



## **AGENDA**

### **ORDINARY COUNCIL MEETING**

**19 February, 2013**

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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 long horizontal line extending to the left and a checkmark-like flourish to the right.

Signed: Lee Farrell Chief Executive Officer

# AGENDA

## ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 19<sup>th</sup> February, 2013 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>	19 <sup>th</sup> February, 2013
<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 19<sup>th</sup> February, 2013.

### 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 19<sup>th</sup> February, 2013.

**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>	19 <sup>th</sup> February, 2013
<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 19<sup>th</sup> February, 2013.

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

**Seconded:**                **Clr.**

**4    PETITIONS AND DEPUTATIONS**

## 5 CONFIRMATION OF MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES ORDINARY GENERAL MEETING 22 JANUARY, 2013

<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>	19 <sup>th</sup> February, 2013
<b>Author:</b>	Jo'Anne Kinter Administration Manager
<b>Attachments:</b>	Minutes Ordinary General Meeting 22 <sup>nd</sup> January, 2013 Letter to Director of Licensing re variation

#### SUMMARY

Minutes of the Ordinary General Meeting held 22<sup>nd</sup> January, 2013 submitted to Council for confirmation that those minutes are a true and correct record of the meeting with the amendments as outlined below.

#### BACKGROUND

Not applicable.

#### COMMENT

Clr Bulmer sent the following e-mail to the CEO regarding **RESOLUTION 22/01/2013/023** from the January meeting of Council.

That Council object to the extension of the License application by Rum Jungle Tavern to 22.00 hours but would be prepared to agree to an extension of the trading Hours to 21.00 hours so as to conform to the other liquor licence outlets in the Batchelor Town ship. The approval be for a trial period of 6 months.

**Moved**            **Clr Jones**

**Seconded**      **Clr Crook**

**Carried**

Adelaide river has 3 take away alcohol outlets. The public can buy their alcohol to take away in Adelaide River until at least 10pm at night. Batchelor has 2 take away alcohol outlets, one is licensed to sell takeaway alcohol until 10pm the other until 7pm a disparity in its self. The outlet that holds the 10pm takeaway license does not restock their supplies once the tourist seasons eases so between October and May in most cases anyone ,locals and travelers who wish to buy alcohol after 7pm must either travel to Adelaide River or Noonamah to get their supplies, this in itself is a problem, most locals can walk to Rum Jungle Tavern and carry their supplies home, by being forced to travel they will most likely be tempted to have a drink at the end of their journey before traveling back home or to their place of accommodation in Batchelor. Also workers from stations and most likely other places who are going to arrive in Batchelor later are now stopping in Adelaide River to drink and get takeaways before continuing to Batchelor. Over 200 locals signed a partition asking that Rum Jungle Taverns liquor takeaway license be extended from 7pm until 10pm (they had to be locals for the liquor commission to accept it )ONE SINGLE person put in brackets 9pm only. One would assume that being a council representing the community, that the community view would have been taken into consideration when this matter had of came before council.. I knew this matter would be brought before council and was watching for it as I didn't see anything in the business papers or any mail from the liquor commission listed either in coming or out going mail, I assumed it hadn't come in yet .As it was not in the business papers I did not realise it was coming up as a late item ,if so I would have asked for it to be moved forward ,or left my grand kids a bit longer and stayed.NOW I'M TOLD that this matter has been to council,as a late item after 10.45 pm and council have written to the liquor commission stating that we only agreed that the license be



extended to only 9pm with a 6 months probation period, and the concerned parties were not even given the chance to put their case forward. I was totally amazed. And to suggest a six months probation when they have already been in the community as a responsible outlet for many years and the other outlet has had no such restrictions put it could be seen as an insult.

The only other liquor outlet chooses not to encourage local patronage reduces all staff and supplies and opening hours through the off tourist season and has no beer. I realise that because this was a council resolution and I must comply with but I also believe this resolution was made without all the facts being given with little thought of the consequences. The reason that many years ago a resolution was made to conclude meetings at 10.30 so as people had a clear head and got all the facts when making decisions not rush jobs without facts being taken into account. I want my objection to this resolution recorded in the minutes of the meeting

Sue Bulmer

**Tuesday 12<sup>th</sup> February CEO Lee Farrell wrote to Councillors:**

Good Morning Councillors

Cr Bulmer has indicated that Council resolution is not correct as the intent of the resolution was to conform with other Liquor licenses in the town. The Batchelor Resort Takeaway License is to 22.00 hours (although he only trades to 21.00 hours and this was stated in the report he gave to the Liquor License court in 2006 ) Adelaide River takeaway is 22.00 hours.

Could Councillors please give me some direction as to whether they wish to change the decision of Council to 22.00 hours (to conform with other Liquor license in the town). This response /change will have to be done by the weekend. The date when submissions close.

Regards

Lee Farrell Chief Executive Officer

Director of Licensing,  
GPO Box 1154,  
DARWIN NT 0801

Wednesday 13<sup>th</sup> CEO Lee Farrell had received 5 E-mails from Councillors supporting the change and no objections to the 22.00 hours closure for sale of take away liquor as it conformed with the intent of the January Council Resolution.

Following this consultation with Councillors CEO Lee Farrell wrote to Director of Licensing on February as below:

Dear Sir/Madam

**Re: Variation of License Conditions – Rum Jungle Tavern**

I refer to our letter of 25<sup>th</sup> January, 2013 and request that this be removed from the submission process and replaced with this submission. At the time of making the previous decision, the information provided to Council in relation to the take away hours operated by other license establishments in Batchelor, was not correct.

The following submission is now submitted in respect to the Stamen Investments Pty Ltd application for a Variation to their License Conditions in regard to the Rum jungle Tavern.

**This application has been reviewed by Council on 13th February, 2013 and the previous decision made on 22nd January, 2013 has been rescinded and replaced with the following decision;**

## RESOLUTION

**That the Coomalie Council do not object to the extension of the License application by Rum Jungle Tavern to 22.00 hours as it conforms to the other liquor licence outlets take away trading hours in the Batchelor Town ship.**

Please feel free to contact the undersigned should you wish to discuss Council's decision.

## 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

- 1 That RESOLUTION 22/01/2013/023 of the minutes of the Ordinary General Meeting held 22<sup>nd</sup> January, 2013 pertaining to the extension of the License application by Rum Jungle Tavern be amended to read;

**That the Coomalie Council do not object to the extension of the License application by Rum Jungle Tavern to 22.00 hours as it conforms to the other liquor licence outlets take away trading hours in the Batchelor Town ship.**

- 2 That the minutes of the Ordinary General Meeting held 22<sup>nd</sup> January, 2013 with the above amendment be confirmed by Council as a true and correct record of the meeting

**Moved:**

**Seconded:**

## 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>	16 <sup>th</sup> January, 2013.
<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 19<sup>th</sup> February, 2013.

#### 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 January/February 2013.

**Moved:** Clr.

**Seconded:** Clr.

## OPERATIONS REPORT - FEBRUARY

### Operations Manager Report February 2013

#### Rural Roads

With the kind of wet that we have been having there has been little damage at this stage. The damage on the first 2.5km of the Coach Road from last month has not got any worse. There is a bad washout on Heather Lagoon Road this week which will have to be fixed now. The culvert on this road has been put in and still needs the road works to be completed. The guide post will be done this month, now that we have got a replacement staff member and Kylie is staying on. Bill is away sick this week. Hopefully the work crew next week will be full strength.

#### Batchelor Township

Day to day problem rubbish –graffiti has not been too bad. The Tavern car park toilets have had all the new cisterns put in and are working well. Macca's Painting has the painting and wall repair job, so this will be finished next week. Grind Tech NT (Stan Doyle) will then come in and do the floors. These toilets will be closed to the public when this is happening.

#### Batchelor Dump

The slot has been dug, a few problems with the cave-in. We are dumping the towns pick up Rubbish in this at the moment and when the survey is finished we will change things around to get the general rubbish dump in there as well. We are working on a new design for both dumps along the lines of a transfer station. Adelaide River will have 2 bins and Batchelor 3 bins, and recycling areas. Council to have full control of green waste and the dumps. I have a draft plan and design to personally present to council for discussion

#### Rum Jungle Lake

The lake has been cleaned up around the day use areas. The slashing has been done in this area. Need to do Gamba and other weed spraying again. Spraying of our drains and signage on our rural roads will commence soon. Slashing of roadside is ongoing as weather permits.

#### Adelaide River Township

Adelaide River oval toilets had 3 new cistern put in and are working well. The cubical posts that where rusted off have been fixed, with the little bit of money left over we will do some painting. The Adelaide River Mimosa project has finished the first stage, all went ok. Next month this will be finished off to suit our grant.

#### Adelaide River Dump

The dumping of the Skip bin on site is working well in general; until we make changes the dump is ok.

## 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>	14 February, 2013
<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 19<sup>th</sup> February, 2013.

### 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 January/February, 2013.

**Moved:** Clr.

**Seconded:** Clr.

## January/February Dog Report

There have been reports regarding 4 dogs:

Three of these dogs were in Flynn and Kirra Cres areas.

The fourth was a dog reported in Mardango but was not found.

Four dogs were impounded:

Two were returned to owners

One was rescued by a local resident

One was processed

The dog issue in Batchelor seems to be improving but there are still problem areas. A resident in Flynn Cres had 11 dogs at one stage – all but one have been removed and processed. The owner refuses to get the dogs registered and continues to get new dogs. I will seek advice from NT Housing regarding their dog policy and whether we can have their assistance in managing this dog problem.

### 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, 14 February 2013
<b>Author:</b>	Trevor Sullivan Pool Supervisor
<b>Attachments:</b>	Pool Report

#### SUMMARY

Pool Supervisor's reports for the Ordinary General Meeting 19<sup>th</sup> February, 2013.

#### 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 January/February, 2013.

Moved: Clr.

Seconded: Clr.

#### Pool Report

<i>Swimming Pool Takings and Statistics</i>									
	<i>Paying at gate swimmers and takings</i>						<i>Pass Swimmers</i>		
<u>Period ending</u>	<u>Adult</u>	<u>Children</u>	<u>Families</u>	<u>Pens</u>	<u>Gate</u>	<u>Passes sold</u>	<u>Pool Takings</u>	<u>Adult</u>	<u>Children</u>
WE 23/1/13	4	2	4		33.00	0.00	<b>33.00</b>	5	7
WE 30/1/13	4	10	7		60.00	150.00	<b>210.00</b>	18	23
WE 6/2/13	8	5	3		42.50	225.00	<b>267.50</b>	29	22
WE 13/2/13						225.00			
<b>TOTALS</b>	<b>16</b>	<b>17</b>	<b>14</b>		<b>135.50</b>	<b>600.00</b>	<b>510.50</b>	<b>52</b>	<b>52</b>

7 adult 6 monthly passes @\$75.00 each

3 adult monthly passes @\$25.00

Pool is running well except for a sound coming from the 2 new motors which has been reported to the supplier and is being monitored.

The numbers are up and down dependant on the weather.

The local police have identified the persons responsible for the damage to the shade cloth as previously reported. The police are waiting on our quotes for repair or replace. I am waiting on a quote from a local shade company.

## 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>	13 February, 2013
<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 January/February, 2013.

#### 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

The Hon Warren Snowdon MP	Adelaide River Community Information Centre
Batchelor Institute	Australian Centre for Indigenous Knowledges and Education
Department of Infrastructure and Transport	Development of Chin Subdivision
Minister for Local Government	Alterations of ward boundaries and Representation
Minister for Local Government	Regional Governance Working Group
Northern Land Council	WW11 Snake Creek Armament and Rail Project
Place Names Committee for the NT	Naming of Truck Parking Bays on major Highways
Department of Local Government	Special Purpose Grant Offer
The Hon Warren Snowdon MP	WW11 Snake Creek Armament and Rail project and AR Community Information Centre
Department of Regional Australia	Regional Development Australia Fund Round Three
Department of Regional Australia	Regional Development Australia Fund Round Four



**Correspondence Out**

Raymond Petrie	Prison Work camp
Sharzha Parker	Northern and Boundary Roads
Director of Licensing	Variation to License Cond. RJ Tavern
Frank Gray	Adelaide River Township
DRIACDEP	Remote jobs and Communities Program
Director of Licensing	Variation to License Cond. RJ Tavern

**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 COUNCIL POLICIES

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	G/POLICIES AND PROCEDURES CCGC2012
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	Tuesday, 12 February 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Employment policies Cyclone Response policy

### SUMMARY

Council staff have developed a number of employee policies and a cyclone response policy. Councillors were provided with copies of the policies listed below in December, 2012 for review and feedback. These policies are submitted to Council for authorisation to be adopted by Council:

<b>Policy</b>	
<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 5 OPERATIONS</b>	
5.5	Cyclone Response

### BACKGROUND

Nil

### COMMENT

Nil

### CONSULTATION

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

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council adopt the Council policies as listed below with a review timeframe of April 2016; after the next Council elections:

**Policy**

- 3.1 Customer Service Training
- 3.2 Occupational Health and Safety
- 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
- 5.5 Cyclone Response

**Moved:** Clr.

**Seconded:** Clr.

### 7.3 JOINT USE AGREEMENT BATCHELOR AREA SCHOOL AND COUNCIL

<b>Applicant:</b>	Batchelor Area School
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC/89
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	12 February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Joint Use Agreement BAS and CCGC

#### SUMMARY

An Agreement has been prepared and submitted to Batchelor Area School for comment for the joint use of facilities and equipment between Batchelor Area School and Coomalie Council and is submitted for approval by Council.

#### BACKGROUND

##### RESOLUTION 22/11/2012/018

That Council accepts the Batchelor Outdoor Education Unit (BOEU) offer of an annual \$1600 hire fee for the use of the Batchelor pool in 2013.

That an MOU be prepared between Council and the Adelaide River and Batchelor Schools for the use of shared facilities at no cost to either party.

#### COMMENT

NIL

#### CONSULTATION

Principal Batchelor Area School Ryan Martin  
Administration Manager Batchelor Area School Carolyn Bilston  
Chairperson of BAS School Council Kylie Turner  
Chief Executive Officer Lee Farrell  
Community Recreation Officer Marilyn Morris  
Administration Manager Jo'Anne Kinter

#### STATUTORY ENVIRONMENT

NIL

#### POLICY IMPLICATIONS

Not applicable

#### FINANCIAL IMPLICATIONS

No income from Batchelor Area School for the use of Facilities as outlined in the MOU; but an annual fee of \$1600 for Batchelor Education Unit's use of the Batchelor Swimming Pool in 2013.

No cost to Council for the use of facilities as outlined in the MOU.

#### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

That Council adopt the Joint Use Agreement between Batchelor Area School and Coomalie Community Government Council effective from 1<sup>st</sup> January, 2013 and to be reviewed annually in October.

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

**Seconded:**                **Clr.**

## 7.4 BATCHELOR SWIMMING POOL SPG GRANT

<b>Applicant:</b>	Department of Local Government - Batchelor Swimming Pool
<b>Location/Address:</b>	Batchelor Swimming Pool
<b>File Ref:</b>	CC18/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Batchelor Swimming Pool – Works Required.

### SUMMARY

During the NT Elections, the two NT candidates were lobbied by Councillors and staff that the Coomalie Council required a \$50k cash contribution to enable urgent repairs to be carried out to the Batchelor Pool to keep it open. Both parties approved an electoral commitment of \$50k should they be elected.

### BACKGROUND

Council has been in constant contact with the new local member Hon Gary Higgins Member for Daly regarding this commitment and he has continued to raise this matter with the Minister for Local Government. In January, 2013 I submitted a works proposal outlining the urgent works required to be completed at the Batchelor Pool to ensure the water hygiene and safety around the pool is retained and meets the required safety standards.

On the 5th February, 2013 The Minister for Local Government, Hon. Adam Giles has advised that he has approved a Special purpose Grant of \$50,000 to assist with repairs to the Batchelor Pool. The grant is to be expended on or before the 30<sup>th</sup> June, 2013.

Council has spent the sum of \$17608 (Budget \$15,000) replacing some of the Swimming Pool Filtration equipment and doing minor repairs around the Pool surrounds.

### COMMENT

Council now needs to authorise the areas that expenditure is to be undertaken to expend the \$50,000 on the Batchelor pool repairs. The attached spread sheet details the areas that require immediate work undertaken and this is summarised as follows

- |   |                |
|---|----------------|
| • Swimming Pool filtration equipment (balance)  | \$12485        |
| • New Pool Cleaner  | \$ 5900        |
| • Upgrading of Men's / Women's toilets  | <u>\$ 5050</u> |
| • Sub Total   | \$23435        |
| • Balance of work to be undertaken to Concrete concourse and repairing the pebble on the top and side of pool – The total cost of this work is estimated to be: |                |
| ▪ Pebble work   | \$58000        |
| ▪ Concrete Concourse  | <u>\$45500</u> |
| ▪ Total   | \$103500       |

Council must by resolution agree to accept the Special purpose Grant of \$50,000 to undertake the repair work to the Batchelor Pool.

### CONSULTATION

Poolwerx  
Swimming Pool manager – Trevor Sullivan  
Operations manager – Robert Bright  
Department of Local Government  
Hon Gary Higgins Member for Daly

**STATUTORY ENVIRONMENT**

The Shire Plan states that Council is to maintain the Batchelor Swimming Pool and its surrounds.

**POLICY IMPLICATIONS**

Not applicable

**FINANCIAL IMPLICATIONS**

Council has already over expended the sum of \$2608 in its 2012/13 budget to carry out the major repairs to the filtration system. This work has ensured the filtration system will operate and provide satisfactory water samples to ensure Council meets the required health standards.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council accept the Special Purpose Grant of \$50,000 from the NT Department of Local Government to carry out the urgent repairs to the Batchelor Swimming Pool. Further, the following works be undertaken by Council to the Batchelor Pool:

- Upgrade Swimming Pool filtration equipment (balance) \$12485
- Purchase a New Pool Cleaner \$ 5900
- Upgrade Men’s / Women’s toilets \$ 5050
- Carry out repairs to the Concrete Concourse and pebble area at the Pool up to a cost of \$26565

**Moved:** Clr.

**Seconded:** Clr.

## 7.5 COUNCIL PARKS AND GARDENS PRIORITIES

<b>Applicant:</b>	Councils parks, Ovals Costings
<b>Location/Address:</b>	Batchelor and Adelaide River town sites
<b>File Ref:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Spread sheet costings of parks & gardens.

### SUMMARY

With the cost of water on the increase and estimated to be an additional \$22,000 in costs , Council needs to set priorities on the work to be undertaken on its parks and gardens as we move into the 2013/14 financial year.

The work to be undertaken will depend on the priority given to the area.

### BACKGROUND

I have discussed the prioritisation of Parks and Gardens with the City of Palmerston (where the idea came from) and they have carried out an assessment of all their parks, gardens and ovals etc. to ensure they do not over service. I thought this would be of value to Council as we try to rein in costs while at the same time providing a standard of service that is acceptable to the public.

### COMMENT

The prioritisation of parks and gardens etc. needs to be thought through to ensure Council gets it right and the visual impact of Batchelor and Adelaide River remains for the general public to enjoy.

Council will need to list this as a discussion item for presentation to a Community meeting in April/May of 2013.

### CONSULTATION

City of Palmerston

### STATUTORY ENVIRONMENT

Councils Shire Plan states that Council is to maintain its Parks and Gardens.

### POLICY IMPLICATIONS

Not applicable

### FINANCIAL IMPLICATIONS

This is dependent on the priority that is given to each area and the extent the services that are currently provided are reduced.

### VOTING REQUIREMENT

Simple majority



## RECOMMENDATION

That Council list the prioritisation of Council's parks, gardens and ovals as a discussion item that will be presented to a Community meeting in April/May of 2013 for consideration and recommendation.

**Moved:** Clr.

**Seconded:** Clr.

## 7.6 PRISONERS CAMP ADELAIDE RIVER

<b>Applicant:</b>	Darwin Correctional Centre - Prisoner Camp
<b>Location/Address:</b>	Adelaide River
<b>File Ref:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Meeting Notes 7 <sup>th</sup> February, 2013 & 12 <sup>th</sup> February, 2013

## SUMMARY

Council carried a resolution on 22<sup>nd</sup> January, 2013 to consult with the Community regarding the establishment of a part time Prisoners camp at the old council Depot site in Adelaide River. Public meetings have now been held in Adelaide River on 7<sup>th</sup> & 12<sup>th</sup> February, 2013. (Refer to attached notes)

## BACKGROUND

The proposal for the establishment of a prisoner's camp was a result of a meeting between the CEO and representative from the Darwin Correctional centre (DCC). The DCC advised that it was uneconomical to travel on a daily basis to and from Darwin to undertake community work in Adelaide River and Batchelor town sites.

## COMMENT

The two community meetings have been held with the Commissioner from the Darwin Correctional Centre, Shire President and Councillors in attendance at both meetings.

## CONSULTATION

Darwin Correctional centre  
Darwin City Council  
Adelaide River Community via public Meetings  
Shire President

## STATUTORY ENVIRONMENT

The Shire Plan Strategy is " maintain levels of service to Parks, gardens, Ovals, Garbage facilities, Cemeteries, Sporting facilities, Offer support to Clubs and Societies, Support Adelaide River railway precinct , Walking Track along old railway corridor and Batchelor and Adelaide River Tourism Strategic Plan".

## POLICY IMPLICATIONS

Not Applicable

## **FINANCIAL IMPLICATIONS**

The use of Prison labour value adds to Councils Service program at no cost to Council.

## **VOTING REQUIREMENT**

Simple majority.

### **RECOMMENDATION 1:**

That Council amend the resolution 22/01/2013/020 as follows;

Delete the use of the Adelaide River Depot as it not a preferred site for use by the Darwin Correctional Centre for a prison camp and that items 2& 3 are also deleted as these are no longer applicable.

### **RECOMMENDATION 2:**

That Council support the establishment of an "as required" Prisoner Camp in Adelaide River being situated on the railway Museum precinct in Adelaide River and that in consultation with the Darwin Correctional Centre a Community Consultative Committee be appointed to assist with the Prisoner Camp and Community/Council projects for the betterment of the Coomalie Shire area.

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

**Seconded:**                **Clr.**

## 7.7 REVIEW OF STRATEGIC PLAN 2012- 2018

<b>Applicant:</b>	CCGC Draft Strategic Plan 2012 -2018
<b>Location/Address:</b>	Batchelor
<b>File Ref:</b>	CC/62
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	8 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Coomalie Community Gov. Council Draft Strategic Plan. Survey results December, 2012

### SUMMARY

The development of the Draft Strategic Plan , Regional Management Plan, Long Term Financial Plan (work in progress), Service Delivery Report( work in progress) and 2012/13 Budgets have been developed in draft form for Councils consideration.

### BACKGROUND

In conjunction with the representation and ward review, Council met with the Community in November 2012 to seek input into the review and development of Councils Strategic plan for the period 2012-2018. The attached document now covers all aspects of Councils operations which include the Strategic Plan, Regional Management Plan, Long Term Financial Plan (incorporating the Strategic planning developments when finalised) Councils Annual Plan, Annual Budget – 2012/13 and Service Delivery Plan.

### COMMENT

The Strategic Plan has two areas that require Council input and these are listed under **“Priority and Year”**. I have placed priority numbers (5 being the highest and 1 the lowest) to assist Councillors in their deliberations. The same has been done for the priority year for projects to commence.

The Long term Financial Plan (when completed) will incorporate all the priorities into this plan so as to provide Councillors with an overall view of the future of Council. The other Plans that have been included in the Long Term Financial Plans relate to the following

- Roads
- Buildings and
- Plant & vehicle replacement.

### CONSULTATION

Community meetings in Batchelor, Lake Bennett and Adelaide River were held in November 2012. Community survey conducted in November and results collated in December, 2012.

### STATUTORY ENVIRONMENT

Section 22(1) of the Local Government Act states that a Shire plan needs to be prepared and displayed for public inspection each year and written submissions be received for a period of 21 days before the amended plan is submitted to Council for approval. The final plan must be adopted by Council between 1<sup>st</sup> April and 31 July in each year. The Plan should also include Service Delivery Plan which is to be reviewed at least twice during the year to assess targets and performance.

### POLICY IMPLICATIONS

Not applicable

**FINANCIAL IMPLICATIONS**

Not applicable

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council prioritise the projects listed in the attached Draft Strategic plan to allow Council staff to develop a Long Term Financial Plan which incorporates the listed projects. The plan to then be resubmitted to Council for adoption prior to it being advertised in accordance with sections 22(1) of the Local Government Act in which written submissions are then sought.

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

**Seconded:**                **Clr.**

## 7.8 NEW TOWNSHIP SITE MAPS – COUNCIL CHAMBERS

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	Coomalie Council Chambers - Batchelor
<b>File Ref:</b>	CC/103
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	6 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Quotation for new Maps

### SUMMARY

The staff meetings have recommended that the Town site maps be updated as they are out of date. Prices have been obtained.

### BACKGROUND

As part of the upgrade of the Council Chambers, it is an opportune time to upgrade the town site maps situated within the Council Chambers. Prices have been obtained for the cost of the new aerial photos and for the maps to be placed in the exiting frames or block mounted.

### COMMENT

Council staff have suggested that the new maps should be block mounted to allow for the upgrade of the Council Chamber in the forthcoming years. The prices as detailed under the financial section reflect the difference in prices.

The quote from the exhibitionist is attached

### CONSULTATION

Staff members

### STATUTORY ENVIRONMENT

Not applicable

### POLICY IMPLICATIONS

Not applicable

### FINANCIAL IMPLICATIONS

The Financial costs are as follows

Option 1: 3 -MDF Split Batten Prints	\$1082	
Installation of prints on site	\$ 270	\$1352
Option 2 – 3 Prints and installation into frame	\$614	
1 additional frame	\$300 (est)	\$914
Cost of the Dept. of Lands reproducing the 3 photos is	\$150	

### VOTING REQUIREMENT

Simple majority

## RECOMMENDATION

That Council proceed with the upgrade of the town site maps in the Council Chambers by accepting Option ? at a cost of \$

**Moved:** Clr.

**Seconded:** Clr.

## 7.9 REVIEW OF ACTION ITEMS LIST FEBRUARY - 2013

<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>	13 February, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Action Items List February, 2013

## 7.10 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>	

## SUMMARY

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

*Moved Clr. Turner, Seconded Clr. Crook that Boundary Consultation/Expansion be a standing item on the council agenda until resolved. Council supports making this a priority for council. Clr. 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 Clr Gray, Seconded Clr 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 Clr. Crook, Seconded: Clr. 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.

### **14<sup>th</sup> December, 2012**

Letter received from Minister for Local Government advising of the establishment of a Regional Governance Working Group to provide advice on the future of local government in the Northern Territory. Refer attached letter

### **20<sup>th</sup> December, 2012**

CEO wrote to Minister for Local Government requesting the President of CCGC be invited to sit on the Local Government Advisory Board.

CEO applied for funding from Department of Local Government for a Special Purpose Grant of \$30,000.00 to assist the Council in undertaking financial modelling relating to viable boundary expansion options. Refer attached letter

### **13<sup>th</sup> February, 2013**

Clr Turner and CEO met with the Minister for Local Government to discuss this issue. A verbal report will be presented at the February meeting of Council.

## **CONSULTATION**

Shire President – Andrew Turner  
Department of Local Government NT

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

**Moved:** Clr.

**Seconded:** Clr.



## 7.11 CEO ACTIVITIES REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\CEO
<b>Date:</b>	13 <sup>th</sup> February, 2013
<b>Author:</b>	Lee Farrell Chief Executive Officer.
<b>Attachments:</b>	LGANT Agenda Briefing notes meeting with Minister for Local Government 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 17<sup>th</sup> January, 2013 to 14<sup>th</sup> February, 2013.

**Moved:** Clr.

**Seconded:** Clr.

## CEO Activities Report 17<sup>th</sup> January, 2013 to 14<sup>th</sup> February, 2013.

### 1. Adelaide River Tourist Committee.

Councils Finance manager Ms Melissa Kerr has obtained prices for the insurance of buildings at the Adelaide River Museum which are not insured.

### 2. Chin Estate

Letter has been received from the Federal Minister for Infrastructure and Transport Hon Anthony Albanese regarding the Chin subdivision. In brief the Ministers response was *"the subdivision was initiated by a private developer and approval was granted based on that proposal, therefore, any road development should be the responsibility of the developer in consultation with the Coomalie Community Government Council and subdivision landholders"*.

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

I have contacted the suppliers to obtain a final cost to install the coin operated toilets. No response to date.

### 4. Council Staff

The vacant position on the works staff has been advertised. Interviews were conducted on 7<sup>th</sup> February, 2013. Mr Ian Middleton has been appointed. Mrs Kylie Turner has been promoted to Leading Hand to improve the effectiveness and efficiency of the workforce. Her salary has been increased to cover for this additional responsibility.

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

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

**NO RESPONSE HAS BEEN RECEIVED. These questions have now been placed on the Minister for Transport's desk.**

### 6. Strategic Planning Information :

The Draft Strategic Plan is being finalised and will form part of this Agenda. The finalisation of the Long term financial plan is being developed and hopefully a copy will be available at this meeting.

### 7. Northern Roads – Boundary Roads – Meeting with Litchfield Council

The following email was sent to the CEO of Litchfield Council re the meeting held on 30<sup>th</sup> January, 2013 in the company of Clr Turner, Clr Crook and Operations Manager.

Hi Russell,

Thanks for yours and Alan's attendance today to discuss the Northern road proposal, Boundary road and the general discussions regarding issues of common interest between neighbouring Councils.

As discussed, I have attached a copy of the information sent to the Department of Lands and Planning regarding our application to develop the old rail corridor as a road link between the Councils and also to develop a main corridor from which future subdivisions can be developed in the northern section of the Coomalie Shire. This application has been received by the department and an onsite inspection was carried out on the 4<sup>th</sup> January 2013.

To complete the submission we would appreciate Councils comment as to whether your Council supports this northern route proposal and if so what road within the Litchfield municipality should the route connect to.

The second issue relates to Boundary road which will become an issue as we move forward. Both Councils have land which will go to auction and at this stage we are both stating that NO road access will be provided. Should at some stage in the future a road be constructed, Council seeks your consideration as to whether this should be done on a joint cost basis as it will benefit ratepayers in both Councils. Council already has an application for a road access to land along Boundary road. Your council's comments are sought.

I inspected the Berry Creek Transfer Station and must congratulate the employee and your Council for the excellent presentation of this site. I have travelled all around Australia, worked in 7 Local Authorities and this site would without doubt be the best kept transfer station site I have ever seen. If Coomalie Council could replicate this in Batchelor and Adelaide River I would be ecstatic. – Congratulations again to all concerned. To assist my Council come up to speed with our Transfer Stations, have you the plans for the construction of the site as I would like to cost such up and put this plan and costings before my Council for consideration in the 2013/14 budget.

Thanks again for your attendance today and I look forward to working with you and Council as we move forward.

#### **8. Batchelor CDEP Program**

John McLean Community Development officer for CDEP in Darwin continues to liaise with Council re the CDEP. The development is slow at this stage

#### **9. Keep Australia Beautiful Council**

I met with Heimo the CEO of KABC Darwin on 11<sup>th</sup> January, 2013. They are trialling two new recycle bin lids and Coomalie will receive both these for assessment.

Received a copy of MacDonnell Shires waste management guidelines for review and if we can obtain a word version use it to develop our own waste management plan for both the Batchelor and Adelaide River sites. New recycle bins have been received and these will be placed in Batchelor and Adelaide River.

#### **10. Waste Disposal Sites – Batchelor and Adelaide River.**

Discussions with the Dep't of Lands and Planning on 11<sup>th</sup> January, 2013 revealed the following issues:

- a. Batchelor waste Site - Proposed Transfer to Coomalie Shire has not been completed – No action can be taken until the Native Title issue is resolved.
- b. Adelaide River site – Proposed transfer to Coomalie Shire has not been completed. No action can be taken until the Native Title issue is resolved.
- c. The Land Officer at the dept. will follow up each application and will have to issue an occupation license for both the sites until Native Title has been resolved. Max period is 5 years – can be renewed for a further 5 years on application.

**11. Dates to remember**

- a. February 20<sup>th</sup> - Bombing of Darwin 71st Anniversary – CRO Mazz Morris is assisting in organising
  - i. Adelaide River re Bombing of Darwin.
  - ii. • Similar to last year with the Ecumenical Service at 10am
  - iii. • Tour of North Australia Railway Museum
  - iv. • Lunch at Adelaide River Inn
  - v. • At this time there will be two Coaches (65 - 75 people)
  - vi. • The Australia Defence Force order has been placed that will see ADF personnel from Katherine involved as per last year
- b. February 21<sup>st</sup> – TOPROC Meeting City of Darwin
- c. March 7 & 8 LGANT half yearly meeting in Darwin. Copy of the Agenda is attached,

**12. Council Meetings**

It has been verbally raised whether Council meetings should be held in alternative locations such as Adelaide River and Lake Bennett. Council thoughts are now sought on this suggestion.

**13. Meeting with Minister for Local Government 13/2/2013**

Meeting brief is attached

**14. 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>	12 <sup>th</sup> February, 2013
<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> – 31<sup>th</sup> January 2013.

#### 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 January 2013 payment register totalling \$106,706.63

Moved: Clr.

Seconded: Clr.

### COOMALIE COMMUNITY GOVERNMENT COUNCIL

#### PAYMENT REGISTER

#### JANUARY 2013

DATE	REFERENCE	DETAILS	AMOUNT
3/01/2013	4830	Commonwealth Bank of Australia POS fee	18.40
3/01/2013	4832	Commonwealth Bank of Australia Cherry picker hire and bus step M Card	582.50
8/01/2013	G/L Consolidate	Payroll	15,157.24
8/01/2013	5042	AJ Couriers & Haulage Pty Ltd	181.50
8/01/2013	5043	Area IT Solutions	715.00
8/01/2013	5044	Adelaide River Freight Service	27.50
8/01/2013	5045	Batchelor Butterfly Farm	375.00
8/01/2013	5046	The Big Mower	53.00
8/01/2013	5047	Cecil Black Lawyers	2,250.60
8/01/2013	5048	Darwin Business Machines	1,057.65
8/01/2013	5049	Darwin Office Technology	791.88
8/01/2013	5050	B Evans	800.00
8/01/2013	5051	Fin Bins	6,296.32
8/01/2013	5052	Victor Fox	3,500.00
8/01/2013	5053	Kirsty Higgins	1,418.93
8/01/2013	5054	Jardine Lloyd Thompson	2,631.72
8/01/2013	5055	DT & MG Kerr	2,887.50
8/01/2013	5056	Bruce Mason	1,540.00
8/01/2013	5057	Norsign NT	1,036.64
8/01/2013	5058	OfficeMax	207.01
8/01/2013	5059	Ooloo Investments Pty Ltd	28,967.14
8/01/2013	5060	Portner Press Pty Ltd	77.00
8/01/2013	5061	Shade and Play	1,716.00

8/01/2013	5062	Stockwell Water and Gas PTY LT	341.00
8/01/2013	5063	NT Rural Pty Ltd TA Territory	5,687.00
8/01/2013	143	PowerWater	7,210.24
8/01/2013	144	Telstra	2,008.00
8/01/2013	4831	Commonwealth Bank of Australia	165.06
15/01/2013	4835	Commonwealth Bank of Australia	21.12
15/01/2013	4836	Commonwealth Bank of Australia	10.56
16/01/2013	4833	Gordon & Debra Gale	1,200.00
16/01/2013	4834	Commonwealth Bank of Australia	12.76
21/01/2013	4837	Gordon & Debra Gale	600.00
22/01/2013	G/L Consolidate	Payroll	15,421.15
29/01/2013	5064	Lee Farrell	165.56
30/01/2013	458657	Petty Cash Reimbursements	1,575.65
<b>Total</b>			<b>\$ 106,706.63</b>

## 8.2 FINANCE 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>	12 <sup>th</sup> February, 2013
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	NIL

### SUMMARY

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

### BACKGROUND

Attached is a finance and grant report and financial summary report to 31<sup>st</sup> January 2013.

### 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 31<sup>st</sup> January 2013.

**Moved:** Clr.

**Seconded:** Clr.

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**Coomalie Community Government Council**
**Financial Report for the period ending 31st January 2013**


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<b>Cash at Bank</b>	
Cash on Hand	\$ 2,000.00
Cheque Account	\$ 250,685.43
Investment Account	\$ 855,143.31
<b>Total Cash at Bank</b>	<b>\$ 1,107,828.74</b>

<b>Debtors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade	-	3,205.40	-	325.00	\$ 3,530.40
Rates	-	-	-	184,989.24	\$ 184,989.24
<b>Total Debtors</b>					<b>\$ 188,519.64</b>

<b>Creditors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade		3,504.71	-	-	\$ 3,504.71
<b>Total Creditors</b>					<b>\$ 3,504.71</b>

<b>Reconciliation of Funds</b>	
Balance as per General Ledger	\$ 252,685.43
Add outstanding Debtors	\$ 188,519.64
Less outstanding Creditors	\$ 3,504.71
Add Investment Account	\$ 855,143.31
<b>Total Cash &amp; Receivables Available</b>	<b>\$ 1,292,843.67</b>

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**Coomalie Community Government Council**

**Grant Report for the period ending 31st January 2013**

<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	\$ 320.00	\$ 18,680.00	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	\$ 465.23	\$ 1,534.77	18/03/2013
3/10/2012	Teddy Bears Picnic	NAPCAN	\$ 1,000.00	\$ 1,066.21	\$ -	28/11/2012
22/11/2012	Environment Grant Gamba	Dept Lands Planning & Environment	\$ 10,000.00	\$ 950.00	\$ 9,050.00	1/08/2013
13/11/2012	Australia Day Grant 2013	Australia Day Council NT	\$ 1,500.00	\$ 23.14	\$ 1,476.86	31/03/2013
30/01/2013	Rum Jungle Bowls Club Equipment	Dept Sport and Recreation	\$ 10,000.00	\$ 1,584.50	\$ 8,415.50	28/02/2013
			<b>\$ 205,691.82</b>	<b>\$ 75,498.55</b>	<b>\$ 130,259.48</b>	
		<b>Cash and Receivables</b>			<b>\$ 1,292,843.67</b>	
		<b>Unspent Grants &amp; Subsidies</b>			<b>\$ 130,259.48</b>	
		<b>Cash Available to Council</b>			<b>\$ 1,162,584.19</b>	

**COOMALIE COMMUNITY GOVERNMENT  
COUNCIL  
MONTHLY FINANCIAL SUMMARY REPORT  
JANUARY  
2013**

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
<b>110</b>	<b>ADMINISTRATION</b>				
110 3899	TOTAL INCOME	203,119	1,358,953	1,258,384	1,165,120
110 4999	TOTAL EXPENSES	23,055	424,078	712,250	800,249
110 5000	SURPLUS / (DEFICIENCY) 110	180,064	934,875	546,134	364,871
<b>210</b>	<b>PUBLIC CONVENIENCES</b>				
210 4999	TOTAL EXPENSES	195	33,946	80,950	83,948
210 5000	SURPLUS / (DEFICIENCY) 210	- 195	- 33,946	- 80,950	- 83,948
<b>211</b>	<b>SANITATION AND GARBAGE</b>				
211 3899	TOTAL INCOME	81	276,674	278,811	251,856
211 4999	TOTAL EXPENSES	750	106,168	243,691	187,201
211 5000	SURPLUS / (DEFICIENCY) 211	- 669	170,506	35,120	64,655
<b>212</b>	<b>CEMETERIES</b>				
212 3899	TOTAL INCOME	-	227	250	2,032
212 4999	TOTAL EXPENSES	-	2,630	7,800	4,944
212 5000	SURPLUS / (DEFICIENCY) 212	-	- 2,403	- 7,550	- 2,912
<b>310</b>	<b>PARKS AND GARDENS</b>				
310 3899	TOTAL INCOME	- 254	3,192	4,382	30,062
310 4999	TOTAL EXPENSES	5,680	103,277	186,470	319,023
310 5000	SURPLUS / (DEFICIENCY) 310	- 5,934	- 100,085	- 182,088	- 288,961
<b>311</b>	<b>LIBRARIES</b>				
311 3899	TOTAL INCOME	-	48,858	48,858	47,316
311 4999	TOTAL EXPENSES	1,476	22,130	47,000	47,671
311 5000	SURPLUS / (DEFICIENCY) 311	- 1,476	26,728	1,858	- 355
<b>312</b>	<b>SPORT AND RECREATION</b>				
312 3899	TOTAL INCOME	11,143	68,211	71,330	598
312 4999	TOTAL EXPENSES	1,322	71,684	214,497	88,927
312 5000	SURPLUS / (DEFICIENCY) 312	9,821	- 3,473	- 143,167	- 88,329
<b>313</b>	<b>SWIMMING POOL</b>				
313 3899	TOTAL INCOME	2,455	4,831	5,000	3,247
313 4999	TOTAL EXPENSES	3,217	53,097	107,190	112,416
313 5000	SURPLUS / (DEFICIENCY) 313	- 762	- 48,266	- 102,190	- 109,169
<b>314</b>	<b>COMMUNITY RECREATION</b>				
314 3899	TOTAL INCOME	1,790	1,977	34,139	86,810
314 4999	TOTAL EXPENSES	4,798	94,218	83,080	99,045
314 5000	SURPLUS / (DEFICIENCY) 314	- 3,008	- 92,241	- 48,941	- 12,235
<b>410</b>	<b>ROADS</b>				
410 3899	TOTAL INCOME	-	296,525	390,420	384,224
410 4999	TOTAL EXPENSES	7,219	314,199	808,730	765,196
410 5000	SURPLUS / (DEFICIENCY) 410	- 7,219	- 17,674	- 418,310	- 380,972

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
<b>510</b>	<b>STREETLIGHTING</b>				
510 4999	TOTAL EXPENSES	-	4,510	9,200	9,049
510 5000	SURPLUS / (DEFICIENCY) 510	-	- 4,510	- 9,200	- 9,049
	<b>TOURISM, PARKING AND OTHER</b>				
<b>511</b>	<b>OTHER</b>				
511 3899	TOTAL INCOME	-	9,000	23,000	19,316
511 4999	TOTAL EXPENSES	169	14,850	55,170	64,840
511 5000	SURPLUS / (DEFICIENCY) 511	- 169	- 5,850	- 32,170	- 45,524
	<b>DOG MANAGEMENT</b>				
<b>512</b>	<b>DOG MANAGEMENT</b>				
512 3899	TOTAL INCOME	150	1,905	2,100	839
512 4999	TOTAL EXPENSES	340	1,479	5,200	5,455
512 5000	SURPLUS / (DEFICIENCY) 512	- 190	426	- 3,100	- 4,616
	<b>GLYPHOSATE</b>				
<b>513</b>	<b>GLYPHOSATE</b>				
513 3899	TOTAL INCOME	1,100	5,509	10,000	11,177
513 4999	TOTAL EXPENSES	3,950	7,875	10,000	10,496
513 5000	SURPLUS / (DEFICIENCY) 513	- 2,850	- 2,366	-	681
	<b>GAMBA AND WEED MANAGEMENT</b>				
<b>514</b>	<b>MANAGEMENT</b>				
514 3899	TOTAL INCOME	- 1,273	25,818	27,091	-
514 4999	TOTAL EXPENSES	1,270	1,270	27,091	-
514 5000	SURPLUS / (DEFICIENCY) 514	- 2,543	24,548	-	-
<b>900 3899</b>	<b>TOTAL INCOME</b>	<b>218,311</b>	<b>2,101,680</b>	<b>2,153,765</b>	<b>2,002,596</b>
<b>900 4999</b>	<b>TOTAL EXPENSES</b>	<b>53,441</b>	<b>1,255,411</b>	<b>2,598,319</b>	<b>2,679,031</b>
<b>900 5000</b>	<b>SURPLUS / (DEFICIENCY)</b>	<b>164,870</b>	<b>846,269</b>	<b>- 444,554</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>	
<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 19<sup>th</sup> February, 2013.

#### 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 January/February, 2013.

**Moved:** Clr.

**Seconded:** Clr.

## Community Recreation Officer Report January/February

**School Holiday Program**- The NT Govt grant covered the holiday program and kept fifteen to twenty children very busy and well fed. We spent most of our time at the Bruce Jones Community Centre, the tennis courts and the Pool. Also trekked down to Pine Creek to pan gold, check out the town and then stopped at Emerald Springs for lunch. The kids really enjoyed going south and seeing new places. We also did one 'Darwin town' trip to the movies and lunch at McDonalds (much to my horror).

**Friday Night Fun** - Donations from John Holland Group and CMFEU NT in late January will allow us to continue on with the free bar-b-q and also fund other items of interest. Friday 15<sup>th</sup> Feb is the Hoops 4 Health clinic – which i hope will encourage adults to become involved and enable us to have a Friday Night basketball Competition. I would like to make each Friday night a weekly 'community sport evening', but will need a roster of volunteer adults to achieve this.

**Coomalie Swimming Group** - This activity is going from strength to strength with at least twenty children and their parents attending weekly. Last week Wed 6<sup>th</sup> Feb the attendance numbers were outstanding:

4 years and under – 14 children, 11 parents and 3 helpers.

5 years and over – 14 children, 6 parents and 3 helpers.

Adult/teenagers water exercise class – 13 people

Thank you so much to the kids, parents, volunteer helpers and Bronze Medallion holders. Special thank you to Rana Everett and Laura Graham who are the trainers.

**Australia Day** – The Australia Day Council grant will cover all expenses for Australia Day. The breakfast crew were extremely efficient and fed over 200 people. Volunteers and helpers came out from everywhere to pull off another lovely Aussie Day Big Breakfast. All food and most other items were purchased from the Batchelor General Store and costs were kept within the budget of the grant.

**Bombing of Darwin Service (20<sup>th</sup> February at 10am)** - This event is organized through Coomalie Council and the City of Darwin. – Involved stakeholders are – St John's Ambulance, both Adelaide River and Batchelor Schools, Coomalie community volunteers, Friends of the North Australian Rail, Adelaide River Inn, Coomalie Council and councillors, Nor Force, Rob and Bridgette at A.R. War Graves, Richard Luxton and Jan Hills.

### **Upcoming events**

- Clean Up Australia Day - Sunday 3<sup>rd</sup> March
- Easter Weekend - Friday 29<sup>th</sup> March to Mon 1<sup>st</sup> April
- Youth Week Event – Wednesday 10<sup>th</sup> April
- Anzac Day – Thursday 25<sup>th</sup> April.
- Blood, Sweat and Fears – Saturday 4<sup>th</sup> and Sunday 5<sup>th</sup> May.
- Adelaide River Races – 1<sup>st</sup> June.
- Adelaide River Show – 8<sup>th</sup> and 9<sup>th</sup> June
- Batchelor Township Celebrates 60 years – Friday 2<sup>nd</sup> August to Monday 5<sup>th</sup>.
- Lingalonga Festival – Saturday 3<sup>rd</sup> August.
- Railway Picnic Day – Monday 5<sup>th</sup> August.

## **10 LATE REPORTS**

## 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>	Clr.
<b>Seconded:</b>	Clr.

## 12 COUNCIL REPORTS

### **13 CONFIDENTIAL ITEMS**

The information is classed as confidential under Clause 9(c) of the Local Government (Administration) Regulations 2008.

### **14 GENERAL BUSINESS**

### **15 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 19<sup>th</sup> March, 2013.