



## **AGENDA**

### **ORDINARY COUNCIL MEETING**

**18 December, 2012**

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## COOMALIE COMMUNITY GOVERNMENT COUNCIL

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A handwritten signature in black ink, appearing to read 'Lee Farrell', with a large checkmark at the end of the signature.

Signed: Lee Farrell Chief Executive Officer

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# AGENDA

## ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 18<sup>th</sup> DECEMBER, 2012 AT 6.00PM

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President of the Shire Council Andrew Turner declared the meeting open at 6.00pm and welcomed all in attendance.

### **1 PERSONS PRESENT**

#### **ELECTED MEMBERS PRESENT**

Councillor	President Andrew Turner
Councillor	Vice President Bruce Jones
Councillor	Ewan Crook
Councillor	Sue Bulmer
Councillor	Max Corliss
Councillor	Dave Gray

#### **STAFF PRESENT**

Chief Executive Officer	Lee Farrell
Operations Manager	Robert Bright
Administration Manager	Jo'Anne Kinter

#### **PERSONS PRESENT**

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Nil

### SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held 18<sup>th</sup> December, 2012.

### BACKGROUND

Not applicable.

### COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person:  
(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receive and notes Elected Members apologies and/or requests for leave of absence received for the Ordinary General Meeting held 18<sup>th</sup> December, 2012.

**Moved:** Clr.

**Seconded:** Clr.

### 3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	
<b>Date:</b>	18 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Nil

#### SUMMARY

**Elected Members** are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/ she shall remain in the Chambers and/ or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

**Staff Members** of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### CONSULTATION

Not applicable.

#### STATUTORY ENVIRONMENT

Local Government Act s73 & s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

#### POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

#### FINANCIAL IMPLICATIONS

Not applicable.

## **VOTING REQUIREMENT**

Simple majority

### **RECOMMENDATION**

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 18<sup>th</sup> December, 2012.

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**

## **4 PETITIONS AND DEPUTATIONS**

## 5 CONFIRMATION OF MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES ORDINARY GENERAL MEETING 22 NOVEMBER, 2012

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 <sup>th</sup> December, 2012
<b>Author:</b>	Jo'Anne Kinter Administration Manager
<b>Attachments:</b>	Minutes Ordinary General Meeting 22 <sup>nd</sup> November, 2012

#### SUMMARY

Minutes of the Ordinary General Meeting held 22<sup>nd</sup> November, 2012 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable

#### CONSULTATION

Not applicable.

#### STATUTORY ENVIRONMENT

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

That the minutes of the Ordinary General Meeting held 22<sup>nd</sup> November, 2012 are confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr.

**Seconded:** Clr.



## 6 OPERATIONS MANAGER'S REPORTS

### 6.1 OPERATIONS REPORTS

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\Operations Manager
<b>Date:</b>	12 December, 2012.
<b>Author:</b>	Robert Bright, Operations Manager
<b>Attachments:</b>	Operations Manager's Report

#### SUMMARY

Operations Manager's report for the Ordinary General Meeting held 18<sup>TH</sup> December, 2012.

#### BACKGROUND

Not applicable.

#### COMMENT

Not applicable.

#### CONSULTATION

Not applicable.

#### STATUTORY ENVIRONMENT

Not applicable.

#### POLICY IMPLICATIONS

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### VOTING REQUIREMENT

Simple majority

#### RECOMMENDATION

That Council receives and note the Operations Managers Report for November/December 2012.

**Moved:** Clr.

**Seconded:** Clr.

## OPERATIONS REPORT FOR DECEMBER

All of the roads that were contracted to Ian Rixon have been finished the only job that is left to do is the culvert on Heathers Lagoon Road into Firewood Road this will be done shortly.

A heavy storm went through Snake Creek area on the 29.11.12 and caused a fair bit of damage on Coach Road.

We still have a few guide posts to put in on Haines, Milton but because of staff shortages still needs to be completed.

Some road patching is still to be done by council staff this will be done when time permits as there will only be Kylie and I here until after New Year at this stage.

Batchelor town area has had a few problems but all okay except for public toilets near tavern which are in the process of being fixed.

Adelaide River oval sprinkler system requires attention. The biggest problem is the water from the main tank to the oval doesn't have a shut off valve. We shut the water off, or set the timer to suit, and other parties can come along and switch the pump back on to water the new grass that is being grown on the new road verge and the new watering system in Glen Huitson Park. Spoke to Power and Water and we will put a shut off valve at the oval.

The streets and drains around Adelaide River need to be cleared.

Council staff have removed the tree in Hardy Street.

Started slashing our bitumen roads, Haines, Strickland, Crater Lake and Coach and Miles Roads have been done.

We have started doing the Mimosa grant project on the Adelaide River; hope the weather holds as we are behind on this project.

The Dumps – Batchelor dump slot is full and now we have moved back onto the face dump very hard to keep tidy.

The dumping of tyres seems to have been brought under control.

Adelaide River still dumping in the slot but will not be long before water stops this and will have to go back to the face dump.

Few subdivisions have put in their driveway accesses and hopefully in the New Year will have a few more titles to rate.

Gamba Program – The Government has stated that the free chemical program will be carried on next year but as yet we have not received any. Were successful in getting a small \$10,000 Gamba grant so will be selective with what funds we have to start on our road reserves.

There is still chemical at cost available to land holders at council yard, although the price has gone up slightly.

## 6.2 ANIMAL MANAGEMENT OFFICER'S REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	Thursday, 13 December 2012
<b>Author:</b>	Trevor Sullivan Animal Management Officer
<b>Attachments:</b>	Animal Management Officer's Report

### SUMMARY

Animal Management Officer's report for the Ordinary General Meeting held 18<sup>TH</sup> December, 2012.

### BACKGROUND

Not applicable.

### COMMENT

Not applicable.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receive and note the Animal Management Officers Report November/December, 2012.

**Moved:** Clr.

**Seconded:** Clr.

### November/December Dog Report

The dog patrol is ongoing; it has become harder to catch roaming dogs as they are becoming wary of me and my vehicle.

Impounded	Complaints A/R	Complaints BAT	Random sightings
No dogs impounded this month	Nil	<p style="text-align: center;"><b>Seven (7)</b></p> <p>These complaints have been about dogs coming out into the street at Flynn and Kirra Crescent. Owners have been spoken to and given warnings.</p> <p>See complaints register for more detail.</p> <p><i>Note that some of the complaints have been verbal directly to the animal management officer</i></p> <p>2 of these dogs were attacking kids as they walked to and from school have been sent out of town by their owners.</p> <p>1 is an ongoing problem in Flynn Cres which is being monitored.</p>	None recorded

### 6.3 POOL REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	Thursday, 13 December 2012
<b>Author:</b>	Trevor Sullivan Pool Supervisor
<b>Attachments:</b>	Pool Report

#### **SUMMARY**

Pool Supervisor's reports for the Ordinary General Meeting held 18<sup>TH</sup> December, 2012.

#### **BACKGROUND**

Not applicable.

#### **COMMENT**

Not applicable.

#### **CONSULTATION**

Not applicable.

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Not applicable.

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

That Council receive and note the Pool Supervisor's Reports for November/December 2012.

**Moved:** Clr.

**Seconded:** Clr.

Swimming Pool Takings and Statistics

<u>Period ending</u>	<u>Paying at gate swimmers and takings</u>					<u>Passes sold</u>		<u>Pool Takings</u>		<u>Pass Swimmers</u>	
	Adult	Children	Families	Pens	Gate			Adult	Children		
WE 19/11/12	7	15	4		60.00	0.00	<b>60.00</b>	10	23		
WE 26/11/12	14	26	2		84.00	0.00	<b>84.00</b>	17	25		
WE 5/12/12	4	7			20.50	0.00	<b>20.50</b>	17	20		
<b>TOTALS</b>	<b>25</b>	<b>48</b>	<b>6</b>		<b>164.50</b>		<b>164.50</b>	<b>44</b>	<b>68</b>		

- Pool pumps are running efficiently.
- The pool vacuum cleaner has been repaired and has made a big difference to water quality and reduced chemical use.
- In the New Year a local shade cloth repairer will provide give a quote to repair the damaged shade over the pool.
- The Batchelor school swimming carnival was held on the Friday the 30<sup>th</sup> November. There were 4 weeks of school swimming lessons leading up to the 30<sup>th</sup> and the day was a big success with a lot of participation by students and teachers. Numbers were down in the week following the swimming carnival.

## 7 CHIEF EXECUTIVE OFFICER'S REPORTS

### 7.1 INCOMING AND OUTGOING CORRESPONDENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 <sup>th</sup> December, 2012.
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Nil

#### SUMMARY

Council is provided with items of correspondence of note both received and sent during the months of November and December, 2012.

#### BACKGROUND

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

#### COMMENT

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

The Items of Correspondence are as follows:

#### Correspondence In

Activ8me	Satellite internet connection grant
Minister for Sport & Recreation	Active Remote Communities grant
National Australia Day Council	Citizenship Affirmation
Australian Local Government Association	Progress of constitutional recognition
InfoMaster	Active eServices program
Minister for Local Government	Resignation of Councillor Geoffrey Morton – extended time for by-election
National Transport Commission	Annual Report 2011/2012
Northern Territory Grants Commission	Review on road funding methodology
Department of Arts & Museums	Economic assessment of the value of public libraries
Department of Local Government	Special Purpose Grants 2012/2013
Tourism Top End	Membership 2013
Department of Local Government	SPG Variations and Expenditure Time-Frames

#### Correspondence Out

Commonwealth Bank	Signatories
Mr GB Dowell	Clean up of - Lot 148 Woolley Court
Kirsty Higgins	Variation to Period Contract 2012-005
Mr Mark O'Hagan & Michael Loone	Lease of Council Depot in Adelaide River
Mr D Stuart	Miles Road – Causeway
Mr Ryan Martin	MOU Agreement
Mr G Visser	Northern Roads – CCGC

Hon A Giles MLA	Resignation of Councillor J Colver
Ms T Purich	Subdivision – Lot 9 Hundred of Waterhouse
Mr D Jesser	Subdivision – Lot 9 Hundred of Waterhouse
Ms Jan Hills	Financial Contribution – Batchelor Museum
Mr Robert Bright	Subdivision – Lots 131 Hundred of Playford
Mr J Colver	Resignation
Coomalie Community	Christmas Pageant
Jaemie Page	Tree planting Adelaide River
Herb Backers	Rum Jungle Creek

**CONSULTATION**

N/A

**STATUTORY ENVIRONMENT**

Not Applicable.

**POLICY IMPLICATIONS**

There are no specific policies that apply to this report.

**FINANCIAL IMPLICATIONS**

Nil.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and notes the items of incoming and outgoing correspondence as tabled.

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**



## 7.2 RATES AND CHARGES POLICY

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
<b>Date:</b>	5 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell Chief Executive Officer.
<b>Attachments:</b>	Draft Rates and Charges Policy

### BACKGROUND

A Rates and Charges Policy will provide direction for council staff for the recoupment of outstanding rates and charges. A draft Rates and Charges policy is presented for authorisation by Council.

### COMMENT

The Rates and Policy Charges Policy will determine the methods implemented to recoup outstanding Rates and Charges as outlined in Confidential Item 11.1 confidential rate arrears report

### CONSULTATION

CEO Lee Farrell

Finance Manager Melissa Kerr

Administration Manager Jo'Anne Kinter

### STATUTORY ENVIRONMENT

#### Part 11.7 Interest on unpaid rates

162 Accrual of interest on overdue rates

(1) If rates are not paid by the due date, interest accrues on the amount of the unpaid rates at the relevant interest rate.

Note

If the ratepayer defaults in payment, all remaining instalments become due and payable. Interest therefore accrues on the total amount of the unpaid rates and not merely the amount of the instalment. (See section 161(2)).

(2) Interest is calculated on a daily basis on the amount in default (exclusive of interest) from the due date until the date of payment.

(3) The relevant interest rate is a rate interest fixed by the council as the relevant interest rate.

(4) A council may:

(a) fix a rate of interest as the relevant interest rate; or

(b) vary a rate of interest previously fixed as the relevant interest rate.

163 Remission of interest

A council may remit interest wholly or in part.

#### 165 Rate concession to alleviate financial hardship

(1) A council may grant a rate concession to alleviate financial hardship.

(2) A rate concession may be granted on application by a person who establishes to the council's satisfaction that the person will suffer financial hardship if the concession is not granted.

#### Part 11.9 Recovery of rates

Division 1 Application of this Part

168 Extended meaning of rates in this Part

In this Part:

rates includes:

(a) a charge; and

(b) if the rates (or charge) are overdue:

(i) accrued interest; and

(ii) costs reasonably incurred by the council in recovering, or attempting to recover, them.

Division 2 Recovery by action

169 Recovery by action

(1) Rates may be recovered as a debt due to the council from the principal ratepayer or any other ratepayer by action in a court of competent jurisdiction.

(2) The proceedings may be commenced at any time within 6 years after the rates were imposed.

### **Division 3 Overriding statutory charge**

170 Overdue rates to be a charge on land If rates are not paid by the due date, the rates become a charge on the land to which they relate.

Exceptions:

1. Rates do not become a charge on land unless the owner of the land is a ratepayer who is liable for the rates that are in arrears.

2. Rates cannot become a charge on land within an Aboriginal community living area.

171 Registration of charge

(1) After rates have been in arrears for at least 6 months, the council may apply to the appropriate registration authority for registration of the charge over the land to which the charge relates.

(2) The registration authority must, on payment of the appropriate fee by the council:

(a) register the charge as an overriding statutory charge; and

(b) notify all persons with a registered interest in or over the land of the registration of the charge.

(3) Failure to give notice of the registration of the charge under subsection (2)(b) does not invalidate the registration of the charge.

(4) A registration authority must cancel registration of a charge if the council applies for the cancellation.

(5) The council must apply for cancellation if the liability to which the charge relates is fully satisfied, and may apply for cancellation for any other reason.

172 Effect of registered charge

While a charge is registered as an overriding statutory charge under this Division, it has priority over all other registered and unregistered mortgages, charges and encumbrances except a previously registered overriding statutory charge.

### **POLICY IMPLICATIONS**

Not applicable.

### **FINANCIAL IMPLICATIONS**

Not applicable.

### **VOTING REQUIREMENT**

Simple majority

### **RECOMMENDATION**

That the Draft Rates and Charges Policy Version 1 as submitted be adopted as Councils Rates and Charges Policy effective from 19<sup>th</sup> December, 2012.

**Moved:** Clr.

**Seconded:** Clr.

### 7.3 DRAFT POLICIES

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	G\Policies and Procedures\CCGC Policy 2012
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 December, 2012
<b>Author:</b>	Administration Manager Jo'Anne Kinter
<b>Attachments:</b>	Nil

#### SUMMARY

Council staff have developed a number of policies that will enable the more efficient and effective use of the Shire's resources and will enable staff and Council to make decisions based on the principles of equity, fairness, natural justice, transparency of decision making and good governance as well as meeting statutory requirements. These policies need to be adopted by Council and as there are some 35 policies ready for review and it is recommended that special meeting/meetings of Council be held early in 2013. Policies can be distributed a few weeks in advance of the special meeting to allow time for Councillors consideration. See list of policies ready for review below:

<b>Policy</b>	
<b>SECTION 1 GOVERNANCE AND ADMINISTRATION</b>	
1.1	Community Communication
1.2	Customer Service Charter
1.4	Corporate Credit Card - adopted by Council
1.5	Publications Regalia and Equipment Issued to Councillors'
1.6	Community Grants Program
1.7	Travelling Expenses – Members and Non Member Delegates
1.8	Conferences, Training and Development Expenses- Members
1.9	Policy Development and Adoption
1.10	Legal Representation and Costs Indemnification
1.13	Meetings of Council
<b>SECTION 2 FINANCE AND ACCOUNTING</b>	
2.1	Investment Policy – adopted by council
2.2	Fees and Charges
2.3	Annual and Five Year Budgets
<b>SECTION 3 EMPLOYEES</b>	
3.1	Customer Service Training
3.2	Occupational Health and Safety Policy
3.3	Medical Examination
3.4	Equal Employment Opportunity
3.5	Employee Performance and Development
3.6	Education and Study Assistance
3.7	Staff Benefits
3.8	Employee Clothing Allowance
3.9	Protective Clothing
3.10	Staff Appointments and Leave
3.11	Staff Vehicle Use
3.12	Staff Training
3.13	Police Clearance for Staff

3.14	Counselling, Disciplining and Dismissing Employees
3.15	Dispute Resolution
3.16	Fitness for Work
3.17	Electronic Mail/Internet
<b>SECTION 4 COMMUNITY, AMENITIES AND RECREATION</b>	
4.2	Batchelor Swimming Pool
4.6	Coomalie Bush Cemetery
4.7	Coomalie Bus Policy
<b>SECTION 5 OPERATIONS</b>	
5.5	Cyclone preparation
5.6	Signage

**BACKGROUND**

Nil

**COMMENT**

Nil

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council review and adopt the revised and or newly developed Council policies at special meeting/meetings of Council scheduled for early in 2013.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

## 7.4 COUNCIL REPRESENTATION REVIEW 2012 – LOCAL GOVERNMENT ACT SECTION 23

<b>Applicant:</b>	Council
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC/92
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Representation Survey Results as at 13 <sup>th</sup> December, 2012. Notes from Public meetings, November Current Coomalie Wards Map Proposed Locality Boundaries Ward and Representation Report to Local Government.

### SUMMARY

In the last three months, three (3) Councillors have resigned from the Coomalie Council. Council has resolved that Minister for Local Government approval be obtained to defer the holding of By-elections until Council has completed a review of elected Representatives in accordance with section 23 of the Local Government Act. The Minister has agreed to defer the need to hold elections until he has reviewed Councils submission which will be received after Councils meeting to be held on 15th January, 2013.

### BACKGROUND

Council when undertaking the overall review of Operations and services being provided highlighted the need for Council to review the number of Council representatives that currently exist. The representation of nine (9) members was considered to be excessive especially when considered with our neighbouring Local Authorities.

Council has convened three Public meetings as follows - Batchelor 12/11/2012 - 4 members of the Public; Lake Bennett 14/11/2012 – 9 members of the Public; Adelaide River 21/11/2012 – 8 members of the Public.

On 1<sup>st</sup> November, 2012, 600 information questionnaires on Wards and Representation were posted out to ratepayers and copies distributed to locations in Adelaide River and Batchelor for completion by interested residents of Coomalie. On 13th December, 2012 a total of 60 Wards and Representation and 64 Strategic Plan surveys have been returned. This information has been collated and is attached for Councils consideration.

### COMMENT

Having considered all the relevant information received in respect to the questionnaire, I have considered the comments made at the Public meetings and the results of the survey. I have also considered each question required under the Local government Act section 9 and Local Government regulations R63(2) and the response is as per the attached report as required by the Department of Local Government.

The recommendation is based on the requirements under Regulation 63 ; Community Interests, Types of communication; Trend in Population changes, Density of Population, Physical feature so they fit the area. , members numbers for each ward to be as equal as practicable, size of the wards, keeping the demographic and geographic nature of each ward the same, identified community within one ward.

In assessing all information I have recommended as follows;

**No of Wards** Three (3) being as follows:

**Batchelor Township Ward;** (No Change) The boundary of this ward will be amended should any development occur adjacent to the Batchelor Town site. One proposal is currently pending.

**Adelaide River Ward** (incorporates AR Town & AR Rural Wards). Should Council be successful in the unincorporated land being included within the Coomalie Shire then this area and population will form part of the Adelaide River Ward. These people already associate with the AR area and currently use the AR facilities.

**Coomalie Rural Ward** – (incorporates Lake Bennett, Coomalie Tortilla, Batchelor Rural Wards) It involves incorporating the areas within the Lake Bennett, Batchelor and Coomalie Tortilla Wards. Subdivision of land is occurring in this area and therefore it has room to grow. The residents of Lake Bennett have more of an affiliation with Batchelor rather than Adelaide River area.

These wards best meet the requirements of regulation 63 of the Local Government Regulations, and the Local Government survey results.

**Number of Elected representatives:**

The number recommended is 6 being as follows:

Batchelor Township	2 members
Adelaide River Ward	2 members
Coomalie Rural ward	2 members.

This representation is in line with our neighbouring Council Litchfield Shire.

The decision of Council will be advertised and further comments sought. These submissions (if any) will then be received and further discussed by Council before the final decision is made by Council. This RECOMMENDATION will be submitted to the Minister for Local Government for his decision. These changes will be included in Councils Shire Plan and will not take effect until the next election which is March 2016.

**CONSULTATION**

Department of Local Government: – Lee Williams, Richard Munt and Kate Wheen.  
The Communities of Batchelor, Adelaide River and Lake Bennett,  
Councillors  
President: Clr A Turner.

**STATUTORY ENVIRONMENT**

Section 9 & 23 of the Local government Act  
Local Government regulations R63 (2)

**POLICY IMPLICATIONS**

Not applicable

**FINANCIAL IMPLICATIONS**

Not Applicable

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council advertise its intention to make application to the Minister for Local Government to amend the Electoral representation and Wards as follows;

Wards - Three Wards being as follows: Batchelor Township Ward; Adelaide River Ward; Coomalie Rural Ward.

Representation – six (6) members representing the above wards as follows; Batchelor Township Ward - 2 members; Adelaide River Ward – 2 members; Coomalie Rural Ward – 2 members.

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**

## 7.5 DARWIN REGIONAL INDIGENOUS ADVANCEMENT CDEP

<b>Applicant:</b>	Darwin Regional Indigenous Advancement & CDEP Inc. (DRIA)
<b>Location/Address:</b>	Batchelor
<b>File Ref:</b>	CC/177
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Nil

### SUMMARY

The following application has been received from Mr John McLean Community Development Officer for the above Incorporation.

#### Batchelor Prettification/Landscaping Project

Darwin Regional Indigenous Advancement CDEP aim is to set up and develop a Batchelor Prettification/Landscaping Project. In partnership with other identified key stakeholders i.e. Coomalie Council and Batchelor Institute. Our aim is establish a positive working partnership that will enable us to set up and deliver a program that will beautify the community (Batchelor Community Oval). With an established working partnership we would like to be able to provide Batchelor CDEP Participant opportunities that will enable them participate in suitable training, workshops, work experience e.g. horticulture, landscaping, tourism etc. We believe these opportunities can only enhance their pathways in future training and employment

The Community Development Employment Projects (CDEP) program helps Indigenous job seekers to gain the skills, training and capabilities needed to find sustainable employment and improves the economic and social well-being of communities. CDEP is one of the key Indigenous employment programs contributing to the Australian Government's aim of halving the gap between Indigenous and non-Indigenous employment within a decade. The CDEP program provides services and projects through two streams: the Work Readiness Stream and the Community Development Stream.

-Work Readiness services help job seekers to develop their skills, improve their chances of getting a job and move to work outside of the CDEP program.

-Work Readiness services include pre-vocational and vocational training and work experience.

John Mclean  
Darwin Regional Indigenous Advancement & CDEP Inc.  
Community Development Officer

### BACKGROUND

Meetings have been held with John Mclean over the past two months and they have established a part time office adjacent to the Rum Jungle Bowling Club. John also works in three other areas and is not solely operational in Batchelor.

The meetings have discussed various options including the Project outlined under the summary section. The following issues were discussed and agreed to in principal at a meeting attended by Clr A Turner, Operations Manager and CEO. These matters would be referred to Council for consideration.



- Rename the project Batchelor Prettification and Landscaping of Community Parks and Recreation area Project.
- Council to Develop Plans for these areas
- Council to develop the role to be undertaken by DRIA.
- Council to provide machinery, supervision and staff as required to assist with these projects.
- DRIA will provide Horticulturist to assist with the project
- DRIA will provide 7/10 workers on a 26 week programme with options for full time employment on completion
- DRIA will provide onsite training
- DRIA will provide Plants and trees for project

#### **COMMENT**

The meeting agreed that this proposal has a lot of merit and a partnership could be developed to undertake projects that Council may not have been able to complete within the immediate future. Some of the other projects could include the following:

Assistance with Bowling Green Maintenance – Rum Jungle Bowling Club

Recycling

Tourism

Tidy Towns Projects

Road maintenance works

Swimming Pool Supervision

These projects will need training for participants which can be arranged either from outside source or internally. The Project is planned to commence in February 2013.

#### **CONSULTATION**

Community Recreation Officer Ms M Morris

Mr John McLean DRIA

President: Clr A Turner

Operations Manager R Bright

#### **STATUTORY ENVIRONMENT**

Not applicable

#### **POLICY IMPLICATIONS**

Not applicable

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

That Council agree to enter into a partnership with Darwin Regional Indigenous Advancement & CDEP Inc. (DRIA) to undertake the Batchelor Prettification and Landscaping of Community Parks and Recreation areas Project. Further the CEO be empowered to continue with negotiations with DRIA and other stakeholders to develop further projects that would assist and enhance the DRIA in the Batchelor area.

**Moved:** Clr.

**Seconded:** Clr.

## 7.6 GRANTS COMMISSION – REVIEW OF ROAD FUNDING METHODOLOGY

<b>Applicant:</b>	Northern Territory Grants Commission
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC104 # 1
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Letter from NT Grants Commission.

### SUMMARY

The Northern territory Grant Commission is undertaking a review of its road funding methodology and is seeking submissions from Council by 31 January, 2013. The review paper is attached.

### BACKGROUND

This road review has remained unchanged since in inception in 1992-93 with the exception of minor adjustments to some road weightings in 1995. The Commission is looking at two elements being:

1. An examination of the appropriateness of the current road weightings and the use of the revised location factor to recognise the differential in road maintenance costs between the various councils ; and
2. To reconcile the Commissions current database with road audit work that has been undertaken through the Department of Lands and Planning (Shire Councils only).

### COMMENT

The document refers to 6 options for discussion by Council – having read each item I would recommend that Current Road data with the New Location factor be the preferred option for the following reasons:

1. Should Council increase in size then this formula will work in our favour as it takes in the road and isolation cost factor.
2. As new subdivisions are developed the new roads will be added and included in the calculation.

### CONSULTATION

Finance Manger M Kerr  
Mr Peter Thornton Executive Officer NT Grants Commission

### STATUTORY ENVIRONMENT

Not Applicable

### POLICY IMPLICATIONS

Not Applicable

### FINANCIAL IMPLICATIONS

Not Applicable

### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

That Council prepare a submission recommending to the NT Grants Commission that the preferred method for assessing Road funding methodology is in accordance with the Location factor.

**Moved:** Clr.

**Seconded:** Clr.

## 7.7 BOUNDARY ROAD

<b>Applicant:</b>	Ian Fulton – Darwin River Diesels
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Nil

### SUMMARY

**The following application has been received from Mr Ian Fulton.**

My name is Ian Fulton and I am the Landowner of Lot 2199 (455) Boundary Road, Collett Creek (Hundreds of Cavenagh). I require road access to my property to construct a residential Dwelling for my permanent residence. My aim is to commence construction as soon as the weather permits in 2013.

It is my goal to have the easement of Boundary Road cleared between Mira Road South and Letchford Road (to the corner of my allotment) to enable access to my property.

On Wednesday 5th of December 2012, I met with Power and Water to commence negotiations for the provision of mains power to my allotment. A cleared and reasonable easement of access is required to maintain Power and Water assets. My decision to enquire about and pursue the provision of mains power is greatly influenced by the existence of the DSEP (Distribution System Extension Policy) grant/subsidy currently available within this area from Power and Water. The DSEP grant provides the installation of HV power lines at a greatly reduced cost.

After meeting with other landowners within the area affected, it has been brought to my attention that there is a proposal by WRSC to clear the Letchford Road easement as per the email provided in the Coomalie Community Government Council Minutes of November 20, 2012.

This proposal appears to benefit all landowners in the area by providing clear, straight line access enabling growth, future development and the potential provision of essential services.

### BACKGROUND

The opening of any roads in the Northern section of the Shire has been submitted to the Dept. of Lands and Planning and they are considering Council application to develop a major route through the Northern section of the Shire.

### COMMENT

Council has not agreed to clear any roads in the Northern area until all issues have been discussed and resolved with the Dept. of Land and Planning.

The ownership of Boundary Road has also been referred to the Dept. of Lands & Planning and their response is as follows ;

*I checked with the Land Records Unit within the Survey Branch and can confirm that the original technical descriptions, done in 1985 and 1990 for Litchfield and Coomalie, identify that the common boundary is along the northern boundary of Boundary Road.*

*Boundary Road is therefore within Coomalie Shire. I am unaware of any convention with regard to responsibility for such roads. However I note that some properties within Litchfield are accessed via Boundary Road suggesting responsibility is a matter of negotiation between the two councils.*

*I am continuing investigation of issues surrounding future access to properties in the north west of Coomalie and will get back to you soon.*

When an inspection of the Northern area is being undertaken with the Planning Dept officers. (hopefully next week) I will call in and discuss Councils Northern road proposal and Boundary Road with the CEO of the Litchfield Council.

Mr Ian Fulton has requested this to be listed on Councils Agenda for discussion. See below email

*I would like to submit an agenda item for your review & approval at the next meeting (18/12/12) being a road clearing permit for Lot 2199 (455) Boundary Road, Collett Creek.*

*It is my intent to provide reasonable access to my allotment from the end of Mira Road South along Boundary Road for the purpose of constructing a Dwelling for my permanent residence.*

#### **CONSULTATION**

Dept. of Lands & Planning  
Ian Fulton

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

**That**

**Moved:**                      **Clr.**

**Seconded:**                 **Clr.**

## 7.8 REVIEW OF ACTION ITEMS LIST – NOVEMBER, 2012

<b>Applicant:</b>	Nil
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Action Items List December, 2012

## 7.9 STANDING ORDER – AMALGAMATION REVIEW

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	Coomalie Councillors
<b>File Ref:</b>	CC/66
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	
<b>Author:</b>	Lee Farrell CEO
<b>Attachments:</b>	Nil

### SUMMARY

The following is the decision of Council from its May 2012 meeting.

*Moved Cr. Turner, Seconded Cr. Crook that Boundary Consultation/Expansion be a standing item on the council agenda until resolved. Council supports making this a priority for council. Cr. Turner has undertaken to provide the initial structures for our decision making.*

*The following is the decision of Council from its July 2012 meeting*

*Moved Cr Gray, Seconded Cr Turner that Councils priority is for the CEO to initiate discussions with the various stakeholders and commence detailed research into the extension of our boundaries to develop (if possible) a sustainable Council that will provide the necessary service and capital expansion required for the total area serviced by the expanded Council. Once all negotiations have been completed with the relevant stakeholders, this proposal be then put out for Community consultation.*

*The following is the decision of Council from its August meeting 2012.*

*Moved Cr. Crook, Seconded: Cr.Turner that to progress the amalgamation question, the President Cr J Colver, Cr A Turner and the CEO meet with representatives of the Department of Local Government NT following the NT Elections on a date to be determined.*

*No action taken at November meeting 2012.*

### BACKGROUND

The Deloitte report has now been released and every Councillor has received a copy of this report. This report has been discussed by Council.

### COMMENT

15/11/12 Invitation sent to the Minister for Local Government to attend the December meeting of Council.

4/12/12 Cr A Turner and the CEO met with Giovina D'Alessandro Director Local government and Community Services, John DeKoning Deputy Chief Executive, John Tobin Director – Shires Sustainability Project. The points of interest from the meeting were as follows;

- Local Government Department have not tested the water in respect to the amalgamation of Council's
- Local Government Advisory Board has been formed which is made of representatives from Local government and others. Coomalie Council is not represented.
- The Advisory Board will be reviewing the smaller Councils over the next 2 months.

- CCGC Requested financial assistance from the Dept. of Local Government to undertake an in house investigation into the possibilities of including the unincorporated land into the Coomalie Shire. The area did not include Dundee.
- Recommended that Council prepare a financial model for consideration by the Dept. of Local Government by the end of January 2013. The model to include the financial advantages and disadvantages of including unincorporated land into the Coomalie Shire. Dept. advised they will advise Council if funding is available.

## **CONSULTATION**

Shire President – Andrew Turner  
Department of Local Government NT

## **STATUTORY ENVIRONMENT**

Nil

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

## **VOTING REQUIREMENT**

Simple majority

## **RECOMMENDATION**

That the financial assistance of the NT Department of Local Government be sought to enable Council staff to undertake a financial model of the advantages and disadvantages of including unincorporated land into the Coomalie Shire. On receipt of this grant, Council staff will undertake the necessary research to prepare a financial model for presentation to the Department of Local Government by the end of January, 2013.

**Moved:**                      **Clr.**

**Seconded:**                **Clr.**



## 7.10 CEO ACTIVITIES REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\CEO
<b>Date:</b>	12 <sup>th</sup> December, 2012
<b>Author:</b>	Lee Farrell Chief Executive Officer.
<b>Attachments:</b>	Strategic Planning Survey Results Complaints Register

### BACKGROUND

Not applicable.

### COMMENT

Several issues will require action by Council under the following items

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council receives and notes the CEO's Activity Report 13<sup>th</sup> November, 2012 to 12<sup>th</sup> December, 2012.

**Moved:** Clr.

**Seconded:** Clr.

## **CEO Activities Report 13<sup>th</sup> November, 2012 to 12<sup>th</sup> December, 2012.**

### **1. Infrastructure Asset & Financial Management Planning**

I attended the final Asset and Financial Management course in Darwin on 5<sup>th</sup> & 6<sup>th</sup> December, 2012 and this will now allow Council staff to develop and present the long term financial planning reports to Council in January 2013. The system allows changes to be made in accordance with Councils Strategic and Shire Plans. Unfortunately the financial position of Council is much as expected and will take some sound financial management practices to bring this Council to a position where it can maintain its existing assets.

### **2. Batchelor Tourist Information meeting – 4<sup>th</sup> December, 2012.**

A Strategic planning meeting was held at the Rum Jungle Tavern, Batchelor on 4<sup>th</sup> December, 2012 to continue with the review and development of a new Strategic Plan for the Batchelor Tourist Association. They have planned another meeting for the 18<sup>th</sup> December to finalise the Plan. The Minister for Tourism also requested that this group review the Litchfield and Mary River National Park Plan of Management before it is presented to Parliament.

### **3. Adelaide River Tourist Meeting**

- Clr Max Corliss and I met with the Adelaide River Committee prior to Warren Snowdens visit on Thursday 8th November, 2012. The meeting highlighted the various issues that are pending and require Government involvement -
  - Information centre – Adelaide River War Museum
  - Roadway and parking area Adelaide River cemetery
  - Dual use footpath – Adelaide River.
  - Restoration Armoury area at Adelaide River.
  - Development of Information centre Adelaide River.

Applications have now been completed and submitted for the following grants;

- a. Restoration ER Armament Depot and Rail Line; \$5 million – Round 4 RDAF
- b. Dual use footpath – Adelaide River \$247,500 Priority 1. SPG
- c. Dual use footpath – Batchelor \$191,250 Priority 2. SPG
- d. Purchase of Grader - \$295,000 – Priority 3 - SPG
- e. Development of Information Centre Adelaide River - \$300,000 Round 3 RDAF

### **4. Chin Estate**

- a. Met with the Dept. of Lands & Planning on 4<sup>th</sup> December, 2012 and they indicated that there were no funds available. I advised that letters will be written to the Planning Ministers for NT & Commonwealth Government's to seek funding for uncompleted road works around and through this subdivision.
- b. The landowners have advised that they have engaged a contractor to cart the rocks into the respective properties for road access during the wet season.

### **5. Development of an Audit Committee**

Council staff have commenced the development on the Terms of Reference which clearly sets out

- What the Committee does and how,
- Appointment of chairperson and election of Committee etc. (already done),

Once the above has been completed, the next stage will be to call an Audit Committee meeting to commence their review of operations.

### **6. Tourist facilities – Toilets and Water Usage at Drop Points**

The other high expenditure point is the cleaning of toilets at Adelaide River War Museum. The current cleaning cost is \$18,000. I have followed up on the cost of coin operated units and waiting for costing to be supplied.

## 7. Council Staff

- The office will be closed over the Xmas New Year break, however Operations staff will be working as required.
- Mr Patrick Atie resigned from Council on 7<sup>th</sup> December, 2012. This position will be advertised in the New Year.
- The Staff Xmas Party is being held on Friday 14<sup>th</sup> December, 2012 with Council meeting the cost of the food. Council staff will be paying for their own drinks.
- I have moved my place of residence within the Shire – it's now Unit 12, Chinner road, Lake Bennett.

## 8. TOPROC Meeting 15<sup>th</sup> November, 2012

I attended the meeting of TOPROC which was held in the Litchfield Council Chambers on 15<sup>th</sup> November, 2012. Business discussed was as follows:

- TOPROC will submit an application for funding under SPA Grants for the development of a Governance Plan for the waste Site.
- Darwin Council submitting an application for the construction of a pool that will meet World swimming standards.

## 9. Hawkers License

I have received a request from a local business for Council to implement Hawkers Licenses to control door to door selling in the town sites. This activity does have an impact on the sales of retail business that sell the sale product. The Hawkers' currently to not need a License nor are they required to pay a fee.

***Has Council any thoughts on this issue?***

## 10. Meeting with Department of Transport – 14<sup>th</sup> November, 2012

- a. The following issues were raised and I have again requested a response to the below questions;

*Just a follow up on our discussions re the meeting held on 14<sup>th</sup> November, 2012*

1. *Have you any details on TAMS road counts for local Coomalie Roads. We do not appear to have any information.*
2. *Contracts – You were to follow up on the following contracts*
  - a. *Adelaide river & Batchelor Mowing contracts*
  - b. *Rubbish Collection*
  - c. *Managing the road closure in the wet season*
  - d. *Memo of understanding re wet season road issues.*
3. *Chin Estate – Will send a letter to the Dept. of Planning and Local Government re the funding of these roads around and through the Chin estate.*
4. *Road proposal – Northern route – Council has endorsed in principal. Will send the proposal to the Dept. of Planning for comment.*
5. *Traffic signs – is the draft sign proposal available for comment by Council before it goes to the Minister.*

*Thanks again for the opportunity of discussing the above issues.*

## 11. Meeting of Staff and Councillor

Mr C Black has undertaken the mediation in accordance with Councils resolution 003/051112. Both parties have signed the agreement.

## 12. Strategic Planning Information :

- The Strategic Planning questionnaire has been forwarded to residents and the attached spread sheet with data collected up to 12<sup>th</sup> December, provides Councillors with information to develop its Strategic and Shire plan for the next 10 years.

- From the Public meetings held the following issues were also raised;
  - **Batchelor**
    - Batchelor Airstrip
    - Subdivision of smaller area in rural blocks
    - Retain Batchelor as Historic Town
    - Development of Aged Person Homes.
  - **Adelaide River**
    - The Development of a Retirement Village to be researched
    - Recycling to be expanded
    - Keep Council owned Land in Adelaide River.
  - **Lake Bennett**
    - Funding to maintain Chinner road
    - Recycling to be developed within the resort area.
    - Slashing of road verges to be consistent in the wet
    - Repairs to floodways' urgent
    - Heather lagoon Creek are needs upgraded.

### 13. Recycling

- In the Stop Press Council has invited persons to be involved in the KABC programme for the three centres. I have also sent out an email seeking persons whom I have spoken to, to put their names forward and become involved in the establishment of the Committee. The brief was as follows:

Hi all,

Further to our discussions I would like to form a Tidy towns Committee responsible for the development of the following areas;

- Assist with the development of Waste and recycling facilities within the Town sites (Lake Bennett Included).
- Education programmes relating to waste management and recycling.
- Environmental issues and all aspects associated with the environment
- Grant programs.
- Program of Tidy Towns events moving forward.
- Involvement of local schools and Student Representative Council on the Committee.

To date I have not received a response from any locals but from the interest some of you have shown in this area, I extend an invitation to be part of this small Council committee to bring the Coomalie Community back onto the Tidy Towns agenda and address the issues associated with waste and the environment in our towns.

The involvement will be your participation in meetings and input.

I look forward to your response and acceptance of this invitation.

Ryan & Tony – looking for a school representative or Student representative council.

### 14. Xmas Greetings

On behalf of myself and staff, I wish Councillors and their families all the best for a safe and enjoyable Christmas.

### 15. Complaints Register

The Complaints register is attached for Councillors information

## 8 FINANCE REPORTS

### 8.1 PAYMENT REGISTER

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	5 <sup>th</sup> December, 2012
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Nil

#### SUMMARY

As part of the monthly reporting procedures a full listing of cheques and EFT payments made is submitted to Council.

#### BACKGROUND

Attached is a listing of accounts paid from 1<sup>st</sup> – 30<sup>th</sup> November 2012.

#### COMMENT

No additional comments are provided to this report.

#### CONSULTATION

There is no consultation that applies to this report.

#### STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council -

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

#### POLICY IMPLICATIONS

There are no specific policies that apply to this report.

#### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

**That Council approve and pass for payment the November 2012 payment register totalling \$160,153.75.**

**Moved: Clr.**

**Seconded: Clr.**

**COOMALIE COMMUNITY GOVERNMENT COUNCIL**

**PAYMENT REGISTER**

**NOVEMBER 2012**

<b>DATE</b>	<b>REFERENCE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
1/11/2012	4814	Commonwealth Bank of Australia	454.91
1/11/2012	4816	Commonwealth Bank of Australia	616.14
7/11/2012	123	AgestAdministration	82.89
7/11/2012	124	Australian Super	1,326.64
7/11/2012	125	HESTA Superannuation Fund	441.33
7/11/2012	126	Hostplus Superannuation Fund	177.35
7/11/2012	127	REST Industry Super	485.70
7/11/2012	128	Sunsuper Pty Ltd	189.47
7/11/2012	4947	WA Local Super	2,870.44
8/11/2012	129	Local Govt Super Scheme	2,173.04
8/11/2012	4948	AJ Couriers & Haulage Pty Ltd	151.25
8/11/2012	4949	Adelaide River Freight Service	214.50
8/11/2012	4950	Attache Software Australia Pty	21.00
8/11/2012	4951	Therese Balanzategui	300.00
8/11/2012	4952	Batchelor Butterfly Farm	180.00
8/11/2012	4953	Dannah Pty Ltd	230.11
8/11/2012	4954	Batchelor Service Centre	1,562.91
8/11/2012	4955	Cr. Sue Bulmer	350.00
8/11/2012	4956	Bunnings Building Supplies P/L	95.10
8/11/2012	4957	Chookshed Studio	350.00
8/11/2012	4958	Cr. Jeff Colver	1,333.00
8/11/2012	4959	Cr. Max Corliss	350.00
8/11/2012	4960	Darwin Office Technology	249.37
8/11/2012	4961	Dymocks Casuarina	70.87
8/11/2012	4962	B Evans	1,440.00
8/11/2012	4963	Kirsty Higgins	1,437.35
8/11/2012	4964	Higgie Mechanical Engineering	40.00
8/11/2012	4965	Cr Bruce Jones	750.00
8/11/2012	4966	DT & MG Kerr	6,655.00
8/11/2012	4967	Litchfield Springs Water Pty L	40.00
8/11/2012	4968	Bruce Mason	2,601.50
8/11/2012	4969	Nair Watkins Chartered Account	15,537.50
8/11/2012	4970	OfficeMax	176.47
8/11/2012	4971	Rural Fire Protection	479.60

<b>8/11/2012</b>	4972	Western Diesel Group	125.84
<b>13/11/2012</b>	G/L Consolidate	Payroll	17,180.73
<b>DATE</b>	<b>REFERENCE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
<b>13/11/2012</b>	4817	Maneroo Cattle Co P/L	600.00
<b>15/11/2012</b>	4818	Commonwealth Bank of Australia	31.90
<b>15/11/2012</b>	4819	Commonwealth Bank of Australia	104.51
<b>15/11/2012</b>	4820	Commonwealth Bank of Australia	15.18
<b>21/11/2012</b>	4815	Commonwealth Bank of Australia	54.56
<b>22/11/2012</b>	130	PowerWater	3,987.65
<b>22/11/2012</b>	4973	Oolloo Investments Pty Ltd	76,724.42
<b>27/11/2012</b>	G/L Consolidate	Payroll	17,295.52
<b>27/11/2012</b>	4821	Maneroo Cattle Co P/L	600.00
		<b>Total</b>	<b>\$ 160,153.75</b>

## 8.2 FINANCIAL AND GRANT REPORT, FINANCIAL SUMMARY REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	5 <sup>th</sup> December, 2012
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	NIL

### SUMMARY

As part of the monthly reporting procedures a financial and grant report, and a financial summary report is submitted to Council.

### BACKGROUND

Attached is a financial and grant report and financial summary report to 30<sup>th</sup> November 2012.

### COMMENT

No additional comments are provided to this report.

### CONSULTATION

There is no consultation that applies to this report.

### STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council -

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

### POLICY IMPLICATIONS

There are no specific policies that apply to this report.

### VOTING REQUIREMENT

Simple majority



**RECOMMENDATION**

That Council receive and note the financial and grant report and financial summary report to 30<sup>th</sup> November, 2012.

**Moved:** Clr.

**Seconded:** Clr.

**Coomalie Community Government Council  
Financial Report for the period ending 30th November 2012**

<b>Cash at Bank</b>					
Cash on Hand					\$ 2,000.00
Cheque Account					\$ 391,124.41
Investment Account					\$ 718,803.86
<b>Total Cash at Bank</b>					<b>\$ 1,111,928.27</b>
<b>Debtors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade	-	110.00	434.00	168.00	\$ 712.00
Rates	-	-	-	235,846.85	\$ 235,846.85
<b>Total Debtors</b>					<b>\$ 236,558.85</b>
<b>Creditors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade		75,646.35	-	-	\$ 75,646.35
<b>Total Creditors</b>					<b>\$ 75,646.35</b>
<b>Reconciliation of Funds</b>					
Balance as per General Ledger					\$ 393,124.41
Add outstanding Debtors					\$ 236,558.85
Less outstanding Creditors					\$ 75,646.35
Add Investment Account					\$ 718,803.86
<b>Total Cash &amp; Receivables Available</b>					<b>\$ 1,272,840.77</b>

**Coomalie Community Government Council**

**Grant Report for the period ending 30th November 2012**

<b>Date Received</b>	<b>Grant</b>	<b>From</b>	<b>Amount</b>	<b>Expended to date</b>	<b>Amount Remaining</b>	<b>Acquittal Due</b>
15/06/2009	Developer Contribution Scheme	NTG	\$ 53,500.00	\$ 40,112.65	\$ 13,387.35	30/06/2010. Put towards 2013 review of DCS?
27/03/2012	Skate Ramp Grant - SPG	NTG	\$ 46,000.00	\$ 30,976.82	\$ 15,023.18	30/06/2012
27/06/2012	Adelaide River Access Playground	SPG - Dept Local Government	\$ 54,510.00	\$ -	\$ 54,510.00	30/06/2013
13/07/2012	Mimosa on the Adelaide River Grant	Territory Natural Resource Mgt	\$ 19,000.00	\$ -	\$ 19,000.00	15/06/2013
4/10/2012	CCCC Recycling in Coomalie Grant	Keep Australia Beautiful Council	\$ 8,181.82	\$ -	\$ 8,181.82	1/01/2013
3/10/2012	Oh What a Community Feeling	Office of Youth Affairs - NTG	\$ 2,000.00	\$ -	\$ 2,000.00	18/03/2013
3/10/2012	Teddy Bears Picnic	NAPCAN	\$ 1,000.00	\$ 650.00	\$ 350.00	28/11/2012
22/11/2012	EnvironmeNT Grant Gamba	Dept Lands Planning & Environment	\$ 10,000.00	\$ -	\$ 10,000.00	1/08/2013
13/11/2012	Australia Day Grant 2013	Australia Day Council NT	\$ 1,500.00	\$ -	1,500.00	31/03/2013
			<b>\$ 195,691.82</b>	<b>\$ 71,739.47</b>	<b>\$ 123,952.35</b>	
	<b>Cash and Receivables</b>				<b>\$ 1,272,840.77</b>	
	<b>Unspent Grants &amp; Subsidies</b>				<b>\$ 123,952.35</b>	
	<b>Cash Available to Council</b>				<b>\$ 1,148,888.42</b>	

**COOMALIE COMMUNITY GOVERNMENT COUNCIL  
MONTHLY FINANCIAL SUMMARY  
NOVEMBER  
2012**

<b>Acc Code</b>	<b>Account Description</b>	<b>Month Actual</b>	<b>YTD Actual</b>	<b>12/13 Budget</b>	<b>11/12 Actual</b>
	<b>110 ADMINISTRATION</b>				
110 3899	TOTAL INCOME	489,281	1,149,952	1,213,370	1,165,120
110 4999	TOTAL EXPENSES	43,091	347,032	715,730	800,249
110 5000	SURPLUS / (DEFICIENCY) 110	446,190	802,920	497,640	364,871
	<b>210 PUBLIC CONVENIENCES</b>				
210 4999	TOTAL EXPENSES	5,163	25,559	81,150	83,948
210 5000	SURPLUS / (DEFICIENCY) 210	-5,163	-25,559	-81,150	-83,948
	<b>211 SANITATION AND GARBAGE</b>				
211 3899	TOTAL INCOME	81	276,609	270,930	251,856
211 4999	TOTAL EXPENSES	12,717	89,585	254,960	187,201
211 5000	SURPLUS / (DEFICIENCY) 211	-12,636	187,024	15,970	64,655
	<b>212 CEMETERIES</b>				
212 3899	TOTAL INCOME	0	227	0	2,032
212 4999	TOTAL EXPENSES	318	2,603	4,800	4,944
212 5000	SURPLUS / (DEFICIENCY) 212	-318	-2,376	-4,800	-2,912
	<b>310 PARKS AND GARDENS</b>				
310 3899	TOTAL INCOME	-90	3,428	150	30,062
310 4999	TOTAL EXPENSES	15,186	79,373	220,890	319,023
310 5000	SURPLUS / (DEFICIENCY) 310	-15,276	-75,945	-220,740	-288,961
	<b>311 LIBRARIES</b>				
311 3899	TOTAL INCOME	0	48,858	47,000	47,316
311 4999	TOTAL EXPENSES	2,956	17,844	47,000	47,671
311 5000	SURPLUS / (DEFICIENCY) 311	-2,956	31,014	0	-355
	<b>312 SPORT AND RECREATION</b>				
312 3899	TOTAL INCOME	54,597	57,068	57,110	598
312 4999	TOTAL EXPENSES	25,015	63,870	195,806	88,927
312 5000	SURPLUS / (DEFICIENCY) 312	29,582	-6,802	-138,696	-88,329
	<b>313 SWIMMING POOL</b>				
313 3899	TOTAL INCOME	1,116	2,240	3,000	3,247
313 4999	TOTAL EXPENSES	5,508	43,291	98,520	112,416
313 5000	SURPLUS / (DEFICIENCY) 313	-4,392	-41,051	-95,520	-109,169
	<b>314 COMMUNITY RECREATION</b>				
314 3899	TOTAL INCOME	-61	137	38,000	86,810
314 4999	TOTAL EXPENSES	50,511	85,014	68,770	99,045
314 5000	SURPLUS / (DEFICIENCY) 314	-50,572	-84,877	-30,770	-12,235
	<b>410 ROADS</b>				
410 3899	TOTAL INCOME	247,382	296,724	415,924	384,224
410 4999	TOTAL EXPENSES	103,026	264,460	807,570	765,196
410 5000	SURPLUS / (DEFICIENCY) 410	144,356	32,264	-391,646	-380,972

<b>Acc Code</b>	<b>Account Description</b>	<b>Month Actual</b>	<b>YTD Actual</b>	<b>12/13 Budget</b>	<b>11/12 Actual</b>
<b>510</b>	<b>STREETLIGHTING</b>				
510 4999	TOTAL EXPENSES	-2,255	2,255	9,200	9,049
510 5000	SURPLUS / (DEFICIENCY) 510	2,255	-2,255	-9,200	-9,049
<b>511</b>	<b>TOURISM, PARKING AND OTHER</b>				
511 3899	TOTAL INCOME	4,000	9,000	23,300	19,316
511 4999	TOTAL EXPENSES	463	11,523	59,530	64,840
511 5000	SURPLUS / (DEFICIENCY) 511	3,537	-2,523	-36,230	-45,524
<b>512</b>	<b>DOG MANAGEMENT</b>				
512 3899	TOTAL INCOME	633	1,449	800	839
512 4999	TOTAL EXPENSES	148	804	5,200	5,455
512 5000	SURPLUS / (DEFICIENCY) 512	485	645	-4,400	-4,616
<b>513</b>	<b>GLYPHOSATE</b>				
513 3899	TOTAL INCOME	1,000	2,200	10,000	11,177
513 4999	TOTAL EXPENSES	50	3,875	10,000	10,496
513 5000	SURPLUS / (DEFICIENCY) 513	950	-1,675	0	681
<b>514</b>	<b>GAMBA AND WEED MANAGEMENT</b>				
514 3899	TOTAL INCOME	10,000	29,000	20,000	0
514 4999	TOTAL EXPENSES	0	0	20,000	0
514 5000	SURPLUS / (DEFICIENCY) 514	10,000	29,000	0	0
<b>900 3899</b>	<b>TOTAL INCOME</b>	<b>807,939</b>	<b>1,876,892</b>	<b>2,099,584</b>	<b>2,002,596</b>
<b>900 4999</b>	<b>TOTAL EXPENSES</b>	<b>261,897</b>	<b>1,037,088</b>	<b>2,599,126</b>	<b>2,679,031</b>
<b>900 5000</b>	<b>SURPLUS / (DEFICIENCY)</b>	<b>546,042</b>	<b>839,804</b>	<b>-499,542</b>	<b>-676,435</b>

**9 ADMINISTRATION REPORTS**

**9.1 USE OF COMMON SEAL**

Not applicable this month

**9.2 COMMUNITY RECREATION OFFICER'S REPORT**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\CRO
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	12 <sup>th</sup> December, 2012
<b>Author:</b>	Marilyn Morris, Community Recreation Officer
<b>Attachments:</b>	Community Recreation Officer's Report

**SUMMARY**

Community Recreation Officer's report for the Ordinary General Meeting held 18<sup>th</sup> December, 2012.

**BACKGROUND**

Not applicable.

**COMMENT**

Not applicable.

**CONSULTATION**

Not applicable.

**STATUTORY ENVIRONMENT**

Not applicable.

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and notes the Community Recreation Officer's report for November/December 2012.

**Moved:** Clr.

**Seconded:** Clr.

### **Recreation Officer Report November/December**

Tennis - Gone quiet over the last month due to storms at 5pm and people away.

Boxing – Boxing Fitness is still happening at the BAS under the guidance of Christabel and Ryan Martin (Principal). John McLean from Ironbark has a new CDEP program – therefore unable to run boxing at present.

Scouts – Steve McWilliams met with several residents on 19<sup>th</sup> November and has five interested adults to help start up and run the Coomalie Scouts one night a week, starting in the New Year. Future vision is to provide Coomalie Scouts for community events – primarily the Centenary years from 2014 to 2018 Anzac Services at Adelaide River.

Coomalie Swimming Group - Information day on 21<sup>st</sup> November shows there is huge interest. First Swim class was held on 5<sup>th</sup> December and we have eight toddlers under four learning to swim. Plus fifteen children five years and up in training. The funds to register for classes are deposited into a Swim Group code through Council with \$1.00 per child going into the swimming pool code. Royal Life Saving came down again in November and accredited another nine Bronze Medallion holders. Coomalie is getting a 'great rap' through Royal Life Saving as being a very well run pool with enthusiastic Bronzes everywhere. This week Katherine Council rang for advice on managing swimmers while they did not have a supervisor at the pool – telling us that Royal Life told them to talk to us.

Seniors Christmas Lunch – Plans all in motion for 18<sup>th</sup> December at the ARSS Club. Community bus will head down from Batchelor/approx 60 people plus we are putting away seven meals for seniors who have been booked in hospital for appointments but will collect the lunch later for their evening meal.

Batchelor Markets – Held on 9<sup>th</sup> December at a slightly different location and a more favoured spot. Twelve stallholders and also Lingalonga Festival employed a local face painter to do Christmas faces for the little ones. Markets will break now until April or May. Batchelor Tourism Committee suggested the Council put up a notice for a Community volunteer to run the Monthly Markets.

Australia Day – Nomination Forms are out at both Post Offices. Please encourage people to nominate someone or an event. Volunteers needed for the Big Breakfast on 26<sup>th</sup> January – from 5am/6am/7am.

School Holiday Program – Run from January 7<sup>th</sup> through to 24<sup>th</sup> January for 3 days each week with a live theatre performance on Australia day. Anglicare will be helping out each Thursday and working alongside a drama teacher employed through the Youth Vibe Grant.

Friday Night Fun - Following is information on what we get up to at the Bruce Jones Community Centre. Friday Night Fun is proving to be a real winner with the children. The General Store provides a new release video each week and Night Patrol is very proactive after their boss at Ironbark asked them to come on board from 5pm to 9pm. After a couple of weeks one of my parent helpers asked if he could help to fund these evenings. Don Law works for the John Holland Group (JHG) and was mentioning what he does on his Friday nights to his co workers. The HR Department at JHG have now become our sponsor for Friday Night Fun and are keen to come along in 2013 and help on the evenings as well.

I have included an email I sent to the HR at JHG:

*We started the Friday night Fun evenings on the 26th October and have had approximately 25 to 35 children regularly attend each week. In the last fortnight we have swelled our numbers and now have between 40 and 50 children. The Brazilian Dance teacher (Omar) teaches the boys (sometimes the girls join in) for half an hour. Other children sit in the art/craft area and paint, draw and do beading with Noressa - an indigenous*

*grandmother. Other kids run wild on the basketball court whilst weaving among the bike riders - also on the courts. Then there are the tree climbers.*

*At about 6.45pm I have the bar-b-q ready (this Friday we are doing hot dogs instead). While the hordes are feeding - we get the movie organized on the pretend screen. Movie normally on at approx 7pm or they head out to the basketball courts for "Batchelor Rules" basketball. Bedlam is a better word for it. I always have my 15 year old daughter helping me out - plus at least one or two mates and parents too. On Friday 30th November 2012- The Indigenous Sport Co-ordinator (Fred Murphy) came down from Sport and Rec, NT Gov to teach the young ones 'Proper Basketball' rules. He was a huge hit!! On January 18th - Timmy Duggan from Hoops4Health is coming down - he will cost us \$400 for the day sessions, a comp and a mascot too. I am hoping that the funds from John Holland Group can help there. Will begin again on 4th Jan, 2013 and the Hoops4Health will be a good cure for the kids in the January holiday boredom that always strikes after excitement of Christmas and New Year is past. Enclosing a shot of the Community Centre - with only one end wall. The other end is now finished and looks the same both ends. I would love to chat with your construction people and get ideas of how to make the Centre lockable - but without totally enclosing with walls as it would be too hot and loose the 'Open, breezy' feeling. I need to get some idea of costing for future grants and also what supplies are needed to finish off, enclose the Centre. Possibly working bees.*

The end result so far is – the HR girls from JHG donated funds in mid November to enable us to run the last 4 Friday nights. JHG employees are running a raffle of a giant TV and the funds raised will go toward Friday evenings in 2013 starting from 4<sup>th</sup> Jan. I was invited to the JHG Christmas party last weekend where I got to meet with the HR girls and many employees including the General Manager. They are interested in being involved with a local community where they see the personal side of their contributions really being appreciated. We hope to work together with JHG being very involved in the Bruce Jones Community Centre in the future. The Kids Christmas Tree Party is due to two employees who chatted with their husbands and they decided to come together and make it happen. Again the HR girls are racing in to get the gifts (I sent in a list of names, ages and gender) and wrapping them on Friday evening over wine and Christmas cheer.

Children's Christmas Tree Party – Being held on 15<sup>th</sup> Dec at ARSS Club from 3pm to 6pm. Taking down 32 children from Batchelor in the Council bus and the Batchelor School bus. These children are part of the Friday Night Fun Group that come to the Bruce Jones Community Centre.

## 10 LATE REPORTS

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	
<b>Author:</b>	
<b>Attachments:</b>	

### SUMMARY

Not applicable.

### BACKGROUND

Not applicable.

### COMMENT

Not applicable.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

Not applicable.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

That Council

**Moved:** Clr.

**Seconded:** Clr.



## 11 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	
<b>Author:</b>	
<b>Attachments:</b>	

### SUMMARY

Nil

### BACKGROUND

Nil

### COMMENT

Nil

### CONSULTATION

Nil

### STATUTORY ENVIRONMENT

NIL

### POLICY IMPLICATIONS

NIL

### FINANCIAL IMPLICATIONS

NIL

### VOTING REQUIREMENT

Simple majority

### RECOMMENDATION

<b>Moved:</b>	<b>Clr.</b>
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<b>Seconded:</b>	<b>Clr.</b>
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**12 COUNCIL REPORTS**

### **13 GENERAL BUSINESS**

### **14 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 17<sup>th</sup> January, 2013.