



# Coomalie Community Government Council

Meeting date: **Tuesday, 25 October 2011 from 6:00 PM to 10:15 PM**

Location: Council Chambers, 141 Cameron Road, Batchelor NT 0845

Purpose/Notes: Regular scheduled meeting

Invited Guests: (no guests)

## Meeting Documents:

(no documents)

## Agenda:

### 1. Standing Agenda Items

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#### 1.1. Apologies and Leave of Absence

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##### 1.1.1. Apologies and Leave of Absence

That Council accepts the apologies of \*\*\*\*\* and that leave of absence be granted.

**Resolution #:**

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#### 1.2. Vale Ian Fox

Clr. Bruce Jones

Batchelor resident Ian Fox sadly passed away on Tuesday 18 October 2011, following a tragic accident.

The following motion of condolence is proposed.

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##### 1.2.1. Motion of Condolence

Clr. Bruce Jones

That Council expresses its deep and heartfelt condolences and sympathy to the family, friends and workmates of the late Ian Fox. The Coomalie region has lost a man who gave unselfishly to the life, welfare and character of our community. He was a great mate to so many and will be sadly missed by us all.

**Resolution #:**

**Moved by:** Clr. Bruce Jones

**Seconded by:** Clr. Sue Bulmer

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#### 1.3. Disclosure of Interest

Chief Executive Officer

Having considered the Agenda and Business Documents, Councillors are requested to declare any possible, actual or perceivable conflicts of interest at this time.

##### Report:

##### **Section 74 of the Local Government Act (2008) provides for Disclosure of Interest by Council Members**

As soon as practicable after a member becomes aware of a conflict of interest in a question that has arisen or is about to arise before the council, local board or council committee, the member must disclose the personal or financial interest that gives rise to the conflict (the **relevant interest**):

(a) at a meeting of the council, local board or council committee;

and

(b) to the CEO.

(2) The CEO must record the disclosure in a register of interests kept for the purpose.

(3) A member must not, without the Minister's approval:

(a) be present at a meeting of the council, the local board or council committee while a question in which the member has a conflict of interest is under consideration; or

(b) participate in any decision on the question.

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##### 1.3.1. Disclosure of Interest

The following disclosures of interest were made:

**Councillor**

**Agenda Item**

**Details**

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#### 1.4. Confirmation Of Minutes

The minutes of the following Ordinary General Meeting(s) of Coomalie Community Government Council are to be reviewed and confirmed:

- Meeting held on 20th September 2011
- Meeting held on 27th September 2011

**Documents:**

- 20 SEP 2011 MINUTES PUBLIC.pdf 

pages 2 to 10
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- 27 SEP 2011 MINUTES.pdf 

pages 11 to 14
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##### 1.4.1. Confirmation of Minutes

That Council confirms the minutes of the Ordinary General Meeting held on 20th September 2011 as circulated.

**Resolution #:**

##### 1.4.2. Confirmation of Minutes

That Council confirms the minutes of the Special General Meeting held on 27th September 2011 as circulated.

**Resolution #:**

#### 1.5. Actions Arising

Chief Executive Officer

The Actions Arising from Ordinary General Meetings up to and including 27 September, 2011 are to be reviewed and confirmed.

**Report:**

The Actions arising list is tabled and includes all items outstanding, to the best of my knowledge. I am confident, with the addition of the the new Senior Administration Officer, over the coming month we will have time and resources that will allow us to action or resolve all of the items listed.

**Documents:**

- Actions Arising List 27 Sep 2011.pdf 

pages 111 to 119
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##### 1.5.1. Actions Arising

That Council notes and confirms the Actions Arising list up to and including the meeting held on 27 September, 2011 as circulated.

**Resolution #:**

#### 1.6. Correspondence

The correspondence inward and outward is to be reviewed and confirmed.

**Documents:**

- Correspondence Inwards Package.pdf 

pages 15 to 47
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- Correspondence Out public package.pdf 

pages 48 to 51
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- OCT 2011 Email Register INCOMING PUBLIC.pdf 

pages 52 to 59
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- OCT 2011 Email Register OUTGOING PUBLIC.pdf 

pages 60 to 62
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##### 1.6.1. Correspondence Inward

That Council receives and notes the correspondence inward as listed in the register and as circulated.

**Resolution #:**



### 1.6.2. Correspondence Outward

That Council notes and confirms the correspondence outward as listed in the register and as circulated.

**Resolution #:**

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### 1.7. Financial Statements

The Financial Report contains:

- Financial Report
- Monthly and Year to Date Operating Results Summary
- Monthly and Year to Date Operating Results Detail
- Balance Sheet
- Grant Report
- Payments Register

**Documents:**

- Financial Statements Package.pdf

pages 63 to 90

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#### 1.7.1. Financial Statements

That Council notes and receives the Financial Statements as presented and confirms the payments made as listed in the payments register.

**Resolution #:**

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### 1.8. Chief Executive Officer's Report

Chief Executive Officer

The Chief Executive Officer's Report is to be received and noted.

**Report:**

**General Comments**

The new Senior Administration Officer and Community Recreation Officer are both settling in very well and meeting or exceeding expectations that I have. This has allowed us to catch up on a number of outstanding tasks.

Staff morale and productivity is at the highest level I have seen and I am grateful to the staff for their hard work and positive attitude.

**Boundary Expansion and Council Funding**

On 13 October Council received written confirmation of its request for increased funding in the 2011/2012 and 2012/2013 financial years. Included in the correspondence was a strong indication that the funding methodology for the determination of operational subsidy grants for smaller councils like Coomalie will also be reviewed.

Based on the correspondence received and discussions with members of the NT Government and others, it seems clear that any notion of amalgamation with Litchfield Municipality is no longer on the agenda.

**Policy Reviews and Community Consultation**

With the current momentum for a review of the *Coomalie Planning Concepts and Land Use Objectives*, and other policy and strategic matters in the pipeline, I have prepared a *Model Policy Development Process Incorporating Community Consultation* for discussion with Council. If Council supports the model process, it will be implemented for immediate application.

**Documents:**

- Model Policy Development Process.pdf

page 91

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#### 1.8.1. Chief Executive Officer's Report

That Council receives and notes the Chief Executive Officer's report as presented.

**Resolution #:**

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Chief Executive Officer

## 1.9. Operations Manager's Report

The Operations Manager's Report is to be received and noted.

### Report:

#### Reconstruction of Solomon Road

Work on the reconstruction of Solomon Road is proceeding in a very satisfactory manner and in front of the anticipated schedule. A number of minor design issues have been overcome in conjunction with the contractor. Early compaction testing revealed problems with the composition of the sub-grade in one section of the road and this section is being reworked to ensure that the problem is eliminated. Remaining compaction tests are revealing excellent results.

To date the reconstruction contractor, Lavercombe Grader Services, is performing all of their obligations under the contract in a very satisfactory and efficient manner and demonstrating great willingness to work well with Council's project superintendent, Robert Bright.

The preferred seal contractor, Territory Bitumen Services, has been issued with an order and sealing work is scheduled to commence in the week beginning 17 October 2011. Formal dispensation from the requirement to call public tenders for the sealing work was obtained prior to the issue of the order.

#### Roads Hierarchy and Roadworks Program

The project to inspect and assess all Council roads has now been completed and the draft Listing of Required Works and Priorities is attached for the information of Council. Work has also commenced on reworking the Hierarchy of Roads document and we expect to have this completed for consideration at the November Ordinary General Meeting of Council. The draft Listing of Required Works and Priorities will have further work done on it over the coming month to include cost estimates on each required job.

#### Pre-Cyclone Season Cleanup

The annual Pre-Cyclone Season Cleanup has been scheduled for Adelaide River on Monday 17 October and for Batchelor on Monday 24 October. Notices have been published in the Stop Press and placed on notice boards in Batchelor and Adelaide River.

Inspection and clearing of stormwater drains in the townships is also scheduled.

#### Installation of Chemical Storage Units

The installation of chemical storage units will be completed by the time Council meets on 18 October. The formwork and construction of the required concrete slab has been carried out using staff labour and is a credit to the skill and hard work of our crew.

### Documents:

- Draft Listing of Required Roadworks and Priorities.pdf pages 92 to 97

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### 1.9.1. Operations Manager's Report

That Council receives and notes the Operations Manager's Report as presented.

#### Resolution #:

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## 1.10. Community Recreation Officer's Report

The Community Recreation Officer's Report is to be received and noted.

### Documents:

- CRO Report.pdf pages 98 to 100

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### 1.10.1. Community Recreation Officer's Report

That Council receives and notes the Community Recreation Officer's Report as presented.

#### Resolution #:

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## 1.11. Library Reports

The Community Library Reports for Adelaide River and Batchelor are to be received and noted.

### Documents:

- Adelaide River Library Report.pdf 

pages 101 to 102
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- Batchelor Library Report.pdf 

pages 103 to 104
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### 1.11.1. Library Reports

That Council receives and notes the Library Reports as circulated.

#### Resolution #:

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## 1.12. Batchelor Swimming Pool Report

Chief Executive Officer

The Batchelor Swimming Pool Report is to be received and noted.

### Report:

#### Report by Chief Executive Officer

In view of Council's tight budgetary position, I have been continuing to look for options to reduce costs and increase efficiency and productivity of the workforce.

Cost savings or productivity gain is valued in the vicinity of \$35,000 per annum could be realised if the position of Pool Supervisor was modified to include pool maintenance tasks only.

If this savings measure were to be considered by Council it would, by implication, mean that the swimming pool would be open to key holders only.

The current system of issuing physical keys to keyholder pool users raises less revenue than targeted because the keys are shared widely with nonpaying relatives and friends of some key holders and also because some key holders fail to return their keys at the end of the allocated period.

Staff are currently investigating the cost and utility of installing an electronic access system at the Batchelor swimming pool to lessen access by nonpaying pool users.

It is recommended that Council authorises me to further investigate and report on:

- the potential costs and benefits of reallocating a portion of the Pool Supervisor position to other works-oriented duties; and
- the legal and risk management implications of such a change in policy.

The proposed report would, if the recommendations were adopted by Council, form the starting point for undertaking a process of community consultation before implementation of any operational changes.

If changes were to occur I would envisage that these would come into effect in the 2012/2013 budget year.

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### 1.12.1. Batchelor Swimming Pool Report

That Council receives and notes the Batchelor Swimming Pool Report as circulated.

#### Resolution #:

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### 1.12.2. Direction to Chief Executive Officer

That Council directs the Chief Executive Officer to further investigate and report on:

- the potential costs and benefits of reallocating a portion of the Pool Supervisor position to other works-oriented duties; and
- the legal and risk management implications of such a change in policy.

#### Resolution #:

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## 1.13. Dog Management Report

The Dog Management Report is to be received and noted.

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### 1.13.1. Dog Management Report

That Council receives and notes the Dog Management Report as circulated.

**Resolution #:**

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### 1.14. Weeds and Environmental Management Report

Chief Executive Officer

The Weeds and Environmental Management Report is to be received and noted.

#### Report:

Meetings with Weeds Branch over the last couple of weeks have resulted in a deal for free chemical to distribute to certain landowners in the Shire. Council will be able to use this chemical also in certain areas. Government agencies are looking at Council to undertake (paid) work for them within our boundaries.

I have been appointed to the NT Weeds Advisory Committee to advise the Minister on weeds matters.

Our weed spraying program is currently being finalised and will be put in place by the end of November 2011.

I am working with Bushfires Council on the loaning out of spray units supplied by the Weeds Branch will stop

Attached to this item is a request from LGANT for any further nominations by Council for appointments to the NT Weeds Advisory Committee, and a copy of the meeting agenda showing items dealt with at the last NT Weeds Advisory Committee held on 19 September 2011

#### Documents:

- NT Weeds Committee Nominations.pdf

pages 105 to 110

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### 1.14.1. Weeds and Environmental Management Report

That Council receives and notes the Weeds and Environmental Management Report as circulated.

**Resolution #:**

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## 2. Business Brought Forward From Previous Meetings

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No Business Brought Forward From Previous Meetings

## 3. General Business



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### 3.1. Subdivision Application PA2011/0703 Section 00009 Hundred of Waterhouse 845 Cheeney Road - D&M Kerr

Chief Executive Officer

The attached subdivision application has been received from Development Assessment Services with comments due from Council by Friday, 21 October 2011.

#### Report:

##### Chief Executive Officer's Report

The proposed subdivision is to subdivide the existing parcel of 745.84 ha into 12 lots in total. The proposal is to create 11 lots ranging in size from 9.57 ha to 24.50 ha with the remaining 603.58 ha making up the 12th lot.

The subdivided parcels proposed incorporate road access along the existing Cheeney Road frontage. There are no battleaxe style accesses proposed.

It is recommended that the following condition(s) be sought by Council:

1. Access to lots 1 and 2 shall be via double concrete invert minimum 8 metres wide in total in accordance with NT Government standard drawings subject to item (6) below;
2. Access to lots 3 and 4 shall be via double concrete invert minimum 8 metres wide in total in accordance with NT Government standard drawings subject to item (6) below;
3. Access to lots 5 and 6 shall be via double concrete invert minimum 8 metres wide in total in accordance with NT Government standard drawings subject to item (6) below;
4. Access to lots 7 and 8 shall be via double concrete invert minimum 8 metres wide in total in accordance with NT Government standard drawings subject to item (6) below;
5. Access to lot 9 shall be via single pipe culvert minimum 4 metres wide positioned approximately 180 metres from lot 9's northern boundary in total in accordance with NT Government standard drawings subject to item (6) below;
6. Accesses to all lots shall be approved by Council prior to commencement of construction. In all cases a longitudinal section of the proposed work is required showing all necessary drop structures in the road side drain to prevent scouring and potential damage to the road pavement. Access ways shall be in accordance with NT Government standard drawings and a minimum of 4 metres wide. Where applicable a pipe culvert can replace the concrete invert.

#### Documents:

- Kerr Subdivision Application.pdf

pages 120 to 146

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## 4. Confidential Items and Conclusion

### 4.1. Confidential Session

Council moves into closed session to deal with confidential items at this time.

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#### **4.4. Conclusion of Confidential Session**

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#### **4.5. Next Meeting**

The next ordinary meeting of Coomalie Community Government Council will be held at the Council Chambers in Batchelor on Tuesday 15th November 2011 at 6.00pm.

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#### **4.6. Conclusion**

There being no further business, the President declared the meeting closed at \*\*\*\*\*

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