



AGENDA

Ordinary Council Meeting Agenda Tuesday, 13 December 2022

Ordinary Meeting: 6:00 pm

Council Chambers,
Civic Centre, Stuart Highway, Katherine

The CEO of Katherine Town Council hereby provides notice of the
Ordinary Council Meeting, in accordance with
Section 92 of the *Local Government Act 2019*

ELECTED MEMBERS

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Kym Henderson
- Councillor Maddy Bower
- Councillor Denis Coburn
- Councillor Ben Herdon
- Councillor Amanda Kingdon
- Councillor Jeremy Trembath

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director of Community Services
- Mr Brendan Pearce – Director of Infrastructure and Environment
- Mr Avtar Singh – Director of Corporate Services
- Ms Amanda Haigh – Governance and Executive Officer

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1 ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge that **this meeting is being held on the traditional lands of the first nations** people of the Katherine township and surrounding council communities. We recognise the first nations culture as one of the longest surviving cultures in the world and we pay our respects to Elders both past, present and future.

2 OPENING PRAYER

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

3 MEETING DECLARED OPEN

4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

4.2 LEAVE OF ABSENCE

4.3 APPLICATIONS FOR LEAVE OF ABSENCE

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

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.katherine.nt.gov.au or obtained by emailing records@ktc.nt.gov.au

6 PRESENTATIONS FROM EXTERNAL AGENCIES

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 Minutes of the Ordinary Council Meeting held On 22 November 2022



MINUTES

Ordinary Council Meeting

Tuesday, 22 November 2022

6:00 pm

Council Chambers,
Civic Centre, Stuart Highway, Katherine

ELECTED MEMBERS

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Kym Henderson
- Councillor Maddy Bower
- Councillor Denis Coburn
- Councillor Ben Herdon
- Councillor Amanda Kingdon

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Ms Rosemary Jennings – Director Community Services
- Mr Brendan Pearce – Director Infrastructure and Environment
- Mr Avtar Singh – Director of Corporate Services
- Ms Amanda Haigh – Governance and Executive Officer

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2 OPENING PRAYER

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

3 MEETING DECLARED OPEN

Mayor Elisabeth Clark declared the meeting open at 6.00pm

4 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

Councillor Jeremy Trembath

4.2 LEAVE OF ABSENCE

Nil

4.3 APPLICATIONS FOR LEAVE OF ABSENCE

Deputy Mayor Henderson will be absent from for the Ordinary Meeting of Council 24 January 2023.

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

NIL

6 PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 Minutes of the Ordinary Council Meeting held on 25 October 2022

COUNCIL RESOLUTION OCM-043-2022

Moved: Councillor Coburn

Seconded: Councillor Herdon

That the minutes of Ordinary Meeting of Council on 25 October 2022 be confirmed as true and accurate.

CARRIED 6/0

7.2 Minutes of the Special Council Meeting held on 14 November 2022

COUNCIL RESOLUTION OCM-044-2022**Moved:** Deputy Mayor Henderson**Seconded:** Councillor Bower

That the minutes of Special Meeting of Council on 14 November 2022 be confirmed as true and accurate.

CARRIED 6/0

8 BUSINESS ARISING FROM PREVIOUS MINUTES

Councillor Kingdom did not attend the LGANT conference November 2022.

9 MAYORAL BUSINESS**9.1 MAYORAL BUSINESS FOR THE PERIOD OCTOBER NOVEMBER 2022****Mayor Elisabeth Mayor****Period 25 October 2022 to 22 November 2022**

Date	Activity attended
	National Police Remembrance Day
	Meeting with Elected Members x 4
	Meeting with Deputy Mayor x 4
	Meeting with community members x 2
	Meeting with CEO x 4
	Meeting with NBN – information base being in Darwin.
	Meet & Greet CEO and Director CM&C
	Meeting with Minister Marion Scrymgour – election promise re pool
	Meet & Greet NTPHN CEO and EM Health workforce representative
	October Business Month dinner at Contour
	Great Northern Cleanup – Katherine River corridor
	1 st Brigade Army Band – Town Square
	Meeting with Commander of Katherine Police
	Public Launch of KTC Strategic Plan at Civic Centre
	Meeting with CM&C – update on Council and Strategic Plan

	KCESRG at Kalano – Service updates from stakeholders
	Meet & Greet representatives from NT Arts at Godinymayin
	Photo shoot with Elected Members
	Radio Interview with Mix 104.9
	CDU Rural College networking lunch
	Meeting with Member for Katherine Jo Hersey MLA
	Meeting with Katherine Swimming Club
	CDU Katherine Town Campus – Meet Business Leaders
	Showgrounds Advisory Committee Meeting
	Australia Day Conference delegates luncheon – Katherine Railway Station
	Australia Day Conference delegates – dinner cruise
	Big Rivers launch of brand
	Meeting with CEO/Chair of LGANT
	EMIS x 2
	Ordinary Meeting of Council
	Citizenship ceremony at Civic Centre

10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED

DOCUMENTS TABLED

1. LGANT Conference, General Meeting and Annual General Meeting 16 – 18 November 2022 papers

11 PETITIONS

Nil

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Nil

13 NOTICE OF MOTION

Nil

14 REPORTS OF OFFICERS

14.1 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 05 SEPTEMBER 2022

OFFICER RECOMMENDATION

1. That the Elected Members receive and note the Minutes of the Special Meeting of Council held on 05 September 2022

PURPOSE OF REPORT

To present to the Elected Members the Minutes of the Special Meeting of Council held on 05 September 2022

Report withdrawn due to the minutes being confirmed at the Ordinary Council Meeting 27 September 2022

Council Resolution OCM-014-2022

14.2 PROJECT UPDATE OCTOBER 2022**COUNCIL RESOLUTION OCM-045-2022**

Moved: Councillor Kingdon

Seconded: Councillor Bower

1. Receive and note the project update for the month of October 2022

PURPOSE OF REPORT

To inform Elected Members of the current status of major projects undertaken by Infrastructure and Environment during the month of October 2022.

Discussion resulted in confirming the solar lights on Ring Road are operating, the Showground water pipe works are related to the Fire Hydrant project and the Sportsground Pavilion certification of occupancy is progressing.

CARRIED 6/0

14.3 REPORT FOR THE VISITOR INFORMATION CENTRE FOR THE MONTH OF OCTOBER 2022**COUNCIL RESOLUTION OCM-046-2022**

Moved: Deputy Mayor Henderson

Seconded: Councillor Coburn

1. That the elected members receive note and approve the report of the Visitor Information Centre for the month of October 2022.

PURPOSE OF REPORT

To provide Council with an overview of Visitor Services operations for the month of October 2022.

Discussion noted that the VIC continues to experience break-ins and the CCTV is assisting in identification involved.

CARRIED 6/0

14.4 VISITOR INFORMATION CENTRE CLOSURE OUT OF SESSION VOTE**COUNCIL RESOLUTION OCM-047-2022****Moved:** Councillor Bower**Seconded:** Councillor Coburn

1. That the Elected Members note the resolution to confirm an Out of Session voting outcome in regard to the Visitor Information Centre temporary closure on the weekend of 5 and 6 November 2022.
2. That the proposal to close the Visitor Information Centre for the period 24 December 2022 until 2 January 2023 inclusive, be confirmed as accepted.

PURPOSE OF REPORT

To confirm the out of session voting in regard to the Visitor Information Centre temporary closure on the weekend of 5 and 6 November 2022.

To advise the Elected Members of adjustments to the Katherine Town Council's Christmas and New Year 2022/2023 holiday period, as related to the operations of the Visitor Information Centre.

Discussion confirmed that the process was required for Council decision due no delegations to CEO close services.

CARRIED 6/0

14.5 TERMS OF REFERENCE FOR THE ADVISORY COMMITTEES**COUNCIL RESOLUTION OCM-048-2022****Moved:** Councillor Kingdon

Seconded: Deputy Mayor Henderson

1. That it be recommended to Council to approve the Terms of Reference for the Showground and Multi-Purpose Centre Advisory Committee and Sportsground Advisory Committee

PURPOSE OF REPORT

To seek Council approval of the Terms of Reference for the Showground and Multi-Purpose Centre Advisory Committee and Sportsground Advisory Committee (attached).

Discussion of Council resulted in being non supportive of only six community individuals or organisations representatives membership on the advisory committees. Request to amend membership to invite one representative from all registered user groups.

LOST 0/6

COUNCIL RESOLUTION OCM-049-2022

Moved: Councillor Coburn

Seconded: Deputy Mayor Henderson

That it be recommended to Council to approve the Terms of Reference for the Showground and Multi-Purpose Centre Advisory Committee and Sportsground Advisory Committee noting that One member from each user group of sportsground and showground be invited to be a representative on the advisory committee

CARRIED 6/0

14.6 KATHERINE TOWN COUNCIL BY LAW 1998 PROPOSED AMENDMENTS

COUNCIL RESOLUTION OCM-050-2022

Moved: Councillor Kingdon

Seconded: Deputy Mayor Henderson

1. That it be recommended to Council:
 - (a) To rescind the Council decision of 14 December 2021
 - (b) To endorse version 10 of the Katherine Town Council Amendment By Laws 2022
 - (c) To approve the process of community consultation on the amended By Laws in accordance with the *Local Government Act 2019*

PURPOSE OF REPORT

To seek Council endorsement of Katherine Town Council Amendment By-Laws 2022 (attached) prior to public consultation and re-making of the by-laws.

Council acknowledged Maria Evans, Evans Insight, for the great work that has been done for the Amendment By-Laws.

CARRIED 6/0

14.7 COMMON SEAL POLICY VERSION 1**COUNCIL RESOLUTION OCM-051-2022**

Moved: Councillor Bower

Seconded: Councillor Kingdon

1. That it be recommended to Council to approve the Common Seal Policy Version 1

PURPOSE OF REPORT

To seek Council approval of the Common Seal Policy

CARRIED 6/0

14.8 KATHERINE PUBLIC LIBRARY OCTOBER 2022**COUNCIL RESOLUTION OCM-052-2022**

Moved: Deputy Mayor Henderson

Seconded: Councillor Bower

1. That it be recommended to Council to receive and note the Public Library Services Report for the Month of October 2022.

PURPOSE OF REPORT

To provide an overview of Katherine Public Libraries operations for the month of October 2022.

Council acknowledged the Library team on winning the Best Customer Service – Not for Profit Katherine.

CARRIED 6/0

14.9 REPORT OF REGULATORY SERVICES FOR THE MONTH OF OCTOBER 2022**COUNCIL RESOLUTION OCM-053-2022**

Moved: Councillor Kingdon

Seconded: Councillor Herdon

1. That it be recommended to Council to receive and note the Regulatory Services Report for the Month of October 2022.

PURPOSE OF REPORT

To provide Council an overview of Regulatory Services operations for the month of October 2022.

Discussion from elected member questions relating to Regulatory Services confirmed that euthanised dogs are disposed of at the Waste Management Facility, and the illegal campers are moved on upon request from NTG and other service providers assist with accommodating these people.

Question on notice: Rangers receiving cultural training

CARRIED 6/0

14.10 REPORT OF COMMUNITY EVENTS AND ENGAGEMENT FOR THE MONTH OF OCTOBER 2022

COUNCIL RESOLUTION OCM-054-2022

Moved: Councillor Kingdon

Seconded: Councillor Bower

That it be recommended to Council to receive and note the Community Events and Engagement Report for the Month of October 2022.

PURPOSE OF REPORT

To provide an overview of Community Event and Engagement activities for the Month of October 2022.

Council acknowledged the many events provided during the month.

CARRIED 6/0

14.11 REQUEST TO REPURPOSE 2021 2022 GRANT FUNDING KWILS

COUNCIL RESOLUTION OCM-055-2022

Moved: Councillor Coburn

Seconded: Councillor Kingdon

1. That Council approve the request made by the Katherine Women's & Information Legal Service to repurpose \$1,200 (GST Inclusive) unspent community grant funds towards further *Starting Conversations* events.

PURPOSE OF REPORT

To seek Council's approval to repurpose grant funding awarded to Katherine Women's & Information Legal Service (KWILS) through the 2021/2022 Community Grant process.

CARRIED 6/0

14.12 MINUTES OF THE SPECIAL MEETING HELD ON 14 NOVEMBER 2022

COUNCIL RESOLUTION OCM-056-2022

Moved: Councillor Herdon

Seconded: Councillor Bower

1. For the Elected Members to receive, note and endorse the Minutes of the Special Meeting of 14 November 2022

PURPOSE OF REPORT

To present to the Elected Members the Minutes of the Special Meeting of 14 November 2022

CARRIED 6/0

14.13 ADOPTION OF LANEWAY MANAGEMENT POLICY**COUNCIL RESOLUTION OCM-057-2022**

Moved: Councillor Kingdon

Seconded: Deputy Mayor Henderson

That it be recommended to Council to adopt the Laneway Management Policy as presented.

PURPOSE OF REPORT

To seek Council approval to adopt the Laneway Management Policy.

Discussion confirmed that Council has not had a policy in place for a process of requests to close laneways, reporting issues can be submitted through email or letter and ensuring consulting with users is included, not just utilising complaints and requests, before considering a laneway closure.

CARRIED 6/0

14.14 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF OCTOBER 2022**COUNCIL RESOLUTION OCM-058-2022**

Moved: Councillor Herdon

Seconded: Councillor Coburn

1. That the report of the Infrastructure and Environment Department for the month of October 2022 be received and noted.

PURPOSE OF REPORT

To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure and Environment Department during the month of October 2022.

Discussion confirmed the Cemetery guidelines have always been in place. The cemetery is classified as a lawn cemetery therefore only small plinth is available. A new cemetery can be looked at as a different cemetery classification.

The Tip shop contractor has had delays completing the footings for the containers that are already on-site. The road to sewage ponds gravel repairs has taken place and will be resealed in conjunction with future reseal works. Wet season impacts may require redressing works.

It was raised that streetlighting blackouts are creating darks areas and request to investigate for improvement.

CARRIED 6/0

14.15 CEO REPORT**COUNCIL RESOLUTION OCM-059-2022****Moved:** Councillor Kingdon**Seconded:** Councillor Bower

1. That the CEO's report be received and accepted as read.

PURPOSE OF REPORT

To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the period of September/October 2022.

Discussion acknowledged the Mental Fitness training has been a successful initiative resulting in a new Wellbeing policy and program being implemented for staff. Other Wellbeing initiatives have included Employee Kindness Award and recognition for International Women's and Men's Day.

Council acknowledged the upgrades to the Civic Centre entrance is great and the new signage will include English and Kriol. Also, the Ryan Park toilets artwork looks good and should be considered at other council infrastructure such as picnic areas on Giles Street.

The need for taxi rank seating and shelter was raised that has been identified and to be addressed as part of outcomes of the Council Strategic Plan.

CARRIED 6/0

14.16 FINANCIAL REPORT FOR THE MONTH OF OCTOBER 2022**COUNCIL RESOLUTION OCM-060-2022****Moved:** Councillor Kingdon**Seconded:** Deputy Mayor Henderson

1. That it be recommended to Council to:
 - (a) Endorse the Financial Report for the month of October 2022

PURPOSE OF REPORT

To present to Council the Financial Report for the month of October 2022

CARRIED 6/0

14.17 WET SEASON PREPARATIONS**COUNCIL RESOLUTION OCM-061-2022****Moved:** Deputy Mayor Henderson

Seconded: Councillor Kingdon

1. That Council authorise the wet season closure of the Katherine Hot Springs from Thursday 24th November 2022 for the duration of the 2022/23 wet season.
2. That Council authorise the CEO to affect any further required closures and actions required to maintain public safety in readiness for the 2022/23 wet season.

PURPOSE OF REPORT

To advise Council of preparations undertaken by Council's Infrastructure and Environment Department in preparation for forthcoming wet season weather events.

Discussion confirmed that Emungalen Bridge will be treated as per any road subject to flooding.

Pre-Wet Season Clean-up was raised and request for report be presented to Council on cost to implement prior to Budget 2023/24.

CARRIED 6/0

14.18 MONTHLY REPORT OF CORPORATE SERVICES FOR THE MONTH OF OCTOBER 2022

COUNCIL RESOLUTION OCM-062-2022

Moved: Councillor Coburn

Seconded: Councillor Bower

1. That it be recommended to Council to:
 - (a) Receive and note the Corporate Services Report for the month of October 2022

PURPOSE OF REPORT

To present the report for Corporate Services department for the month of October 2022.

Council acknowledged the great work of the Auditors for preparing the Annual Financial Statements 2021/22 and Annual Report meeting legislative deadlines. Also acknowledged the great work and dedication of the Senior Customer Service Officer, Carol Sargent, who is leaving.

CARRIED 6/0

15 REPORTS FROM REPRESENTATIVES ON COMMITTEES

15.1 SPORTSGROUND ADVISORY COMMITTEE MINUTES

COUNCIL RESOLUTION OCM-063-2022

Moved: Councillor Coburn

Seconded: Councillor Kingdon

That it be recommended to Council to:

1. Receive and note the minutes of the Sportsgrounds Advisory Committee Meeting held on 9th November 2022.

PURPOSE OF REPORT

To present the minutes of the Sportsgrounds Advisory Committee.
Deputy Mayor noted that she was an apology at the meeting.

CARRIED 6/0

16 ELECTED MEMBERS ACTIVITIES**16.1 ELECTED MEMBER ACTIVITIES FOR THE PERIOD OCTOBER NOVEMBER 2022**

Deputy Mayor Kym Henderson
Period 25 October to 22 November 2022

Date	Activity attended
25 October	Ordinary Council Meeting
26 October	St Joseph's Graduation
1 November	Audit and Risk Committee Meeting
4 November	Katherine Prize Judging and event
7 – 18 November	Leave
21 November	EMIS
22 November	Ordinary Meeting of Council

Councillor Jeremy Trembath

Period 25 October to 22 November 2022

Date	Activity attended
21 November	EMIS
22 November	Ordinary Meeting of Council

Councillor Madeleine Bower

Period 25 October to 22 November 2022

Date	Activity attended
29 October	Mental Health fitness session
7 November	EMIS
14 November	Special Meeting of Council
16 November	Elected Members Lunch meeting

21 November	EMIS
22 November	Ordinary Meeting of Council

Councillor Amanda Kingdon Period 25 October to 22 November 2022	
Date	Activity attended
29 October	Mental Health fitness session
	Ladies Golf Day Cancer NT fundraiser
25 October	Citizenship ceremony
07 November	EMIS via zoom
11 November	Remembrance Day
13 November	Katherine Aquatic Centre announcement Marion Scrymgour
14 November	Special Meeting of Council – Annual Report and Financials
16 November	Elected Members lunch meeting
17 November	Salvation Army luncheon
21 November	EMIS
22 November	Ordinary Meeting of Council

Councillor Ben Herdon Period 25 October to 22 November 2022	
Date	Activity attended
13 November	Katherine Aquatic Centre announcement – Minister Scrymgour
14 November	Special Meeting of Council
21 November	EMIS
22 November	Ordinary Meeting of Council
	Meeting with Deputy Mayor

Councillor Denis Coburn Period 25 October to 22 November 2022	
Date	Activity attended
25 October	Ordinary Meeting of Council
25 October	Citizenship ceremony

29 October	Mental Health fitness session
02 November	DCA
07 November	EMIS
09 November	Sportsground Advisory committee
11 November	Remembrance Day
14 November	Special Meeting of Council
21 November	EMIS
22 November	Ordinary Meeting of Council

PURPOSE OF REPORT

To present the activities of the Elected members for the period October November 2022

17 LATE AGENDA

Nil

18 CLOSURE MEETING TO PUBLIC

Her Worship the Mayor Clark:

Members, Council has resolved to use Section 99(2) of the Local Government Act to discuss and resolve confidential Issues which come before it.

Section 99(2) gives power to council to close a meeting for public, which means that all members all public and press will be asked to leave the Council chambers, to discuss specific Issues in relation to matters referred to in regulations 51 of the Local Government (General) Regulations 2021.

I now move a motion that the following items (and items list follows no confidential reason) to close the meeting to public.

Deputy Mayor Henderson:

Your Worship, I wish to second that the meeting be closed to public to discuss issues relating to matters as stipulated in Section 99(2) of the Local Government Act and regulations 51 of the Local Government (General) Regulations 2021.

The meeting was closed at 7.40 pm.

19 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act 2008:

19.1 Confidential Minutes of 25 October 2022

This matter is considered to be confidential under Section 99(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

19.2 Chief Executive report to Key Performance Indicators

This matter is considered to be confidential under Section 99(2) - civ - information that would, if publicly disclosed, be likely to subject to subregulation (3) - prejudice the interest of the council or some other person.

20 RESUMPTION OF OPEN MEETING

Open meeting was resumed at 7.55 pm.

21 GENERAL BUSINESS

- Clarification of the Local Government Act 2019 S171 (b) requirement to notify each member of council if a senior staff member resigns.
- Request for list of council members appointed to external committees. Noted that Tourism Top End Board membership does not currently include any representative from Katherine.
- Nominations for Katherine Citizen of the Year, Senior Citizen of the Year, or Young Citizen of the Year are currently open.
- Meeting Place Expression of Interest for the role of operator/tenant for our Town Square Portable Café/Kiosk close 30 November 2022.
- Carols by Candlelight community event is on at the Lindsay Street Complex on Saturday 3rd December from 5.30pm.
- Rates second instalments are due 30 November 2022.
- Council Christmas lights competition includes commercial and residential. Residential judging will take place on December 15 and 16. The winner will win prize money. Commercial judging will take place on December 19 and 20. All shops and businesses will be considered for their shop or window display unless they opt out. The winner will be named Katherine's Best Commercial Christmas Display.
- Condolences from Katherine Town Council to the Morris family on the loss of Richard Morris, who was a former elected member from 1979 to 1988.

22 NEXT ORDINARY MEETING OF COUNCIL

That the next meeting of the Ordinary Council Meeting will be held on 13 December 2022.

23 CLOSURE OF MEETING

The meeting was closed at 8.05pm.

8 BUSINESS ARISING FROM PREVIOUS MINUTES

Unconfirmed

9 MAYORAL BUSINESS

9.1 MAYORAL BUSINESS FOR THE PERIOD 23 NOVEMBER 2022 TO 13 DECEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/171753

AUTHOR : AMANDA HAIGH, EXECUTIVE AND GOVERNANCE OFFICER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

- Council receive and note the Mayoral activities for the period 23 November to 13 December.

PURPOSE OF REPORT

To provide an update on the activities and engagements for the Mayor over the period since the last meeting of Council.

Mayor Elisabeth Clark	
Period 23 November 2022 to 13 December 2022	
Date	Activity attended
23rd November	Radio with Sue Moran
25th November	Katherine High School Presentation.
25th November	Katherine Times
26th November	O'Keefe House Christmas Lights
29th November	Meeting with EA
30th November	Lunch with Elected Members
1st December	World Aids Day run by Wurli Wurlinjang Health Service.
1st December	Justice Reinvestment – YMCA.
1st December	St Josephs College Awards night – Godinymayin.
2nd December	KCESRG.
2nd December	Alicia McKay Strategic Planning Workshop.
3rd December	Carols by Candlelight

5th December	Visit from CLP Leader Lia Finocchiaro & Local Member Jo Hersey.
5th December	International Day of Disability Morning Tea – Civic Centre.
5th December	Department of Chief Minister
5th December	Briefing on Crime in Katherine.
6th December	Meeting with EA.
6th December	Showgrounds Advisory Meeting.
7th December	Meeting with Community Person
7th December	Xmas Reception at Nitmiluk with Minister Paech and Minister Uibo.
8th December	Meeting with Commissioner of Police.
9th December	Casuarina Street Primary School - Awards
10th December	Xmas Dinner with CEO and Elected Members
12th December	Flinders Recognition Awards – Katherine Hospital.
25/11,2/12,9/12	Meeting with CEO
12th December	Elected Member Information Session
13th December	AFL NT Meeting.
13th December	Council Meeting.

10 CORRESPONDENCE AND DOCUMENTS TO BE TABLED**10.1 CORRESPONDENCE AND DOCUMENTS FOR NOVEMBER 2022**

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174634

AUTHOR : AMANDA HAIGH, EXECUTIVE AND GOVERNANCE OFFICER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and not the Correspondence and Documents for November 2022.

PURPOSE OF REPORT

To provide the incoming and outgoing Mayoral and Official Correspondence.

Correspondence	Name	Magiq Document Id
Incoming	Letter - Minister For Tourism and Hospitality - Tourism Town Asset Program \$100 000 Funding Ev Charging Stations - 21 Nov 2022	174624

11 PETITIONS

12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

Nil

13 NOTICE OF MOTION

Nil

14 REPORTS OF OFFICERS

14.1 CHIEF EXECUTIVE OFFICER REPORT - END OF CALENDAR YEAR OVERVIEW

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174769

AUTHOR : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That the Chief Executive Report be received and accepted as read.

PURPOSE OF REPORT

To provide focus to significant areas of operation within Council, over the last calendar year. Also to bring to council's attention some areas of planning for the new calendar year.

DISCUSSION

Governance Training

It is important to note that elected members have been offered eight both compulsory and additional education and training opportunities over the last 10 months. These have included:

Compulsory Training -Module Meeting Procedures and Decision Making. Module – Understanding Council Roles and Responsibilities. Module – Understanding Finances.

One on one elected member training with Chris Slattery Coaching (2 sessions)

ICAC – elected member obligations and good decision making

Aboriginal Justice System – results of current findings into Aboriginal Justice system in the NT

Mental Fitness Training – how to look after your mental fitness and create a positive ripple effect in your community

Strategic Thinking and Strategic Planning – understanding your role. Comprehending what your purpose is as an elected member and how your role fits into the council's working model for success.

Governance Risk Framework – elected member roles and responsibilities for risk

Short term Future and Current Funding Applications

We have been successful in our application for the Electric Vehicle Charging Stations.

Immediate Priority Grants – Application for bringing Civic Centre into compliance and Fencing for the Sportsgrounds.

Safer Places Grant – application for mobile lighting

Aquatic Centre Up-grade – whilst the funding has been announced the Government has not provided the appropriate notification and paperwork.

Future Strategic Project Funding opportunities

Operational Funding for the Visitor Information Centre is up for review

Truck Wash facility

Waste Management Facility

Agri hub

Potable Water, relocation of site

Possible accommodation provision on council land

Katherine Activation Events for the peak season

Training for Council Staff

All staff have been offered and completed all compulsory work health and safety training

ICAC – obligations, reporting and decision making

Mental Fitness training – group and one on one

Strategic Thinking and Strategic Planning – managers and directors

Aboriginal Justice System – training for development of the Council's RAP

Council Awards

Employee Kindness of the Month Award

Additional Events

Chamber of Commerce – Women's Business lunch

The CEO was the presenter and invited women staff to attend to have exposure to the event and networking opportunities.

Civic Centre – Activation lights

Work is almost complete to enable the Civic Centre to be a showcase in Activating Katherine. The lights will enable council to support community and national events and change colours to promote events.

Stakeholder Engagement

Both Victims of Crime and Neighbourhood Watch NT have been booked through council to provide community support and information sessions.

LGANT - The President and CEO of LGANT will be attending a meeting at council on 15 December.

CEO and Staff Planning Workshop – “meeting our strategic goals for 2023”. A planning workshop will take place in January, offsite, to set and agree our strategic and corresponding operational goals for the next calendar year. To ensure council is moving together to achieve them.

Municipal Plan

Early January a review of the current financial budget as published in the Municipal Plan 22/23 will take place. Financials will then be presented to council for consideration. This is a process requirement.

This is not a conclusive list of current and important projects happening at council, more an overview of some of the significant work currently being undertaken both strategically and operationally.

COUNCIL OFFICER CONFLICT OF INTEREST

nil

I would like to thank the Directors, Managers and staff of Katherine Town Council for the outstanding work they have contributed throughout our on going change process.

I would particularly like to thank the Waste Management team and the Depot team, for their significant work up grading our waste management facility and for the depot team having to do so much more during our time of high vandalism.

You have all done us proud.

I look forward to working with you all in 2023! Happy festive season and I hope you have a happy and safe holiday break.

Best wishes

Ingrid Stonhill

Chief Executive Officer

14.2 CENTENARY OF KATHERINE 2026 ADVISORY COMMITTEE

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/171553

AUTHOR : AMANDA HAIGH, EXECUTIVE AND GOVERNANCE OFFICER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council approve the establishment of the Centenary of Katherine 2026 Advisory Committee and
 - (a) Endorse the CEO to seek Expression of Interest from community members.

PURPOSE OF REPORT

To approve the establishment of the Centenary of Katherine 2026 Advisory Committee and endorse the CEO to seek Expression of Interest from community members.

COMMUNITY PLAN/STRATEGIC PLAN

Sports and Civic Events – Hold events that acknowledge themes that are important to our town and its residents.

BACKGROUND

The town of Katherine will celebrate its 100th year birthday on 1 July 2026. This will mark 100 years since the original declaration of the town.

The acknowledgement certificate of 75 years from the Northern Territory of Australia is presently located in the Council Chambers.

The old Railway Bridge was built in 1926 and will also celebrate 100 years.

Members of the public have written to council and expressed the need for council to form an Advisory Committee to set a program and guidance for the celebration.

DISCUSSION

The intent of the committee is to give representatives from the community, government and business the opportunity to provide advice and feedback to Council on matters relevant to the centenary celebration of the township of Katherine (Centenary of Katherine 2026).

The committee will assist Council by providing guidance on infrastructure, events and funding opportunities which are complimentary to celebrations.

The proposed membership may include:

- all elected Councillors as ex-officio members
- Two (2) prominent residents of the Katherine Municipality

- Two (2) prominent representatives from community organisations working with the community
- Two (2) representatives from prominent and long-standing business in the region
- The Council Directorate/s responsible for Community Events and Communications/Marketing
- A representative from the Northern Territory Government

CONSULTATION PROCESS

Expression of Interest for members will be sought from the community to nominate for the committee. Nominations will be provided to Council for consider at the January 2023 Ordinary Meeting of Council.

POLICY IMPLICATIONS

An Advisory Committee must be appointed in accordance with Section 82 of the *Local Government Act 2019* and:

- may only be appointed by Council resolution
- may include in its members persons who are not Councillors, and
- must have terms of reference, approved by council resolution, that set out its membership and functions.

Under the Council Advisory Committee Policy Council may establish an advisory committee to address a specific topic or the strategic management of a facility for a maximum term that is equal to the current term of Council. Council Advisory Committees are one way for the community to provide input or advice to Council on a specific topic or the strategic management of a facility on an ongoing basis.

A Terms of Reference for the Advisory Committee will need to be endorsed by the committee at the first meeting and then approved by council.

BUDGET AND RESOURCE IMPLICATIONS

The Directorate of Community Services will administer the Advisory Committee.

Council will need to consider seeking funding and inclusion in future budgets to meet the cost of preparation and the event.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

NIL

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

NIL

COUNCIL OFFICER CONFLICT OF INTEREST

NIL

14.3 AFFIX COMMON SEAL - LEASE - POP ROCKET AND BLACK RUSSAIN

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA - REPORTS ONLY/171152

AUTHOR : CASEY ANDERSON, ADMINISTRATION MANAGER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That the Mayor and Chief Executive Officer be authorised to execute leases pertaining to Blast Coffee Group (Pop Rocket) and Maidens Fine Foods Pty Ltd, and affix the common seal as required.

PURPOSE OF REPORT

To seek Councils approval to authorise the Mayor and Chief Executive Officer to affix the Council's common seal as required, to execute a 3 + 3-year lease with Black Russian – Part of Lot 3216, Town of Katherine and to execute a 2 + 3-year lease with Pop Rocket – Part of Lot 1932, Town of Katherine.

COMMUNITY PLAN/STRATEGIC PLAN

Katherine 2027 Five Year Strategic Plan

- 1.3 Community Engagement: Act as a connector business to foster collaboration and partnership opportunities
- 5.4 Activation and Revitalisation: Enhance public spaces with placemaking and activation.

BACKGROUND

In 2021, Council released an Expression of Interest (EOI) for a leasing opportunity, the leasing sites are as follows:

- **Hot Springs (78 Victoria Highway)**
- **Visitors Information Courtyard (23 Chambers Drive)**

Council resolved to enter into direct leasing negotiations with the preferred respondents, Blast Coffee Group and Maidens Fine Foods Pty Ltd

14.4 FEES AND CHARGES - NEW IMPOSED AND AMENDED CHANGES

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/171334

AUTHOR : CASEY ANDERSON, ADMINISTRATION MANAGER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. To approve and adopt the new imposed fees and charges for the following services:
 - a) Library 3D Printer - \$2.90 per 1 hour or \$5.80 per 25mgs
 - b) Erection of Banners and Dismantle - \$40.00 per banner
 - c) Weekend Cemetery Burials (Saturdays and Sundays) - Adult \$3,016.45 and Child \$2,329.90
 - d) Disposing of Mattresses - \$30.00 per mattress
 - e) Disability Parking Permits -
 - i. First time fee of \$10 when applying for a disability parking permit.
 - ii. Renewals are free of charge for permanent permits holders only.
 - iii. Parking Permit Replacement \$4.00
 - iv. Disability Parking Permit Pouch \$4.00
 - f) Standard GST is applicable to all charges.

PURPOSE OF REPORT

To seek the Elected Members approval to impose new fees and charges, subsequently to be implemented to Council's Fees and Charges 2022/23.

COMMUNITY PLAN/STRATEGIC PLAN

Katherine 2027 Five Year Strategic Plan

3. Community and Families
7. Environmental Sustainability

PURPOSE**LIBRARY – 3D PRINTER**

In 2019/20, the library obtained grant funding to purchase a Flash Forge Inventor 2S 3D printer, approximately valued at \$1,300.

The library uses the 3D printer to facilitate programs and events such as the school holiday program. Increasingly, patrons have expressed their interest in using the 3D printer, however because the library has no set fee for this service, public use is unavailable.

To commence public use, a fee for this service needs to be introduced.

Based on the consumable and administration time to facilitate this service, the 3D printer will impose a fee as follows:

3D Printer: \$2.90 per 1 hour or \$5.80 per 25mgs.

ERECTION OF BANNERS

In the event when a banner application has been approved, the applicant is responsible for the erection and dismantling of the banner.

Currently there is no charge for the application however, the risk of allowing a community and/or an external organisation member to erect/dismantle the banners outweighs the benefit.

Council officers recommend that a municipal worker will be responsible for the erecting and dismantling of the banners.

Once the banners have been dismantled, the applicant will have seven (7) days to collect the banners from the civic centre.

Based on the administration and labour time to erect and dismantle a banner will impose as follows:

Erect and Dismantle: \$40.00 per banner.

WEEKEND CEMETERY BURIALS

The burial process necessitates the site be prepared by excavating the grave with machinery, placing of the shade structure, and undertaking any reasonable requests from the customer.

Once the service has concluded, municipal workers return to the site to fill in the grave, tidy up the grounds and return the shade structure to the storage location.

It takes a minimum of two (2) municipal workers to undertake four (4) hours of paid time to complete the burial process.

The current burial fee for an adult is \$2,756.05 and a child is \$2,069.50.

Council is required to pay staff any weekend overtime penalty rates that are applicable to Saturday and Sundays.

Penalty rates for staff are calculated at \$54.65 at time and a half for 2 hours and \$75.55 for double time for 2 hours, equally 4 hours of work in total.

To cover the costs of the weekend penalty rates, an increase for weekend burial charges will be \$260.40

Based on the staff wages and associated penalty rates that are applicable, the imposed charge is as follows:

Weekend Burials Saturdays and Sundays: Adult \$3,016.45 and Child \$2,329.90.

WASTE MANAGEMENT MATTRESS CHARGES

Katherine Town Council is already seeing over 16,000 tonnes of waste being deposited into landfill.

Katherine's strategic plan is focusing on education to reduce recyclable waste going into landfill and mattresses have been an issue for the waste management sector.

The waste management facility currently does not charge a dispose fee for mattresses. Council is currently covering the cost that is involved to dispose of a mattress with most of the cost associated with shredding of the mattress, removing the steel which is then recycled at the waste management facility. The current cost to shred a mattress is \$30.00, so based on the cost recovery rate of separating a mattress for further disposal, the imposed charge is as follows:

Mattress Disposal - \$30.00 per mattress

DISABILITY PARKING PERMITS

Katherine Town Council issues Australian disability parking permits, these permits are available to people with mobility limitations and those who require special parking considerations.

A doctor is required to certify the need and requirement for an individual applying for a permanent disability parking permit.

A doctor will also certify a temporary permit for an individual who is undertaking a treatment care plan for their condition and/or mobility limitations.

Community organisations are also eligible to obtain disability parking permits to assist and facilitate with their client's needs and mobility limitations.

This year, Council purchased 400 disability parking permits. The cost associated with obtaining these permits was \$1,596.36. Once the permits have been received, Council staff will manually print the permit identification numbers, process the renewal notices, and update the relevant register.

Currently, we have 185 individual permanent permits, 4 individual temporary permits and 87 community organisations permits registered.

Disability parking permits are valid for a three-year period and Council does not charge a fee for the issuing of permits.

Most other Council charge a first-time fee ranging from \$10 - \$15 and the renewals are free of charge for permanent permit holders only.

In addition to imposing a charge for the first-time permit fee, we have included disability parking permit pouches, that can be purchased at a small fee of \$4.00.

Most permit holders seek protective pouches for their permits. Permits can deteriorate and perish from being exposed to the sun when placed on the dashboard of the car.

Customer Service often see permit holders being issued with infringements because they have forgotten to display their permit, due to the holder not wanting the permit to be damaged.

The pouches may prevent permit holders from being issued with infringement, as the pouch will provide a layer of protection and allow the permit to be displayed on the dashboard for a longer period.

Based on the consumable and administration time to facilitate this service, the impose charge for this service is as follows:

First time fee of \$10 when applying for a disability parking permit.

Renewals are free of charge for permanent permits holders only.

Parking Permit Replacement \$4.00

Disability Parking Permit Pouch \$4.00

Standard GST is applicable to all charges.

14.5 RATES DEFERMENT - ASSESSMENT 164 AND 2948

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174716

AUTHOR : CASEY ANDERSON, ADMINISTRATION MANAGER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council approve to grant a rates deferment to alleviate financial hardship for the following:
 - (a) Assessment 164, to grant a rates deferment of \$3,655.76
 - (b) Assessment 2948, to grant a rates deferment of \$5,160.13

PURPOSE OF REPORT

In accordance with the Local Government Act 2019, Section 247, Rates Concession, a ratepayer experiencing financial hardship can apply for a rates concession for one or more of the following:

- a) A wavier in whole or part of rates or a component of rates.
- b) A deferment in whole or part of an obligation to pay rates or a component of rates.

Deferment of rates will only apply to residential properties or to other properties used solely for residential purposes and is the principal place of residence of the applicant.

Application for deferment of rates due to financial hardship, must be made on an annual basis and it is the ratepayer's responsibility to ensure they submit a deferral application before 30 September each year. Interest will accrue against deferred rates.

Ratepayers may use the rates concession policy to apply for a wavier or deferment of their rates when the ratepayer has demonstrated financial hardship in accordance with the policy.

A rates deferment is calculate based on the notional value of a neighbouring, approximately same size allotment that is zoned residential unimproved capital value (UCV). Council will calculate the rate in the dollar based on the UCV.

COMMUNITY PLAN/STRATEGIC PLAN

Priority One: Strong Leadership. Financial

BACKGROUND

Assessment 164 is zoned Commercial Business 2 (CB2), the unimproved capital value is \$250,000.00.

The general rates levied against this property for 2022/23 is \$5,712.13.

Due to the zoning of the property being CB2, the annual rates on the property are considerably higher than if the property was zoned residential.

The ratepayer has demonstrated that the allotment is used solely for residential purposes.

The ratepayer has provided the required documentation from a third party. Specifically, a legal advisor stating the ratepayer does not have the financial means to cover the current general rates levied due to the zoning.

The significant rates levied is causing the ratepayer considerable financial stress as the ratepayer's annual income can not meet the current rate expenses.

The ratepayer has satisfied Council staff, that they are eligible for a rates deferment. Therefore, the rates deferment will be calculated as follows:

Current UCV: \$250,000.00

Notional Value: \$90,000

Rates levied based on the Current UCV: \$5,712.13

Rates adjustment Based on the Notional Value: \$2,056.23

Amount Deferred: \$3,655.76.

Assessment 2948 is zoned Service Commercial (SC), the unimproved capital value is \$210,000.00.

The general rates levied against this property for 2021/22 is \$9,030.23.

Due to the zoning of the property being SC, the annual rates on the property are considerably higher than if the property was zoned residential.

The ratepayer has demonstrated that the allotment is used solely for residential purposes.

The ratepayer has provided the required documentation from a third party. Specifically, a financial advisor, stating this particular ratepayer is self-employed and suffered financial hardship due to Covid-19 and restrictions.

Furthermore, the ratepayer purchased the property 13 May 2021 being unaware of the rates levy implications nor the provisions of the deferment concession and was therefore unable to apply within the required timeframe of the previous Rates Concession Policy.

The significant rates levied has caused the ratepayer considerable financial stress as the ratepayer's annual income cannot meet the current rate expenses.

The ratepayer has satisfied Council staff that they are eligible for a rates deferment, therefore, the rates deferment will be calculated as follows:

Current UCV: \$210,000.00

Notional Value: \$90,000

Rates levied based on the Current UCV: \$9,030.23

Rates adjustment Based on the Notional Value: \$3,870.10

Amount Deferred: \$5,160.13

Special Considerations: The rates deferment is retrospect to the 2021/22 rating period due to the owner purchasing the property in May 2021.

The application was lodged 30 January 2022 when the ratepayer became aware of the rates that were levied after receiving their annual rates notice for 2021/22.

Since applying for the rates deferment, the ratepayer has successfully applied for the rezoning of the allotment at their own expense.


Rates concessions must be undertaken in a Council term, given the instalment period for 2021/22 still falls within the current Council's term, the conditions of the deferment have still been met however consideration should be given regarding application date, based on the above information.

14.6 PROPOSED NAMING OF STREETS - KATHERINE EAST - SUBSTAGE 3

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174632

AUTHOR : BRENDAN PEARCE, DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : 1. STAGE 3 ROAD NAMES - KTC SUPPORT REQUEST LETTER 14NOV22 MOB NO'S REDACTED.PDF 

OFFICER RECOMMENDATION

That Council endorse the proposed names for the new roads in Katherine East Substage 3 development being Jeffrey, Peckham and Marchant Streets.

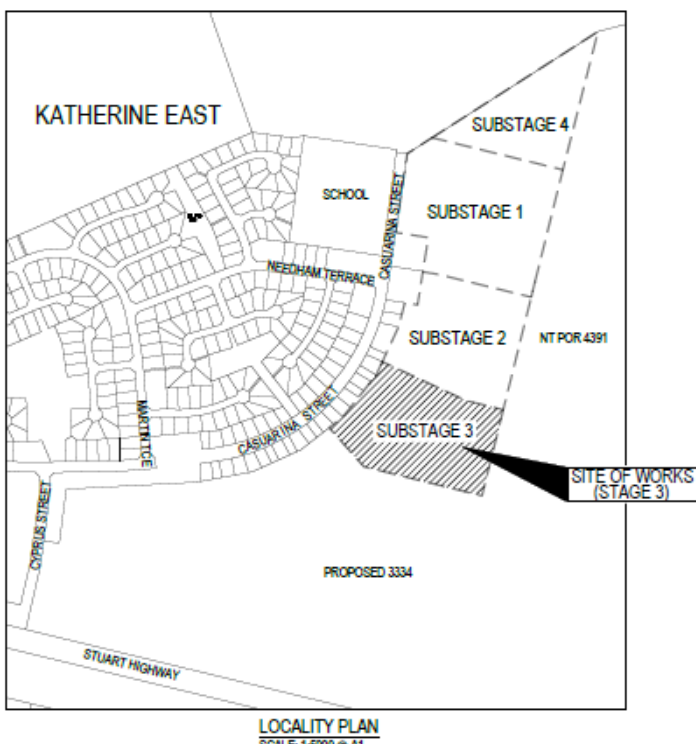
PURPOSE OF REPORT

To adopt names for three new streets to be constructed as part of the Katherine East Sub-stage 3 development.

COMMUNITY PLAN/STRATEGIC PLAN

Growth and Sustainability

BACKGROUND





Civil Contracting and Earthmoving Professionals



14th November, 2022

Katherine Town Council
PO Box 1071
Katherine NT 0851

RE: Casuarina Park Estate - Stage 3 – Road Name Nominations

Please find attached 3 nominations for road names within the third stage of our residential subdivision – “Casuarina Park Estate”, and we would like to request a letter of support from Council to submit with our application to the Place Names Committee of the NT. The names nominated are **JEFFREY, PECKHAM and MARCHANT**.

The attached nominations have been written by family members of the nominees, and they are supportive and humbled by the nominations of their loved ones.

As with our nominations for Stages 1 and 2 of the development, we feel these nominees contributed greatly to the progression of the Territory in the civil construction industry. They were exceptional operators that worked in remote, inhospitable areas opening up the roads and highways that we all take for granted today. They were also exceptional teachers and mentors to a great many people, passing on their vast knowledge, skills, work ethics and professionalism.

We look forward to Council support for these road names for submission to the Place Names Committee. Please do not hesitate to contact me if you have any queries.

Yours sincerely,



Christina Downes
On behalf of the Developer

PO Box 392
Katherine NT 0851
Ph. (08) 8972 2600 Fax. (08) 8972 3951
Email: admin@downesgraderways.com.au

Norman Albert Jeffrey 'Norm' was born on 20 August 1946 in Ingham North Queensland.

In 1962 at the age of 16, Norm hitchhiked across to the NT and made Katherine his home. When he first arrived in Katherine he used to sleep under the old Katherine high level bridge until he could find work which meant going bush.

Norm worked with Dept of Works, Hickey Brothers, SBS Constructions and Downes Graderways, as a well known and respected skilled plant operator. He first learnt how to operate machinery with his father, in the old widow makers as a boy.


Norm was a solitude of a man and loved the serenity of the bush, especially working on the roads in and around Gregory National Park.

He raised his family in Katherine, who are all still here today.

Sadly, after a long battle with emphysema, Norm passed away 4th July 2009.

Please thank Terry & Val for honouring Dad, hugs to them both and many blessings to the Downes family.

Sharon Jeffrey



George Joseph Peckham affectionately known by everyone as “Uncle George” was born on the 6th of April 1931 in Darwin NT.


Uncle George married in the late 1950s in Alice Springs and returned to his mother’s home in Katherine in the early 1960s with his 2 children, Cathy (deceased) and Gregory.

Uncle went to work for Noel Buntine driving “cattle trucks”, later known as road trains. He moved cattle across the Northern Territory and north Western Australia for many many years and mentored numerous nephews and young men on how to operate road trains and take care of the cattle during journeys. These operators were one of the backbones of the NT cattle industry, moving cattle over land and interstate between stations, meatworks, and export docks in the west. Throughout his career he also drove for other NT and WA companies such as Baldocks, Peter Sherwin, Keegan Transport and Downes Graderways.

Uncle George is a descendant of the Jorrolom clan of the Dagoman Tribe, known as traditionally from the Katherine township land area. He is one of 8 children to Harry and Lindy “Nanna” Peckham.

Uncle George passed away in Katherine on 10th May 2006 at the age of 75.

Contact Name:
Carol Dowling (niece)



John Henry Marchant aka “Ringer” was born in Redcliffe Queensland on 28th March 1938 and lived at Woody Point in Brisbane. He came to the Territory after a falling out with his father in a Queensland pub. His old man reckoned he was too young to be in the bar, even though he was 21 at the time, so he gave his old man a touch up.

He got the nickname “Ringer” from when he did a bit of station work with a bloke named Mick O’Neil, but he wasn’t really cut out for that type of work.

Ringer was a great plant operator and always looked after his machines as if they were his own. He worked for Kevin Hickey, SBS Constructions, Russ Jones, Jack Whitehouse and Downes Graderways. He maintained his friendship with all he worked with, especially Terry and Val Downes, he worked for them the longest off and on.

Ringer passed in 2000 after a hernia correction procedure at Darwin Hospital and is survived by his son Samuel and many grandchildren.

Samuel Fredrick Marchant



14.7 REPORT OF REGULATORY SERVICES FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174646

AUTHOR : ROSEMARY JENNINGS, DIRECTOR COMMUNITY SERVICES

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and note the Regulatory Services Report for the Month of November 2022.

PURPOSE OF REPORT

To provide Council with an overview of Regulatory Services operations for the month of November 2022.

COMMUNITY PLAN/STRATEGIC PLAN

- 2.1 Safe Community
- 4.2 Lead with best practice
- 7.1 Waste Management
- 7.2 Katherine's Natural Beauty

BACKGROUND

Katherine Town Council's Regulatory Services team oversee by-law education and enforcement through the municipality in the areas of public safety, litter control, animal management, public places and parking control.

DISCUSSION***Regulatory Animals Summary***

Council Rangers received 40 service requests for the month of November, 31 of these requests were resolved and 9 request require further follow-up to complete.

The Katherine Community reported 15 dogs at large. Concurrently the rangers have undertaken 62 hours of dog patrolling for the month.

3 Infringements were issued for keeping unregistered dogs and dogs at large.

2 Notice to Complies (NTC) were issued for unregistered dogs.

For the month of November, a total of 10 dogs were impounded. 5 of these dogs were returned to their owners, 2 dogs commenced a rehoming trial, and 2 dogs were euthanised, deemed unsuitable for rehoming and 1 dog has been carried over.

Regulatory Parking Summary

Rangers undertook 14 hours of parking patrols for the month of November.

8 fines were issued, mostly for parking in a disabled carpark without a permit.

There was a total of 4 abandoned vehicles processed and impounded for the month of November and a further 6 NTC's.

Regulatory Unkept Land Summary

Council Rangers are continuing the inspection and enforcement process for unkept allotments. Follow up inspections occurred on 9 properties. Council will continue this process, particularly through the wet season seeing an increase in this issue.

CONSULTATION PROCESS

Community Services Team – Rangers

Corporate Services Team – Records

POLICY IMPLICATIONS

Local Government Act 2019

Katherine Town Council By-Laws

BUDGET AND RESOURCE IMPLICATIONS

Nil

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Nil

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Nil

COUNCIL OFFICER CONFLICT OF INTEREST

Nil

14.8 REPORT OF COMMUNITY EVENTS AND ENGAGEMENT FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174675

AUTHOR : ROSEMARY JENNINGS, DIRECTOR COMMUNITY SERVICES

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and note the Community Events and Engagement Report for the Month of November 2022.

PURPOSE OF REPORT

To provide an overview of Community Events and Engagement activities for the month of November 2022.

COMMUNITY PLAN/STRATEGIC PLAN

- 1.2 Partner in Progress
- 2.2 Priorities Recreation
- 2.3 Celebrate Diversity
- 2.4 Support our Youth
- 3.1 Sports and Civic Events
- 3.4 Activation and Revitalisation
- 5.1 Vibrant Art
- 5.2 Support Culture
- 5.3 Our Rich Heritage

BACKGROUND

The Community Services – Event and Engagement Team is responsible for the delivery of community events, activities, initiatives, and collaborations which provide for the social, cultural and recreation wellbeing of our community.

DISCUSSION***Events***

9th November 2022 - Commencement of Christmas in Katherine Lights Competition (Residential)

11th November 2022 - Remembrance Day Commemoration Event

14th November 2022 - Commencement of Christmas in Katherine Lights Competition (Commercial)

17th November 2022 – Commencement of Citizen of the Year Award Nomination

21st November 2022 - International Men’s Day Afternoon Tea – Katherine Town Council

Engagement

- Activate Katherine Meeting
- Katherine Youth Interagency Group Meeting
- Meeting with Red Cross – Multicultural Festival Collaboration 2023
- Australia Day Council of the NT – Annual Conference
- Preparation Meeting – Youth Week 2023
- Meeting with NAIDOC Committee – NAIDOC Week 2023
- Carols by Candlelight Preparation
- Community Christmas Lights Display Meeting – Trent de With

CONSULTATION PROCESS

Community Services – Events and Engagement Team

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Nil

COUNCIL OFFICER CONFLICT OF INTEREST

Nil

14.9 LIBRARY REPORT FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/171724

AUTHOR : COLLEEN MCTAGGART, LIBRARY SERVICES MANAGER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and note the Katherine Public Library Services Report for the Month of November 2022.

PURPOSE OF REPORT

To provide an overview of the Katherine Public Library operations for the month of November 2022

COMMUNITY PLAN/STRATEGIC PLAN

- | | |
|--------------------------|------------------------------|
| 1.3 Community Engagement | 1.4 Enhance Customer Service |
| 2.1 Safe Community | 2.2 Prioritise Recreation |
| 2.3 Celebrate Diversity | 2.4 Support our Youth |

DISCUSSION**Literacy & Lifelong Learning**

Young Territory Author Awards – The Library attended both Casuarina Street Primary school and Katherine South Primary School to present certificates of participation and the Katherine Region Winner. Liam Tootell was the regional winner with his story *The Magic Whale*. Liam was presented with a trophy and gift voucher. Other participants this year were Abigail Grogan, Samuel Palakal, Ruby Story and Morgan Buckley. The Library would like to encourage more students from Katherine to enter their stories next year. The library will look at doing a story writing session to assist in the publishing and illustrations.



Speechie Library Day – November each year includes an event to recognise Speech Pathology and the important work of this field in development of literacy and language. This year the library was pleased to host two sessions of Speechie Library Talks. The students from Flinders University worked with us to present two sessions to the community. Each session was focused on the importance of reading in children’s language development with presentations tailored to, Birth-2 years, and 3-5 years. The event was well received with parents taking home information sheets to assist with literacy at home. We would like to thank Francesca Edis and the speech students for taking part in this important program.



Book Interest Group - We continue to host the Book Interest Group (BIG) the last Saturday of each month. Members get together and chat about books they have read. November’s theme was ‘travel’. If you know someone interested in joining the group to explore new books and meet new people, encourage them to contact the library.

Book Warriors – The Library hosted the final Book Warriors event for 2022 capping off a wonderful year of reading for many local primary students. The children played “Bookopoly” this year, which encouraged all members to choose a book from a prompt off a monopoly style board. The end of year party involved a visit from the Petting Zoo and the awarding of the most prolific reader for 2022. The children and parents had a wonderful time and we even had children attend that are possible new warriors in 2023!



Informed & Connected Citizens

- NBN Sessions – Novembers NBN session covered Basic internet skills & Scams. This scams session coincided with Scams Awareness month in the NT.
- Hayley from NBN will return for a one off SKYMUSTER community session, before the Christmas break. NBN sessions will resume in February.

Personal Development and Wellbeing

- Wurli Pathways program continues to meet in the conference room, participants have begun using the public computers for extension of their learning.

Stronger & More Creative Communities

- Knitting – We put a call out to the community for knitting of some small bunnies to use during our children’s programs for 2023. The response was overwhelming, we will be purchasing the materials and distributing to some local knitters to create our new parachute bouncing bunnies.

	Totals	Notes		
Patron Count	2273	Closed half day due to break-in		
Public Computer Use	hours – 263.5	bookings - 251		
Conference Room	Hrs. of use – 49 Pax - 52	D&D Adult Group/KROW/D&D library group/ BIG Wurli Pathways/General public online interviews /formal bookings		
Circulations	2779	Includes items checked in & out - soft loans and renewals		
New Memberships	25	Includes 1 x online membership		
Social Media	606	Facebook post engagements		
Programs	Number of Programs	Attendance Child/Youth	Attendance Adult	Notes
Toddler Rhyme Time	5	50	40	
Storytime	3	37	28	2 x cancellations of program
Wriggle & Rhyme	4	37	37	
Book Warriors	1			39 total
Board Games	6	18		

CONSULTATION PROCESS

Community Services – Katherine Public Library Staff

14.10 REPORT FOR THE VISITOR INFORMATION CENTRE FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174677

AUTHOR : ROSEMARY JENNINGS, DIRECTOR COMMUNITY SERVICES

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and note the Visitor Information Centre Report for the Month of November 2022

PURPOSE OF REPORT

To provide Council with an overview of Visitor Information Centre operations for the month of November 2022.

COMMUNITY PLAN/STRATEGIC PLAN

- 4.1 Continually improve services and out tourism offering
- 4.3 Enhance customer experiences at our Visitor Information Centre

BACKGROUND

For the month of November, the Visitor Information Centre (VIC) has seen reduced customer engagement. This directly corresponds with the significant decrease in products offerings at the conclusion of the official tourism season (31 October).

The VIC has again been the target of break-ins. Whilst damage has been minimal, each incident impacts the VIC's ability to deliver services.

The VIC is currently experiencing staffing pressure with the recent resignation of VIC Manager, Ms Suzi Bowles. Katherine Town Council would like to thank Suzi for her tremendous work whilst in the role and we wish her and her family all the best of their next adventure in New South Wales.

Recruitment for the Manager role has commenced and will be further supported by 2023 seasonal recruitment commencing early in the new year.

In order to alleviate staffing pressure, the Katherine Visitor Information Centre has been temporarily relocated to the Katherine Public Library (Commencing 5 December). Full service will continue at reduced hours with the face-to-face service delivery supported by phone, email and web based engagement.

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Budget should observe reductions in staffing costs, whilst experiencing higher than anticipated recruitment costs.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The funding partners Tourism NT has been advised.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Nil

COUNCIL OFFICER CONFLICT OF INTEREST


Nil

14.11 FINANCIAL REPORT FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174685

AUTHOR : AVTAR SINGH, DIRECTOR OF CORPORATE SERVICES

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : 1. MONTHLY REPORT - FINANCE - NOVEMBER 2022 - ATTACHMENT.PDF 

OFFICER RECOMMENDATION

1. That Council:
 - (a) Endorse the Financial Report for the Month of November 2022

PURPOSE OF REPORT

To present to Council the Financial Report for the month of November 2022

BACKGROUND

In accordance with the Local Government (General) Regulations 2021 – Part 2 (Division 7), the below monthly report must be presented to Council at their Ordinary Monthly Council Meeting. Accordingly, the commentary attached presents the financial position of the council at the end of November 2022 with the Chief Executive Officer (CEO) Certification.

KEY MESSAGES

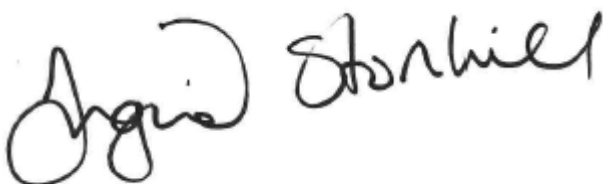
- Internal Restricted Assets will be reviewed in conjunction with the Draft Restricted Assets Policy once approved by Council.
- Total YTD income is 5% below budget mainly due to the timing of Operating Grants and Subsidies receipts.
- Total YTD operating expenditure is 7.41% below budget.
- Employee Costs are below budget by 1.72% as some positions remained vacant.
- Materials/Services are below budget by 14.13% due to timing of the spending.
- Elected Members Allowances is below budget as the payments for November allowances were made in December 2022.
- Monthly creditor payments have been made to all known supplies with payments made weekly.

- 77.3% of our Infringements are outstanding longer than 90 days with 92.4% of these being outstanding longer than 1 year to less than 3 years.
- 8.20% of our Debtors (excluding rates and infringements) are outstanding for longer than 90 days.
- Capital expenditures are 56.79% above budget due to timing of commencement of projects and renewals.
- We expect to receive \$9.7M in rates payment this financial year.
- 17.70% of our outstanding rate balance reflects rates outstanding for prior financial years (2021/2022 FY and prior).
- As part of the new Local Government (General) Regulations 2021, information about the age of debts by Council and tax responsibilities are included in this Report, as well as information about Councillors expenses and the CEO certification.
- This November report does not include monthly balance sheet and cash flow as Council's 30 June 2022 Audit has just been finalised. We are in the process of transferring the final audited closing balances to the new Xero data file to complete the accounting system migration.

CERTIFICATION BY CHIEF EXECUTIVE OFFICER

I, Ingrid Stonhill, the Chief Executive Officer of Katherine Town Council, hereby certify that to the best of my knowledge, information, and belief:

- The internal controls implemented by Council are appropriate; and
- The Council's Finance Report for November 2022 best reflects the financial affairs of the Council.



Ingrid Stonhill
CHIEF EXECUTIVE OFFICER

Table 1. Income and Expense Statement – Actual v Budget

INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING NOVEMBER 2022	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Approved Annual Budget \$
OPERATING INCOME				
Rates	9,806,427	9,704,076	102,351	9,704,076
Statutory Charges	38,242	23,894	14,348	57,346
User Fees and Charges	899,448	897,552	1,896	2,154,125
Operating Grants and Subsidies	200,084	925,625	- 725,541	2,221,500
Interest / Investment Income	63,953	11,667	52,286	28,000
Other Income	10,151	35,417	- 25,266	85,000
TOTAL INCOME	11,018,304	11,598,231	- 579,926	14,250,047
OPERATING EXPENSES				
Employee Expenses	2,364,801	2,406,219	- 41,418	5,774,926
Materials and Contracts	2,256,007	2,627,298	- 371,292	6,305,516
Elected Member Allowances	74,295	112,362	- 38,067	269,669
Depreciation, Amortisation and Impairment	1,426,785	1,426,785	-	3,424,283
Other Expenses -Insurance	430,527	503,888	- 73,361	503,888
TOTAL EXPENSES	6,552,414	7,076,552	- 524,138	16,278,282
OPERATING SURPLUS / DEFICIT	4,465,890	4,521,678	- 55,788	- 2,028,235
Capital Grants Income	-	-	-	-
SURPLUS / DEFICIT	4,465,890	4,521,678	- 55,788	- 2,028,235
Capital Expenses	912,006	581,656	330,350	1,395,975
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses Depn	- 1,426,785	- 1,426,785	-	- 3,424,283
NET SURPLUS / DEFICIT	4,980,668	5,366,807	- 386,138	73
Prior Year Carry Forward Tied Funding			-	
Other Inflow of Funds	5,738		5,738	
Transfers from Reserves	-		-	
TOTAL ADDITIONAL INFLOWS	5,738	-	5,738	-
NET OPERATING POSITION	4,986,406	5,366,807	- 380,401	73

Note 1. Details of Cash and Investments Held
CASH AND INVESTMENTS as at 30 November 2022

GENERAL FUND	\$
Commonwealth Bank	
Balance as per bank statement, 30 November 2022	2,555,096
Credit card balances	44,957
Balance of Imprest and Petty Cash	1,351
Plus net outstanding deposits/(withdrawals)	35,961
Adjusted cash at bank balance, 30 November 2022	2,637,365

INVESTMENTS

FINANCIAL INSTITUTION	\$	RATE	DATE	DATE	INSTITUTION
AMP	1,146,522	0.50%	on call	on call	
AMP	1,090,405	3.80%	9-Sep-22	9-Mar-23	
AMP	2,159,792	3.80%	9-Sep-22	9-Mar-23	
AMP	3,583,200	3.80%	9-Sep-22	9-Mar-23	
AMP	1,000,000	4.05%	6-Oct-22	6-Apr-23	
AMP	900,000	4.30%	4-Oct-22	4-Apr-23	9,879,920
Commonwealth Bank	2,540,000	3.63%	2-Sep-22	1-Mar-23	
Commonwealth Bank	2,540,000	3.63%	2-Sep-22	1-Mar-23	6,004,293
Commonwealth Bank	924,293	0.45%	on call	on call	
Westpac Bank	902,091	0.85%	9-Oct-22	9-May-23	902,091
Total Investments					16,786,303
Total Funds					19,423,668

Internally Restricted Funds		\$
WMF Renewal Reserve		6,462,862
Capital Renewal Reserve		4,987,647
Contingency reserve		1,000,000
Council Election Reserve		100,000
Council motion reserve		600,515
Provision for Employees		650,581
RESTRICTED FUNDS		13,801,605
Unrestricted funds		5,063,888
Unexpended Capital grants- Restricted Funds		556,825
Imprest and Floats - Restricted Funds		1,351
Total Funds		\$ 19,423,668

Note 2. Statement on Debts Owed to Council (Accounts Receivable)

Council can select timing of age of debtor	1 – 30 Days	31 – 60 Days	>60 Days	TOTAL
Rates Debtors	\$ 3,466,813	\$ -	\$ 745,765	\$ 4,212,578
Sundry Debtors	\$ 73,665	\$ 12,869	\$ 64,592	\$ 151,126
Weighbridge Debtors	\$ 71,989	\$ 6,381	\$ 67	\$ 78,438
Infringement - Animal	\$ -	\$ 408	\$ 8,796	\$ 9,204
Infringement - Parking	\$ 725	\$ 171	\$ 4,960	\$ 5,856
Infringement - Litter/Camping	\$ -	\$ -	\$ 338.00	\$ 338
TOTAL	\$ 3,613,192	\$ 19,829	\$ 824,518	\$ 4,457,539

Arrears continue to be followed especially in the area of rates. Infringement notices unpaid from previous month have been forwarded to Fines Recovery Unit (FRU) for follow up. Sundry and Weighbridge debtors continue to be followed up on greater than 60 days. The significant increase is due to newly levied rates for 2022-2023

Note 3. Statement on Debts Owed by Council (Accounts Payable)

Council can select timing of age of creditor →	1 – 30 Days	31 – 60 Days	>60 Days
Trade Creditors	\$ 431,419.43	0	0
Other Creditors	\$	\$	\$

14.12 MONTHLY REPORT OF CORPORATE SERVICES FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174710

AUTHOR : AVTAR SINGH, DIRECTOR OF CORPORATE SERVICES

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council:
 - (a) Receive and note the Corporate Services Report for the month of November 2022

PURPOSE OF REPORT

To present the report for Corporate Services department for the month of November 2022.

BACKGROUND

The monthly report of the Corporate Services departments highlights key developments in the Administration and Financial Services at Katherine Town Council.

Administration Services

Following is some of the key highlights for November:

- **Service Requests** – In the month of November Council received 166 service requests, 136 service request were completed on time, 11 were completed late and 19 remain outstanding. Customer service response times were recorded at 81.9% a slight decrease, compared to October which was recorded at 83.6%. 46 snap send solves (SSS) were submitted for the month of November; the leading incident types was recorded for overgrown vegetation and litter. 36 requests were closed, 10 left open and 0 was reassigned for other agencies for actioning.
- **IT Development Pathway** – The administration team has been busy progressing with the SharePoint project. The creation and development of Council's new SharePoint intranet platform has now been finalised. The platform is designed for productivity efficiency, with readily accessible apps, embedded quick links to external systems and the refined user workspaces. It went live on Monday - 05 December. Council staff is being supported through this change, including assistance with navigating the platform, systems and processes.

- Rates Debtor Update – Councils' administration team has sent off 43 assessments in total from Legal Action that commenced in January of this year, to have Overriding Statutory Charges (OSC) registered over the land pursuant to LGA Section 255 and 256. The administration team hopes that the registrations will prompt some response from ratepayers after exhausting all other efforts to contact them. The OSC will secure liability and will have priority over all other registered and unregistered mortgages, charges and encumbrances except a previously registered OSC. A further 3 assessments will receive final demand letters, after Council was provided with up-to-date postal addresses. Should these letters not prompt payment, these properties will also be sent to have OSC registered against them after 14 days. Council's administration team are awaiting further legal advice and a step-by-step process required to commence Power of Sale pursuant to LGA section 258 for 4 assessments. Staff have exhausted all options to contact and/or demand payment of the arrears. All 4 assessments have had OSC registered for more than 6 months and have a total of over \$93,980.00 in arrears. A total of \$1,245,209.23 of arrears were sent for legal action in December 2021 / January 2022. Council staff, with the help of its legal team, have recovered a total of \$840,723.74 of this debt. A total of \$27,457.91 of interest has accrued on the remaining 51 assessments still under legal action.

Financial Services



Finance is working with the departmental managers to streamline the budgeting and reporting process. The team is also working towards completing the Xero migration process with the transfer of 30 June 2022 audited closing balances to the new data file. We have been managing workload with the shortage of staff. We have recently filled one of the vacant positions with the recruitment of a new Finance Officer, and are also in the process of recruiting for the Finance Manager position.

14.13 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF NOVEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA - REPORTS ONLY/174717

AUTHOR : VIRGINYA BOON, OPERATIONS MANAGER

AUTHORISER : BRENDAN PEARCE, DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

ATTACHMENT/S : 1. **OPERATIONAL SERVICES REPORT - NOVEMBER 2022 (2).PDF**
 

OFFICER RECOMMENDATION

1. That the report of the Infrastructure and Environment Department for the month of November 2022 be received and noted.

PURPOSE OF REPORT

To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure and Environment Department during the month of November 2022.

COMMUNITY PLAN/STRATEGIC PLAN

1. **COMMUNITY AND FAMILIES**
 - 1.3 Keeping Town Safe
2. **VIBRANT ECONOMY**
 - 2.1 Improve Katherine's Image
3. **A FUTURE FOCUS**
 - 3.3 Road Network
 - 3.4 Stormwater
 - 3.5 Outdoor Lighting
4. **ENVIRONMENTAL SUSTAINABILITY**
 - 4.1 Sustainable Waste and Recycling is a Priority
 - 4.2 Reduce our Footprint

 - 4.3 Protecting our Water

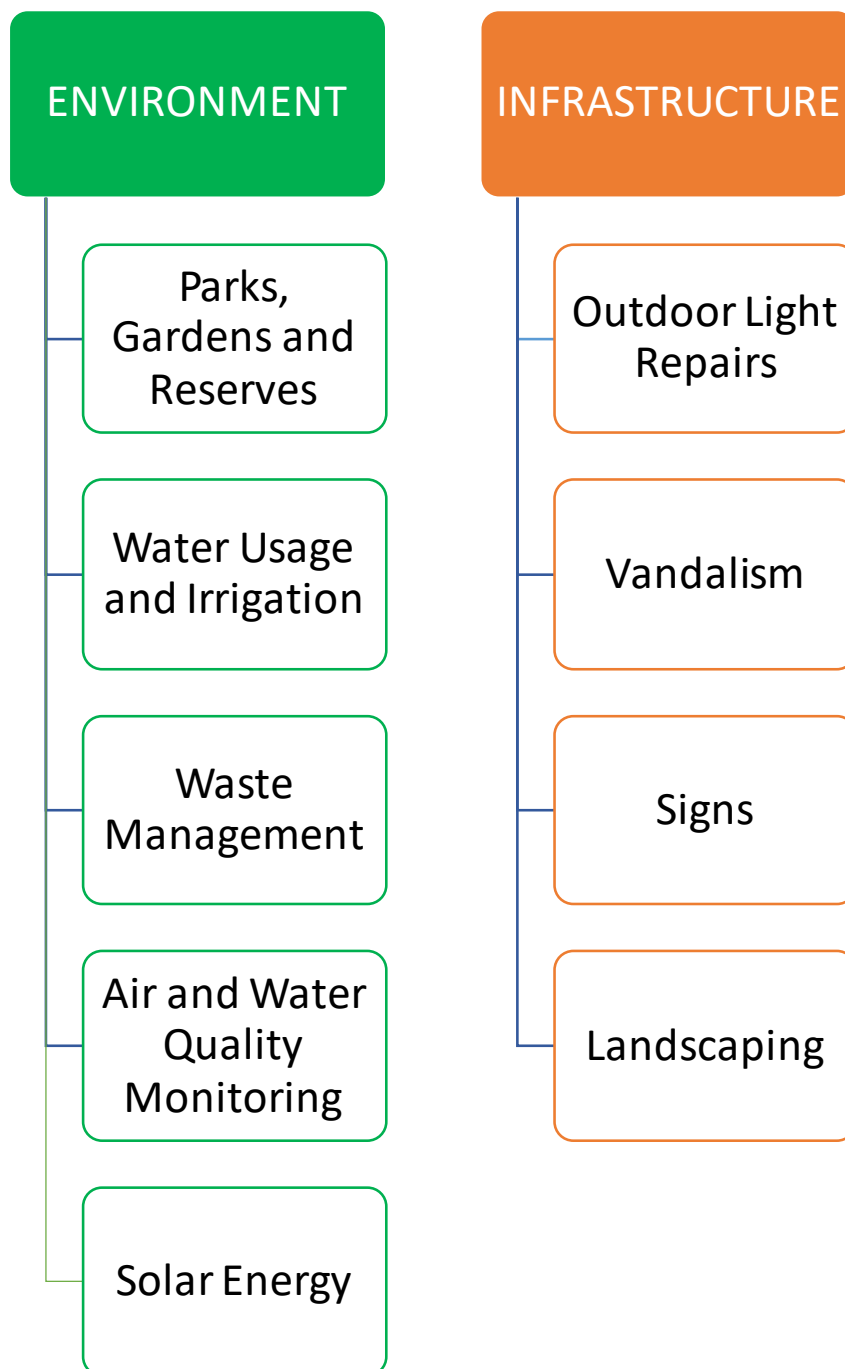
BACKGROUND

Katherine Town Council's Operational Team continues to undertake works to maintain Council's infrastructure and environment and provide core services within the Katherine Municipality.

The attachment summarises the progress of the monthly maintenance schedules and service statistics for key areas.

INFRASTRUCTURE AND ENVIRONMENT

OPERATIONAL SERVICES NOVEMBER 2022



ENVIRONMENT

PARKS, GARDENS AND RESERVES



Ground Maintenance

Staff cleaned up several knocked down trees and branches due to the strong winds on 14th November 2022. It took about two weeks to remove immediate hazards from footpaths and streets and tidying up of public areas.



ENVIRONMENT

PARKS, GARDENS AND RESERVES

Ground Maintenance

In preparation for **three** community events scheduled at cenotaph, Ryan Park and Lindsay St Complex, Staff beautified the area by mowing, whipper snipping, removing any fallen branches and litter picking.

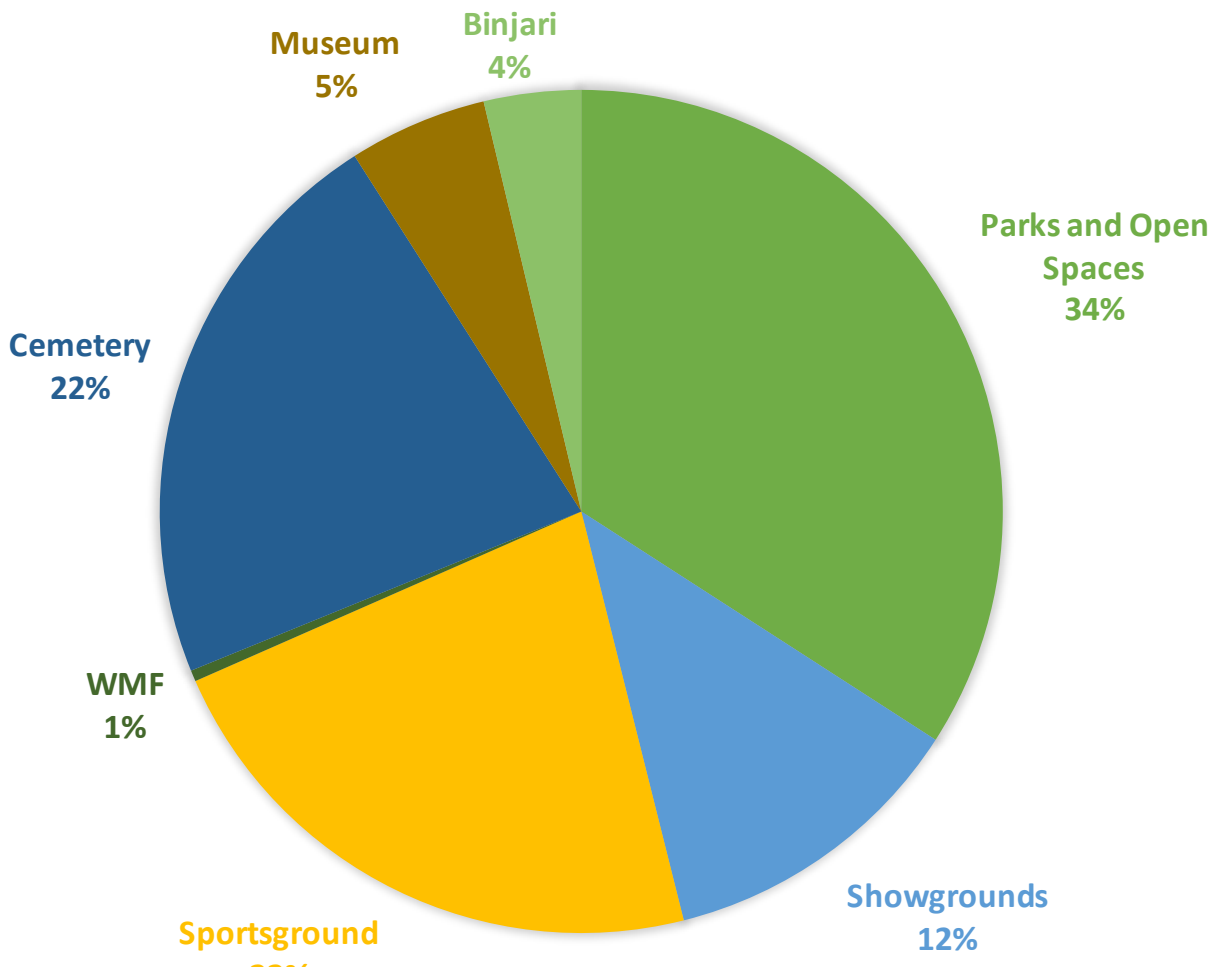


ENVIRONMENT

WATER USE AND IRRIGATION

Total Bore water Usage	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total (YTD)
Litres		54,439	24,423	28,105	48,209	39,625	30,102						2,24,903

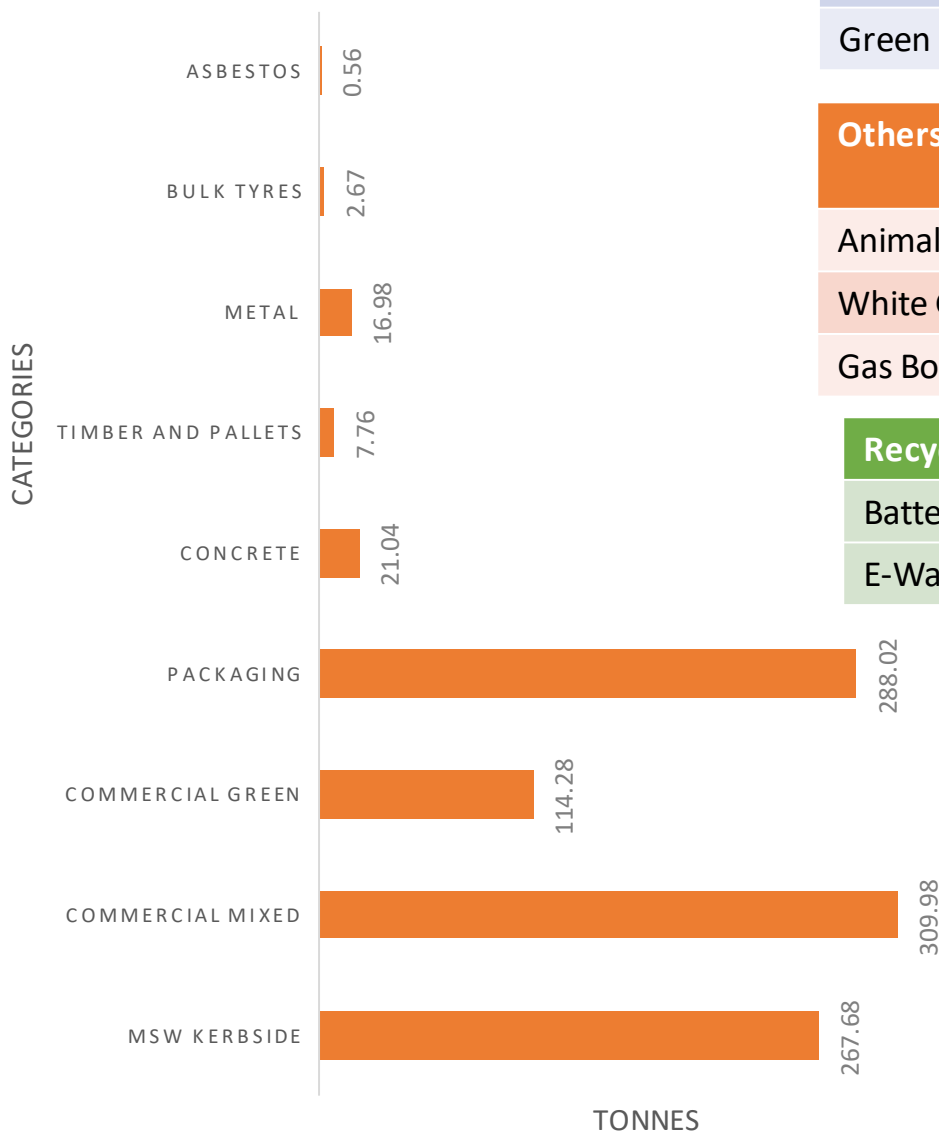
Annual allowance (May 2022 – April 2023): 524 ML/yr and 33ML/yr (Binjari)



ENVIRONMENT

WASTE MANAGEMENT

WASTE RECEIVED AT WMF – NOVEMBER 2022



Domestic Waste	Number of trips
Mixed	1173
Green	338

Others	Number of items
Animals	3
White Goods	28
Gas Bottles	3

Recycling	Tonnage
Batteries	1.84
E-Waste	3.28



ENVIRONMENT

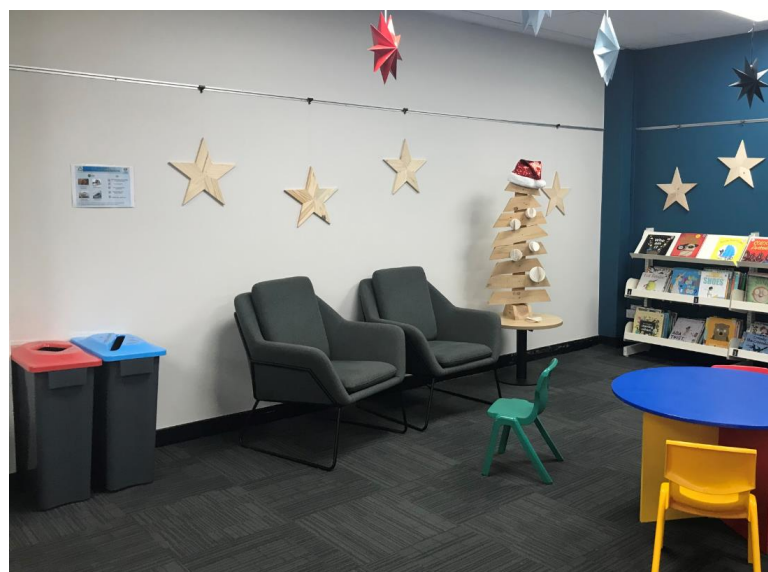
WASTE MANAGEMENT

17 Bin requests were received and actioned during the month of November 2022



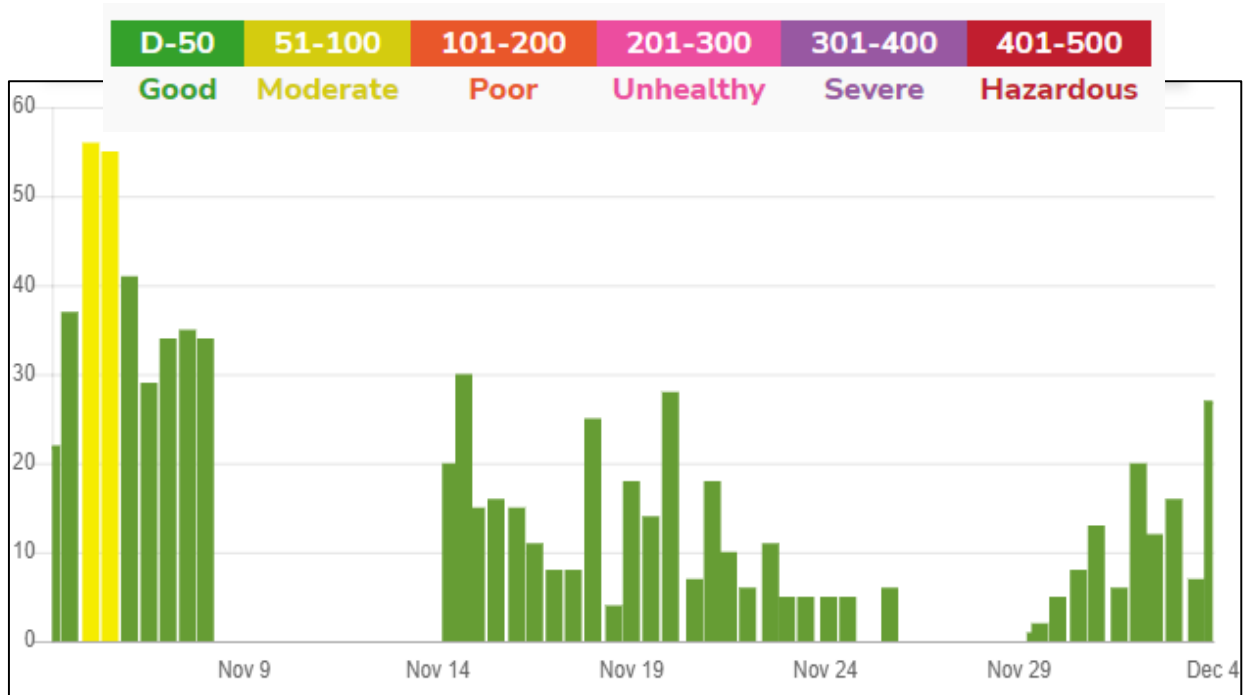
GHD carried out audit for domestic waste stream for Big River Feasibility Study for the MRR.

Recycling station for paper and plastic containers were established at Katherine Library.



ENVIRONMENT

AIR AND WATER QUALITY MONITORING








Monthly Air Quality Index



Monthly water sampling at Waste Management Facility was carried out for the month of November.

ENVIRONMENT

SOLAR ENERGY

NOVEMBER 2022		VISITOR INFORMATION CENTRE	CIVIC CENTRE
Energy produced (MWh)		3.229	5.6
Energy Consumed (MWh)		6.74	11.6
Exported to Grid (MWh)	 		0.644
Imported from Grid (MWh)		3.513	6.9
Equivalent to number of trees planted		58	101

INFRASTRUCTURE

OUTDOOR LIGHT REPAIRS



During the month of November, KTC received the highest number of streetlight repairs request (15) from residents. These requests were attended and fixed.



INFRASTRUCTURE

OUTDOOR LIGHT REPAIRS



Lights at Oval 1, Sportsground is currently being repaired.



INFRASTRUCTURE

VANDALISM

19 reports of vandalism and graffiti removals were received during the month of November.



INFRASTRUCTURE

SIGNS



During inspections around the Hotsprings, Katherine Town Council staff found a "No Diving " Sign in a bad condition. Therefore, it was replaced with a new one.



KTC crew installed "No dogs Allowed" signs in various spots in the Hot Springs area.



INFRASTRUCTURE

LANDSCAPING



Staff beautified the Giles Street roundabout by landscaping the area.


15 REPORTS FROM REPRESENTATIVES ON COMMITTEES

15.1 KATHERINE SHOWGROUNDS AND ADVISORY COMMITTEE MINUTES

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174629

AUTHOR : BRENDAN PEARCE, DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

AUTHORISER : BRENDAN PEARCE, DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

ATTACHMENT/S : 1. KATHERINE SHOWGROUNDS AND MULTI-PURPOSE ADVISORY COMMITTEE MEETING MINUTES - 19 OCT 2022.PDF 

OFFICER RECOMMENDATION

That Council receive and note the minutes of the Katherine Showgrounds and Multi-purpose Advisory Committee held on 19th October 2022.

PURPOSE OF REPORT

To present the minutes of the Katherine Showgrounds and Multi-purpose Advisory Committee meeting held on 19th October 2022.

COMMUNITY PLAN/STRATEGIC PLAN

Community and Family

Sports and Civil Events

Growth and Sustainability

BACKGROUND

The Katherine Showground and Multi-purpose Advisory Committee met on the following date:
19th October 2022

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Nil

COUNCIL OFFICER CONFLICT OF INTEREST

None to declare



**KATHERINE SHOWGROUNDS AND MULTI-PURPOSE ADVISORY
COMMITTEE MEETING
WEDNESDAY 19 OCTOBER 2022 AT 5.30PM, CIVIC CENTRE**

MINUTES

1. WELCOME

Meeting opened at 5.34 pm

Welcome from Mayor to all the members and their clubs present.

In Attendance:

Mayor Clark	KTC Elected Member - Chair
Amanda Kingdon	KTC Elected Member
Brendan Pearce	KTC Director Infrastructure & Environment
Anuksha Shrestha	KTC Minute Taker
Mark Robertson	Katherine Dirt Kart Club
Anna Kerwin	Katherine District Show Society
David Flood	Blue Eagle Muay Thai

2. APOLOGIES

Kylie Leonhardt	Australian Stockhorse Society
Clinton Firth	AFL NT
Melinda Wheelan	Katherine Rope and Barrel Club
Matthew Harris	Katherine Turf Club
Tim Delany	Katherine Camels
Lee Henderson	Katherine Scouts Group
Anthony Barlett	NT Appaloosa & Western Performance Club

3. CONFIRMATION OF PREVIOUS MINUTES

Moved: Mark Robertson

That the minutes from the Katherine Showgrounds and Multi-Purpose Advisory Special Committee meeting held on 30 August 2022 be confirmed as a true and accurate record.

Carried: 5 / 0

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Hydrant:

The work at the Grandstands has been completed but the soil covering the trenches has already sunk. KTC to investigate and take necessary actions.

Show society advised that Council could use the sand / cracker dust that was donated to show society to cover up the holes.

5. GENERAL BUSINESS

Katherine District Show Society

No hot water in the facility

KDSS raised an issue that there is no hot water in either the Equestrian or Poultry shed toilets during the Katherine show 2022 and have received numerous complaints. Moreover, Fletchers plumbing investigated and found no faults. Later, show society received same complaint again. Fletcher's thinks that it could be a major fault.

KTC schedules an annual inspection to check the facility is running hot water system before the show. Hot water could be easily overwhelmed by the number of people that



**KATHERINE SHOWGROUNDS AND MULTI-PURPOSE ADVISORY
COMMITTEE MEETING
WEDNESDAY 19 OCTOBER 2022 AT 5.30PM, CIVIC CENTRE**

MINUTES

KTC to organize inspection to check hot water system is running in the facilities before next Katherine show in 2023.

Traffic at Murray St gate

During Katherine show 2021, there were concerning traffic problems at the Murray St gate and the show society suggested KTC to install speedbumps for vehicles both entering and exiting the grounds. During Katherine Show 2022, there was similar problems with patrons speeding.

The Showground Advisory Committee members suggested to install boom gates during the next year show.

KTC to look for various options.

Broken Solenoid box

The cover was broken over the solenoid box near the ticket box gate before the show in 2021. The pole had been run into and the bottom part has been broken and exposed which also caused a water leakage.

The Katherine District Show Society suggested KTC to install bollards to prevent this from happening.

KTC to engage contractor to fix the broken and exposed solenoid box.

5.1 **General Discussions:**

Lighting Project

Show Society is working on the lighting Project for the Rodeo arena and camp-draft arena. Currently waiting on the revised quote from the contractor.

The scope of this project is to replace the lights at the camp-draft arena since the current light is not up to the competition standard.

Also, there is no lighting at the rodeo arena at this stage. However, there are two lights to go on either side of the rodeo arena.

The work is scheduled to be finished by the end of May 2023.

6. ACTION LIST

Refer to table for updates, completions, and new items.

7. OTHER BUSINESS

Annual tree assessment

Blue Eagle Muay Thai asked if there is any schedule maintenance or tree assessment program regarding the trees



**KATHERINE SHOWGROUNDS AND MULTI-PURPOSE ADVISORY
COMMITTEE MEETING
WEDNESDAY 19 OCTOBER 2022 AT 5.30PM, CIVIC CENTRE**

MINUTES

The branches fall off and hit and trip out the power lines. Quite often during the wet season, call outs are made as there is no power.

KTC consults with external contractor/ arborists to do the assessment and provide a report on dangerous trees.

KTC looks after all trees that are on Council Land.

Brendan suggested to send any maintenance and repairs requests through records or service requests.

8. DATE OF NEXT MEETING

Tuesday 6th Dec 2022 (tentative) at the Civic Centre commencing at 5:30pm

9. MEETING CLOSE

The meeting was closed at 6:15 pm

TO BE CONFIRMED

**KATHERINE SHOWGROUNDS AND MULTI-PURPOSE ADVISORY
COMMITTEE MEETING
WEDNESDAY 19 OCTOBER 2022 AT 5.30PM, CIVIC CENTRE**

MINUTES

MEETING DATE	ACTION ITEM	RESPONSIBLE OFFICER	STATUS / COMMENTS
19/10/22	Traffic problem at Murray St gate for Katherine Show 2023	I&E	Target Date: before 2023 Katherine show
19/10/22	Broken cover over the solenoid box	I&E	In progress 17/11/22: Added to the depot crew list to investigate and take necessary action.

I&E = KTC Infrastructure & Environment Services

C&S = KTC Community Services

TO BE CONFIDENTIAL

16 ELECTED MEMBERS ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES FOR THE PERIOD 23 NOVEMBER 2022 TO 2 DECEMBER 2022

FOLDER ID : \COUNCIL MEETING ADMINISTRATION\ORDINARY MEETING OF COUNCIL (OMC)\ORDINARY MEETING OF COUNCIL (OMC) - AGENDA/174620

AUTHOR : AMANDA HAIGH, EXECUTIVE AND GOVERNANCE OFFICER

AUTHORISER : INGRID STONHILL, CHIEF EXECUTIVE OFFICER

ATTACHMENT/S : NIL

OFFICER RECOMMENDATION

1. That Council receive and note the Elected Member activities for the period 23 November 2022 to 2 December 2022.

PURPOSE OF REPORT

To provide an update on the Elected Member activities and engagements for since the last Council meeting.

Deputy Mayor Kym Henderson Period 23 November 2022 to 2 December 2022	
Date	Activity attended

Councillor Jeremy Trembath Period 23 November 2022 to 2 December 2022	
Date	Activity attended

Councillor Madeleine Bower Period 23 November 2022 to 2 December 2022	
Date	Activity attended

Councillor Amanda Kingdon**Period 23 November 2022 to 2 December 2022**

Date	Activity attended

Councillor Ben Herdon**Period 23 November 2022 to 2 December 2022**

Date	Activity attended

Councillor Denis Coburn**Period 23 November 2022 to 2 December 2022**

Date	Activity attended
21 November	International Men's Day
30 November	World Aids Day run by Wurli Wurlinjang Health Service
30 November	Public Meeting

- 17 LATE AGENDA**
 - 188 GENERAL BUSINESS**
 - 19 CLOSURE MEETING TO PUBLIC**
 - 20 CONFIDENTIAL ITEMS**
-

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act 2008:

20.1 Confidential Minutes of Ordinary Meeting of Council 22 November 2022

This matter is considered to be confidential under Section 99(2) - civ of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation (3) - prejudice the interest of the council or some other person.

20.2 2022 - 23 Roads Reseal Program

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

- 21 RESUMPTION OF OPEN MEETING**
- 22 NEXT ORDINARY MEETING OF COUNCIL**

That the next meeting of the Ordinary Council Meeting will be held on 24 January 2023.

- 193 CLOSURE OF MEETING**