part of the May Ordinary Meeting of Council.
Development of a policy on Phasing out and Banning of Single use plastics at KTC venues, i.e. showgrounds and Lindsay Street.	SO	Sustainable Events Policy undergoing edit, after feedback received. Policy release date is expected in early June.

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	CSO	Community Support Officer
MA	Management Accountant	GO	Governance Officer
SAM	Strategic Assets Manager		


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

Sick Leave Summary (excluding Maternity Leave)				
2019	Number of Permanent Employees	Total Hours Used	Total Days Lost	Total days lost per person
EXECUTIVE Sick/Family leave hours used	5	18.30	2.41	0.48
GOVERNANCE - Civic Sick/Family leave hours used	6	7.60	1.00	0.17
CORPORATE AND COMMUNITY DEVELOPMENT - Civic Sick/Family leave hours used	9	113.60	14.95	1.66
CORPORATE AND COMMUNITY DEVELOPMENT - Visitor Information Centre Sick/Family leave hours used	4	0.00	0.00	0.00
CORPORATE AND COMMUNITY DEVELOPMENT - Library Sick/Family leave hours used	9	0.00	0.00	0.00
INFRASTRUCTURE & ENVIRONMENT - Civic Sick/Family leave hours used	4	36.49	4.80	1.20
INFRASTRUCTURE & ENVIRONMENT - Depot Sick/Family leave hours used	13	32.86	4.32	0.33
INFRASTRUCTURE & ENVIRONMENT - Inspectorate Sick/Family leave hours used	3	4.00	0.53	0.18
INFRASTRUCTURE & ENVIRONMENT - Waste Management Sick/Family leave hours used	4	0.00	0.00	0.00
TOTALS	57		28.01	0.49



KATHERINE TOWN COUNCIL

Service Requests Received

Council received seventy three (73) service requests for the month of April 2019.

Environment	Buildings/Facilities		Roads/Traffic/Parking		Inspectorate		Other Requests	
	Waste Management Transfer Station	Civic Centre	Licence/Permits – Road Events	Carparks	Abandoned Vehicle	Animal – Other	Equipment Hire – Collars, Cages etc	Streetlights
Wheelie Bins	6						9	
Other Bins								10
Domestic Rubbish Collection	1	Public Toilets		Road Opening/Closing (Telstra, Aurora etc)		Animal at Large	12	Cemetery / Burial Records
Litter	1	Showgrounds	2	Road Opening/Closing – Footpath/Driveways		Animal Cruelty		Risk Management – Accidents – General
Hazardous Waste Disposal		Katherine East Child Care Centre		Street Signs		Animals – Lost and Found	1	General Requests – Complaints
Mowing of Verges-Nature Strips-Ovals	4	Airport	2	Street – Road Cleaning		Animal Attack	3	Disabled Parking Permits
Street and Other Lighting		Visitor Information Centre		Permit to Work Within NT Government Road Reserve Driveways		Animal Menace		Plaques and Headstones
Sprinklers and Watering	1	Parks & Cenotaph				Animal Nuisance		Ombudsman Complaints
General	1	BMX		Road Maintenance	1	Vacant Lot Inspections	1	Community – Festival or Events
Waste Disposal – Asbestos – Other		Lindsey Street Complex		Footpaths/Bike Paths	1	Parking Control		Alcohol Permit
Weeds	1	Sportsground		Line Marking/Pavement Management		Unauthorised Camping		Planning and Development
Trees & Vegetation	4	General		Oversized Permit		Overgrown/Unkempt Land	3	Vandalism
Tenders/Quotations		Swimming Pool		Planning and Development Laneways		Dog Licence		Sign Request
Bores and Water Readings		Playgrounds and Equipment		Road Access		After Hours Callout		Miscellaneous Requests
Waste Management Facilities		Skate Park		Drains	1	Public Health Risk Activities		Tenders/Quotations
Illegal Dumping	6	Hot Springs	1			Dangerous Animals		Licence or Permits – Mobile food van
Total	25	Total	5	Total	3	Total	29	Total
								11



KATHERINE TOWN COUNCIL

Service Requests Completed

Council completed forty four (44) service requests for the month April 2019. Twenty nine (29) 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	
Wheelie Bins	6					2		
Other Bins					Animal – Other			9
Domestic Rubbish Collection	1	Public Toilets	Road Opening/Closing (Telstra, Aurora etc)		Animal at Large			
Litter	1	Showgrounds	Road Opening/Closing – Footpath/Driveways		Animal Cruelty			
Hazardous Waste Disposal		Katherine East Community Centre	Street Signs		Animals – Lost and Found			
Mowing of Verges-Nature Strips-Ovals	4	Airport	Street – Road Cleaning		Animal Attack	2		
Street and Other Lighting		Visitor Information Centre	Permit to Work Within NT Government Road Reserve Driveways		Animal Menace			
Sprinklers and Watering		Parks & Cenotaph			Animal Nuisance			
General	1	BMX	Road Maintenance		Vacant Lot Inspections	1		
Waste Disposal – Asbestos – Other		Lindsey Street Complex	Footpaths/Bike Paths	1	Parking Control			
Weeds	1	Sportsground	Line Marking/Pavement Management		Unauthorised Camping			
Trees & Vegetation	1	General	Oversized Permit		Overgrown/Unkempt Land			
Tenders/Quotations		Swimming Pool	Planning and Development Laneways		Dog Licence			
Bores and Water Readings		Playgrounds and Equipment			After Hours Callout			
Waste Management Facilities		Skate Park	Road Access		Public Health Risk Activities			
Illegal Dumping	2	Hot Springs	Drains		Dangerous Animals			
Total	16	Total	Total	1	Total	14	Total	9

Complaints Received

Council received zero (0)* complaints for the month of April 2019.

Administration	December	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 April 2019.

Administration	December	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 April 2019 be received and noted.

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Nil
 Schedule of Attachments:



REPORT

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

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: CORPORATE AND COMMUNITY DEVELOPMENT REPORT FOR THE MONTH OF APRIL 2019

Purpose of Report

To present the Report for Corporate and Community Development for the month of April 2019.

COMMUNITY DEVELOPMENT

ANZAC DAY

The ANZAC Day services were held in conjunction with the Katherine RSL Sub-Branch and Katherine Town Council, with service content provided by RAAF Tindal. Council also hosted the ANZAC Day Movie Night on Friday 27 April 2019 on the lawns of the Civic Centre. The movie shown was *The Book Thief*. Approximately 60 community members attended the event.

REVITALISATION PROJECT CONSULTATIONS – CBD, SPORTGROUNDS, SHOWGROUNDS

As noted by the CEO report, consultation for the revitalisation projects has resulted in draft concept design development. The KTC Communication Team will continue to assist the design consultants on all projects to further engage with our community on these concept designs and collate the feedback received.

The CBD consultation has been further supported by a community wide survey (attached) and an all *Community Information Session* held on Thursday 9 May 2019. Consultation will continue through May and June with Council attending the *Katherine Community Markets* to enable community members to speak directly with Council Officers and Elected Members about ideas and/or concerns, as well as the ability to participate in the survey before its closure on Sunday 30 June 2019.

NATIONAL YOUTH WEEK / SCHOOL HOLIDAY PROGRAM

Katherine Town Council once again provided marketing and in-kind venue support throughout the National Youth Week and School Holiday Programs. Katherine Town Council Community Development staff worked closely with the School Holiday Committee to develop and print the event calendar, newspaper lift out and associated digital marketing for the event. This successful program is made possible through funding from the Northern Territory Government's Department of the Chief Minister.

The program, held from 8 – 22 April 2019 saw forty two (42) events held throughout the community including sports carnivals, pool parties, fun days, remote control car racing, didgeridoo making and much more.

We thank Kentish Lifelong Learning and Care Inc, YMCA of Katherine, Kalano Community Association, Nitmiluk Tours, Anglicare NT, Godinmayin Yijard Rivers Arts & Culture Centre, Somerville, Blue Eagle Training and Fitness and Katherine Isolated Children Service for holding and supporting events over the fifteen (15) day program.

LIBRARY***Programs & Events***

Program	Date & Time
Story Time	Wednesday, 10.30am - ongoing
Wriggle & Rhyme	Thursday, 10.30am – Ongoing
Katherine Region of Writers (KROW) Meeting	13 April 2019
National Youth Week Movie Night	12 April 2019

Displays

Name	Date
New Arrivals	Ongoing Display
Seed Library	Ongoing Display
ANZAC Day	2 – 30 April 2019
Easter	8 – 23 April 2019
Greensnaps Photography Competition	8 April – 4 May 2019

ANALYSIS/COMMENTS**National Youth Week**

Movie night was held on Friday 12 April 2019. Each year the library holds this event to encourage the youth of the community to come into the library and discover that the library not only has books but computers, Xbox consoles and events etc. With ten (10) youth in attendance the numbers were significantly down on previous years. However, this can be attributed to an error in advertising for the event as well as two (2) other youth events being held at the same time. Those that attended enjoyed the movie, popcorn, chips, drinks and pizza.

Easter

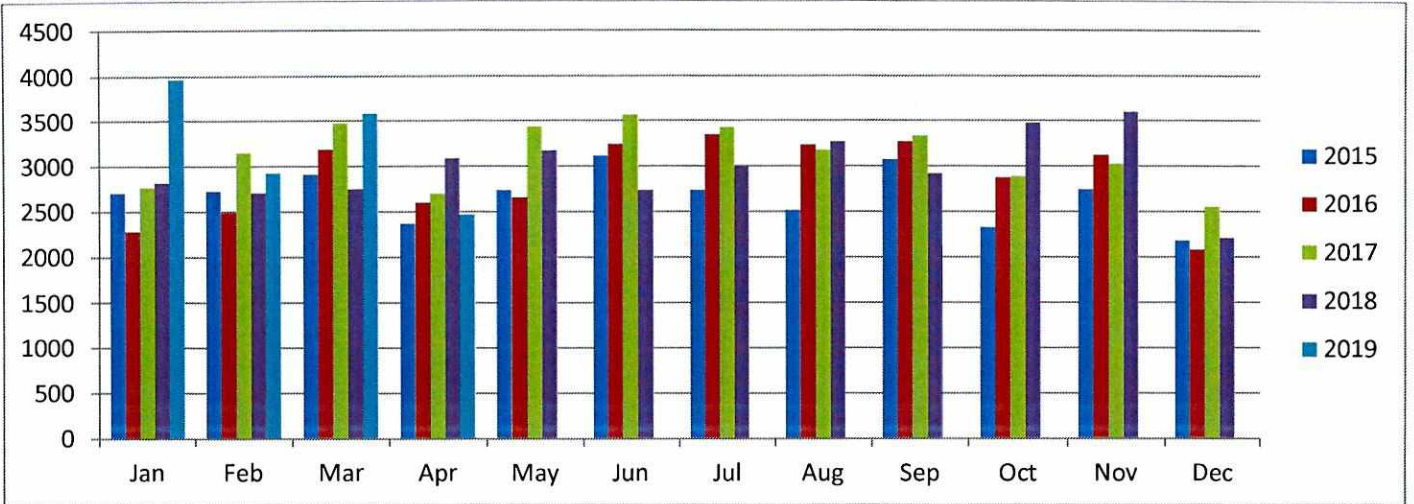
The Storytime Group held their annual Easter egg hunt with 17 people in attendance. After reading and singing the children sat down to make their own Easter baskets and once finished the children were on the hunt for eggs. Everyone including parents and caregivers walked away happy.

After experiencing staff shortage over recent months, the library is pleased to welcome the new Library Program Coordinator, who commenced on Tuesday 16 April 2019.

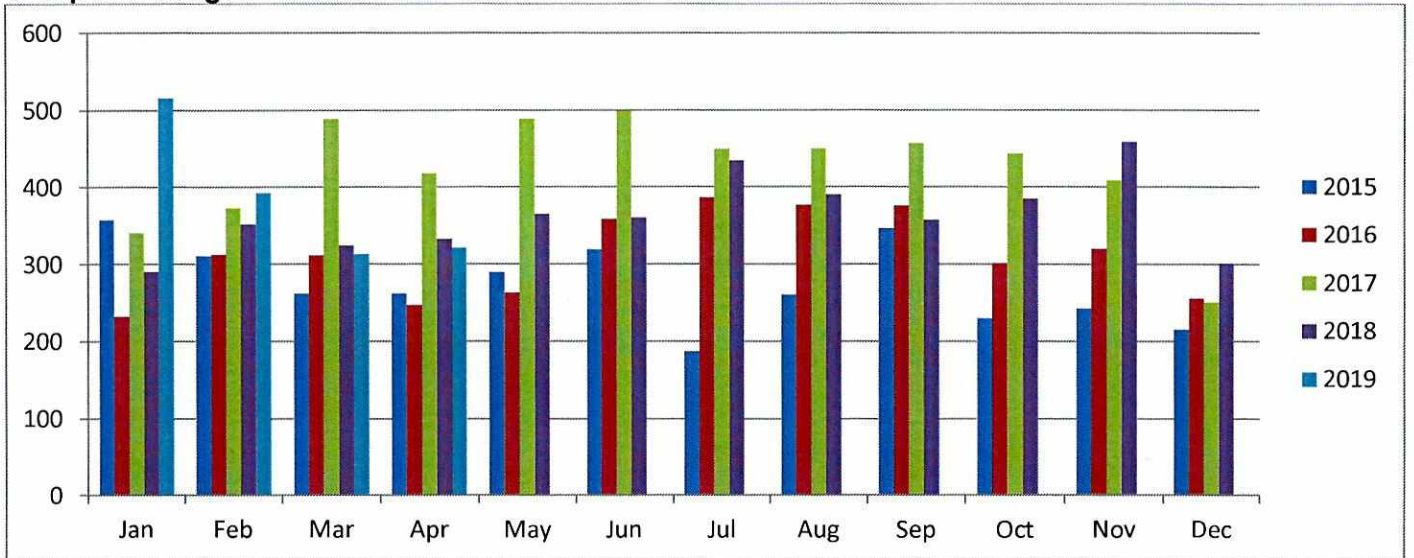
RECOMMENDATIONS/NOTES

The library's new Program Coordinator will be re-evaluating both Storytime and Wriggle & Rhyme programs. This will lead to making changes with a focus on increased engagement and attendance at both programs.

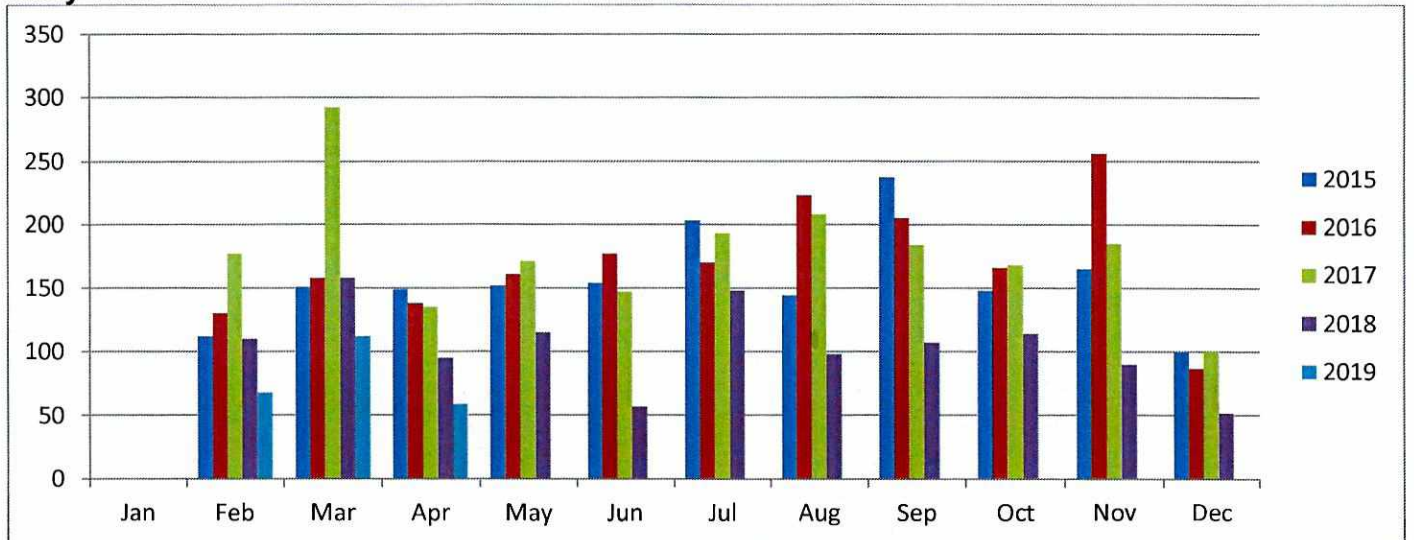
Patron Numbers



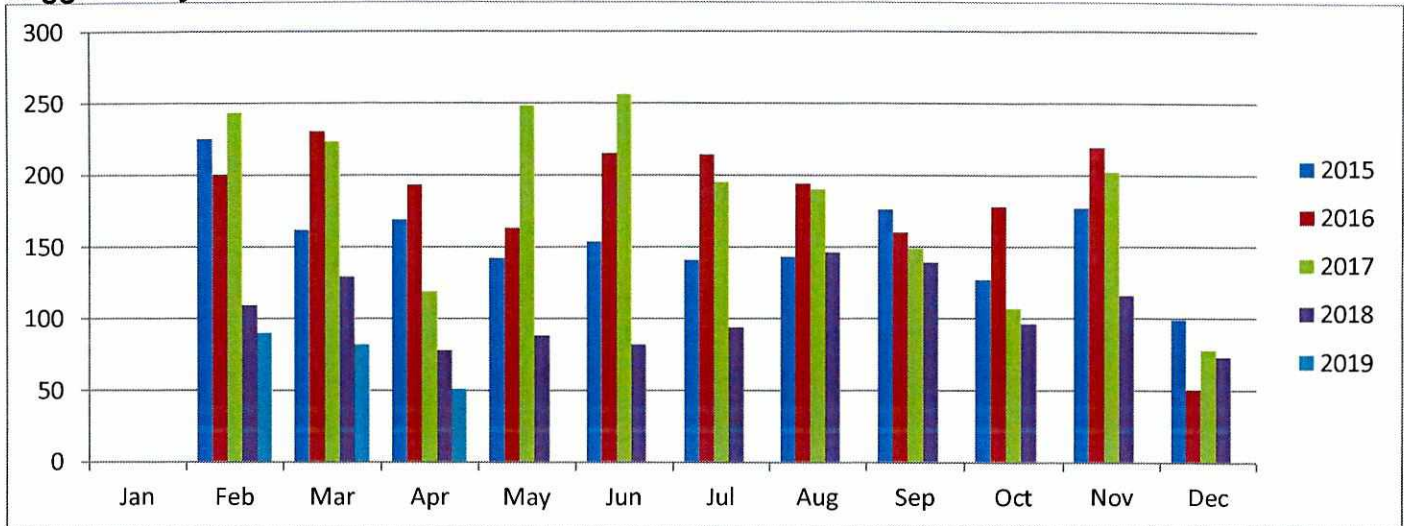
Computer Usage



Story Time



Wiggle & Rhyme



KATHERINE VISITOR INFORMATION CENTRE (KVIC)

Feedback

- Ninety (90) visitors completed a customer service satisfaction survey. All the surveys (100%) rated the level of service and information as excellent.
- One (1) Super Deed nominations was received.

Improvements

- New staff members have joined the KVIC for the tourist season. All staff are currently undertaking training, product updates and familiarization with tour operators.
- Updated *Katherine – What's open*, National Park and road closures information sheet.
- The KVIC commence online marketing campaigns on Google, Facebook and Instagram. So far this has achieved total impressions (number of times content has been displayed) of 872,108 and increased the drive to the KVIC website by 31%.

Analysis/Comment

Total sales for April 2019 were \$ 63,012.83 a decrease of 2.88% on April 2018.

Online bookings were \$3,541.75 and a \$59,471.08 total was recorded at the VIC front counter.

Visitor numbers total for April 2019, recorded on both door counters and online, was 5466, a decrease of 1.6% on April 2018. Thirty two (32) of the 5466 visitors booked online and 5434 visitors walked into the VIC.

An average sale per visitor for April 2019 was \$11.53, compared to last year's average of \$11.68 per visitor. A decrease of 1.28% per visitor. The average online sale per visitor is \$110.68 and the average sale per visitor at the VIC is \$10.94.

Nitmiluk Tours have been our biggest seller in the month of April.

OFFICER RECOMMENDATION

That it be recommended to Council:

That the Corporate and Community Development report for the month of April 2019 be received and noted.

A handwritten signature in blue ink, appearing to read 'Robert Jennings', with a stylized flourish at the end.

Robert Jennings
CHIEF EXECUTIVE OFFICER

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

Schedule of Attachments: CBD Revitalisation Project – Community Survey



CBD Revitalisation Community Survey

Help Revitalise Katherine CBD

Katherine Town Council would love your input to help revitalise the CBD. The CBD includes Katherine Terrace, Railway Terrace and 1st up to 4th street. Please take your time to answer the below questions.

1. Do you identify as

- Female
- Male
- Indeterminate/intersex/unspecific
- Prefer not to disclose

2. What age bracket do you currently sit in?

- Under 17
- 18-34
- 35-54
- 55-64
- 65+

3. Do you identify as Aboriginal or Torres Strait?

- Yes
- No
- Prefer not to disclose

4. Why are you in Katherine?

- Work
- Education
- Family
- Other (please specify)
- Tourist
- Defence
- Agriculture

5. Define your stay in Katherine?

- Long term resident
- Temporary resident
- Visiting

6. What area/s of the CBD do you mostly visit?

- Katherine Terrace (Stuart Highway)
- 1st, 2nd, 3rd, 4th Street
- Katherine River
- Railway Terrace

Other (please specify)

7. For what reason do you visit the CBD?

- Work related
- To socialise
- Exercise
- Other (please specify)
- Relaxation
- Shopping

8. When do you visit the CBD?

- Morning
- Midday
- Afternoon
- Evening

9. What would make your experience in the CBD more comfortable?

- Shade
- Seating
- More security
- Green spaces
- Other (please specify)

[Redacted text]

10. What would you like to see more or less of?

More of [Redacted text]

Less of [Redacted text]

11. Would you like to see more art in CBD?

- Yes
- No

12. If yes, what location would benefit from art?

- Town square
- Railway terrace
- Ryan park
- Woolworths shopping complex
- Other (please specify)

13. What type of art would like to see more of?

- Sculptures
- Urban features
- Water elements
- Street art
- Functional elements e.g. decorative furniture
- Temporary art spaces

14. How do you think we can make Katherine healthy and prosperous?

15. What does Katherine mean to you?



REPORT

FOLDER: Local Governance / Council Meetings / Infrastructure & Environment Reports

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: INFRASTRUCTURE & ENVIRONMENT SERVICES REPORT FOR THE MONTH OF APRIL

Purpose of Report

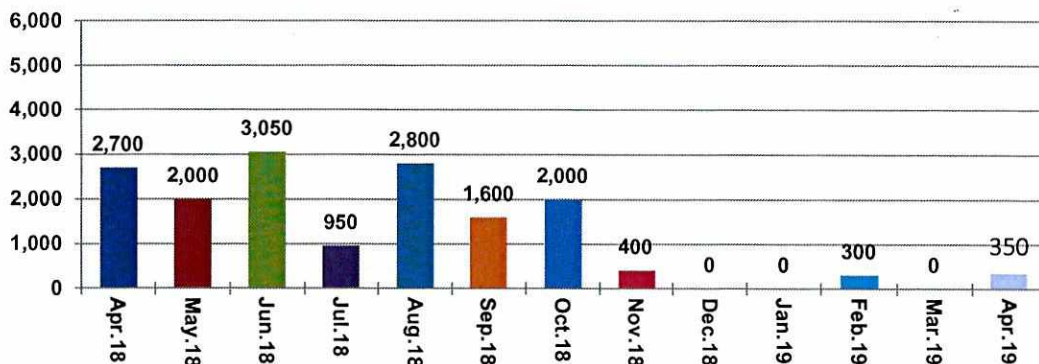
To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure & Environment Services, during the month of April 2019.

Facilities

Parks & Open Areas

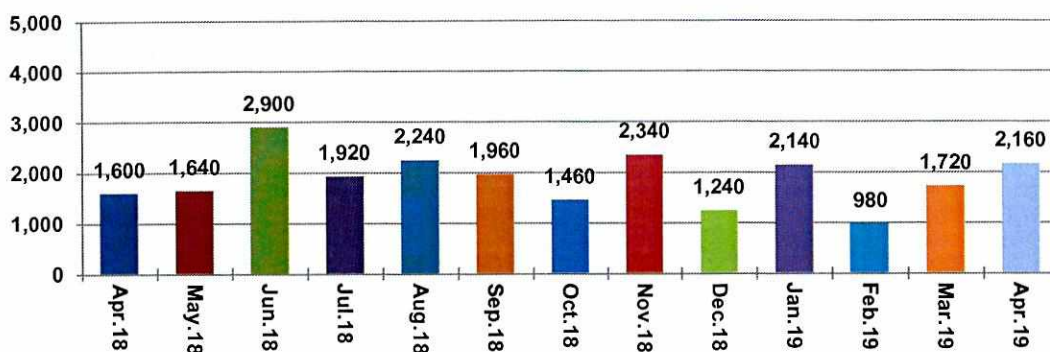
- Council staff conducted the following works:
 - reinstated fallen temporary fencing at the Hot Springs.
 - full cleaning of Hot Springs area and surrounds for reopening.
 - full cleaning of Knotts Crossing for reopening.
 - installed mulch at the Cenotaph garden
 - conducted regular cleaning of BBQ facility at the Hot Springs
- Rise Katherine Community Pride assisted with maintenance of Cemetery, Cenotaph, BMX and Airport.
- Due to the nil sprinkler use during April, no broken, damaged and vandalised sprinkler components were recorded throughout the larger urban area. The total cost of these repairs and installations to date (2018/19 financial year) is \$8,400.00 when compared to \$15,200 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 18,160kgs when compared to 19,690kgs in the same months of the 2017/18 financial year.

Monthly Urban Litter Collection (kg)



Katherine Showgrounds

- Council staff conducted the following works:
 - clean up after evacuees returned to communities
 - graffiti removal throughout the whole grounds
 - preparation of Rodeo Arena with rotary deck and slasher
 - utilised water truck and tractor in preparation for the Rope & Barrel event.
 - prepared Polo Cross field in preparation for their opening season.
 - conducted weed spraying throughout the grounds including the Rodeo Arena and surrounds.
 - blocked broken window due to a break in incident
- Council contractor Shockless Electrical checked and repaired lighting and PA system in preparation for the Rope & Barrel event.

Katherine Sportsgrounds

- Council staff conducted the following works:
 - assisted contractor with repairing Bore 1
 - closed off liberty swing at Play Park due to damaged soft fall
 - filled in a sink hole from irrigation leak
 - installed "Give Way" sign at the pool exit
 - repaired three (3) grandstand seats for installation at the BMX track
 - assisted with full clean up of BMX in preparation for their opening season
 - conducted weed spraying throughout the grounds
 - conducted regular cleaning of BBQ facility at Adventure Play Park
 - repaired chain mesh fencing
 - repaired water leak on Oval 2
- Council contractor McIntyre Irrigation pulled and repaired Bore 1.
- Council contractor David Flood undertook the Risk Assessment of three (3) grandstand seating at the BMX.
- Council contractor repaired Bore 1.

Buildings

- Council staff removed bulk rubbish from the Library and Visitor Information Centre.
- Council contractor Duncan Electrical installed a new pump at Lindsay Street Complex bore.
- Council contractor Benash repaired two (2) roller doors at the Council Depot.

Katherine Memorial Cemetery

- There were one (1) burials during the month of April 2019.
- Council staff excavated one (1) graves in preparation for funerals held for the month.

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 April 2019.
- Council staff installed "Give Way" sign.

Road Reserves

Road Pavements

- Council contractor Arafura Site & Street Sweeping carried out the scheduled sweeping and kerbside spraying for the month of April 2019.
- Council staff conducted the following works:
 - installed "Give Way" sign on the corner of Bogart Drive and Burnett Street.
 - full cleaned seven (7) alleyways on Katherine East.
 - conducted municipal slashing and weed control of grader grass and caltrop around the township.
 - closed Low Level bridge for removal of fallen branches across the bridge
 - removed damaged boom gate on Zimin Drive side of Low Level bridged due to a vehicle driving through
 - repaired potholes along Emungalan Road and Florina Road.
 - removed a syringe on bike path at rear of Smyth Court
 - called out to remove hanging branch at Pearce Street that was hindering traffic
 - erected Nitmiluk banner on North side notice board
 - conducted weed spraying for caltrop at CBD area
- Council contractor GM Plumbing was engaged to clean out De Julia Park drains.
- Council contractor McCoy's Garden Engineering assisted with removal of large branches across Low Level bridge.
- Council contractor ProWeld fabricated new boom gate for Zimin Drive side of Low Level

Personnel & Services

Community Events

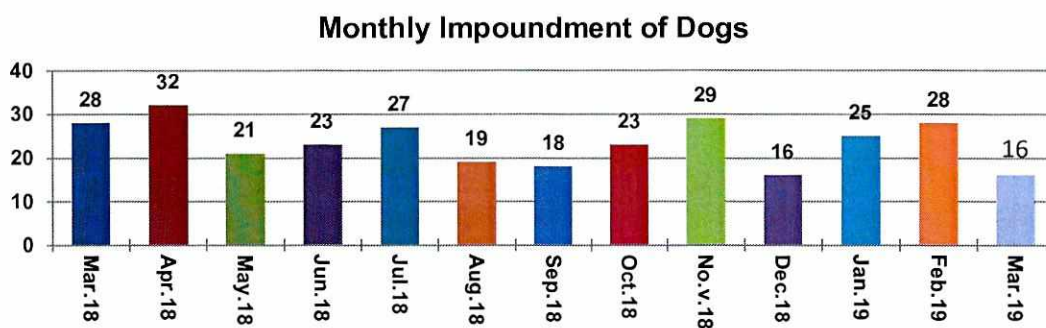
- Council staff and contractors carried out various tasks in preparation for public hires/events held in several Council owned facilities during the month of April 2019.
- Council staff conducted preparation for the following events:
 - Cenotaph for ANZAC Day
 - Sportsgrounds for a School Carnival
 - Installed carpark signages at the Civic Centre for Friday Night Movies

Building Activities within the Municipality

- Council considered the following number of planning applications during the month of April 2019:
 - 1 x Proposed Development Application
 - 1 x Proposed Subdivision Application

Inspectorate Services

- Please refer to *Attachment A* for a full breakdown on the Regulatory Services conducted by Council Rangers over the month of April 2019.
- Council outdoor staff
- Pound Statistics for the month of April 2019 are as follows:
 - Four (4) dog returned to their owners.
 - One (1) dog purchased by new owner.
 - Two (2) dog was sent to Top End Rehoming Group.
 - Four (4) dogs are carried over.



OFFICER RECOMMENDATION

That it be recommended to Council:

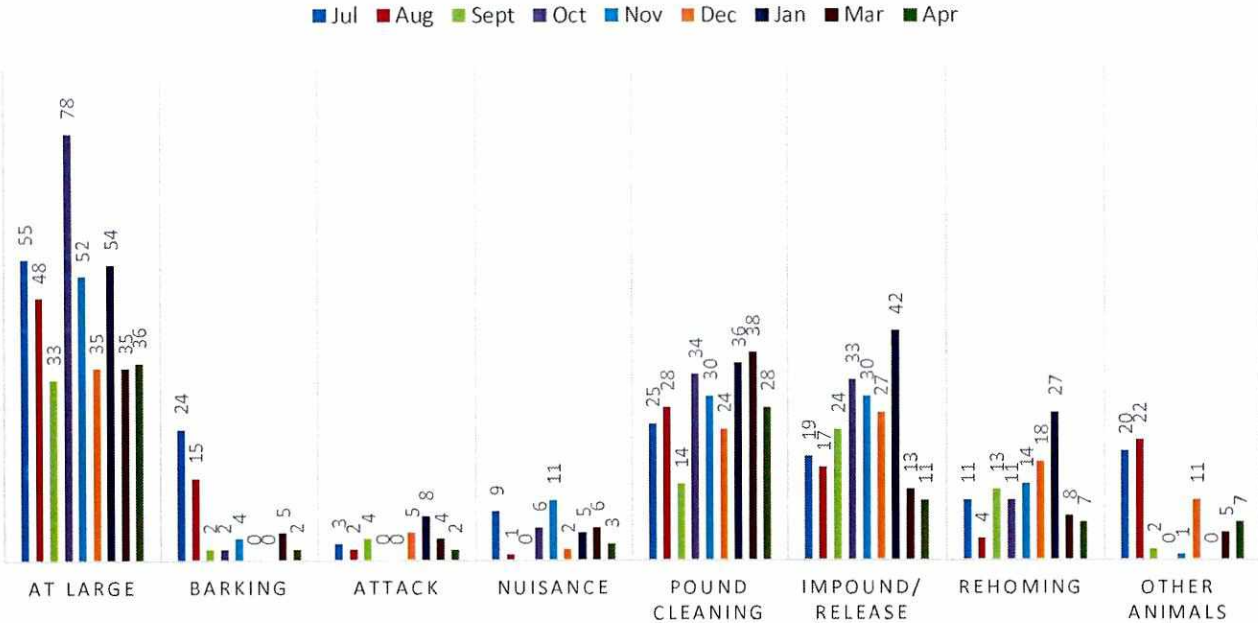
- That the report of the Infrastructure & Environment Services for the month of April 2019 be received and noted.


 Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Infrastructure & Environment, Peter Reeve
Schedule of Attachments: Attachment A: Rangers Breakdown of Tasks – April 2019

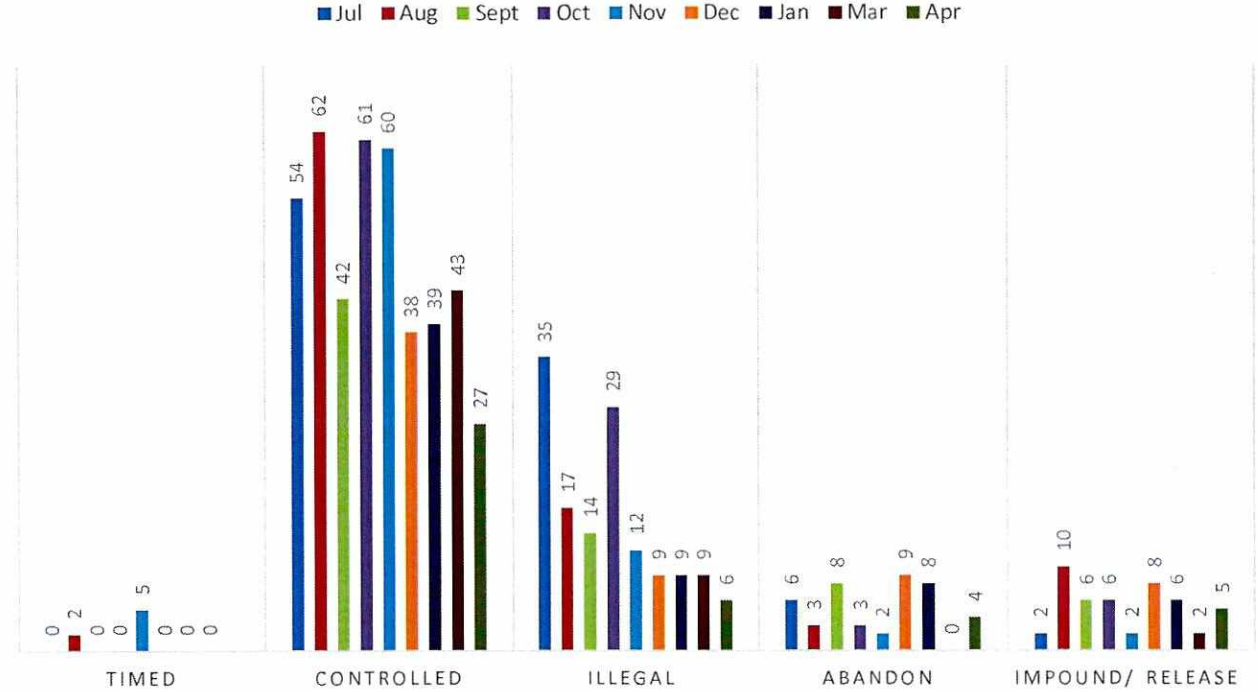
RANGERS BREAKDOWN OF TASKS – APRIL 2019

ANIMAL



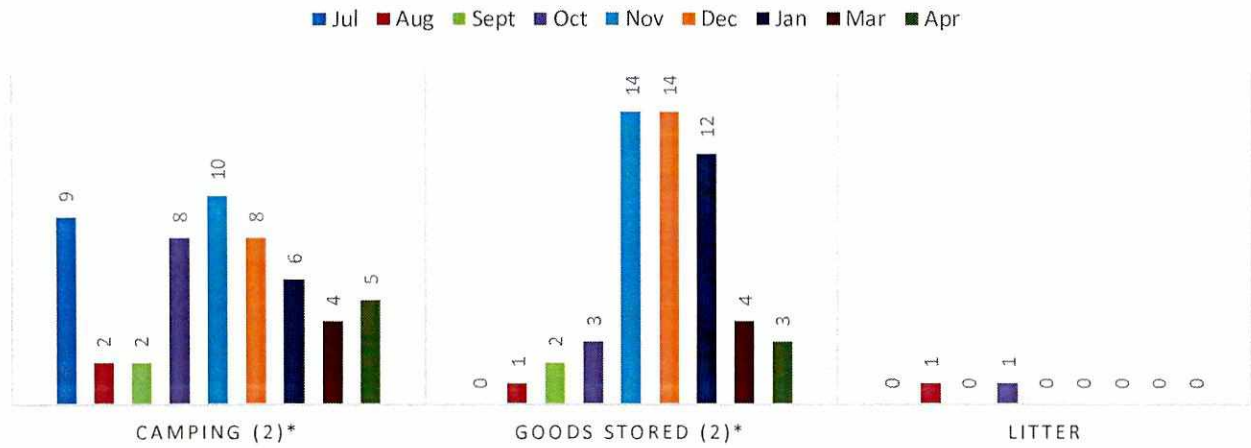
Figures represent the number of visits undertaken to investigate/resolve the reported issues.

PARKING



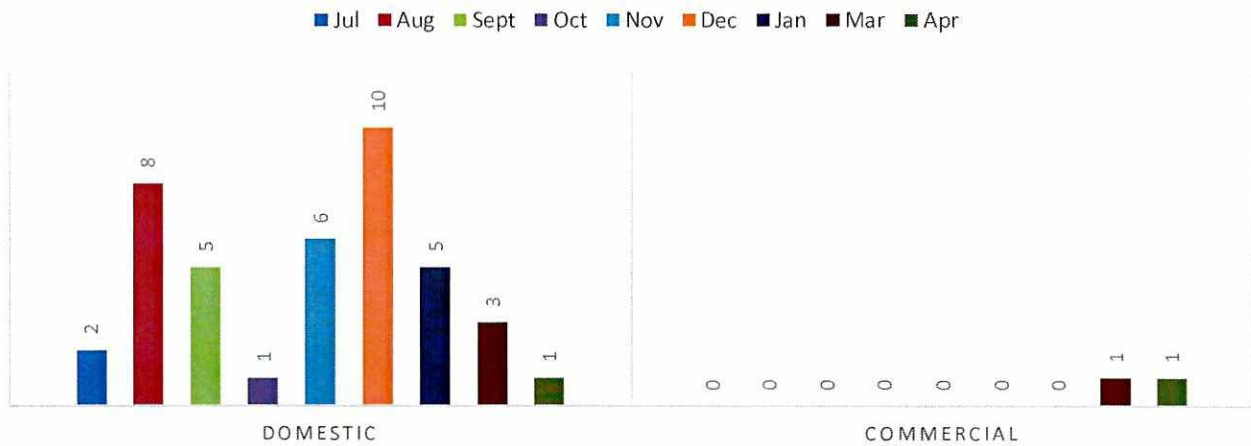
Figures represent the number of visits undertaken to investigate/resolve the reported issues.
 Timed = General inspections of timed parking areas
 Controlled = Parking restriction areas i.e loading zones, disabled parking, etc.
 Illegal = No parking/standing zones

PUBLIC SPACES



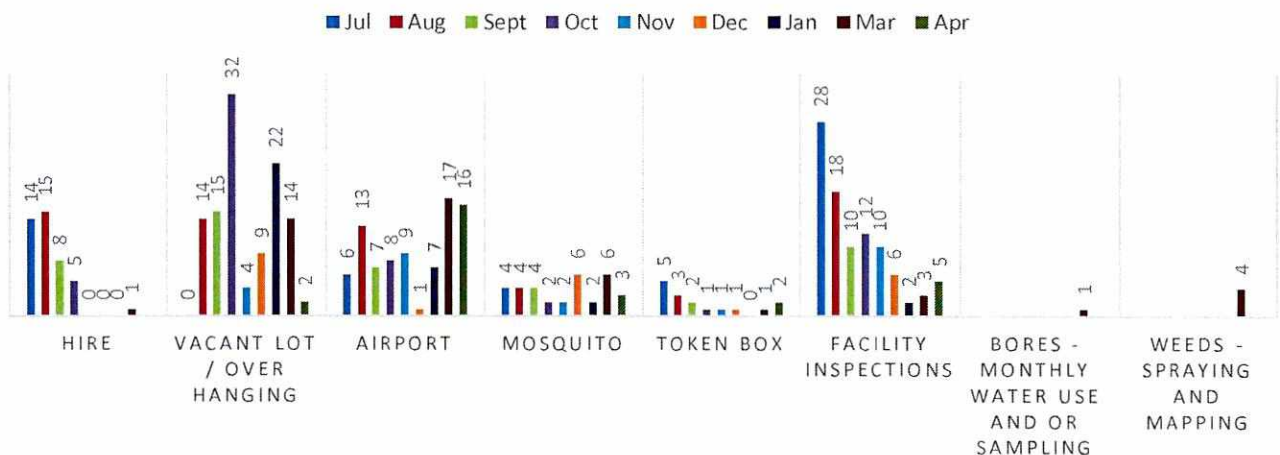
Figures represent the number of visits undertaken to investigate/resolve the reported issues.

ILLEGAL DUMPING



Figures represent the number of visits undertaken to investigate/resolve the reported issues.

INSPECTIONS



Figures represent the number of visits undertaken to investigate/resolve the reported issues.



REPORT

FOLDER: Local Governance / Council Meetings / Financial Report

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: MONTHLY FINANCIAL REPORT – APRIL 2019

Purpose of Report

To receive and note the monthly financial report prepared by the Governance and 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 April 2019.

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Finance Fixed Asset Management Officer, Susan Eiermann
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.
- **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 \$133.40K at the end of April 2019.

	Mar-19	Apr-19
Rates debtors	1,079,497	789,292
Sundry debtors	35,079	195,279
Weighbridge debtors	112,295	108,596
Infringement - Animal	5,850	6,047
Infringement - Parking	2,896	2,998
Infringement - Litter/Camping	270	270
Total outstanding	1,235,887	1,102,482

Rates Debtors Analysis

The decrease in rates debtors is due to payments received for overdue instalments .

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 April 2019.

	Mar-19	Apr-19
Current	13,724	171,764
Over 30 days	5,896	8,390
Over 60 days	2,263	4,556
Over 90 days	1,273	317
Over 120 days	11,923	10,251
Total	35,079	195,278

Sundry Debtors have increased by \$160.19K. This is due to an invoice for \$160K for a grant instalment which will be received from The Australia Sport Commission in May 2019 .

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 April 2019.

	Mar-19	Apr-19
Current	45,715	50,314
Over 30 days	37,554	29,698
Over 60 days	12,713	13,115
Over 90 days	1,548	2,773
Over 120 days	14,765	12,696
Total	112,295	108,596

Weighbridge debtors have decreased by \$3.69K.

KATHERINE TOWN COUNCIL
STATEMENT OF BUDGET ESTIMATE COMPARISON
As at 30 April 2019

	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	2,383	8,251,949	8,234,326	
Statutory charges	61,200	-	61,200	598	30,454	61,200	
User charges	1,819,001	-	1,819,001	103,216	1,320,491	1,819,001	
Grants, subsidies and contributions	1,376,393	-	1,376,393	137,372	1,161,730	1,376,393	
Interest	395,555	-	395,555	42,913	382,679	395,555	
Reimbursements	88,473	-	88,473	4,300	88,214	88,473	
Other income	129,459	-	129,459	288	39,515	129,459	
Total operating income	12,104,407	-	12,104,407	286,305	11,275,034	12,104,407	-
EXPENDITURE							
Employee costs	4,552,461	-	4,552,461	399,780	3,850,528	4,552,461	
Materials, contracts and other expenses	5,633,956	109,928	5,743,884	303,329	3,688,320	5,743,884	
Total Operating Expenses	10,186,417	109,928	10,296,345	703,109	7,538,848	10,296,345	-
Operating surplus/(deficit) before depreciation	1,917,990	-	1,808,062	416,805	3,736,186	1,808,062	-
Depreciation	-	-	-	21,961	222,536	267,189	
Operating surplus/(deficit) before capital items	1,917,990	-	1,808,062	438,765	3,513,650	1,540,873	-
Net gain (loss) on disposal of assets	-	-	-	-	-	-	-
Amounts received specifically for new or upgraded asset	780,376	13,696,738	14,477,114	160,000	14,779,173	14,477,114	
Net operating surplus/(deficit)	2,698,366	13,586,810	16,285,176	278,765	18,292,823	16,017,987	-

KATHERINE TOWN COUNCIL

CAPITAL INCOME & EXPENDITURE

As at 30 April 2019

	Original Budget	Budget Reviews	Revised Budget	Monthly Actual	YTD Actual	End of Year Forecast	Budget Variation
Sources of capital funding expended							
General revenue used for capital purposes	2,611,400	356,877	2,968,277	65,691	625,702	2,968,277	-
Other capital revenue sources:							
Proceeds from sale of capital assets	-	-	-	-	-	-	-
Grants and subsidies	545,000	11,667,123	12,212,123	154,482	986,441	12,212,123	-
Grants received this year and spent last year							
Transfers from internally restricted funds	1,968,710	616,253	2,584,963	-	-	2,584,963	-
Total capital funding	5,125,110	12,640,253	17,765,363	220,173	1,612,143	17,765,363	-
Application of capital funding							
Non current capital assets:							
Buildings and other structures	65,000		65,000	0	7,102	65,000	
Brought forward	150,000	5,480	155,480	-	23,260	155,480	
Plant and machinery	479,700		479,700	7,055	130,345	479,700	
Brought forward		49,689	49,689	-	49,477	49,689	
Improvements	708,400	11,792,364	12,500,764	151,883	213,115	12,500,764	
Brought forward	362,700	96,697	459,397	27,493	134,482	459,397	
Infrastructure assets	1,752,000		1,752,000	12,120	862,101	1,752,000	
Brought forward	1,568,710	681,023	2,249,733	-	159,167	2,249,733	
Furniture and equipment	38,600		38,600	21,622	29,095	38,600	
Brought forward		15,000	15,000	-	4,000	15,000	
Total current capital expenditure	3,043,700	11,792,364	14,836,064	192,680	1,241,757	14,836,064	
Total brought forward amounts	2,081,410	847,889	2,929,299	27,493	370,386	2,929,299	
Grand total capital expenditure	5,125,110	12,640,253	17,765,363	220,173	1,612,143	17,765,363	-

CASH AND INVESTMENTS
30 April 2019

GENERAL FUND	\$
Commonwealth Bank	3,718,729
	<u>3,718,729</u>

Balance as per bank statement, 30 April 2019
Plus net outstanding deposits/(withdrawals)
Adjusted cash at bank balance, 30 April 2019

INVESTMENTS

FINANCIAL INSTITUTION	PRINCIPAL \$	INTEREST RATE %	EFFECTIVE DATE	MATURITY DATE	FINANCIAL INSTITUTION TOTALS \$	% FINANCIAL INSTITUTION
Commonwealth Bank	1,581,002		on call	on call	1,582,884	5.86%
AMP	1,012,296		on call	on call		
AMP	1,484,781	2.80	11-Mar-19	9-Sep-19		
AMP	3,000,000	2.55	9-Apr-19	8-Jul-19		
AMP	1,040,792	2.80	11-Mar-19	6-Dec-19		
Westpac Bank	2,039,496	2.78	21-Nov-18	20-May-19	6,537,869	24.22%
Westpac Bank	1,027,000	2.78	6-Nov-18	6-May-19		
Westpac Bank	5,784,220	2.63	22-Nov-18	22-May-19		
Westpac Bank	2,366,455	2.78	6-Nov-18	6-May-19	11,217,171	41.56%
Bendigo	5,045,205	2.60	7-Jan-19	8-Apr-19	5,045,205	18.69%
NAB	2,608,918	2.39	8-Apr-19	8-Jul-19	2,608,918	9.67%
Total Investments					<u>26,992,047</u>	100.00%
TOTAL FUNDS (incl internally restricted funds)					<u>30,710,776</u>	

DEBTORS REPORT

30 April 2019

Category	Current \$	30+ days \$	60+ days \$	90+ days \$	120+ days \$	TOTAL \$
Sundry	171,764	8,390	4,556	317	10,251	195,278
Weighbridge	50,315	29,698	13,115	2,773	12,696	108,596
Total						303,874

Infringements	Current \$	30+ days \$	60+ days \$	90+ days \$	> 12 months \$	TOTAL \$
Animal	368	-	-	133	5,546	6,047
Parking	-	-	-	1,358	1,640	2,998
Litter	-	-	-	200	-	200
Camping	-	-	-	-	70	70
Total						9,315

Arrears incl interest & legal fees	Current \$	TOTAL \$
	789,292	789,292
	-	
Grand Total		1,102,482

Katherine Town Council Cheque Payment Listing For the Month of April 2019				
Date	Ref No	Payee	Description	Amount
12-Apr-19	00103310	RTM	Registration & Third Party Insurance	\$ 748.30
26-Apr-19	00103311	RTM	Registration & Third Party Insurance	\$ 737.85
26-Apr-19	00103312	Jacana Energy	Rundle Park 21/02/19 - 21/03/19	\$ 109.24
		TOTAL		\$ 1,595.39

**Katherine Town Council
EFT Payment Listing
For the Month of April 2019**

Date	Ref No	Payee	Description	Amount
1-Apr-19	1717/1055-01	Ms T T Coutts	Alderman allowance March 2019	1,293.33
1-Apr-19	1717/1835-01	Mrs C F Miller	Ald/Mayor allowances March 2019	7,758.67
1-Apr-19	1717/2644-01	Mrs E W Clark	Ald/Mayor allowances March 2019	1,940.00
1-Apr-19	1717/2658-01	United Card Services Pty Ltd	Fuel cards Feb 2019	2,738.93
1-Apr-19	1717/3319-01	Mr P Gazey	Alderman Allowance March 2019	1,293.33
1-Apr-19	1717/3385-01	Wright Express Australia Pty Ltd	Fuel cards Feb 2019	931.12
1-Apr-19	1717/3500-01	Puma Energy Australia Fuels Pty Ltd	Diesel and Ad Blue for the Dump	78.53
1-Apr-19	1717/3726-01	Mr J R Zellely	Alderman allowance March 2019	1,293.33
1-Apr-19	1717/3732-01	Mr J Raynor	Alderman allowance March 2019	1,293.33
1-Apr-19	1717/3733-01	Aldermen M Hurley	Alderman allowance March 2019	1,293.33
3-Apr-19	1719/2838-01	Intrust Super	Superannuation-Jan-19-28	626.47
4-Apr-19	1720/3498-01	Commonwealth Bank Group Super	Payroll Deductions	229.83
5-Apr-19	1721/1255-01	Benash Maintenance Services	Install codes for Rhad Security	2,057.00
5-Apr-19	1721/1273-01	Scotmec Pty Ltd	Drive Belt, blades, tyres & general repairs to whipper snipper, chainsaw, hustler mower, edger	3,616.00
5-Apr-19	1721/1314-01	Bishdun Pty Ltd trading as Nighthaw	Freight The Big Mower, Vanderfeild and Colemans Printing	140.36
5-Apr-19	1721/1322-01	McCoy's Garden Engineering	Mowing of Katherine East Parks- T18/07	1,036.59
5-Apr-19	1721/144-01	Macs Hire	Staff uniform pants and boots	1,883.24
5-Apr-19	1721/1701-01	Charles Darwin University	Staff Training	60.00
5-Apr-19	1721/1702-01	North Australian Helicopters Pty Lt	VIC bookings	275.62
5-Apr-19	1721/1722-01	Outback Holiday Parks Pty Ltd T/A	VIC bookings	227.50
5-Apr-19	1721/1818-01	Katherine Toyota	Rangers ute detailed, supply and fit seat covers	625.00
5-Apr-19	1721/1888-01	Car Parts	Grease nipple kit for Waste Transfer Facility	132.30
5-Apr-19	1721/209-01	Power Projects	KTC street lights Main & Repairs Order Oct 18	5,417.50
5-Apr-19	1721/2185-01	Scatt's Plumbing Services	Supply camera for Bore inspection	412.92
5-Apr-19	1721/2409-01	Nitmiluk Tours	VIC bookings	981.05
5-Apr-19	1721/2475-01	Central Motors	Replace thermo in Great Wall CB54SN	478.50
5-Apr-19	1721/253-01	Terrace Emporium Pty Ltd	Youth Week Gift Voucher	100.00
5-Apr-19	1721/263-01	Top News	News Papers - VIC - 2018/19	61.70
5-Apr-19	1721/3013-01	Dragonfly Catering	Come and Try Expo tables and chairs	658.20
5-Apr-19	1721/3253-01	HeliSpirit	VIC bookings	980.00
5-Apr-19	1721/3363-01	Bunnings Group Ltd	Cyclone corrugated garden edging and delivery	512.49
5-Apr-19	1721/3423-01	All Regions Electrical	Install light sensors at Binjari	1,320.00
5-Apr-19	1721/3442-01	eMerge IT Solutions Pty Ltd T/As No	Meter Reads - CC, VIC, Library - 2018/19	682.99
5-Apr-19	1721/3447-01	Arafura Site & Street Sweeping	Airport apron street sweeping for March	550.00
5-Apr-19	1721/3500-01	Puma Energy Australia Fuels Pty Ltd	Hydraulic Oil Hook Truck	184.80
5-Apr-19	1721/3544-01	Pivotel Satellite Pty Ltd	Satellite Phone - BR WMF Coordinator - 18/1	15.00
5-Apr-19	1721/3653-01	B&K Mechanical Pty Ltd	Inspect and repair head on Kubota ride on mower	4,763.25
5-Apr-19	1721/3738-01	Pritchard Francis Consulting	Florina Rd Guardrail and design review	2,860.00
5-Apr-19	1721/3745-01	CSG Business Solutions Pty Ltd	Retail Display Carepack,VMR - 2018/19	235.40
5-Apr-19	1721/3746-01	Hy-Tec Industries (NT) Pty Ltd	Loads of road base delivered to McAdam Road	626.52
5-Apr-19	1721/3764-01	A 'taste' of Katherine NT	VIC Merchandise	115.00
5-Apr-19	1721/3812-01	Tyre Power	Repair to Kubota tractor tyre CC39GY	275.00
5-Apr-19	1721/3819-01	Irwinconsult Pty Ltd	Katherine Hot Springs Remedial Works Fee	5,390.00
5-Apr-19	1721/383-01	Colemans Printing Pty Ltd	Printing & Stationery - flyers	1,732.50
5-Apr-19	1721/3840-01	Employsure Pty Ltd	Refund hire facility and keys	565.00
5-Apr-19	1721/3854-01	Society bt design	Printing advertisement caravanning australia autumn ad	2,475.00
5-Apr-19	1721/3896-01	Country Bees Pty Ltd	VIC Merchandise	40.00
5-Apr-19	1721/3935-01	Learning Express	Books for Library	592.99
5-Apr-19	1721/3937-01	Ashford Group Architects	CBD Design Consultancy Revital Design 35	47,504.60
5-Apr-19	1721/3941-01	Delacoeur Indigenous Contracting	Remove 3 x grandstand seating from showground	308.00
5-Apr-19	1721/514-01	Katherine Vet Care Centre Pty Ltd	Vet Fees	247.50
5-Apr-19	1721/556-01	Beaurepaires Katherine	Repair kit for punctures	40.00
5-Apr-19	1721/562-01	Rod & Rifle Pty Ltd Sporting Goods	Youth Week gift voucher	379.90
5-Apr-19	1721/626-01	Katherine Office Supplies	Stationery for Depot, CC and VIC	498.32
5-Apr-19	1721/630-01	Woolworths Limited	Kitchen supplies for depot	179.38
5-Apr-19	1721/638-01	Cavs Mowing & Treelopping Service	Various trees on grevillea park and BMX	4,262.50
5-Apr-19	1721/653-01	Sully Pty Ltd formerly trading as	19 new tree assessments & 107 follow up tree assessments	3,987.50
5-Apr-19	1721/71-01	YMCA of the Northern Territory Ltd	T18-08 Aquatic Centre Management - 2018/19 April	27,010.00
5-Apr-19	1721/835-01	Katherine Mitre 10	Garden edging and WD40	110.73
9-Apr-19	1722/3084-01	AMP Bank Ltd	Investment for 3 months@2.55%	3,000,000.00
10-Apr-19	1723/3206-01	RemServ	Payroll Deduction	1,392.84
12-Apr-19	1724/1147-01	Katherine Betta Home	Desk, chair and draws plus assembly	4,238.00
12-Apr-19	1724/1255-01	Benash Maintenance Services	Security Monitoring Fees - Oct 18 - Jun	258.50
12-Apr-19	1724/144-01	Macs Hire	Reflectors, uniforms, trailer hire, wheelbarrow and depot supplies	2,674.13

PLEASE CALL THE FINANCE DEPARTMENT IF THERE IS ANY QUERY ON THIS REPORT, OTHERWISE THE QUERY COULD BE TAKEN ON NOTICE

**Katherine Town Council
EFT Payment Listing
For the Month of April 2019**

Date	Ref No	Payee	Description	Amount
12-Apr-19	1724/1701-01	Charles Darwin University	Confined Spaces training course	672.00
12-Apr-19	1724/1712-01	Transpacific Cleanaway Pty Ltd	Garbage collectoin fee - March 2019	29,881.64
12-Apr-19	1724/1888-01	Car Parts	Belts and battery - John Deer mower	442.50
12-Apr-19	1724/1889-01	Katherine Lock and Key	Flag pole key, Cenotaph & bollard key, repair locks at CC after breakin	2,557.72
12-Apr-19	1724/2045-01	Dollars & Sense	Frillies and Prizes Youth Week	71.54
12-Apr-19	1724/209-01	Power Projects	KTC street light main & repairs Order Oct 18	39,808.28
12-Apr-19	1724/2093-01	Landmark	Repairs for BMX spectator seat	1,005.84
12-Apr-19	1724/219-01	Repco	Battery John Deer	252.92
12-Apr-19	1724/2222-01	SecurePay Pty Ltd	Web payments - post paid plan 2 - 2018/1	37.40
12-Apr-19	1724/2223-01	TBM Installations	New air conditioner in rangers office depo	1,771.00
12-Apr-19	1724/2310-01	Brumby's Katherine	Clean Up Australia Day	37.80
12-Apr-19	1724/2409-01	Nitmiluk Tours	VIC bookings	5,766.78
12-Apr-19	1724/2446-01	Flick Washroom Services	4 Weekly service santiary unit - March	23.24
12-Apr-19	1724/2506-01	BookEasy Australia Pty Ltd	Bookeasy Fees - 2018/19	385.00
12-Apr-19	1724/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	424.00
12-Apr-19	1724/263-01	Top News	Newspapers - CC - 2018/19	482.24
12-Apr-19	1724/2659-01	Tourism Top End	Advertising Destination Darwin	750.00
12-Apr-19	1724/2721-01	Rhads Security	Opening & closing Fun Park gates - 18/19	4,314.70
12-Apr-19	1724/2722-01	Katherine Fresh Fruit & Vegie Marke	Paper towel and toilet paper	181.25
12-Apr-19	1724/2750-01	North Australian News Pty Ltd	VIC Position Vac, Rates Reminder, OMC	1,158.92
12-Apr-19	1724/2767-01	Patow 24 Hour Tilt Tray Service	Hire Power Bob Cat pick up and return Dump	242.00
12-Apr-19	1724/2821-01	Clever Patch	Childrens program	235.33
12-Apr-19	1724/2887-01	Territory Rural	CTN XHP grease	396.00
12-Apr-19	1724/2909-01	NORTH AUSTRALIAN ABORIGINAL JUSTICE	Refund hire facility deposit	520.00
12-Apr-19	1724/2978-01	Mrs C Lowe	Flu shot reimbursement - EBA Award	25.00
12-Apr-19	1724/3085-01	Crowhurst Goodline Katherine NT	Repairs to pool cover roller stands	1,895.30
12-Apr-19	1724/3088-01	Territory Debt Collectors	Debt collection fee for Airport	33.00
12-Apr-19	1724/3104-01	letsgekids	Library advertising magazine	891.00
12-Apr-19	1724/312-01	Astral Contracting	Repair Bore 2 at KSG and Cemetery toilets	3,001.70
12-Apr-19	1724/3253-01	HeliSpirit	VIC bookings	568.75
12-Apr-19	1724/3310-01	Katherine Doors and Windows	Replace glass and security screen Tennis Club	1,420.00
12-Apr-19	1724/3314-01	Renoflo Pipeline & Plumbing Solutio	Inspect DeJulia drains and clear blockage	1,100.00
12-Apr-19	1724/3405-01	Roadshow Public Performance Licensi	The Book Thief licence fee	440.00
12-Apr-19	1724/3413-01	EASA	EAP Counselling session	217.22
12-Apr-19	1724/3442-01	eMerge IT Solutions Pty Ltd T/As No	CEO Laptop	7,897.90
12-Apr-19	1724/3500-01	Puma Energy Australia Fuels Pty Ltd	2 x 20ltr Ad blue Waste Facility	4,531.18
12-Apr-19	1724/3502-01	Kleen Yards Katherine	Graffiti removal chemicals showground	165.00
12-Apr-19	1724/3527-01	LOGIQC Pty Ltd	Monthly subscription 01/07/18 - 30/06/19	378.40
12-Apr-19	1724/3539-01	Clayton Utz Lawyers	Contractual advice Hot Spings	3,063.50
12-Apr-19	1724/3595-01	Normist Pty Ltd T/A Katherine Tool	Impact drill skin	323.02
12-Apr-19	1724/3677-01	Mode Design Corp PL	Consultancy for Hot springs	16,788.75
12-Apr-19	1724/3688-01	Avanser Pty Ltd	Inbound Rental - VIC - 2018/19	33.00
12-Apr-19	1724/3746-01	Hy-Tec Industries (NT) Pty Ltd	Load sand sports ground bore #2	169.52
12-Apr-19	1724/3853-01	Ms V Wijesingha	Travel expenses reimbursement staff training	85.00
12-Apr-19	1724/3873-01	Yaanma Services Pty Ltd	Cleaning of Council facilities - Jul 18- Jun19	2,922.80
12-Apr-19	1724/3901-01	Tyrecycle Pty Ltd	Removal of tyre bails rail containers	20,630.28
12-Apr-19	1724/3938-01	Hames Sharley NT	Design and documentation Sportsground	5,995.46
12-Apr-19	1724/3942-01	Dornier Digital Pty Ltd	Reconciliation of Binjari and Tindal properties	2,376.00
12-Apr-19	1724/3943-01	Mrs C McTaggart	Corsage reimbursement for Deb Ball	232.00
12-Apr-19	1724/3944-01	Mrs A Sullivan	Refund duplicate rates	547.00
12-Apr-19	1724/3945-01	Ms R Gerrish	Travel reimbursement payroll course	70.00
12-Apr-19	1724/3946-01	Mrs G M Grieve	Refund rates over payment. assess # 970	136.48
12-Apr-19	1724/425-01	Duncan Electrical Pty Ltd	Check door @ VIC Exeloo, replace blown/broken glass in light towers - Sports ground, Check solar light -Giles Street	10,611.70
12-Apr-19	1724/461-01	Hire Power NT	Bobcat hire	387.75
12-Apr-19	1724/498-01	Katherine Plastering & Tiling	Replace footpath on Acacia Drive	9,845.00
12-Apr-19	1724/594-01	Happy Corner Store	Council function food & beverages	90.00
12-Apr-19	1724/626-01	Katherine Office Supplies	Stationery CC, Deot and VIC, showground swipe cards	560.33
12-Apr-19	1724/630-01	Woolworths Limited	Library supplies	140.65
12-Apr-19	1724/638-01	Cavs Mowing & Treelopping Service	Various trees Grevillea- Park and BMX	3,217.50
12-Apr-19	1724/729-01	BOC Gases Australia Limited	Hire of Gas Containers - 2018/19	195.23
12-Apr-19	1724/782-01	Civica Pty Ltd	Civica licence managed services	13,895.50
12-Apr-19	1724/835-01	Katherine Mitre 10	Bag lawn seed for Ceotaph, hummers, cutting discs, rubbish bins, general depot supplies	555.12
12-Apr-19	1724/9-01	Australia Post (NT)	Postage	340.68
12-Apr-19	1724/91-01	Hohns	Mig welder tip cleaner	22.28
12-Apr-19	1724/97-01	Imparja Television	Advertising	1,193.50
17-Apr-19	1728/1-01	Deputy Commissioner of Taxation	Payroll Deductions	53,650.99
17-Apr-19	1725/2389-01	Rest Superannuation	Superannuation-March-19A-6	4,088.80

PLEASE CALL THE FINANCE DEPARTMENT IF THERE IS ANY QUERY ON THIS REPORT, OTHERWISE THE QUERY COULD BE TAKEN ON NOTICE

**Katherine Town Council
EFT Payment Listing
For the Month of April 2019**

Date	Ref No	Payee	Description	Amount
17-Apr-19	1725/2470-01	Hesta Super Fund	Superannuation-March-19-9	1,223.68
17-Apr-19	1725/2516-01	AGEST	Superannuation-March-19-11	6,699.65
17-Apr-19	1725/2549-01	CBUS	Superannuation-March-19-14	1,439.51
17-Apr-19	1725/2576-01	HostPlus Superannuation	Superannuation-March-19-16	4,035.36
17-Apr-19	1725/2626-01	AMIST Superannuation	Superannuation-March-19-18	1,588.40
17-Apr-19	1725/2634-01	Sunsuper	Superannuation-March-19-19	1,159.83
17-Apr-19	1725/2638-01	MLC Super Fund	Superannuation-March-19-20	1,129.80
17-Apr-19	1725/2686-01	BT Super for Life	Superannuation-March-19-24	1,520.50
17-Apr-19	1725/2765-01	Colonial First State FirstChoice	Superannuation-March-19-25	598.68
17-Apr-19	1725/2941-01	Unisuper	Superannuation-March-19-31	598.68
17-Apr-19	1725/3108-01	ANZ One Path Superannuation	Superannuation-March-19-33	1,127.39
17-Apr-19	1725/3140-01	IOOF- Pursuit Select Personal	Superannuation-March-19-34	115.74
17-Apr-19	1725/3321-01	ING DIRECT Living Super	Superannuation-March-19-40	1,806.54
17-Apr-19	1725/3828-01	Tasplan	Superannuation-March-19-13	20.86
17-Apr-19	1725/3848-01	WA Super -Super solutions	Superannuation-March-19-51	490.92
17-Apr-19	1725/3899-01	VicSuper	Superannuation-March-19-52	1,169.24
17-Apr-19	1726/3900-01	Asgard Capital Management	Superannuation-March-19-53	50.92
17-Apr-19	1725/65-01	Statewide Super	Payroll Deductions	7,881.04
18-Apr-19	1729/1273-01	Scotmec Pty Ltd	Repair Honda whipper snipper, replace carbonator and service, replace blades for 60' Hustler fast track	432.60
18-Apr-19	1729/1314-01	Bishdun Pty Ltd trading as Nighthaw	Freight	30.25
18-Apr-19	1729/1322-01	McCoy's Garden Engineering	Remove large branches from fallen tree Low Level	220.00
18-Apr-19	1729/1433-01	Vanderfield Machinery Pty Ltd	Discharge chute John Deere 72'	832.80
18-Apr-19	1729/144-01	Macs Hire	Staff uniform, boot cleaning brush CC, safety glasses	475.46
18-Apr-19	1729/1701-01	Charles Darwin University	Staff training White Card	822.00
18-Apr-19	1729/1888-01	Car Parts	Circuit tester and hydrometre	16.25
18-Apr-19	1729/1889-01	Katherine Lock and Key	TMK1 Padlocks and WDOD padlocks	945.47
18-Apr-19	1729/2001-01	Territory Springwater AU Pty Ltd	8x bottles of water and freight charges - WMF	124.00
18-Apr-19	1729/2072-01	M2 Commander Pty Ltd	Telephone Library	113.16
18-Apr-19	1729/2185-01	Scatt's Plumbing Services	Water main repair Cypress St	1,228.52
18-Apr-19	1729/226-01	Rowlands Quarry	Covered material delievered to Dump	2,771.47
18-Apr-19	1729/2320-01	Airpower (NT) Pty Ltd	Parts for 72' deck	562.22
18-Apr-19	1729/2409-01	Nitmiluk Tours	VIC bookings	1,055.68
18-Apr-19	1729/262-01	Top End Rural Services	Bore repairs, bushes, MI Connector, elbow and male plug	891.10
18-Apr-19	1729/2767-01	Patow 24 Hour Tilt Tray Service	Tow Peugeot CA14SZ from Elliott to WMF	1,994.00
18-Apr-19	1729/2887-01	Territory Rural	Dog Food	165.00
18-Apr-19	1729/2951-01	Spectacular Jumping Crocodile Cruis	VIC bookings	118.12
18-Apr-19	1729/3051-01	Binjari Community Aboriginal Corpor	Delivery of municipal services - 2018/19	8,087.84
18-Apr-19	1729/3071-01	Aerodrome Management Services Pty L	Training ARO refresher course	462.00
18-Apr-19	1729/3131-01	Neopost Australia Pty Ltd	Franklin machine cartridges	858.00
18-Apr-19	1729/3253-01	HellSpirit	VIC bookings	1,150.62
18-Apr-19	1729/3310-01	Katherine Doors and Windows	Kubota Rear Window safety glass	50.00
18-Apr-19	1729/3372-01	AutoPro Katherine NT	Battery 14.8v UN2794 hustler mower PN 21	84.95
18-Apr-19	1729/3442-01	eMerge IT Solutions Pty Ltd T/As No	6 X HP Computers, 13 x monitors, 6 x desk stands, new scanner, cordless phone installation	14,231.85
18-Apr-19	1729/3508-01	ProWeld & Machining Pty Ltd	Final payment for dual flat top hauling trailer	5,990.00
18-Apr-19	1729/3521-01	Tatiana Enterprises Pty Ltd T/A Pea	Annual maintenance fee for website	6,589.00
18-Apr-19	1729/3539-01	Clayton Utz Lawyers	Legal fees	7,717.05
18-Apr-19	1729/3653-01	B&K Mechanical Pty Ltd	Air filters for Iseki Mower	339.24
18-Apr-19	1729/3704-01	Totalweld Sales and Services Kather	Woll Mig Wire Depot	36.00
18-Apr-19	1729/3793-01	Building Approvals NT	Building permit, inspections and occupant	5,000.00
18-Apr-19	1729/3796-01	Domino's Pizza	National Youth Week Movie and Pizza night	290.00
18-Apr-19	1729/383-01	Colemans Printing Pty Ltd	Printing & Stationery	896.50
18-Apr-19	1729/3893-01	Gwendoline AIRBNB	Peter Reeve Acc 28/04 - 06/07/2019	6,900.00
18-Apr-19	1729/3937-01	Ashford Group Architects	Katherine Showground masterplan design 4	19,914.40
18-Apr-19	1729/3943-01	Mrs C McTaggart	Ribbon for Corsage for Deb ball	45.65
18-Apr-19	1729/3947-01	Cassidy Jay Design	Beeswax Foodwrap paper	220.00
18-Apr-19	1729/461-01	Hire Power NT	Day hire small Bob Cat	275.00
18-Apr-19	1729/514-01	Katherine Vet Care Centre Pty Ltd	Vet Fees	133.90
18-Apr-19	1729/525-01	Knotts Crossing Resort	VIC bookings	577.50
18-Apr-19	1729/556-01	Beaurepaires Katherine	Repair/replace tractor tyre tube on site	100.00
18-Apr-19	1729/626-01	Katherine Office Supplies	Printing & Stationery - back orders filled	171.80
18-Apr-19	1729/630-01	Woolworths Limited	EMIS Catering 15042019	101.96
18-Apr-19	1729/690-01	L J Hooker	Over paid rates	547.00
18-Apr-19	1729/737-01	Travelodge Mirambeena Resort Darwin	Accommodation staff training	526.00
18-Apr-19	1729/835-01	Katherine Mitre 10	Cleaning supplies Depot, rubbish bins, cement, garden supplies	475.10
26-Apr-19	1731/1002-01	Katherine Town Council Social Club	Payroll Deduction	448.00
26-Apr-19	1730/1255-01	Benash Maintenance Services	Annual smoke alarm testing at VIC	187.00
26-Apr-19	1730/1314-01	Bishdun Pty Ltd trading as Nighthaw	Freight Darwin to Katherine Colemans	30.25

PLEASE CALL THE FINANCE DEPARTMENT IF THERE IS ANY QUERY ON THIS REPORT, OTHERWISE THE QUERY COULD BE TAKEN ON NOTICE

**Katherine Town Council
EFT Payment Listing
For the Month of April 2019**

Date	Ref No	Payee	Description	Amount
26-Apr-19	1730/144-01	Macs Hire	Squincher sachets hydration PPE	103.66
26-Apr-19	1730/1769-01	Compass Cleaning & Ground Maintenanc	Clean and stock toilets Showground for funeral booking	220.00
26-Apr-19	1730/2409-01	Nitmiluk Tours	VIC bookings	3,202.46
26-Apr-19	1730/2515-01	Marksies Stockmans Camp Tucker Nigh	VIC bookings	105.00
26-Apr-19	1730/2517-01	Somerville Community Services Inc	Refund of hire facility for Youth Week Function	565.00
26-Apr-19	1730/2746-01	Anglicare NT	Refund of hire facilities Community Event	565.00
26-Apr-19	1730/2887-01	Territory Rural	2 X CO2 C size	110.00
26-Apr-19	1730/2923-01	Top Didj & Art Gallery	VIC bookings	385.87
26-Apr-19	1730/3013-01	Dragonfly Catering	Anzac Day set up	2,445.98
26-Apr-19	1731/3206-01	RemServ	Payroll deduction	1,392.84
26-Apr-19	1730/3372-01	AutoPro Katherine NT	Trailer plug adaptor	137.40
26-Apr-19	1730/3442-01	eMerge IT Solutions Pty Ltd T/As No	Keyboard mouse, 1 yr licene renewal,3 Pro Desk Computers and adaptors, Hosting Serice for April , SD cards, Monthly service fee	8,978.21
26-Apr-19	1730/3500-01	Puma Energy Australia Fuels Pty Ltd	Ad Blue WMF	78.53
26-Apr-19	1730/3604-01	The Sweetest Things	Wreath for ANZAC service	155.00
26-Apr-19	1730/3717-01	The Pouncing Fox	Wet bags, cushion covers and book covers	550.50
26-Apr-19	1730/3937-01	Ashford Group Architects	Katherine Showground masterplan design 1	93,656.20
26-Apr-19	1730/3946-01	Mrs G M Grieve	Refund of rates overpayment 21 Coolibah	87.03
26-Apr-19	1730/3948-01	Mr M Botha	Refund of rates DE changed amount 28 Har	33.00
26-Apr-19	1730/414-01	Hastings Deering (Australia) Limite	Service on CAT 963K Loader at Tip Plant	3,109.65
26-Apr-19	1730/626-01	Katherine Office Supplies	Stationery - back orders received	146.47
26-Apr-19	1730/630-01	Woolworths Limited	Easter Eggs CC	107.00
26-Apr-19	1730/638-01	Cavs Mowing & Treelopping Service	Cemetry Tree TR00005	5,610.00
30-Apr-19	1732/1055-01	Ms T T Coutts	Alderman Allowance April 2019	1,293.33
30-Apr-19	1732/1835-01	Mrs C F Miller	Ald/Mayor Allowances April 2019	7,758.66
30-Apr-19	1732/2644-01	Mrs E W Clark	Ald/Mayor Allowances April 2019	1,940.00
30-Apr-19	1732/3319-01	Mr P Gazey	Alderman Allowance April 2019	1,293.33
30-Apr-19	1732/3726-01	Mr J R Zellely	Alderman Allowance April 2019	1,293.33
30-Apr-19	1732/3732-01	Mr J Raynor	Alderman Allowance April 2019	1,293.33
30-Apr-19	1732/3733-01	Aldermen M Hurley	Alderman Allowance April 2019	1,293.33
		TOTAL		3,687,893.47

**Katherine Town Council
Payroll Payment Listing
For the Month of April 2019**

Date	Payee	Description	Amount
10-Apr-19	All staff PE 21	Pay Period Ended 07/04/2019	113,027.66
26-Apr-19	All staff PE 22	Pay Period Ended 26/04/2020	114,238.68
10-Apr-19	Staff#602 and 423	Termination pay	11,423.31
23-Apr-19	Staff#88 and 430	Termination pay	3,793.29
29-Apr-19	Staff#205	Parental leave pay	2,537.40
18-Apr-19	Staff 88	AL cashout	13,431.59
			\$ 258,451.93



REPORT

FOLDER: Works / Reports / Reports 2019 / OCM General Reports
MEETING: ORDINARY COUNCIL MEETING – 28 MAY 2019
REPORT TITLE: CONSENT TO OPEN AND CLOSE SECTION OF MCADAM ROAD TO ALLOW FOR REALIGNMENT

Purpose of Report

To seek endorsement from Council for a proposed road opening and closure for a section of McAdam Road and subsequent “land swap” arrangement with property owners as a result of the road realignment.

Background

In mid-2017, Katherine Town Council (KTC) constructed an extension of McAdam Road through the property of Luke and Sally Burden, NT Portion 5802. There was an agreement at the time between the owners and former KTC Director of Works, David Moore, that in order to avoid a rocky outcrop and create more of a sweeping bend for road train access, the road would need to be constructed outside of the surveyed road corridor.

KTC proposes to realign the existing gazetted McAdam Road corridor passing through NT Portion 5802 by means of closing and opening sections under Part 12.3 Sections 185 and 187 of the *Local Government Act*.

The attached retrospective advertisement was made accessible on the Council’s website as of 1st October 2018 (as per Regulation 18 of the *Local Government (Administration) Regulations*) and has satisfied the 28 day viewing period, with no objections received.

If the Council resolves to proceed with the road opening / closure, this needs to be formally minuted so the final survey to mark out the proposed road opening and closure can be undertaken. As per the attached survey plan, title boundaries will then be redrawn so that the “road opening” area is transferred to KTC ownership and the “road closure” area is consolidated into NT Portion 5802.

OFFICER RECOMMENDATION

That it be recommended to Council that:

1. Council endorse the consent for road opening and closure of a section of McAdam Road and subsequent “land swap” arrangement with affected property owners.






Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager – Infrastructure & Environment, Peter Reeve
Attachments: Plan of proposed survey area - MDS18-050_L5802_00
KTC website advertisement

SEC. 6264

SEC. 1061

Legend

-  Center Line of Road
-  Road Shoulder
-  Property Boundary
-  Gate
-  Existing Fence

SEC. 5802

SEC. 1179



SEC. 5802

PROPOSED ROAD OPENING

PROPOSED ROAD CLOSURE

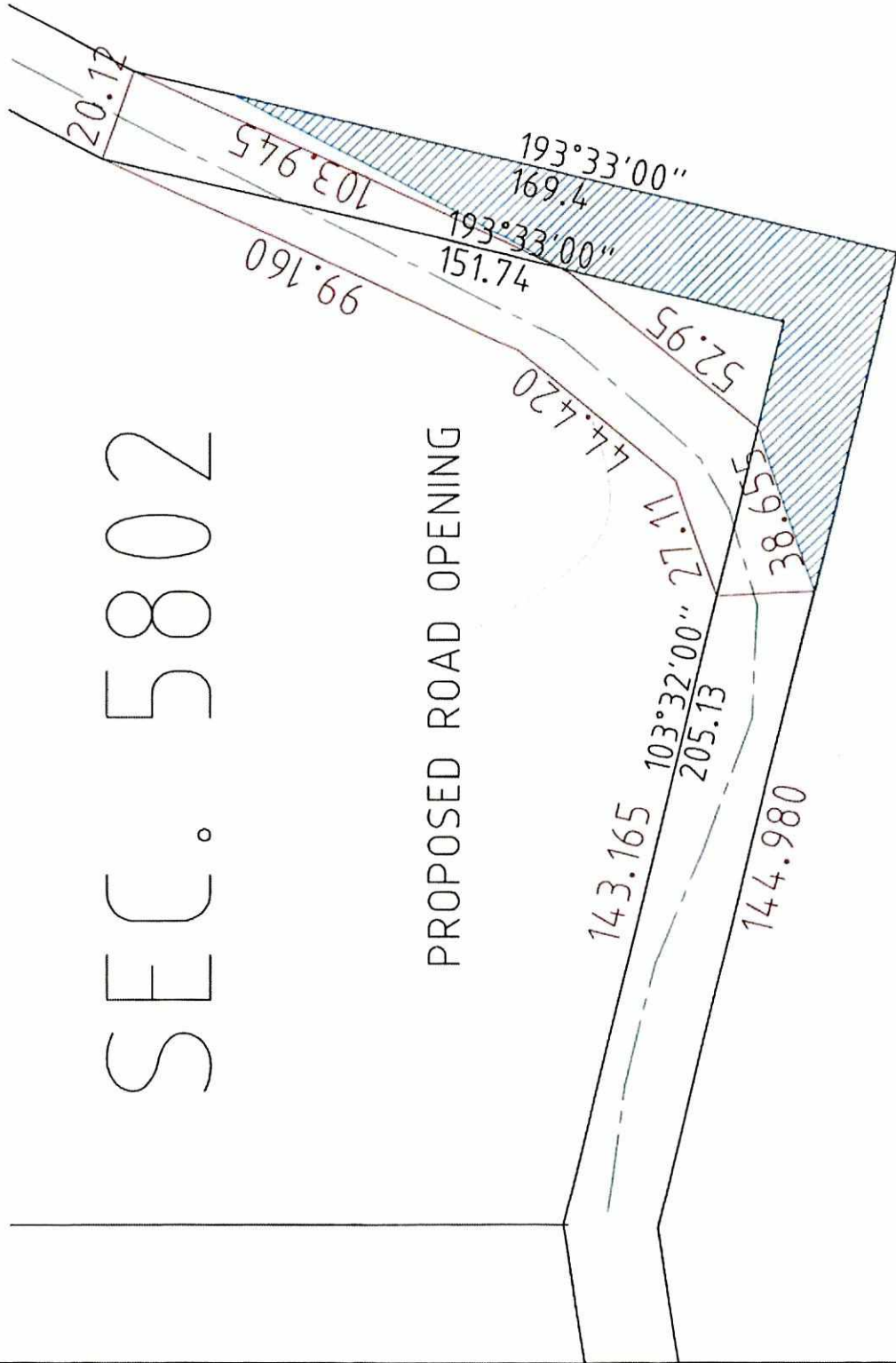
McADAM

ROAD

 	<p>LOT 5802 KATHERINE LOCALITY</p>		<p>REGION: KATHERINE LOCATION: LOT 5802 TOWN KATHERINE PROJECT NAME: McADAM RD SURVEY</p>	<p>FILE No. ASSET No. DRAWING No. MDS18-060_12802 AMDB. A</p>
	<p>CONSULTANT NAME: M.D. SURVEYS PTY LTD SHEET SIZE: A3</p>	<p>PROJECT OFFICER: J. CRAVEN SHEET No. 1 of 1</p>	<p>CLIENT: KATHERINE TOWN COUNCIL</p>	

SEC. 5802

PROPOSED ROAD OPENING



SEC. 5802

PROPOSED ROAD CLOSURE

ISSUE FOR REVIEW

DATE: 31/01/18



REGION: KATHERINE
LOCATION: LOT 5802 TOWN KATHERINE
PROJECT NAME: McADAM RD SURVEY

DRAWING No. MDS18-000115802

NOTE: CALISTRE BOUNDARIES
ARE MORE

Proposed Road Opening and Closure

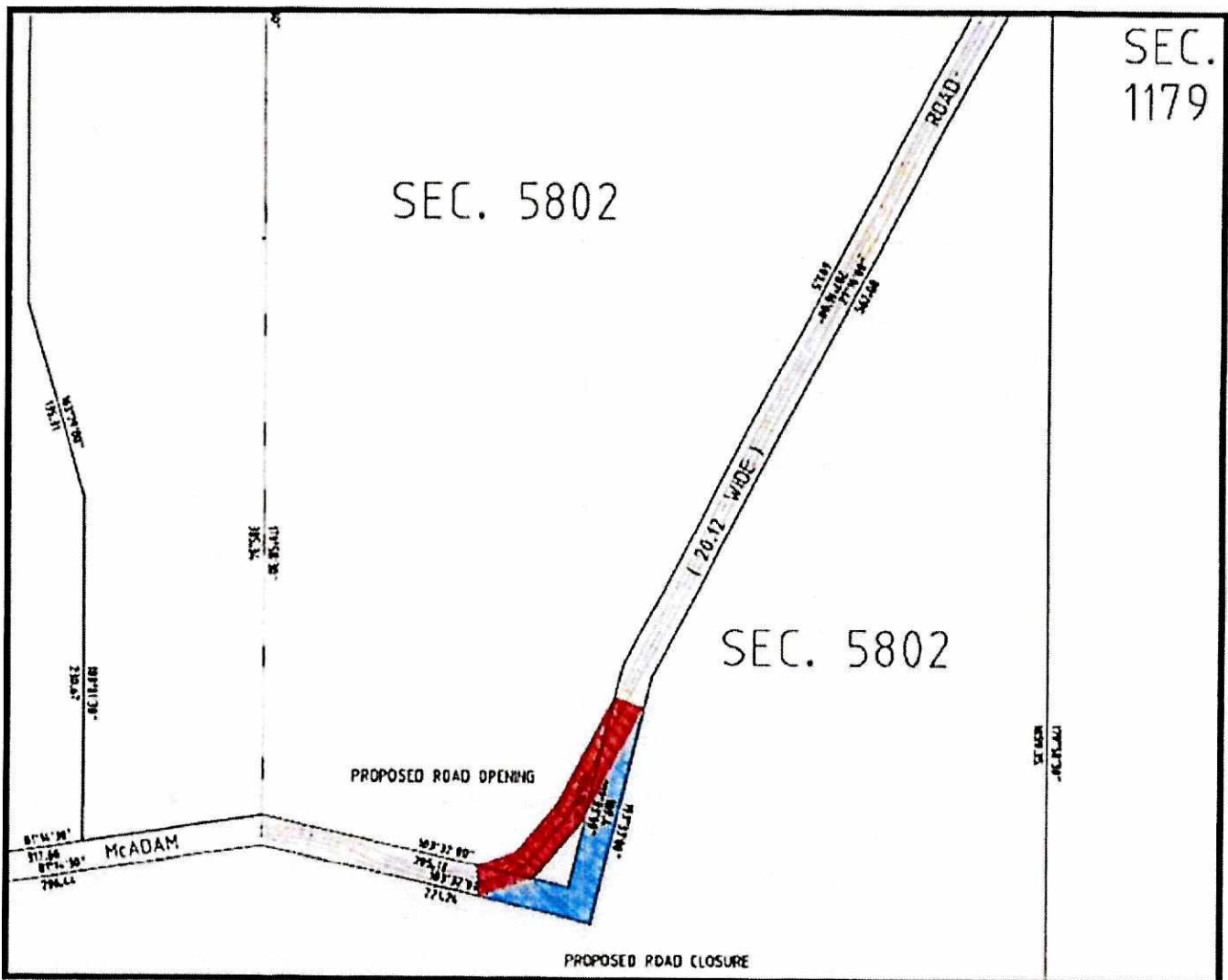
Katherine Town Council proposes to realign the existing gazetted McAdam Road corridor passing through NT Portion 5802 by means of closing and opening sections under Part 12.3 Sections 185(2) and 187 of the Local Government Act. The purpose of the new alignment is to create a sweeping bend that is more conducive to the travel paths of articulated vehicles that will be utilising the road.

In accordance with Local Government (Administration) Regulations, Katherine Town Council invites any person who may object to lodge a written objection to the proposal within 28 days from the date of this notice.

Postal Address: PO Box 1071 Katherine, NT 0851
Email: records@kltc.nt.gov.au

This notice is also available for inspection by interested members of the public at the Council's public office, Civic Centre, Lot 1865 Stuart Highway, Katherine NT 0850.

The council will consider any written objection lodged in accordance with this invitation.





REPORT

FOLDER: Local Governance / Council Meetings / Infrastructure & Environment Reports

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: CONSENT TO DECLARE A PORTION OF CASUARINA AND CORMACK ST INTERSECTION KATHERINE EAST A PUBLIC ROAD

Purpose of Report

To seek endorsement of Council to declare the Casuarina and Cormack Street intersection, Katherine East a public road.

Background

Following a request from DIPL to finalise a number of road declarations which included the Casuarina and Cormack Street intersection, an investigation has been undertaken which reveals that Council advertised in the 8 November 2017 edition of the Katherine Times of the proposed road opening of Chardon Street. This was the commencement of the formal process to have this section of road formally designated a public road.

No submissions were received from the public regarding this proposal. Unfortunately, a report has never been presented to Council recommending that they consent to this proposal.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. That Council consent to declaring the Casuarina and Cormack Street intersection a public road.
2. That Council forward the proposal to DIPL and seek their approval.
3. Once DIPL approval is obtained forward the proposal to the Minister for Local Government, Housing and Community Development for approval.

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

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager Infrastructure & Environment, Peter Reeve
Schedule of Attachments: Proposed Road Opening Ad



Katherine Town Council
PO Box 1071
KATHERINE NT 0851

PROPOSED ROAD OPENING

Wednesday 8 November 2017

Katherine Town Council proposes to open a new road under Part 12.3 Section 185(2) of the Local Government Act. The purpose of the new road is to formalise road access from the intersection of Casuarina and Cormack Street (Lot 3101). Refer attached plan delineating the proposed new road.

In accordance with Local Government (Administration) Regulations, Katherine Town Council invites any person who may object to lodge a written objection to the proposal within 28 days from the date of this notice.

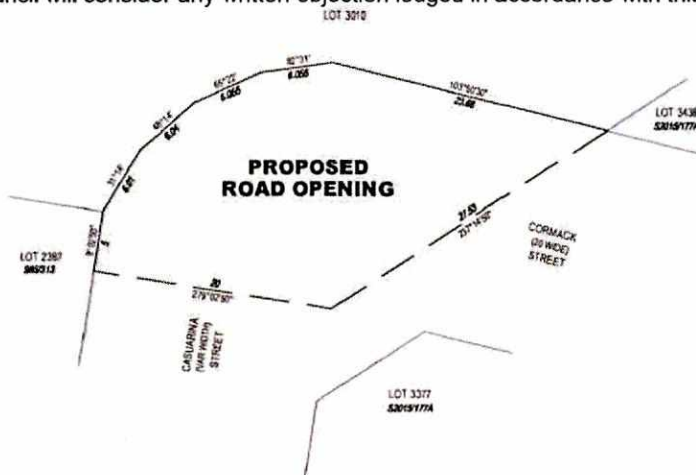
Postal Address:

PO Box 1071 Katherine, NT 0851

Email: records@ktc.nt.gov.au

This notice is also available for inspection by interested members of the public at the Council's public office, Civic Centre, Lot 1865 Stuart Highway, Katherine NT 0850.

The council will consider any written objection lodged in accordance with this invitation.



Phone: 08 8972 5500 Fax: 08 8971 0305

Email: records@ktc.nt.gov.au www.ktc.nt.gov.au



REPORT

FOLDER: Local Governance / Council Meetings / Infrastructure & Environment Reports

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: CONSENT TO DECLARE A PORTION OF CHARDON ST KATHERINE EAST A PUBLIC ROAD

Purpose of Report

To seek endorsement of Council to declare a section of Chardon Street, Katherine East a public road.

Background

Following a request from DIPL to finalise a number of road declarations which included Chardon Street, an investigation has been undertaken which reveals that Council has previously advertised in the 8 November 2017 edition of the Katherine Times the proposed road opening of Chardon Street. This was the commencement of the formal process to have this section of road formally designated a public road.

No submissions were received from the public regarding this proposal. Unfortunately, a report has never been presented to Council recommending that they consent this proposal.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. That Council consent to declaring the section of Chardon Street from the western boundaries of Lots 3472 and 3460 a public road.
2. That Council forward the proposal to DIPL and seek their approval.
3. Once DIPL approval is obtained forward the proposal to the Minister for Local Government, Housing and Community Development for approval.


Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager Infrastructure & Environment, Peter Reeve
Schedule of Attachments: Proposed Road Opening Ad



Katherine Town Council
PO Box 1071
KATHERINE NT 0851

PROPOSED ROAD OPENING

Wednesday 8 November 2017

Katherine Town Council proposes to open a new road under Part 12.3 Section 185(2) of the Local Government Act. The purpose of the new road is to formalise the road extension of Chardon Street. Refer attached plan delineating the proposed new road. Refer attached plan delineating the proposed new road.

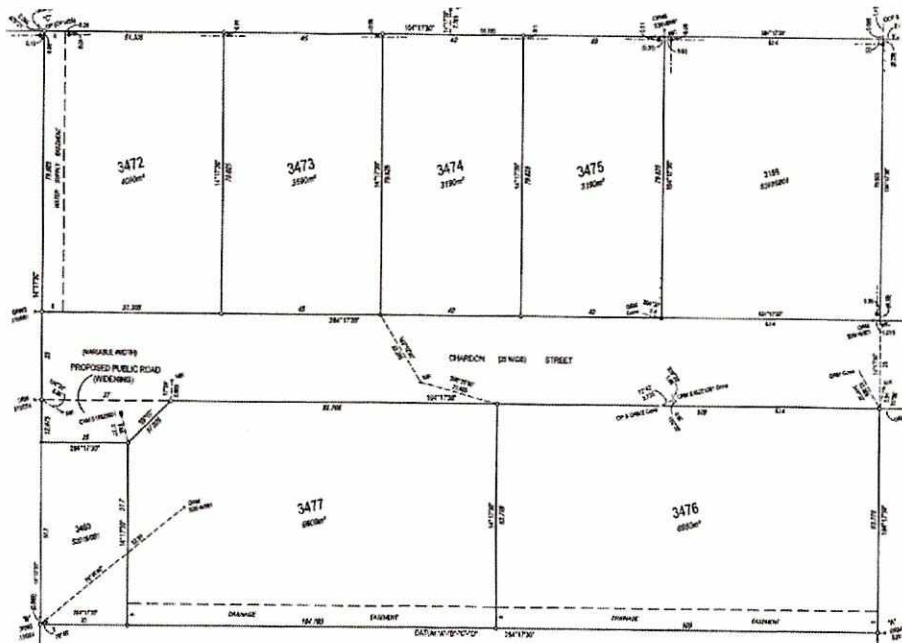
In accordance with Local Government (Administration) Regulations, Katherine Town Council invites any person who may object to lodge a written objection to the proposal within 28 days from the date of this notice.

Postal Address:

PO Box 1071 Katherine, NT 0851

Email: records@ktc.nt.gov.au

This notice is also available for inspection by interested members of the public at the Council's public office, Civic Centre, Lot 1865 Stuart Highway, Katherine NT 0850.



Phone: 08 8972 5500 Fax: 08 8971 0305

Email: records@ktc.nt.gov.au www.ktc.nt.gov.au



REPORT

FOLDER: Local Governance / Council Meetings / Infrastructure & Environment Reports

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: CONSENT TO DECLARE A PORTION OF CYPRUS ST KATHERINE EAST A PUBLIC ROAD

Purpose of Report

To seek endorsement of Council to declare a section of Cyprus Street, Katherine East a public road.

Background

Following a request from DIPL to finalise a number of road declarations which included Cyprus Street, an investigation has been undertaken which reveals that Council has previously advertised in the 18 October 2017 edition of the Katherine Times the proposed road opening of Cyprus Street. This was the commencement of the formal process to have this section of road formally designated as a public road.

No submissions were received from the public regarding this proposal, but unfortunately, a report has never been presented to Council recommending that they consent to this proposal.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. That Council consent to declaring the section of Cyprus Street from the Stuart Highway to Lot 2785 Cyprus Street a public road.
2. That Council forward the proposal to DIPL and seek their approval.
3. Once DIPL approval is obtained forward the proposal to the Minister for Local Government, Housing and Community Development for approval.

A handwritten signature in blue ink, appearing to read 'Robert Jennings', with a stylized flourish at the end.

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager Infrastructure & Environment, Peter Reeve
Schedule of Attachments: Proposed Road Opening Ad



Katherine Town Council
PO Box 1071
KATHERINE NT 0851

PROPOSED ROAD OPENING

Wednesday 18 October 2017

Katherine Town Council proposes to open a new road under Part 12.3 Section 185(2) of the Local Government Act. The purpose of the new road is to formalise the road from Stuart Highway to Casuarina Street, known as Cyprus Street. Refer attached plan delineating the proposed new road.

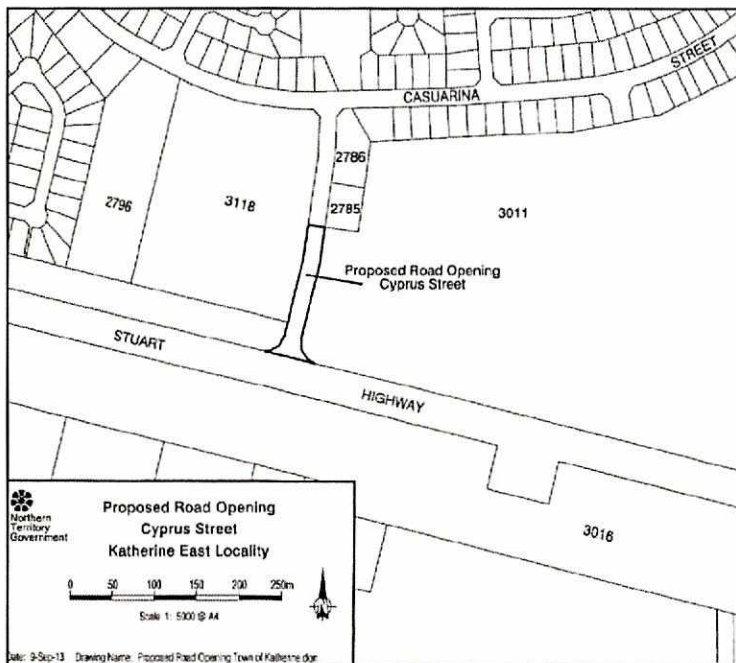
In accordance with Local Government (Administration) Regulations, Katherine Town Council invites any person who may object to lodge a written objection to the proposal within 28 days from the date of this notice.

Postal Address: PO Box 1071 Katherine, NT 0851

Email: records@ktc.nt.gov.au

This notice is also available for inspection by interested members of the public at the Council's public office, Civic Centre, Lot 1865 Stuart Highway, Katherine NT 0850.

The council will consider any written objection lodged in accordance with this invitation.



Phone: 08 8972 5500 Fax: 08 8971 0305

Email: records@ktc.nt.gov.au www.ktc.nt.gov.au



REPORT

FOLDER: Tenders / Tenders 2019 / T19-02 – Katherine Urban Road Resealing

MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019

REPORT TITLE: T19/02 – KATHERINE URBAN ROAD RESEALING

Purpose of Report

To seek endorsement from Elected Members to award Tender 19/02 for the Urban Road Resealing Program.

Background

Tender T19/02 for the Urban Road Resealing Program is the annual resealing program in accordance with our Asset Management Plan and included in the 2018/19 Council budget.

The resealing will cover eighteen (18) sections of road throughout the municipality.

Advertising and Submissions

T19/02 – Katherine Urban Road Resealing was released on Tenderlink on 7 February 2019 with submissions closing at 2pm on 1 March 2019. Three submissions were received at time of closure.

Budget Impact

The budget for these works was estimated at \$420,000.00 (GST inclusive). As referenced in the following schedule of rates summary table, the three (3) tenders and their respective submitted values (GST inclusive);

	<u>Schedule 1</u>
1. Downer EDI	\$233,645.81
2. Fulton Hogan	\$305,458.17
3. NT Bitumen and Asphalt	\$437,270.45

N.B Individual line item values are not shown due to commercial in confidence considerations. Further commentary as to the Tender Assessment Panel's interpretation of the price variance rationale is referenced within "Summary of Assessment."

Value for Money Assessment (VFM)

A qualitative (operational, non-priced criteria) and quantitative (goods and services, priced criteria) assessment of each valid tender submission was undertaken by an Assessment Panel comprising the following officers:

Jamie Craven – Strategic Asset Manager
Andrew Wilson – Manager – Compliance Environment and Regulatory Services



REPORT

Peter Reeve – Executive Manager – Infrastructure and Environment

Section 1.13 of the tender document describes the method by which the Tender Assessment panel shall review all valid submissions, outlines the relevant documentation which all tenderers should be familiar with, and provides the following percentage breakdown of the Non-Priced Criteria relevant to the specification (as agreed upon by the Panel prior to release of the specification).

PERCENTAGE WEIGHTINGS AND ASSESSMENT CRITERIA FROM RESPONSE SCHEDULES	
PAST PERFORMANCE	15%
LOCAL DEVELOPMENT AND VALUE ADDING	30%
VALUE ADDING	5%
CAPACITY	20%
PRICE	30%
TOTAL	100%

Commentary from the Panel regarding each tenderer's submission (including, but not limited to any perceived and/or actual risks or vulnerabilities, and any information supplied in addition to that which was requested), is collated and used to finalise the qualitative assessment of the Non-Priced Criteria; detail is provided further in the 'Summary of Assessment'.

The final Value for Money rating for each Tenderer is shown in the attached VFM Assessment – Summary (Attachments C) and referred to below:

1. Downer EDI	106.43
2. Fulton Hogan	88.92
3. NT Bitumen and Asphalt	66.98

Summary of Assessment

The following summary comprises the panel's assessment of the individual tender submissions' responses against the noted Non-Priced Criteria requirements and the average score from ten (10) allocated per criterion (refer attachment C for scoring matrix).

Downer EDI

Past Performance	8.33
Local Development and Value Adding	7.33
Value Adding	6.67
Capacity	7.33



VALUE FOR MONEY (VFM) ASSESSMENT - SUMMARY

Tender T19/02 Katherine Urban Road Resealing

Downer EDI

Fulton Hogan & Asphalt

NT Bitumen

<Company>

<Company>

<Company>

Budget \$ 420,000.00

Value \$233,645.81 \$305,458.17 \$437,270.45

<Value>

<Value>

<Value>

Weighting 15% Past Performance

5.67

5.00

4.33

0.00

0.00

0.00

0.00

30% Local Development

5.00

4.00

4.00

0.00

0.00

0.00

0.00

5% Value Adding

4.33

4.00

0.00

0.00

0.00

0.00

0.00

20% Capacity

4.67

5.00

4.33

0.00

0.00

0.00

0.00

70%

35.00% ✓ 31.50% ✓ 27.17% ✓ 0.00% ✓ 0.00% ✓ 0% ✓

30% Price

53.93%

41.25%

28.82%

#VALUE!

#VALUE!

#VALUE!

#VALUE!

#VALUE!

VFM Ranking



88.93%



41.25%



28.82%



#VALUE!



#VALUE!



#VALUE!



#VALUE!

Recommended Tenderer:

Commentary:

With a VFM Score of:

Panel Members Endorsement:

Peter Reeve

Jamie Craven

Andrew Wilson

PQR

Date:

27-3-19

[Signature]

24-5-19



REPORT

Fulton Hogan

Past Performance	7.33
Local Development and Value Adding	6.00
Value Adding	6.67
Capacity	7.67

NT Bitumen and Asphalt

Past Performance	6.33
Local Development and Value Adding	6.00
Value Adding	0.00
Capacity	5.33

Recommended Submission

The Tender Assessment Panel recommends Downer EDI as representing the greatest VFM return to the Council for those works specified in T19/02 – Katherine Urban Road Resealing.

Downer EDI achieved the best VFM score, has a good track record and has carried out resealing works for the NT Government and many Councils including Katherine Town Council. Their submission value of \$233,645.81 (GST inclusive) falls within the available project budget and accommodates all tender stipulations. The submission does not include any works that may be required as a correction course prior to the application of the seal. It is likely that there will be extra work required in this regard, but the budget is sufficient to cover such works.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. That Tender T19/02 – Katherine Urban Road Resealing be awarded to Downer EDI at their submitted schedule of rates price of \$233,645.81 (GST inclusive).

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Executive Manager Infrastructure & Environment, Peter Reeve
Schedule of Attachments: **Value for Money Assessment Summary**



REPORT

FOLDER: Finance & Information / Accounts / Debtor Analysis
MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019
REPORT TITLE: OVERDUE DEBTORS REPORT

Purpose of Report

To Update Elected Members with an analysis of overdue debtors' status, excluding rates debtors.

Background

A new strategy was introduced for debt collection in May 2018 to improve the debt recovery process. The purpose of the strategy was to increase the communication between the Council finance team and the debtors before sending them to debt collection and to reduce the number of debtors and debt amounts before they reach 120 days overdue in order to avoid the use of debt collectors.

Analysis

Below is Katherine Town Council's debt recovery procedure and the analysis of debts over the past four months. Data as of 23 May 2019 has also been added to show the current status of the debtors as well.

Debt Recovery Procedures

Council adheres to the following practice in handling its debtor situations:

- a) Invoices are sent to debtors via their preferred method every week.
- b) Debtors are given 30 days to pay their accounts.
- c) If payment is not received within 30 days of the invoice date, a statement will be issued to the debtor advising of invoices still to be paid.
- d) If payment is not received within 60 days of the invoice date, an email is sent to the debtor attaching the overdue statement. Further to this, a phone call is made to the debtor advising the state of their account and requesting payments. At this point if the debtor requests invoices again, we send the copies of invoices. (If the debt relates to the weighbridge, debtors are advised that their accounts will be suspended until all outstanding balances are paid in full).
- e) If payment is not received within 90 days of the invoice date a phone call is made again and email with the overdue statement sent to the debtor demanding the payment immediately. (If the debt is relating to the weighbridge, as we advised the debtor when the debt was over 60 days, without further notice, the debtors account will be put on hold until a full payment is made).
- f) If payment is not received within 120 days of the invoice date, a letter is sent to the debtor advising that the debt recovery process will commence if the account is not paid in full within 7 days.
- g) If the overdue account is not paid within 7 days, the debt recovery process starts by sending the debtor to Territory Debt Collectors.

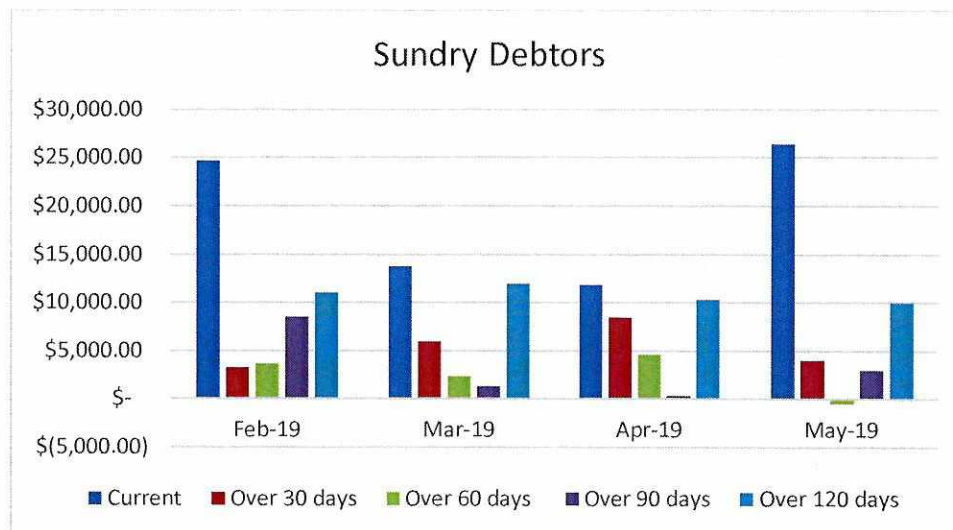
KATHERINE TOWN COUNCIL



	Feb-19	Mar-19	Apr-19	May-19
Current	\$ 24,652.71	\$ 13,724.33	\$ 11,763.50	\$ 26,330.76
Over 30 days	\$ 3,205.36	\$ 5,895.64	\$ 8,390.21	\$ 4,002.71
Over 60 days	\$ 3,571.46	\$ 2,263.10	\$ 4,555.84	-\$ 505.77
Over 90 days	\$ 8,483.00	\$ 1,273.06	\$ 317.47	\$ 2,965.77
Over 120 days	\$ 10,970.57	\$ 11,922.52	\$ 10,250.86	\$ 9,940.53
Total	\$ 50,883.10	\$ 35,078.65	\$ 35,277.88	\$ 42,734.00

The increment in current debtors are due to couple of seasonal hire invoices and a recharged electricity invoice. None of these invoices are due yet as our payment terms are 30 days. Out of \$9,940.53 in over 120 days debtors, \$2,783.25 is already with debt collectors and \$7,242.76 is under negotiation between the debtor (debtor number 1891/01) and the Council before sending to debt collectors.

Please see below graph showing the debtor movements for Sundry Debtors.



Debtor Analysis – Weighbridge Debtors

The table below shows the amount outstanding for the current and previous months.

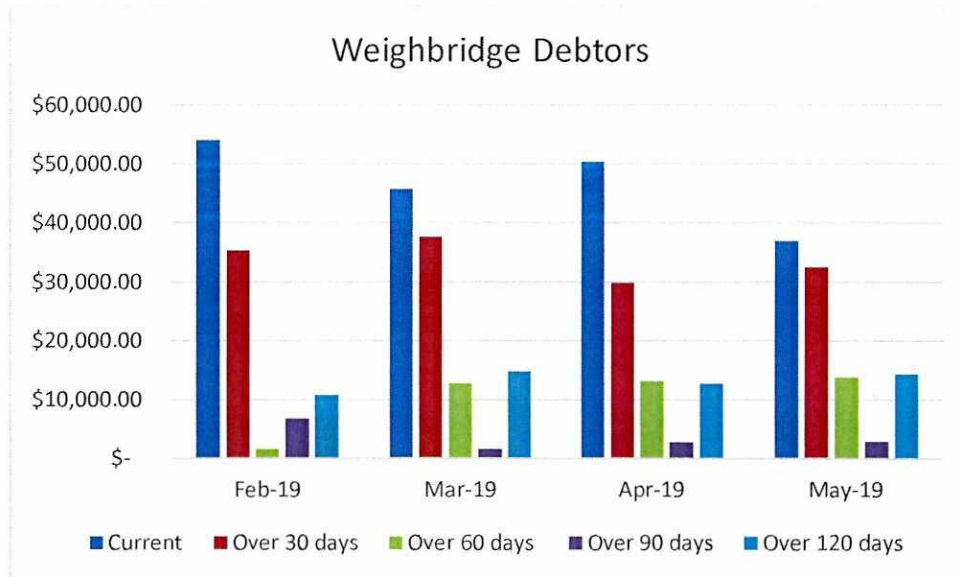
	Feb-19	Mar-19	Apr-19	May-19
Current	\$ 54,019.93	\$ 45,715.18	\$ 50,314.68	\$ 36,885.50
Over 30 days	\$ 35,304.74	\$ 37,553.90	\$ 29,697.80	\$ 32,407.48
Over 60 days	\$ 1,587.68	\$ 12,712.92	\$ 13,114.70	\$ 13,795.60
Over 90 days	\$ 6,708.58	\$ 1,547.68	\$ 2,773.22	\$ 2,907.10
Over 120 days	\$ 10,786.09	\$ 14,765.21	\$ 12,695.89	\$ 14,300.33
Total	\$ 108,407.02	\$ 112,294.89	\$ 108,596.29	\$ 100,296.01

KATHERINE TOWN COUNCIL



There is an overall reduction in weighbridge debtors mainly due to effective communication between the debtors and the finance team. Out of \$14,300.33 of over 120 days debtors, \$12,207.12 is already with debt collectors.

Following graph shows the reduction in debtors over the periods.



The following are the debtors who are already with debt collectors and these debt amounts are on the watch as doubtful debts.

- 01) Debtor No. 4360/01 - \$1172.25 – Sundry Debtor
- 02) Debtor No. 4251/01 - \$490.00 – Sundry Debtor
- 03) Debtor No. 4273/01 - \$459.00 – Sundry Debtor
- 04) Debtor No. 4502/01 - \$300.00 – Sundry Debtor
- 05) Debtor No. 4563/01 - \$189.00 – Sundry Debtor
- 06) Debtor No. 4607/01 - \$173.00 – Sundry Debtor
- 07) Debtor No. 4151/03 - \$507.68 – Weighbridge Debtor
- 08) Debtor No - 4378/03 - \$507.68 - Weighbridge Debtor
- 09) Debtor No – 4603/03 - \$4522.00 - Weighbridge Debtor
- 10) Debtor No – 4507/03 - \$6669.76 - Weighbridge Debtor

Conclusion

The new strategy of increasing communication between the debtors and finance staff is successful and this has helped to reduce the debtor numbers.

Officer Recommendations

Please see below recommendations of debtors to be considered as bad debts. The finance team has made all reasonable efforts to recover the debt amount by contacting or trying to contact the debtors numerous times via telephone, email and post. When the council staff failed to successfully communicate with the debtors, where it is financially reasonable, the debtor has been sent to the debt collectors. The reasons behind each debt to be considered as unrecoverable is mentioned in the notes section of the table. The officers recommend the Elected Members authorise the following debts be written off as bad debts. It is not reasonably possible to recover.

KATHERINE TOWN COUNCIL



	Debtor Number	Total Amount of Debt	Financial Year the debt relates to	Date sent to debt collectors	Notes
1	4273/01	\$ 459.00	2014-2015	5/03/2018	Debt collectors failed to successfully communicate with the debtor to recover the debt amount. The next step is to take legal action. The Debt Collectors recommended to write the debt off.
2	150 015 080	\$ 1,753.46	2013-2014	2014	Debt collectors & Avdata advised us that the company has gone into liquidation and cannot recover the debt
3	150 015 310	\$ 53.87	2013-2014	Nil	According to Avdata records the company has gone into liquidation. It is not worth sending the debt collectors as Territory Debt Collectors (TDC) charges \$33.00 upfront to start the debt collection process.
4	150 028 339	\$ 78.45	2017-2018	Nil	According to Avdata records the company has gone into liquidation. It is not worth sending the debt collectors as TDC charges \$33.00 upfront to start the debt collection process.
5	150 005 763	\$ 77.79	2018-2019	Nil	Avdata was unsuccessful in collecting the debt amount. It is not worth sending the debt collectors as TDC charges \$33.00 upfront to start the debt collection process.
6	150 039 667	\$ 10.78	2018-2019	Nil	Avdata was unsuccessful in collecting the debt amount. It is not worth sending the debt collectors as TDC charges \$33.00 upfront to start the debt collection process.
7	150 034 926	\$ 69.66	2017-2018	Nil	Avdata was unsuccessful in collecting the debt amount. It is not worth sending the debt collectors as TDC charges \$33.00 upfront to start the debt collection process.
8	150 012 327	\$ 80.54	2017-2018	Nil	Avdata was unsuccessful in collecting the debt amount. It is not worth sending the debt collectors as TDC charges \$33.00 upfront to start the debt collection process.
	Total	\$ 2,583.55			



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

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Manager – Customer, Finance & Administrative Services, Ms Vishva Wijesingha
Schedule of Attachments: NIL



REPORT

FOLDER: Local Governance / Council Meetings / Representatives on Committee
MEETING: ORDINARY MEETING OF COUNCIL – 28 MAY 2019
REPORT TITLE: Representative on Committee – Katherine East Child Care Centre

PURPOSE OF THE REPORT

To seek nominees and approval for the nominated member, to be the Council representative on the Katherine East Child Care Centre Board.

REPORT

Katherine Town Council has received a request from the Katherine East Child Care Centre (KECCC) to have an Alderman elected by Council to sit on their Board. KECCC, who lease the premises at 16 Grevillea Road, Katherine East, from Council for their childcare operations, believe that this Council representation on their Board will ensure better communication between them and Council.

OFFICER RECOMMENDATION

That it be recommended to Council:

1. Council elected, from the Aldermen, a representative to sit on the KECCC Board.
2. The nominated Alderman be recorded.
3. KECCC be notified of the nominated Alderman representative.

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

Robert Jennings
CHIEF EXECUTIVE OFFICER

Delegation: Ms Sue Crammond, Executive Assistant
Schedule of Attachments:

