

# Katherine Town Council Annual Report 2015—2016



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## MESSAGE FROM THE MAYOR

As Mayor of our Council, I am very proud to present the Annual Report 2015/16 on behalf of Katherine Town Council to our community. This report for the 2015/16 year marks the move from the planning phases in 2014/15 into the current action phase on a number of significant projects as well as continuing work to improve our organisational services and community connection. These results are set to deliver greater enrichment through organisational effectiveness and the continued building of sustainable relationships with our community, our businesses, the Northern Territory Government and our many other stakeholders, as was our original aim since early 2015.

A very significant amount of work has been done on delivering services, with a very large volume of work achieved by the Works & Services Department (potentially more than has ever been achieved before) as well as the Corporate & Community Services Department in so many areas. Some of the highlights for the 2015/16 year include:

- The Library was awarded the 2015 Katherine Chamber of Commerce Government Department Award for Customer Service
- Major road upgrades to Florina Road and preparation works to First Street in town
- Significant funding obtained for the lighting to the Rugby Oval (\$450k), the Airport Apron works (\$825k), the Hot Springs (\$250k), Emungalan Road Bridge (\$1.5M) with the strong support of NT and Federal Governments
- The Hot Springs revitalisation project works commenced, with the first works and pop-up café done
- Relocation of the Community Markets to the Lindsay Street Complex
- The roll-out of standout events for the year through the Festival of Dry and other programs was continued in 2015/16
- Considerable work to the Katherine Showgrounds and Sportsgrounds to upgrade the facilities
- Increased Aboriginal engagement and consultation to better represent our population
- The support of the Katherine Women's Indigenous Association community garden project by Council by the minimal cost long term lease of the land
- Merchandising was earnestly introduced into the Katherine Visitor Information Centre with a great increase in bookings and sales achieved for this period
- The number of late rate payments and consequent actions was massively reduced in 2015/16 as a result of improvements in processes
- Binjari Community infrastructure work, including the installation of LED street lighting throughout the community and a Binjari Dog Program.
- Preparations for the roll out of the Asset Management System took considerable time and energy, but are now set to make a big difference for future years

As always, I thank Elected Members for their support throughout the year and we look forward to continuing as a team to promote leadership and vision, intent on listening to our community to deliver excellent results and enriched relationships. I also sincerely thank all our staff and volunteers who work so hard to deliver the results identified in this report, through their ongoing integrity, attitude of service and caring for our community.



Fay Miller  
**MAYOR OF KATHERINE**

The future for Katherine as a centre for our region and the Northern Territory is now growing brighter with the positive attention and energy that we are now attracting as we achieve our potential in partnership with our community, NT Government and all our stakeholders.

## VISION, MISSION, VALUES AND GOALS

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### VISION

For Katherine to be recognised as an innovative, vibrant and inclusive community.

### MISSION

To provide a sustainable and prosperous environment for the people of the Katherine Region through growth, opportunity and tolerance.

### VALUES

- Service:** Council will strive to achieve excellence, quality and pride of service to the community in a cost effective, common sense and courteous way.
- Responsiveness:** Council will be responsive to the needs of the community.
- Involvement:** Council will provide avenues of participation for and be accessible to the community.
- Responsibility:** Council will act with integrity and in a financially responsible, sustainable manner in the interests of the community.
- Equity:** Council will treat and provide services to the community in an equitable manner.
- Accountability:** Council will make decisions on behalf of the community in an open and accountable way.

### GOALS

1. **Infrastructure**  
To ensure that Council has well planned, constructed and maintained infrastructure that is managed on a sustainable basis and meets the needs of present and future communities.
2. **Community Development**  
To provide, in partnership with other organisations, for the social, recreational and cultural needs of residents and encourage a sense of involvement and community pride.
3. **Environment**  
To promote and protect the quality of the Katherine environment and play a leadership role in addressing climate change.
4. **Economic Development**  
To facilitate economic development and encourage and support investment and employment opportunities.
5. **Governance**  
To ensure that Council demonstrates effective, open and responsible governance.

## GENERAL INFORMATION

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### Mayor and Elected Members

Seven (7) Elected Members govern Katherine Town Council. The Mayor and six (6) Aldermen are elected for a term of four (4) years.

At the commencement of the term of this Council, a decision was made to appoint persons to the office of Deputy Mayor as required by the Local Government Act. This decision determined that all Aldermen would be appointed to the position on a rotational basis for a term of eight months each.

However, with the changes made to extend the current term until August 2017 until the next Local Government Elections, new appointments were required. At the Ordinary Council Meeting held in February 2016 Council determined that two (2) Alderman will fill the position until the scheduled election date.



*L- R—Alderman Donald Higgins, Deputy Mayor Toni Tapp-Coutts, Alderman Peter Gazey, Mayor Fay Miller, Alderman Rob Phillips, Alderman Lis Clark and Alderman Steven Rose*

## GENERAL INFORMATION

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### Ordinary Council Meetings

Ordinary Meetings of Council are open to the public, with community attendance and participation welcome. The only exception is when Council is dealing with confidential matters, which is called a 'Confidential Session', and may involve matters of legal, personal, or commercial nature. There is a notation on the Agenda relating to such matters.

Ordinary Council Meetings are held on the 4<sup>th</sup> Tuesday of each month commencing at 6.00 pm. Changes to this may occur with all alterations being advertised prior to the meeting. At 5.30pm, prior to each Ordinary Meeting, Council has an Open Forum where members of the community are able to raise any issues they wish with Elected Members.

### Purpose of the Annual Report

Council's 2015/2016 Annual Report has been produced in accordance with the *Local Government Act* Chapter 4 - Part 4.1 - Division 2 - Point 30 (2), Chapter 10 - Part 10.7 - Point 131 and Chapter 14 - Part 14.1 - Point 199.

During this year of Council, the key aims of delivering a better connection to our community through improved engagement and listening as well as the development of long term financial strategies and sustainability are now beginning to be realised.



*Katherine Town Council Chambers*

## GENERAL INFORMATION

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### Principal Activities

Katherine Town Council provides a wide range of service for the benefit of the community which are listed below.

#### 1. General Public Services

- Civic Centre
- Rates
- Administration Services
- Electronic Data Processing
- Elected Members
- Public Debt Transactions
- Grants
- Consultative Services

#### 2: Public Order and Safety

- Regulations
- Dogs and other Animals
- Fire Control
- Car Parking
- Counter Disaster

#### 3: Environmental Protection

- Noxious Weeds
- Mosquito Control
- Waste Management Services
- Litter Control

#### 4: Housing and Community Amenities

- Cemetery
- Katherine East Early Learning Centre
- Katherine East Child Care Centre
- Housing
- Stormwater Drainage
- Public Toilets
- Binjari Community
- Street Lighting
- Street Sweeping

#### 5. Recreation and Culture

- Community Halls
- Sporting Venues
- Playgrounds and Aquatic Centre
- Parks, Gardens and Reserves
- Museum
- Library Facility
- Community Services
- Other Recreational & Cultural Activities
- River Reserve

#### 6. Economic Affairs

- Bridges and Culverts
- Kerbs, Guttering and Driveways
- Footpaths and Cycleways
- Nature Strips
- Town Square
- Traffic Management
- Katherine Airport
- Plant and Machinery Depot
- Visitor Information Centre
- External Contracts
- Municipal Depot
- Waste Management Depot

## GENERAL INFORMATION

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### Governance Structure and Organisational Systems

#### Constitutional Arrangements

In accordance with the requirements of Section 23 of the *Local Government Act*, Council undertook an electoral review in 2014/15, through the engagement of an external consultant, which assessed the adequacy of its existing constitutional arrangements, to provide the most effective possible representation for the council area.

The results of the review were adopted through a Council resolution and recommended to the Minister for the Department of Local Government and Community Services. The Minister has acknowledged receipt of the review report, and also commended the Council for the preparation of a discussion paper and on conducting an elector survey. These arrangements are still valid for 2015/2016.

#### Information and Privacy Statement

The *NT Information Act* provides the community with access to government information (unless the information is exempt); it protects the privacy of personal information held by public sector organisations; and it promotes efficient and accountable government through records and archives management. At the level of the individual, it generally gives people a right to access any of their own personal information held by the Council, if it is in the public interest to do so. People may also have the right to correct personal information held by the Council.

There are two sections of the *Information Act* that require the Council to publish information at least annually or to make a statement in its Annual Report. Section 11 of the Act requires the Council to publish information about its structure and functions, the kinds of information usually held by it and a description of its procedures for providing access to information and correcting personal information. Section 131 (2) of the Act directs the Chief Executive Officer to ensure the Annual Report includes a statement about how the Council complies with the records and archives management requirements of the Act.

#### Structure and Functions

Katherine Town Council is constituted under the *Local Government Act* to be responsible for the local level government and management of the area known as Katherine. The organisational structure of Katherine Town Council is described in other areas of this report. Council's roles, functions and objectives are detailed in the sections 11-13 of the *Local Government Acts*. The functions are listed as:

- To plan for the future requirements of its area for local government services;
- To provide services and facilities for the benefit of its area, its residents and visitors;
- To provide for the interests and well-being of individuals and groups within the council area;
- To carry out measures to protect its area from natural and other hazards and to mitigate the effects of such hazards;
- To manage and develop council facilities and services in its area in a sustainable way;
- To manage and develop for the benefit of its area all the resources available to the council; and
- Other functions assigned to the council under this or any other Act.



## GENERAL INFORMATION

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### Types of information held by Katherine Town Council

The Council holds considerable information that can be broadly divided into these categories:

- Information about the day-to-day operations of the Council;
- Personal information about staff and Councillors;
- Information related to investigations of complaints about staff, Councillors or the Council's operations generally;
- Information about the management of the Council, including strategic and operational; planning, contracts, memoranda of understanding, legal advice, financial reports and asset databases; and
- Information related to rates.

### Assessing and correcting information held by Katherine Town Council

People can access their own personal information and make changes at no cost. This must be arranged in advance and the process can be started by emailing [records@ktc.nt.gov.au](mailto:records@ktc.nt.gov.au). Individual's can make application for information under the *Information Act* in order to access information about Katherine Town Council. Further information is available on Council's website at [www.ktc.nt.gov.au](http://www.ktc.nt.gov.au).

Four (4) Freedom of Information requests were received by Council in the 2015/2016 financial year.

### Financial and Other Records Management

The Katherine Town Council complies with Part 9 of the *Local Government Act* to ensure that financial and other records are properly made and maintained.

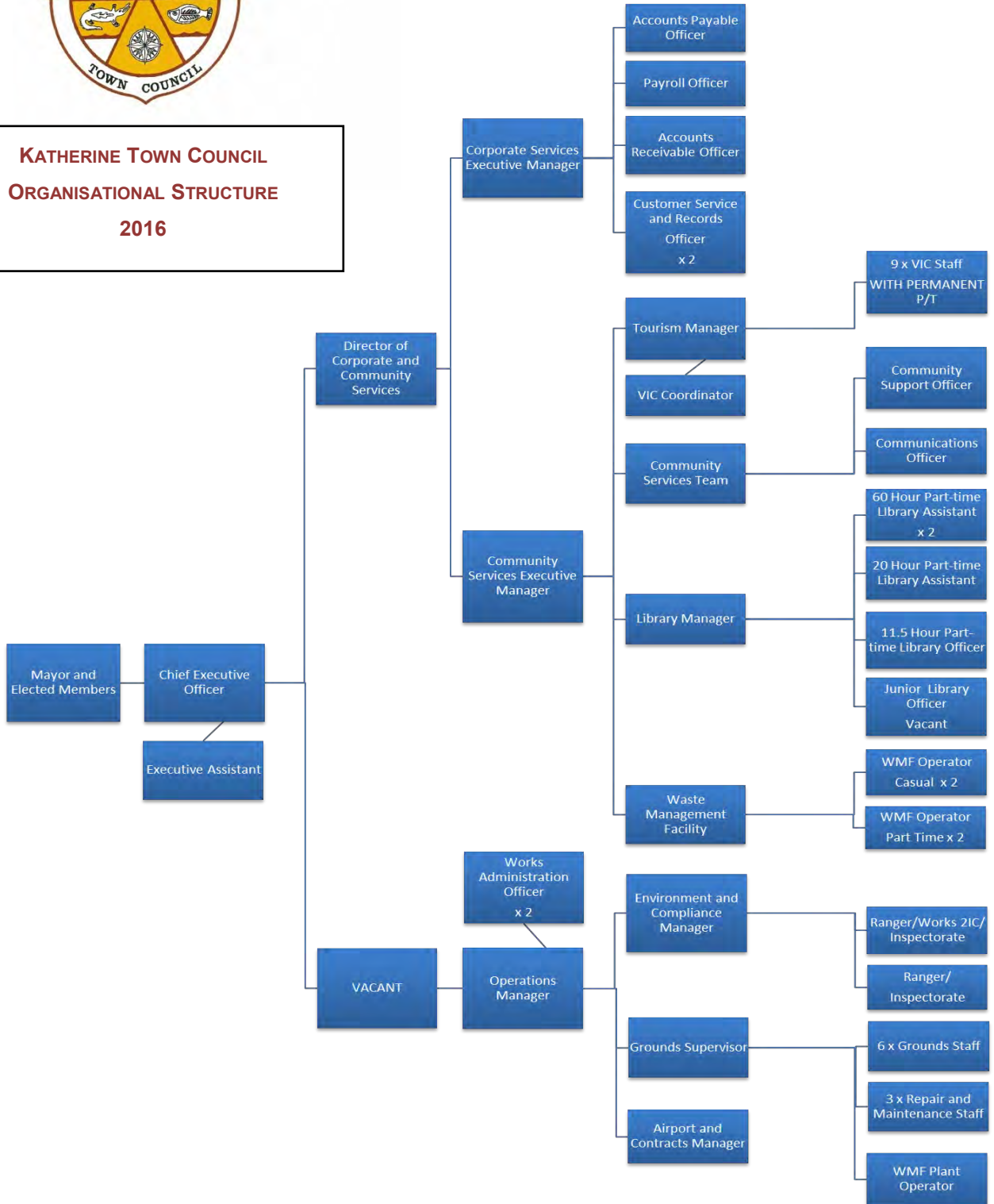
### Financial Assistance Grants

We acknowledge the receipt of the Financial Assistance Grants from the Commonwealth. These grants play a significant role in the long-term financial sustainability of the Council. The grants are critical in facilitating the delivery of essential services for the community

# ORGANISATIONAL STRUCTURE



**KATHERINE TOWN COUNCIL  
ORGANISATIONAL STRUCTURE  
2016**



## MUNICIPAL PLAN 2015/16 ACTION LIST

The Municipal Plan 2015/2016 had clear tables that identified the actions to be completed in the 2015/2016 period. Progress on these actions was provided throughout the period and the final position is presented below.

Legend for Responsible Officer/ Agency	
CEO	Chief Executive Officer
CSEM	Community Services Executive Manager
DCCS	Director Corporate Community Service
DLPE	Department Land Planning & Environment
DoH	Department of Housing
DWS	Director Work & Services
FMC	Flood Mitigation Committee
KREDC	Katherine Regional Economic Development Committee
LDC	Lands Development Corporation
OCM	Ordinary Council Meeting (s)

PAGE	ITEM	ACTION	OFFICER	STATUS
P6	Opportunities & Challenges – Governance	Community Strategic Plan framework	CEO	Community interviews are ongoing and currently on track for compilation in a four year time period. Stakeholder meetings with associations like the Chamber of Commerce have started. Compilation commenced in early 2016.
		Co-location of Councils	CEO	Completed for 2015/16. A discussion with VicDaly Regional Council CEO on 13 August 2015 - the project is not seen as a priority at this time. There have been further discussions with Roper Gulf on a related matter without success.
P6 - 7	Opportunities & Challenges – Economic	Civil Airport – direct cost impost investigation	CEO	Airport meetings with Department of Defence underway, with report to Council in July, September and October 2015. Further reports were given throughout early 2016, with KTC officers completing as much as possible and are now awaiting further work by the Department of Defence lawyers. A grant has been secured from the NT Government of \$825k for the upgrade works should the lease proceed.
		Temporary Beat Locations - advocacy	CEO	Completed

## MUNICIPAL PLAN 2015/16 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
P10 - 11	Works & Services Division - Infrastructure – Roads & Buildings	<u>Rural Roadside Strategy</u> Implement and maintain industry best practices in line with the Northern Territory Government Department of Infrastructure's 'Standard Specification for Road Maintenance', Sections 10 – Drainage Maintenance, 12 – Road Furniture Maintenance, 14 – Landscape Maintenance, and 15 – Slashing and Weed Control, by developing a Rural Roadside Strategy.	DWS	Draft completed
		<u>Footpaths</u> Develop a strategic plan for the future growth patterns of footpath networks within the urban residential area.	DWS	Strategic plan completed and operational works in progress
		<u>Regulatory signage</u> Actively work towards the completion of a central business district regulatory signage review in collaboration with local businesses, taking into consideration operational effectiveness and future growth requirements.	DWS	Consultations remain ongoing; works to formalise and enhance Council owned properties (car parks) are continuing.
		Review Council's Signs Code, incorporating industry best practice regimes and national standards.	DWS	Review of the Signs Code is scheduled to run concurrently with the development of the final parking strategy; first stage review is in progress.
		<u>Road safety audits</u> Continue investigations into the feasibility of local area traffic management devices around school zones i.e. Giles and Rapide streets, and Maluka and Grevillea roads.	DWS	Audit completed and constructions works 80% completed.
		Redevelop Council's 'Road Opening' permit system and associated framework to bring it in line with the Northern Territory Government's 'Permit to Work' stipulations.	DWS	Ongoing
		Complete Road Safety Audits into known issue areas within the rural environs, specifically Florina Road Store.	DWS	Completed

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		<u>Solar – Lighting and Power</u> Recommence discussions with network suppliers as to the viability of solar generation for several Council managed facilities.	DWS	Ongoing
P12	Works & Services Division – Parks, Gardens & Reserves	<u>Sports &amp; showgrounds advisory committees</u> Develop a strategic long-term plan for the sustainable management and continual improvement of each facility, in conjunction with the individual user groups, through a process of consultative negotiation.	DWS	Ongoing
		Develop a staged, strategic ideal for the future planning and relocation of the Rodeo and Campdrafting Arena within the Showgrounds.	DWS	Ongoing
		<u>Heritage Trail – Railway Terrace &amp; Ryan Park</u> Commence a strategic review of the parkland and its immediate vicinity to both the river and rail corridors, taking into account previous consultative works for the sustainable redevelopment of the locality.	DWS	Draft landscape plans under development.
		<u>Development Guidelines and Developer Contribution Plan</u> Complete a review of both the Development Guidelines and Developer Contribution Plan taking into consideration the adopted Strategic Land Use Plan for Katherine ( <a href="http://lands.nt.gov.au/__data/assets/pdf_file/0008/41030/Katherine-Land-Use-Plan-2014.PDF">http://lands.nt.gov.au/__data/assets/pdf_file/0008/41030/Katherine-Land-Use-Plan-2014.PDF</a> ) (which now forms part of the Northern Territory Planning Scheme), and inter-agency collaborative works facilitated by the Northern Territory Government's Department of Lands, Planning and the Environment.	DWS	Still awaiting release from the Department of Lands, Planning and the Environment.

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		<u>Cemetery</u> Conduct a review into the long term feasibility of the present Memorial Cemetery site, currently constrained by both available space and legislative parameters.	DWS	Ongoing
P16	Civic Centre Capital Projects	New folding machine	CSEM	Completed
		New staff entrance door	CSEM	Completed
P26	Investment Policy	Keep under review	CSEM	Completed
P26	Rates	Declaration of Rates required by 31 July 2015	CSEM	Completed
P36	Key Performance Indicators – KPI 1	Integrated planning and reporting strategy implemented	Leadership Team	Interim LTFP completed, AMP process started.
	Key Performance Indicators – KPI 2	Asset management plan implemented	DCCS	Principles and practices implemented; development of Asset Management System is underway by consultant services Civica so to provide end document/product. Asset condition based valuation completed. Awaiting final report. AMP in final stages of completion.
	Key Performance Indicators – KPI 3	Long term financial plan implemented	DCCS	Ongoing
	Key Performance Indicators – KPI 4	Workforce plan implemented	CSEM	Completed
	Key Performance Indicators – KPI 5	Community / customer satisfaction completion satisfaction survey	DCCS	To be incorporated into a function of Council's new webpage

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		<u>Solar – Lighting and Power</u> Recommence discussions with network suppliers as to the viability of solar generation for several Council managed facilities.	DWS	Ongoing
	Key Performance Indicators – KPI 6	Alignment of community needs with priority planning to deliver needs within constraints	Leadership Team	Interviews to date with Elected Members, staff and community members to date are being fed into the planning goals of the organisation. Tasks completed for 2015/16.
	Key Performance Indicators – KPI 7	Improve staff satisfaction – measured by staff satisfaction survey	DCCS	Completed
	Key Performance Indicators – KPI 8	Development of key partnerships with service providers	Leadership Team	Ongoing partnership meetings held with numerous groups, including RAAF Tindal, Developing the North Office, NT Police, Tourism NT, Tourism Top End, Northern Territory Library, Department of Transport and Department of Lands, Planning and the Environment.
	Key Performance Indicators – KPI 9	Benchmark and plan to achieve industry level service provision, cost efficiencies and effectiveness	Leadership Team	Ongoing
	Key Performance Indicators – KPI 10	Operating surplus ratio: Long Term Financial Plan Target between 0 – 15%. The target for 2015/16 is -40%	Leadership Team	Projected EOFY result - 37.25%
	Key Performance Indicators – KPI 11	Current (asset) ratio: Long Term Financial Plan Target > or = 1:1	Leadership Team	Projected EOFY result - 4.18:1
	Key Performance Indicators – KPI 12	Rates coverage ratio: Long Term Financial Plan Target > or = to 40%	Leadership Team	Projected EOFY result - 51.39%
	Key Performance Indicators – KPI 13	Debt service coverage ratio: Long Term Financial Plan Target: 90% -100%	Leadership Team	Not Applicable

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
Appendix 1	Corporate & Community Services – KPIs – Increase the economic, social & structural viability of Katherine Town Council	Establish meaningful working relationships between Territory Government and Katherine Town Council	CCS Team	Ongoing
		Prepare discussion paper on strengthening regional collaboration, update guidelines	CSEM	
		Report to Council	CSEM	
		Explore opportunities for economic development links between Katherine Town Council, Roper Gulf Regional Shire, Vic Daly Regional Shire, NT Government and Federal Government.	DCCS	Attempted with Roper Gulf Regional Council, Vic Daly Regional Council and Northern Territory Library – shared services program - unsuccessful
	Corporate & Community Services – KPIs – Ensure policy settings support innovation & sustainability within the department	Discussion with all stakeholders	CCS Team	Ongoing
		Adopt a specific policy objective	DCCS	Still investigating necessity of a specific policy objective.
		Complete audit of department resources	CSEM	Completed
		Implement initiatives to streamline services	CCS Team	Work in Progress
		Implement initiatives to reduce operating costs	CCS Team	Ongoing
		Integration and coordination of good practice	DCCS	Ongoing
	Corporate & Community Services – KPIs – Build good governance in the Corporate & Community Services Department and provide effective regulation	Improve community awareness and access to services	CCS Team	Attendance at various events – i.e. Tindal Expo, community markets and Community Forums.
		Encourage, support and facilitate the development of Principles of Governance for Katherine Town Council	DCCS	Ongoing
		Encourage dialogue between Regional Councils and Katherine Town Council	CCS Team	Ongoing



## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
	Corporate & Community Services – KPIs – People & Culture	Increase staff development and training opportunities	CCS Team	Ongoing
		Review HR policy, procedures and practices to assist in implementation	CSEM	Completed annually
		Inception of incentives, remove impediments	CSEM	Cancelled
		Implement mentoring program	CSEM	Drafted policy and procedures and still in discussion prior to finalising.
		Team building exercises with all departments	CCS Team	Ongoing
	Corporate & Community Services – KPIs – Strengthen the capacity of Katherine Town Council in order to meet community aspirations	Implementation of better practice	DCCS	Work in Progress
		Promote best practice approaches	DCCS	Ongoing
		Conduct a review of code of conduct and associated outcomes	CSEM	Completed
		Prepare an information brochure about Katherine Town Council for new residents	CSO	Ongoing
		Develop and distribute a Good Practice Information Kit which showcases Katherine Town Council achievements	CSO	Updated welcome packs and forwarding as requested.
		Develop social media policy and procedures	DCCS	Completed
	Corporate & Community Services – KPIs – Strengthen communication with other Council departments and representative organisations	Encourage, support and facilitate good working relationships	CCS Team	Ongoing
		Integrated planning	DCCS	Purchased software to assist and improve processes.
		Integrated reporting	DCCS	Ongoing
		Integrated communications	DCCS	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		All departments operating under the same planning and reporting requirements	CCS Team	Ongoing
		Team building exercises	DCCS	Ongoing
		Convene Financial and Administration Workshops	DCCS	Completed
		Review procedures and practices to identify and address potential barriers	DCCS	Employed independent consultant to review procedures and practices.
		Review Corporate & Community policy, procedures and practices to assist in implementation	DCCS	Ongoing
		Implement financial reviews	CSEM	Completed
		Continue to develop and update financial policies	CSEM	Completed annually
		Promote good financial practices	CSEM	Ongoing
		Ensure Council and community interests are represented	DCCS	Ongoing
		Provide detailed budget that supports Council's Municipal Plan	CSEM	Completed
		Provide an outline of the financial position of Council for the next ten years indicating Council's long term financial sustainability	CSEM	Completed
<b>Appendix 2</b>	Katherine Public Library – KPIs – Collections & Services	Be aware of changes and trends through surveys, ABS statistics and KTC reports	LM	Ongoing
		Regularly review collection development policy	LM	Ongoing
		Develop an innovative promotion and marketing strategy to promote Library services	LM	Ongoing
		Develop a framework for a consistent approach to Digital and Technology	LM	Ongoing
		Raising awareness of Library services	LM	Ongoing
		Providing welcome packs to all new Patrons	All Library Staff	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
	Katherine Public Library – KPIs – Child Services	Provide flyers and information brochures on a regular basis to consistent participants of Story Time, Wiggle & Rhyme, Holiday Program, Frillies Club and Summer Reading Club	All Library Staff	Ongoing
		Develop culturally appropriate programs	LM	Ongoing
		Develop programs to further the Frillies Club	LPCo-ord	Ongoing
		Develop a Homework Club	LM	Cancelled due to a lack of response from patrons.
		Develop after school program for 8-12 year olds	LM	Cancelled due to insufficient staff numbers as well as positive feedback from patrons.
		Provide support to the Katherine Home Schooling Program	LM	Ongoing
	Katherine Public Library – KPIs – Youth Services	Provide flyers and information brochures on a regular basis to consistent participants of youth services	All Library Staff	Ongoing
		Develop culturally appropriate programs	LM	Ongoing
		Develop a Homework Club	LM	Cancelled due to a lack of response from patrons.
		Develop “a youth to help children program” – literacy	LM	Cancelled due to a lack of response from patrons.
		Increase participation in IT based education programs	LM	Ongoing
		Increase youth week participation	LPCo-ord	Ongoing
		Develop programs to increase youth participation	LM	Ongoing
	Katherine Public Library – KPIs – Information & Communication Technology	Survey of user needs	LM	Completed
		Reduce internet costs for members	LM	Completed

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		Undertake a usability review of the Library's website to ensure that it is relevant, accessible to all users and a point of access to the community's information needs	LM	Completed
		Provide access to emerging technologies (e.g. Facebook, Twitter)	LM	Ongoing
		Broaden seniors computer training	LM	Ongoing
		Monitor and assess new alternative and emerging resource formats to ensure contemporary technologies are available to patrons	LM	Ongoing
		Increase downloadable books such as: Borrow Box and eBooks	LM	Ongoing
	Katherine Public Library – KPIs – Community Engagement	Engagement and contact with outside groups such as schools (Callistemon House), Historical Society, Step Out, etc	LM	Ongoing
		With assistance from NTL and Council, identify service gaps	LM	Ongoing
		Regularly consult with patrons and non-users, particularly hard to reach groups such as young people and people with disabilities	LM	Ongoing
	Katherine Public Library – KPIs – People & Culture	Increase staff development and training opportunities	LM	Ongoing
		Focus training for both staff and users on IT	LM	Ongoing
		Take advantage of Council as an important community conduit	All Library Staff	Ongoing
		Use Council as a communication network and public consultation process	All Library Staff	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
	Katherine Public Library – KPIs – Senior Citizens	Specific Senior IT training	LM	Ongoing
		Use Council and other organisation networks to consult with group	LM	Ongoing
		Provide regular Senior programs	LM	Ongoing
		Liaise with the need of the Seniors through a variety of organisation such as: Veterans Society, Rotary and more	LM	Ongoing
	Katherine Public Library – KPIs – Finances & Assets	Ensure best layout use of the Library	LM	Completed
		Timely and cost effective maintenance of existing infrastructure	LM	Completed
		Identify alternative sources of revenue	LM	Ongoing
		Upgrade of shelving to meet current WHS regulations	LM	Completed
Appendix 3	Visitor Information Centre – KPIs – Improve tourism services	Achieve annual Australian Tourism Accreditation Program (ATAP) accreditation and ongoing compliance	TM	Completed
		Provide professional regional information	All Staff VIC	Ongoing
		Provide innovative booking technology to enhance visitor experience	TM	“Book Now” button on Facebook, Instagram photographs linked to new Visit Katherine website.
		Alignment with key message and branding of Tourism NT	TM	Ongoing – have Tourism NT branding on new website.
		Improve delivery of tourism on-line booking service to Tourism Top End members	TM	‘Feature Accommodation’ and ‘Feature Tour’ facility on home page for promotion of special deals.
		Support Tourism NT’s efforts to enhance the provision of visitor information services	TM	Ongoing
		Use of Tourism Top End surveys (secret shopper, superdeeds, etc)	All Staff VIC	0 secret shopper surveys received. 21 Super Deeds awards were received.
		Regular upgrades to the Visitor Information Centre outside space (including the secured garden)	TM	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
	Visitor Information Centre – KPIs – Increase the social & structural viability of Katherine Town Council	Establish meaningful working relationships between Katherine Town Council and tourism based industry	TM	Ongoing – regular contact with community groups and local businesses occurring
	Visitor Information Centre – KPIs – Increase the economic viability of the VIC	Provide a space/stand for local product to be sold on commission basis (i.e. Artwork, etc)	All Staff VIC	Completed
		Establish a mobile showcase stand in theatrette as an alternative display for local product sales (long term availability)	TM	Completed
		Remove the Visitor Information Centre from Fees & Charges Hire availability	CSEM	Completed
		Build local merchandise sales through commissions (increase in retail sales)	TM	Merchandise sale have increased.
		Provide updated brochures and information packs to customers	All Staff VIC	Ongoing
		Provide welcome packs to all new residents	All Staff VIC	Ongoing
		Visitor Information Centre – KPIs – Ensure policy settings support innovation & sustainability	Ensure continued discussion with all stakeholders	TM
	Implement initiatives to streamline services		TM	Ongoing
	Visitor Information Centre – KPIs – Build Good Governance	Integration and coordination of good practice	TM	Completed
		Encourage, support and facilitate the development of Principles of Governance for Katherine Town Council	TM	Ongoing
		Ensure good practice in relation to tourism	TM	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		Encourage dialogue between Tourism Top End, Tourism NT and Katherine Town Council	TM	Ongoing
		Implement a complaints procedure	TM	Completed
		Encourage communication in a formal and informal setting with staff	TM	Ongoing –holding regular staff sessions.
		Ensure legislation, regulations and accreditation standards are being met	TM	Completed
		Annual review of all policies and procedures	TM	Ongoing
	Visitor Information Centre – KPIs – Improve community engagement	Engagement and contact with Tourism Top End and Tourism NT	TM	Ongoing
		With assistance from Tourism Top End and Council to identify service gaps	TM	Ongoing
		Provide a customer satisfaction survey in all media platforms (i.e. Hard copy, on-line, pre-paid post cards, etc)	TM	Three (3) versions of customer satisfaction surveys have been provided and completed.
		Establish a community network tourism newsletter	TM	Completed - monthly
		Regularly provide demonstrations, networking nights and product update nights	TM	Regularly held product updates for staff and businesses – next event scheduled for April 2017.
		Create an induction process for new Tourism Top End members	TM	Ongoing
		Use Council as a communication network and public consultation process	All Staff VIC	Ongoing
		Represent and provide assistance at interstate trade shows	TM	Other members attended along with Council's Mayor.
		Actively participate in committees relating to tourism	TM	Ongoing
	Visitor Information Centre – KPIs – People & Culture	Increase staff development and training opportunities	TM	Ongoing – in-house training occurring.
		Full time staff to actively participate in famils and visitor centre exchanges	TM	Ongoing

## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		Increase in management training	TM	No applicable courses available to date.
	Visitor Information Centre – KPIs – Finances & Assets	Ensure best layout of the Visitor Information Centre for visitor use	TM	Completed
		Refurbishment of the Visitor Information Centre mobile display boards to improve the aesthetic for customers	TM	Completed
		Upgrade to facility signage (branding of building)	TM	Completed
		Complete audit of department resources	TM	Ongoing
		Timely and cost effective maintenance of existing infrastructure	TM	Ongoing
		Implement initiatives to reduce operating costs	TM	Ongoing
		Identify alternative sources of revenue	TM	Ongoing – using group advertising as a cost saving mechanism and have introduced fees associated with business displays within the VIC.
	Visitor Information Centre – KPIs – Information Technology	Improve Katherine Town Council's presence within social & digital media platforms	TM	New website and Facebook page live but a few more details to be completed.
		Improve tourism through a digital presence in the Katherine region	TM	Community getting involved with free listings for all Katherine businesses, service and groups on the new website.
		Create a Visit Katherine App	TM	Cancelled
		Upgrade the <a href="http://www.visitkatherine.com.au">www.visitkatherine.com.au</a> website	TM	Completed



## MUNICIPAL PLAN 2014/15 ACTION LIST

PAGE	ITEM	ACTION	OFFICER	STATUS
		Improve on-line booking usage and capabilities (interactive)	TM	“Book Now” button on Facebook, Instagram photographs linked to new Visit Katherine website.
		Record ‘hits’ to website for tangible data	TM	Web site only just gone live will so reports will be provided shortly.
		Presence on other social media & digital platforms (sites)	TM	Ongoing
		Improve on-line search to make the Visitor Information Centre and/or Katherine Town Council the first to be shown	TM	Completed
	Visitor Information Centre – KPIs – Environment & Cultural	Update activities list relating to seasonal weather and access	TM	Completed
		Provide cultural training to staff and volunteers	TM	Ongoing
		Create a cultural awareness policy	TM	In Progress

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

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### Introduction

Corporate and Community Services has achieved significant results for the Katherine Town Council and the Katherine Community during 2015/16 through innovation, sound business practice, collaboration and engagement with key stakeholders, the growth and development of dedicated staff and careful attention to improve Council's financial sustainability.

Service highlights include:

- The most successful Visitor Information Centre year ever for sales and tourism visitors. This was achieved through the passionate work of the Team at the Visitor Information Centre. The Team also extensively improved the signage and presence of the Centre, refurbished the interior with original and locally drawn Aboriginal art, built tourism operator and funding body relationships, established a profitable income earning merchandise section that has captured a marketing extending well beyond Katherine, and completed a sizeable amount of the work needed to overhaul the [visitkatherine.com.au](http://visitkatherine.com.au) website.
- Recognition by the Community of the outstanding customer service provided by the Library Team who have leapt ahead with participation in children's and other programs.
- Considerable increase in Community participation of Council events and strong growth in the marketing of Katherine through the Festivals of the Dry.
- Innovative solutions from customer services to be more proactive in assisting the Community with information and responses.
- The growth in learning across asset management, marketing, library services and sales which has built greater capacity to deliver services to our Community.
- The completion of Council's fixed asset revaluation and subsequent inclusion into this year's financial statements.
- Major progress in the rebuilding of Katherine Town Council's website.
- The continued progress in achieving a sound financial position for Katherine Town Council that is reflected in the improved financial indicators.

Further details of the corporate and community activities are detailed in the following pages.

Income for Katherine Town Council is generated by rates, Australian Government grants and Northern Territory Government Grants and subsidies, service fees and charges and penalties. Formal budgets are prepared every year and the rates are set in July, in accordance with the *Local Government Act*.

Program budgets provide information on the services and costs associated with each individual program. Budget papers are available for public viewing in the Katherine Town Council Civic Centre and through the Council's website [www.ktc.nt.gov.au](http://www.ktc.nt.gov.au).

### Planning

Strategic plans for the Corporate & Community Services department, the Library and the Visitor Information Centre were developed for the 2015/16 year. These strategic plans incorporated the 2015/2016 Municipal Plan's vision, values and strategic direction that Council planned. These plans include key performance indicators that will be used to monitor service outcomes, and were reviewed quarterly.

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Corporate Information Technology

In late 2014 Council signed a new managed service agreement with Civica for the provision of the Authority software. The new agreement also includes the provision of the asset management software and mobile capability. The mobile capability will include access to online purchase orders, staff leave and salary entitlements, update for asset management requirements and a more user friendly interface for mobile users. These new arrangements, with a particular focus on Asset Management Planning has been a focus to both the Corporate and Infrastructure Services repayments in 2015/2016.

### Financial Services

Council received an unqualified audit in 2015/2016. During the 2014/2015 financial, year Council's Corporate Services Department engaged a new auditor to ensure that Council retains best practice adherence and improve its future risk and financial management systems over the coming years.

### Human Resource Management

Staff performance management plans were updated in 2015; with additional steps now required, the rollout of these additional steps put a personal performance plan with specific key performance indicators for each key responsibility of the individual job description, in which has occurred throughout 2015/2016. This updated process has allowed Council to be more proactive with performance management and issues that may result.

Occupational Work health and Safety has been a major priority for the Katherine Town Council. This ensures the safety and wellbeing of our staff and those who visit Council facilities. The Council aspires to best-practice regarding OH&S legislation and requirements.

The Corporate & Community Services Division staff attended a variety of training and professional development throughout the year which included but is not limited to:

Darwin facilitated:

- Diploma in Library and Information Services
- Certificate IV in Business
- Certificate III in Business
- Health & Safety Representative Training
- LGANT Workshops (Finance Reference Group, Governance, Rates, Human Resource)
- Payroll Training

Katherine facilitated:

- Customer Service
- First Aid (as required)
- Human Resource Training
- Budgets
- Asset Management Training

Other locations:

- Visitor Information Centre
- famils



*Fire Training at the Civic Centre*

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Community Events

Katherine Town Council has had a busy and successful year of events with increased community participation.



*Carols by Candlelight 2015*

The annual Carols by Candlelight, held in December each year, has gone from strength to strength with even more community engagement occurring. After the 2015 Carols by Candlelight Council's Community Support Officer formed a sub-committee to assist in the co-ordination and management of future Christmas events, this initiative seeks to leverage off the great talent within our Community and to be more inclusive. The 2015 event saw something for the whole family. Children were entertained with Santa's arrival on a fire truck and the opportunity to have a photo taken. The Katherine Public Library were also on board, providing free art and craft activities for the kids, which were extremely popular and kept the library staff busy all evening.

The 2016 Australia Day celebrations were, for the second time, held at the Godinymayin Yijard Rivers Arts & Culture Centre. This venue provided Council with much needed additional space with an estimated 300 people attending the ceremony which saw the awarding of Young Citizen of the Year, Citizen of the Year, Community Event of the Year as well as welcoming new Australian Citizens.



*Citizenship Ceremony 2016*



*Australia Day Celebrations 2016*

After the quick change required in 2015 due to adverse weather conditions and the looming flood watch in 2016 the Come and Try Sports Day was organised to be held indoors again regardless of the weather. 2016 was again a successful and well attended event. Thanks to the staff of the YMCA for assisting in ensuring that the event was well run. The event was strongly attended by both sporting groups and members of the community with a lot of positive feedback received. The event demonstrated the importance of sporting groups within small communities, particular those with transient population.

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Community Engagement

Katherine Town Council provided in-kind support for Territory Day in 2015. As this was Council's first attempt at organizing the logistics for such a large event a steep learning curve was needed. However, Council's staff demonstrated their competence and ensured that the event was a success. The co-ordination included assisting with the equipment set up, catering requirements, marketing and advertising and the K-town Dance Massive.



*Come and Try Sports Expo 2016*

2016 saw the full implementation of the Festivals of the Dry marketing strategy. The Festivals of the Dry concept sees the Council take a step back from event organisation, instead diverting its resources into assisting community groups to advertise their community events.



*Festival of the Dry Brochure 2016*



This strategy involved the production of an event calendar which was distributed to letter boxes throughout the Katherine, Tindal, Pine Creek and Mataranka communities as well as available from Council offices, local business and Tourist Information Centres throughout the Northern Territory. As well as this collateral, Council also promoted events within the calendar via the Katherine Times (Weekly what's On), Community banner space and posters. In its second year the marketing strategy for the Festivals of the Dry is growing exponentially.

More events are being marketed and extra in-kind support is being provided by Council through a number of avenues such as administrative and financial assistance. With the successful initial implementation of the festival it is hoped that Council can capitalize on this with the aim for interstate and international marketing and improved local marketing.

### Tourism

Beyond the services provided by the Visitor Information Centre, Council participates in the Tourism Top End (TTE) meetings and continued partnership relationships with both Tourism NT and TTE. From the participation and minor consultations at the local TTE meetings, a careful redevelopment of the Katherine Hot Springs was suggested.

Initial preparations for a Tourism strategy were identified in 2015/2016 with the website upgrade being a key component of the project. The web site was commenced within this time frame but to be completed mid 2016/2017.

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Library

Katherine Public Library is a well-established and vibrant facility that is conveniently located on the first floor, Randazzo Building, Katherine Terrace. The Library caters for the residents of Katherine, surrounding regions and visitors.

#### ***The Library offers the following services:***

- Items for loan – Books, DVD's, Magazine's, Spoken Word (CD) and Music
- Reference Service
- Vision Impaired Service
- Computer Access – including wireless internet (Free for 1 hour per day)
- Membership – Country Borrowers, Temporary Borrowers
- Broadband for Seniors – Free to Australian Seniors who hold an Australian Seniors Card
- Facsimile Service
- Scanning Service
- Photocopying
- Binding and Laminating Services



*Seniors Month Exhibition 2016*



*Young Territory Authors Awards 2016*

#### ***The most popular regular services include:***

- Storytime for Children – age 3-5 years
- Wriggle & Rhyme for Babies – age 0-2 years
- Teddy Bear's Picnic
- Frillies Reading Club
- School Holiday Program
- Youth Week Events
- School Visits
- Senior Citizen's Computer Courses
- Greensnaps Exhibition

*In addition to the above services the Katherine Public Library now offers exhibition/gallery space for local artists at no cost.*

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Library Services

On a calendar year - basic usage of the Library can be summarised as follows:

KATHERINE	2014	2015	2016
People Counter	37,463	35,851	35,102
Active Patrons	1,875	1,883	2,071
Inactive Patrons	732	993	1,060
Computer Usage	3,790	3,769	3,204
Story Time	1,420	1,616	1,761
Wriggle & Rhyme	1,554	1,824	1,864

Active patrons are those who have used their library card in the last two years.

Circulation statistics on a calendar year basis are as follows:

TYPE OF ITEM	2014	2015	2016
Adult	24,801	27,397	28,954
Child	5,453	6,492	7,032
Country Borrower	984	1,027	1,301
Temporary	208	282	302

The Library is partially subsidised by the Northern Territory Government under a three year agreement between Council and the Northern Territory Library Information Service. This Agreement expired on 30 June 2016. Negotiation has commenced on a new agreement.

The financial position of the Katherine Library can be summarised as follows:

ITEM	2015/2016	NOTES
Operations	358,063	
Rent	110,000	Paid by Northern Territory Government
Depreciation	10,651	
<b>TOTAL</b>	<b>478,714</b>	
<b>NT Government Subsidy</b>	<b>372,282</b>	<b>Including rent</b>
<b>KTC Contribution</b>	<b>106,432</b>	

The above figures do not include capital. The cost to Council of operating the Library is on the increase as a result of a reduction in NT Government library grants to Municipal Councils and an increase in operating costs such as salaries.

## CORPORATE & COMMUNITY SERVICES DIVISION REPORT

### Visitor Information Centre

The Katherine Visitors Information Centre (KVIC) currently provides full access to all tourist operators and businesses in an unbiased manner. Tours, scenic flights and accommodation bookings are made through the Visitor Information Centre (VIC), with the standard commission rates of \$12.5%. Information on local services such as auto and caravan repairs, medical, hair and beauty and massage needs and more are also provided.

The Visitor Information Centre's accreditation as a Tourism Accredited Provider was renewed in 2015/2016 and again in 2016/2017.

The Visitor Information Centre achieved \$997,275 in bookings and sales during 2015/2016 with 107,768 visitors accessing the VIC services during that time.

Tourism NT and the Katherine Town Council have a strong and mutually supportive partnership. In addition to supporting the Visitor Information Centre under a funding agreement, Tourism NT also assists through the Local Tourism Advisory Committee (LTAC) to enable the Katherine Town Council, Visitor Information Centre and local tourism operators to increase tourism for the Katherine region. The relationship between Katherine Town Council, Tourism NT and Top End Tourism is important and we work constructively with each other to ensure that the delivery standards are maintained and improved where improvement is required.

We acknowledge the valuable funding support from Tourism NT during 2015/2016 of \$285,000 which assisted in subsidising the service.

A retail section was put in place, with a large variety of souvenirs and gifts, including, but not limited to, new ranges of postcards, 3D cards and puzzles, stickers, hat pins, caps, books, tea towels, shot glasses, mugs, stainless steel goblets and mugs, traditional camping mugs, plates, playing cards, local tea, coffee, beef jerky, Indigenous designed and printed products, bottle and wine coolers and cushion covers, Aboriginal Steel Art and much more. This has paid off with retail sales alone climbing from approximately \$4,600 in 2014/2015 to \$43,169 during 2015/2016.

The VIC received an internal refit in order to open the centre up and make it more usable and welcoming.

We have also implemented a free banner display service within the VIC. This was well received with a number of participants.

As an organisation we strive to meet all customer needs and expectations. To achieve and maintain these, we have implemented customer feedback forms, from basic customer satisfaction surveys to comprehensive surveys about the tourists travels and plans.



*Before and After  
VIC Front Counter  
Upgrade*





## WORKS & SERVICES DIVISION REPORT

### WORKS & SERVICES DIVISION REPORT

#### INTRODUCTION

The Works and Services Division oversee facilities, buildings, grounds, roads, inspectorate services and numerous other services which are detailed in the following pages.

#### FACILITIES

##### Parks & Open Areas

Council's Emu Bob Program (rubbish pick-up) resulted in 20,940kg of rubbish being collected through the main township; this figure does not include rubbish collected from Katherine Terrace (Stuart Highway).

Prior Park was closed to the public due to a large colony of Little Red Flying Fox infesting trees within the park area. The infestation caused major damage to the trees which resulted in extensive pruning and removal of tree litter.

The Department of Health approached Council to assist with undertaking a Mosquito Monitoring Program at pre-selected sites within the urban area. The role of Council is to set and collect adult mosquito traps and mosquito egg traps on a regular basis, these are then sent to the Medical Entomology unit of the Department of Health to be analysed.

Council engaged the services of Savanna Solutions and their engineering counterparts to carry out concept designs for the possible Hot Springs Revitalisation Project.

The Katherine Community Pride Project (KCPP) is a joint partnership between Jobfind and Council aimed at promoting and enhancing the skills of local unemployed people; the following small projects were undertaken by Council staff and Jobfind participants:

- Installation of three (3) exercise stations along the River Link Trail (O'Shea Park, Giles Street Parkland and the path behind the Katherine Memorial Cemetery) with one (1) more station to be installed at the Katherine Hot Springs in 2016/17.
- Commenced with the installation of aqua bubblers and solar lights at each of the above mentioned sites.
- Installation of Katherine Riverlink Trail signage bollards along the entire length of the path.

#### *Katherine Community Pride Project - Exercise Stations, Solar Light & Aqua Bubblers*



*O'Shea Park*



*Giles Street Parkland*

## WORKS & SERVICES DIVISION REPORT

General repairs and maintenance works in recreational parks, reserves and open areas throughout the Municipality were undertaken by both Council staff and contractors, including the following:

- Annual audits were carried out on park furniture and equipment resulting in the replacement of play equipment at Lockheed and Roney Parks; also included the replacement of soft fall soil at Dakota, Jukes, Prior, Acacia, Fordham, Maluka, Fuller, Rundle and Styles Parks.
- Installation of vehicle bollards at Roney Park to assist with protecting watering systems against vehicular damage.
- Repairs to park lighting throughout Ryan Park, Lindsay St Complex and Town Square.
- Finalisation of the Ryan Park grass rehabilitation works saw the removal of the temporary security barrier fencing from the area.
- Installation of vehicle bollards at the Katherine Hot Springs top park.
- Planting of new trees along Giles Street and within the CBD area.
- Installation of in-ground LED lights around the Katherine Icon - Sabu Peter Sing statue.
- Replacement of damaged path up-lights at the Visitor Information Centre area.
- Installation of a new power bollard at the Hot Springs top park.
- Repaired a small sinkhole in Casuarina Park.
- Installation of two (2) work safe compliant flag poles (rope system within the pole) at the Cenotaph in O'Shea Park.
- Installation of five (5) solar lights throughout O'Shea Park and one (1) in the Cinema carpark.
- Installation of a new cistern at the Lindsay Street dump point.
- Pest control measures included the following works:
  - ◊ Termite treatment on various trees located in Morris Park
  - ◊ Termite treatment on the newly planted Biodiversity trees at the Katherine Showgrounds

### *Katherine Riverlink Trails*



*Main Information Sign*



*Signage Bollards (KCPP)*

## WORKS & SERVICES DIVISION REPORT

Repairs, maintenance and often component replacement of numerous Council controlled bores and watering systems were conducted throughout the year, including:

- Continued with the roll out of the web based Galcon water irrigation system at Lockheed, Dakota, Roney and Grevillea Parks, also along Railway Terrace and at the Lindsay Street Complex.
- Upgrades, including excavation works, to irrigation systems at the Katherine Showgrounds.
- Ongoing minor repairs and maintenance on town water supplies throughout the township.
- Ongoing certifications and annual testing of backflow devices on all Council owned town water supplies; works also consisted of:
  - Removal of a backflow prevention device from an unused water meter on Giles Street
  - Repairs to a faulty backflow prevention device at the Lindsay Street Complex
- Ongoing minor repairs and maintenance, including minor electrical faults to bores in Lockheed Park, Dakota Park, Lindsay Street, Katherine Museum, Civic Centre and at the Police and Sportsground No. 3 bores.
- Ongoing minor bore line repairs in Ryan Park, Katherine Sportsgrounds Bore No. 2 and No. 3, Civic Centre and Katherine Showgrounds.
- Installation of a new bore line from the Hot Springs bore to the Hot Springs top park.
- Extensive irrigation repairs were conducted throughout the township after the reinstatement of watering systems following the Wet Season shutdown.
- Repaired an irrigation leak at the Katherine Civil Airport.
- Repairs to irrigation valves on the Katherine Showgrounds main oval.
- Repairs to the Katherine Showgrounds Big Bore circuit breaker.
- Installation of a new ring water main and cabling connecting Don Dale Centre, Netball Canteen and BMX at the Katherine Sportsgrounds.
- 866 sprinklers were replaced due to vandalism throughout urban parks this year, adding to the total cost of vandalism of some \$43,300.

Routine mowing and slashing programs and vegetation maintenance was undertaken by both Council staff and contractors throughout the Municipality; including works in the following locations:

- Slashing of all open areas, including rural road verges, cycle paths, open unlined drains and river reserve sites.
- Mowing of all playgrounds, grassed areas and parklands including neglected nature strips throughout the township.
- Vegetation maintenance:
  - ◊ Removal of hazardous trees/branches from Fuller Park, Cinema car park, Civic Centre grounds, Giles Street, O'Shea Terrace, Lindsay Street Complex including the carpark area, Hot Springs top park, Florina Road, Dakota Street, Rundle Park, Katherine Aquatic Centre fence, Maluka Road and at the Katherine Civil Airport
  - ◊ Pruning of trees/branches from Grevillea Park, Maluka Park, Ronan Court, Casuarina Street, Katherine Showgrounds, Katherine Sportsgrounds, Katherine East shops, Gregory Court, Cossack Road and in Light Court
  - ◊ Tree and ground stump removal on numerous termite damaged trees and palms on Giles Street, Crawford Street, Railway Terrace, Fourth Street, Auster Street, Cinema car park, Maluka Park and at the Katherine Memorial Cemetery
  - ◊ Removal of numerous trees along the Giles Street drain and between Knotts Crossing and Morris Road in order to improve drainage at these sites
  - ◊ Removal of heavy vegetation in the vicinity of the railway crossing on Shadforth Road

## WORKS & SERVICES DIVISION REPORT

Council staff and contractors carried out the following garden renovations to the Civic Centre front garden:

- Removal of existing vegetation.
- Construction of a retaining wall and plant climbing structures.
- Upgrades to the irrigation system.
- Installation of erosion control berms in garden area and artificial turf.
- Planting of various trees, plants and shrubbery.



*Civic Centre Garden Renovations*

Council staff regularly conduct monitoring of weeds, largely throughout the rural areas, applying eradication programs as follows:

- Ongoing identification and treatment of Neem trees throughout the entire Municipality with particular attention being paid to the Katherine River corridor, the drain behind Tokmakoff Road, Maluka Park drain, Giles Street and Katherine East open areas.
- Identification and treatment of a 'Grader Grass' outbreak along Florina Road.
- Identification and treatment of a 'Bellyache' outbreak at the KTC Waste Management Transfer Station.
- Continued identification and treatment of Caltrop outbreaks throughout the Municipality.
- Routine weed eradication by Council staff and contractors along urban and industrial streets, rural areas including the river corridor and around street furniture; this also includes the continued spraying of grasses along kerb and guttering throughout the urban areas.

### **Buildings**

The old 'Scout Hall', adjacent to the Katherine Hot Springs, was demolished due to the unsound condition and being beyond economical repair of the building, water/sewage services were capped in preparation for the demolition.

New air conditioner units were installed in the Civic Centre Administration Area; these units were replaced due to failure (passed whole of life use) and parts being unobtainable.

General repairs and maintenance works throughout numerous facilities were undertaken by both Council staff and local contractors, including the following:

- Ongoing installation, minor repairs and servicing on all locking systems (new and old) throughout Council facilities.

## WORKS & SERVICES DIVISION REPORT

- Ongoing minor repairs and maintenance works on all toilet facilities, including public amenities, throughout the township such as leaking taps, cisterns and numerous blockages; works also included:
  - ◊ Repairs to toilet doors at the Warburton Street Complex
  - ◊ Replacement of the flexi supply hose at the Hot Springs toilets
  - ◊ Replacement of hand basins at the Hot Springs top park toilets due to wilful damage
  - ◊ Electrical faults and service malfunctions with each of the automated toilet facilities
- Routine security panel and air conditioner servicing and maintenance throughout Council facilities; works also included:
  - ◊ Repairs the security alarm at the Katherine Library
  - ◊ Installation of an additional alarm sensor and keypad at the Katherine Sportsgrounds Don Dale Centre
  - ◊ Repairs to the duress alarm at the Visitor Information Centre
  - ◊ Repairs to the air conditioner in the Civic Centre art storage room
  - ◊ Repairs to the air conditioner in the Grounds Supervisors Office at the Council Depot
  - ◊ Repairs to an air conditioner at the Visitor Information Centre
  - ◊ Repairs to a leaking air conditioner in the Civic Centre Finance area
  - ◊ Electrical repairs to air conditioners at the Civic Centre
  - ◊ Repairs to an air conditioner in the Katherine Civil Airport Terminal Building, reception area
- Routine servicing and maintenance to hand held fire equipment, smoke alarms, fire alarms and emergency lights throughout Council facilities; works also included:
  - ◊ Replacement of four (4) smoke detectors at the Visitor Information Centre
  - ◊ Replacement of two (2) smoke alarms at the Visitor Information Centre
  - ◊ Replacement of a faulty fire detector at the Civic Centre after it sent a false alarm through to the fire brigade
- Ongoing minor electrical repairs and replacement of lights to LED throughout Council facilities.
- Replacement of a number of glass doors at the Civic Centre due to wilful damage, works also included the installation of a weather seal to the new front door.
- Replacement of the rear door at the Civic Centre, works also included the installation of a new deadlock.
- Installation of new headboards and shelving as part of the Library renovations.
- Installation of new LED RGB stage lights at the Lindsay Street Complex.
- Installation of an ice machine at the Council Depot.
- Replacement and installation of paper towel and soap dispensers at Lindsay Street Complex.
- Replacement of perspex in the display board along Katherine Terrace.
- General maintenance conducted on all roller doors at the Council Depot.
- Annual compliance check undertaken on the Council Depot air compressor.
- Repairs to the Council Depot automatic gate.
- Replacement of a window shutter on the main building of the Katherine Museum.
- Repairs carried out to a water leak in the Baby Change Room at the Visitor Information Centre.
- Replacement of a leaking hot water system in the Visitor Information Centre kitchen.
- Pest control measures required throughout Council owned facilities included the following works:
  - ◊ Ginger Ant treatment at the Visitor Information Centre
  - ◊ General pest control (ant and cockroach) at the Civic Centre and Visitor Information Centre

## WORKS & SERVICES DIVISION REPORT

### Katherine Sportsgrounds

Allan King & Sons Construction carried out major reconstruction works to the existing BMX track for the benefit and future use of local BMX enthusiasts; these works were undertaken independently of Council budgets. Their contribution to the sport in Katherine stems from a long connection and involvement in community enterprises and economic development.



*Reconstructed BMX Track & Erosion Control Berms (KCPP)*

As part of the Katherine Community Pride Project Council staff and Jobfind participants carried out the following small projects throughout the precinct:

- Painting of external walls on the BMX/Tennis/Cricket, Netball/Basketball and Softball/Baseball/Adventure Play Park toilet blocks.
- Placement of erosion control berms at the BMX facility.

A new shade shelter was constructed at the Cricket grounds (Oval 4) resulting in the following being undertaken:

- Preparation of the building permit and plan certification by ISKO Building and Design.
- Fabrication and installation of the new shade shelter and concrete floor by Allstyle Sheet Metal, Katherine Plastering & Tiling and Top End Backhoe Hire.

The Country Women's Association was successful in securing funding from the NT Governments Round 2 Community Benefit Fund - Major Community Grant Program for the purchase and installation of rubberised soft fall at the Adventure Play Park; Council provided the following in-kind support for the project:

- Removal of existing soft fall soil.
- Base course preparation.
- Installation of rubberised soft fall.

Works were completed in conjunction with Council staff, Office of Corrections participants and Council contractors Top End Backhoe Hire and NT Shade.



*Adventure Play Park Soft Fall*

## WORKS & SERVICES DIVISION REPORT

### *Katherine Community Pride Projects*



*BMX/Tennis/Cricket Toilet Block*



*Adventure Play Park Toilet Block*

Council engaged the services of QS Service to carryout concept costings for a possible multi-sports building at the precinct.

General repairs and maintenance works were undertaken by both Council staff and local contractors, including the following:

- Repairs to the Liberty Swing and Liberty Swing gate at the Adventure Play Park.
- Installation of mesh gates to the BMX storage facility.
- Replacement of roofing iron at the Don Dale Centre due to a small fire on the roof.
- Electrical repairs to the BMX power box.
- Repairs to the Softball/Baseball PA system.
- Installation of underground services within the precinct, nominally from the Don Dale Centre to the BMX complex.
- Repairs to the Netball light towers token box.
- Electrical repairs to the Tennis courts lights.
- Replacement of numerous bulbs on the Oval One (1) light towers.
- Installation of concrete slabs for bins at Netball Courts.
- Repairs to the female BMX/Tennis/Cricket toilets as a result of wilful damage.
- Installation of new Rugby goal posts on Oval 1.
- Unblocking of the Tennis Club septic tank.
- Alterations to existing goal posts on Oval 2.



*Netball/Basketball Toilet Block*

## WORKS & SERVICES DIVISION REPORT

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### **Katherine Showgrounds**

A new air conditioner unit was installed in the Grandstand Pavilion due to the existing unit being beyond economical repair.

Due to regular black-out problems and to assist with increasing the growth of the facility the 3-phase power supply was upgraded from 400amps to 1600amps capacity.

General repairs and maintenance works were undertaken by both Council staff and local contractors, including the following:

- Painting of the external walls on the Norforce ablutions.
- Installation of a new roller door on the Norforce Pavilion.
- Repairs to a faulty light token box.
- Installation of a new power point in the Norforce Pavilion.
- Repairs to a leaking galvanised pipe at the Race Stables yards.
- Repairs to switchboards at the Caretakers Residence and Race Stables campground.
- Installation of trial LED lights along the main road.
- Repairs on leaking roof at the Photography Pavilion.
- Electrical repairs to power boxes located in side show alley.
- Completed circuit breaker and switchboard upgrades throughout the area as per NT Worksafe Electrical inspection.
- Repairs to flashing on the Photography Pavilion and Old Secretary's Office.
- Carried out steel repairs to the Race Stables.
- Electrical repairs undertaken at the Buntine Pavilion and McDouall Stuart Hall.
- Replacement of globes to Katherine Showgrounds light tower.
- Repairs to the Photographic Pavilion door as a result of wilful damage.
- Repairs to overhead aerial wires at the Rodeo ground.
- Construction of a steel enclosure for the purpose of housing solenoid valves near the Rodeo Arena.
- Slashing on the interior of the Race Track and repairs to fencing at various locations due to wilful damage.

### **Katherine Aquatic Centre**

Formal leasing arrangements now see all operational and general maintenance of the facility being undertaken by the YMCA of Katherine.

Council staff and contractors carried out the following various repairs and maintenance works throughout the facility; these works form part of Council's responsibilities under the MOU with the YMCA:

- Replacement of a mechanical seal on the pool pump
- Replacement of the solenoid for the chlorine pump.
- Installation of power points in the toilets.
- Replacement of the existing (beyond economical repair) roller doors.



## WORKS & SERVICES DIVISION REPORT

### Katherine Memorial Cemetery

Council staff and contractors arranged and facilitated 30 burials and 2 (two) interment of ashes throughout the financial year.

General repairs and maintenance works were undertaken by both Council staff and local contractors, including the following:

- Replacement of a faulty power point in the Rotunda area.
- Termite treatment on various trees.
- Ongoing minor bore, bore line and irrigation repairs.
- Amenity upgrades consisted of:
  - ◇ Installation of one (1) 20 plot plinth in the Garden Cemetery
  - ◇ Installation of plot markers along new plinths in the Lawn Cemetery
  - ◇ Manufacturing and placement of numerous headstones in the Lawn and Garden Cemeteries



*Garden Cemetery Plinth*

### Katherine Civil Airport

Council contractor Jason Rapley was engaged by Council to carry out the Reporting Officer Inspections throughout the year; this also included regular inspections and spot sweeping of the RPT and GA Aprons, as per standard operating procedures.

Council engaged the services of Aerodrome Design Pty Ltd to carry out preliminary pavement inspections of both the RPT and GA Aprons; as a result of these inspections HiQa Geotechnical were then engaged to undertake a series of geotechnical investigations at four (4) sites within the facility.

Routine inspection operations for compliance, safety and general maintenance and repair identified the following key issues during the year:

- Cleaning of the open unlined drain.
- Repairs carried out on a general power outlet in the Terminal Building reception area.
- Replacement of a faulty relay for the airport lights turning on via phone.
- Repairs to the light tower overlooking the RPT apron due to water damage.
- Replacement of the float valve in the water tower
- Repairs to the damaged terminal baggage gates.

## WORKS & SERVICES DIVISION REPORT

### **Katherine Town Council Waste Management Transfer Station**

Council actively participates in several recycling initiatives at the Waste Management Transfer Station as part of long term environmental strategies for volume reduction into the landfill. Some of these initiatives include the following:

- Removal of segregated waste streams for recycling initiatives throughout the larger Northern Territory, including:
  - ◊ Bailing of approximately 79.78 tonnes of car tyres and approximately 130.83 tonnes of shredded tyres
  - ◊ Storing of 19.36 tonnes of car batteries for collection
  - ◊ Storing of 351.64 tonnes of steel for collection
  - ◊ Collection of approximately 8,000 litres of waste oil
  - ◊ Storing of 2,257 compliant (emptied and triple washed) containers, part of the drumMuster scheme, for collection
  - ◊ Degassing and capturing of refrigerant products from stockpiled whitegoods, condensers, compressors and air conditioners etc. prior to their final disposal

In line with legislative requirements the following works have taken place at the facility:

- Environmental licensing requirements for the facility stipulate the segregation and accurate recording of all appropriately disposed of asbestos products; 146.48 tonnes of refuse was delivered to the site during the financial year.
- Submission of the Annual Return and Annual Reporting Listed Waste Handlers reports to the NTEPA (Northern Territory Environment Protection Authority).
- Water testing of the bore and sites both up and downstream of the facility was undertaken with samples sent for analysis with the Northern Territory Environmental Laboratories.
- Emission data from the facility is calculated and sent through to the National Pollutant Inventory (a federally administered program) for collation with the Northern Territory emissions.

General repairs and maintenance works were undertaken by both Council staff and local contractors, including the following:

- Repairs to the weighbridge traffic light.
- Repairs to the weighbridge office alarm.
- Installation of a new fire suppression system.

### **Binjari Community**

As part of the operational responsibility which Council has with respect to the Binjari Community, the following repairs and maintenance works were undertaken by both staff and contractors:

- Permanent placement of Council hook bins, alternating between Top and Bottom camps and emptied on a regular basis, resulted in 18,820kg of litter being collected throughout the year.
- Delineation works on existing speed humps throughout the community.
- Installation of a new speed hump.
- Installation of new LED street lighting throughout the entire community.
- Installation and testing of a new irrigation controller modem.
- Continuation of the Binjari Dog Program.

## WORKS & SERVICES DIVISION REPORT

### ROADS

#### Streetlights

Council engaged the services of All Regions Electrical to undertake a street lighting audit on all proposed assets throughout the Municipality; the audit was carried out to assist in the preparation for the handover of these assets to Council by PowerWater in early 2018.

#### Road Pavements

Council's annual Resealing Program (combined 2014/15 and 2015/16 budget allocations) was undertaken by contractor Fulton Hogan; works comprised of rehabilitating/resealing sections of road pavement along the following:

- Pavement Rehabilitation
  - ◊ Florina Road between Krilloff and Ivanoff Roads (Long Johns soak)
- Resealing of Urban Intersections
  - ◊ Maluka Road and Acacia Drive
  - ◊ Crawford and Chardon Streets
  - ◊ Giles Street and O'Shea Terrace
- Resealing of Rural Roads and Urban Streets
  - ◊ Florina Road, Giles Street, Giles and O'Shea Terrace, Lockheed Road and Lindsay Street

Major upgrades were carried out along Florina Road to improve vehicle and pedestrian safety in the general vicinity of the Florina Road Store; works were undertaken by Alderbaran Contracting and consisted of the following:

- Pavement widening (shoulder restoration and resealing).
- Replacement of existing culvert at creek crossing.
- Replacement and upgrade of guard fence.



*Florina Road Western Approach*



*Florina Road Eastern Approach*

Council engaged the services of AAM Survey to survey a section of pavement along First Street (between Lindsay Street and Chambers Drive) in preparation for costings for the widening of the roadway over the culvert.

Routine inspections resulted in the following general repairs and maintenance works being undertaken by Council staff and contractors:

- Pavement repairs along Arndt Road, Crawford Street, Hibiscus Court, Donegan Crescent, Florina Road, Emungalan Road, Cossack Road, Morris Road, Quarry Road, Katherine Sportsgrounds internal roads including various sections throughout the CBD.

## WORKS & SERVICES DIVISION REPORT

Pothole repairs on the Katherine Civil Airport internal road and along Florina Road, Gorge Road, Helena Road, Emungalan Road, First Street, Railway Terrace, Giles Street, Lindsay Street including the Lindsay Street Complex, Katherine Sportsgrounds internal roads, Visitor Information Centre carpark, Pearce Street, Greenstreet Court, Fuller Crescent, Gillard Crescent, Katherine Terrace and Novis Quarry Road.

Shoulder reconstruction works along Emungalan Road, Hendry Road (near the Florina Road intersection), Gory Road and Bicentennial Road.

Pavement depressions along Giles Street were matted out.

Repaired to floodways' at Uralla and Florina Roads.

Repairs to two (2) culvert washouts along Murnburlu Road.

Cleaning of driveway culverts along the entire length of Florina Road.

Routine street sweeping operations conducted throughout the urban areas.

Installation of guide posts along Bicentennial Road.

Traffic management control was undertaken along Florina Road, near Long Johns Creek, so pavement investigations could be completed and also along Giles Street (for pedestrian safety) over a four (4) day period for a School of the Air event.

Delineation works were carried out on all CBD roundabouts, the Florina Road and Zimin Drive intersection, Maluka Road (at the Acacia Drive, Grevillea Road and Callistemon Drive intersections) and on all sections of road pavements outlined in the Councils annual Resealing Program.

### Carparks & Surrounds

Routine inspections resulted in the following general repairs and maintenance works being conducted by Council staff and contractors:

- Installation of new rubberised kerbing, replacement of broken concrete indent parking surrounds, along Railway Terrace.
- Preliminary works were undertaken in the Lindsay Street Complex gravel car park to future proof/safeguard irrigation lines for when earth works commence.
- Excavation (earth) works, laying of irrigation lines and cabling, in preparation for the formalisation of the Lindsay Street Complex car park.
- Installation of a new pedestrian crossing and rubberised kerbing on Lindsay Street, near the First Street intersection.



*Lindsay Street*

### Footpaths/Cycle paths

The continuation of the Casuarina Street footpath network resulted in the construction of a concrete footpath, approximately 430 linear meters from Gregory Terrace intersection through to 65 Casuarina Street, being undertaken by local contractor Katherine Plastering & Tiling. The previous developer (Downes Graderways) resumed responsibility for the completion of the network from 67 Casuarina Street through to the Needham Terrace intersection.

## WORKS & SERVICES DIVISION REPORT



*Casuarina Street Footpath Extension*

Routine inspections resulted in the following general repairs and maintenance works being conducted by Council staff and contractors:

- Replacement of faulty sections of footpaths along Wallace Court, Providence Court, Callanan Court, Roney Park, O'Shea Terrace, behind the Godinyamayin Yijard Rivers Arts & Cultural Centre in Katherine East, Second Street, Acacia Drive and two (2) sections along First Street near Woolworths.
- Reinstatement of sections of damaged footpaths along O'Shea Terrace, Maluka Road and Banksia Court.
- Installation of a new concrete footpath along Lindsay Street, from the Target pedestrian crossing to the Lindsay Street carpark, also included the installation of a pedestrian crossing and vehicle bollards.



VIC/Lindsay Street Complex car parks  
Footpath & Pedestrian Crossing

### **Drainage Networks**

Council engaged the services of contractor Renoflo to carry out their investigative CCTV camera operations including, when required, cleaning and clearing activities on stormwater drainage sites throughout the urban area; works were undertaken at the following:

- CCTV inspections, clearing and cleaning activities along Warburton, First, Lindsay and Cameron Streets resulting in 8.06 tonnes of debris being removed; stormwater drainage defects were identified in Cameron and Lindsay Streets.
- CCTV inspections and clearing activities along Giles, Auster and Harrod Streets.
- CCTV inspections and clearing activities at Ryan Park and Katherine Showgrounds.
- Initial CCTV inspections at the Katherine Civil Airport detected substantial blockages throughout a majority of the stormwater drainage system; extensive remedial works are required to have the system back to their full working capacity. To date approximately 60% of the system has been cleaned with 27.90 tonnes of debris being removed. Council envisages the remaining works to be completed in 2016/17.

## WORKS & SERVICES DIVISION REPORT

Routine inspections resulted in the following general repairs and maintenance works being undertaken by both Council staff and local contractors:

- Side Entry Pits repair/installation:
  - ◊ Repairs to a side entry pit on Wallace Court
  - ◊ Installation of a new side entry pit in Lindsay Street on the Target path
  - ◊ Repairs on side entry pit surrounds along Giles Street, damage was caused by a sinkhole
  - ◊ Installation of new side entry pits in Giles and Harrod Streets
- Reshaping of the Ivanoff Road open unlined drain.
- Replacement of the damaged concrete overflow apron along the Lindsay Street open unlined drain.
- Fabrication and installation of new storm water grates along the Lindsay Street drain.
- Excavation of the Casuarina Park open unlined drain (cleaning works).

### Traffic Control Devices - Regulatory, Warning and Advisory Signage

Routine inspections of all signs throughout the Municipality resulted in the following general repairs and maintenance works being conducted by Council staff and contractors:

- Installation and repairs to damaged/missing street signs on Cox Crescent, Auster Street, Rapide Street, McDonald Street, Kurrajong Court, Second Street, Fourth Street, Elliot Street, Fuller Crescent, Lucy Street, Condon Street, Maluka Road, Riverbank Drive, Arndt Road, Acacia Drive and at the Lindsay Street and Giles/Second Streets roundabouts.
- Replacement of information bays signs.
- Installation of heavy vehicle 'No Parking' signs at the Lindsay Street Complex car park.
- Installation of new advisory signage around the Lindsay Street Complex.
- Installation of an information sign at the High Level Bridge boat ramp entrance on O'Shea Terrace.
- Installation of advisory signage throughout the Katherine South Primary School area.
- Installation of new car park signage at the Hot Springs top park.



*Katherine Hot Springs Top Park - Vehicle Bollards and Power Bollard*

## WORKS & SERVICES DIVISION REPORT

### Wet Season Operations

The 2015/16 'wet season' saw the following operations take place throughout the Municipality in preparation for ensuing localised inundation and potentially hazardous and/or vulnerable infrastructure and facilities:

- Reinstatement of Councils 'Slashing of Open Areas and Rural Road Reserves' Program.
- Revision and dissemination the Katherine Town Council Counter Disaster Plan to all key personnel.
- All park irrigation systems were shut down for the duration of the 'wet season'.
- Routine clearing of drainage systems on all Council buildings to prevent roofs potentially leaking.
- Long John's Creek flooded for approximately 12 hours causing many potholes and bitumen surface damage.
- Pothole repairs carried out in several areas throughout the Municipality.
- Routine open and unlined drain inspections, clearing and cleaning throughout the Municipality.
- Removal of sand and repaired pot holes at Knotts Crossing carpark.
- Council staff and contractors closed down/reopened several public facilities along the river corridor throughout the season which included the following works:
  - ◊ Securing and reinstatement of the Low Level pedestrian hand rail on a number of occasions due to rising/subsiding flood waters
  - ◊ Numerous closing/opening of vehicular access throughout the season at the Low Level and Knott's Crossing Reserves, Leight Creek (Nixon's Crossing), public boat ramp, also including the public access to the Katherine Hot Springs
  - ◊ December, January, February, March and April each saw contractors and staff working to clean up and remove silt and debris from road surfaces on both sides at the Low Level Bridge, on at least one occasion per month.
- Council staff and contractors carried out the following works due to several storm events throughout the season:
  - ◊ Storm damage inspections were carried out during the season resulting in numerous clean-ups, clearing of debris, throughout the township including the removal of storm damaged trees from the Low Level Bridge, the Katherine Hot Springs, Lucy Street, corner of Lindsay and Fourth Streets, Katherine Memorial Cemetery and Grevillea Park
  - ◊ Repairs to speaker wires along Katherine Terrace
  - ◊ Repairs to the power aerial wire at the Hot Springs car park
  - ◊ Repairs to shade structures at the Katherine Aquatic Centre main pool area and in the spray park
  - ◊ Extinguished a substantial fire at the KTC Waste Management Transfer Station tip face due to a lightning strike
  - ◊ Replacement of the main alarm system at the Katherine Sportsgrounds Don Dale Centre, due to a lightning strike

Council's Ranger assisted the Department of Primary Industry and Fisheries in capturing/removing lost and/or stray animals from the Daly River Community after the evacuation of residents.

## WORKS & SERVICES DIVISION REPORT

### PERSONNEL & SERVICES

#### Building Activities within the Municipality

Major Land Development initiatives throughout the Municipality worth mentioning:

- Katherine South - Bogart Drive by The Nunan Family Trust.
- Katherine East - Casuarina Park (Stage 1) by developer Downes Graderways.
- Katherine East - Paterson Court by developer 42 Investments.
- Katherine East - Proposed Ambulance and Emergency Service Centre by Department of Lands, Planning and the Environment.



*Casuarina Park - Stage 1*

Council staff supported members of Councils' Development Review Committee in undertaking the assessment of the following planning applications:

- 37 Proposed Development Applications.
- 8 Proposed Subdivision Applications.
- 1 Proposed Exceptional Development Permit Application.
- 5 Proposed Variation of Development Applications.
- 3 Proposed Variation of Development Permit Applications.
- 1 Proposed Amendment to NT Planning Scheme Application.

#### Community Events

Council staff and contractors regularly assist in the preparation of facilities for community functions throughout the year including: Territory Day, Annual Katherine District Show, Mayoral Community Benefit Dinner Dance, Vietnam Veteran's (Long Tan) Day, National Police Remembrance Day, Remembrance Day, White Ribbon Day, Carols By Candlelight, Anzac Day Commemorations, Simultaneous Storytime and Biggest Morning Tea.

The following works were undertaken by Council staff and contractors in preparation for Christmas festivities:

- Traffic management control was provided to contractors for the installation and removal of Christmas Decorations along Katherine Terrace, this also involved installation of the new flag trax systems.
- Traffic management control was also provided for the Christmas Street Parade along Railway Terrace as part of the Katherine Christmas Street Party that was run by the Chamber of Commerce.



## WORKS & SERVICES DIVISION REPORT

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### Inter-Agency Relations

The Big Rivers Regional Waste Management Working Group (BR<sup>R</sup>WMWG) has successfully appointed a Waste Management Coordinator for a 12 month period; it was agreed by the BR<sup>R</sup>WMWG that Katherine Town Council would be the appropriate entity to host the position.

The role of the Coordinator is to upgrade three nominated waste management facilities, one from each of the Roper Gulf Regional Council, Victoria Daly Regional Council and West Daly Regional Council, to a level whereby they could be licensed by the EPA. The coordinator is also responsible for developing a waste management strategy for the Katherine Town Council.

### Inspectorate Services

Council Rangers provided Regulatory Services to the community throughout the year, including conducting of early morning and late afternoon patrols aimed at By Law enforcement of illegal camping, littering and animal control, vacant lot and overgrown block inspections and parking patrols throughout the CBD environs.

#### Regulatory Statistics:

- Parking and vehicle impounding:
  - ◊ 24 abandoned vehicles were impounded
  - ◊ 238 parking infringements were issued
  
- Animal impounding:
  - ◊ 59 returned to their owners
  - ◊ 24 new owners were found
  - ◊ 83 dogs were euthanized
  - ◊ 52 animal control infringements were issued

## ANNUAL FINANCIAL STATEMENTS

### Financial Statements 2015/2016

#### Operating Result

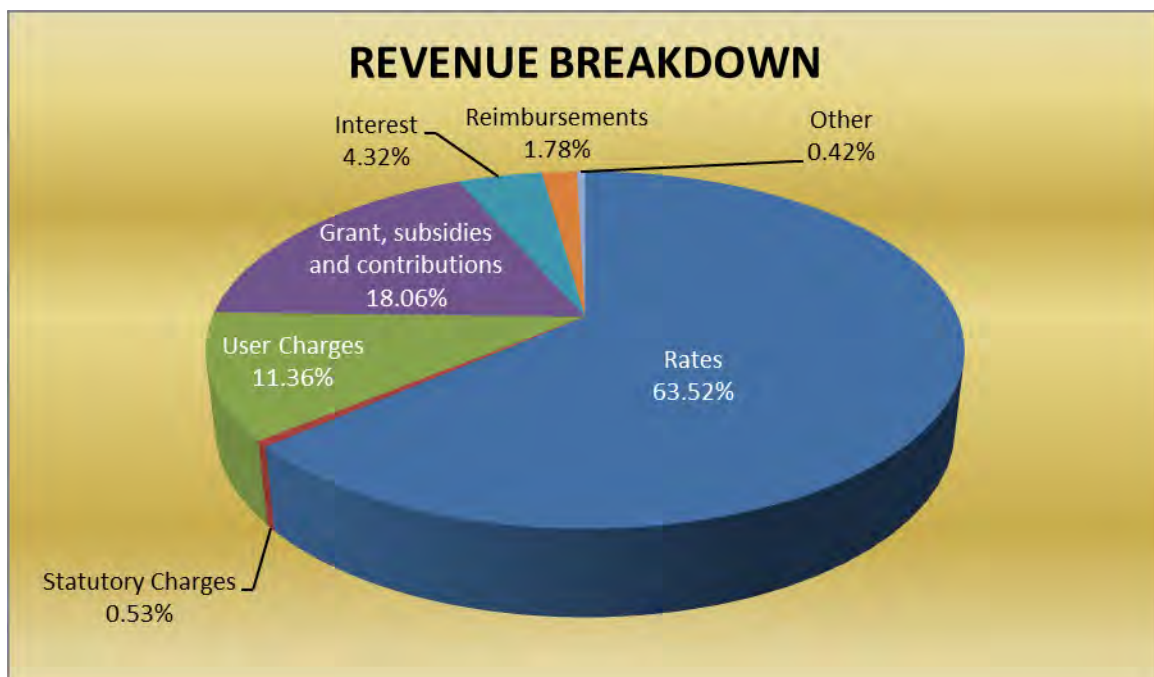
This section provides a brief analysis of Council's overall financial position in 2015/2016. The result shown in the Statement of Profit or Loss and Comprehensive Income for the period was a surplus of \$2,366,410. The main reason for this is that Council did not record any depreciation this year as a result of asset revaluation being undertaken as at 30 June 2016.

#### Income

Rates income continued to represent a very significant share of Council's revenue. Other sources of income include grant funding, user charges, interest income, reimbursements, statutory charges and other income.

Council receives government funding from various sources. Along with all local government authorities nationally Council received untied Australian Government funds called FAGs (Financial Assistance Grants) from the NT Grants Commission.

FAGS are a vital part of the revenue base of all councils. In 2015/2016 Council received \$986,555 from the Australian Government under this important program.

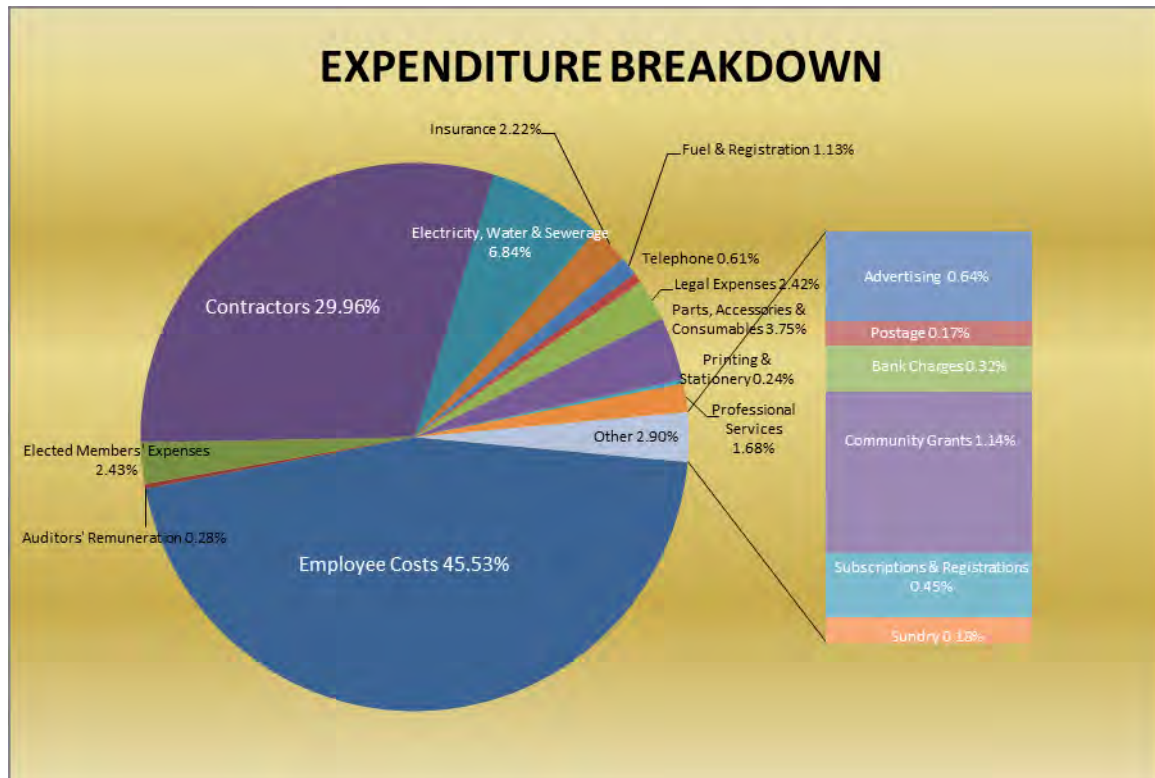


## ANNUAL FINANCIAL STATEMENTS

### Expenses

Operating expenses are made up of employee costs, materials, contracts and other expenses.

Employee costs were 16% higher in 2015/2016 than the previous year which is attributable to employees' position reclassification and staff turnover.



### Financial Position

Council's financial position at the end of 2015/2016 demonstrates that it is in a reasonably sound financial position.

# **ANNUAL FINANCIAL STATEMENTS**

**2015 / 2016**