



MINUTES
ORDINARY COUNCIL MEETING
17th October 2017

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Signed: Paul McInerney, Chief Executive Officer

MINUTES

ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 17th OCTOBER 2017

President of the Shire Council Andrew Turner declared the meeting open at 6:01pm and welcomed all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Andrew Turner
Councillor	Vice President Max Corliss
Councillor	Sharon Beswick
Councillor	Sue Bulmer
Councillor	Christian McElwee
Councillor	Deborah Moyle

STAFF PRESENT

Chief Executive Officer	Paul McInerney
Finance Manager	Melissa Kerr
Senior Administration Officer	Jasmine Douglas

VISITORS PRESENT

Senior Policy Officer, Local Government Division, Department of Housing and Community Development	Rolf Nilsson
Community Development officer, Local Government Division, Department of Housing and Community Development	Peter Wyatt

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	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 on 17th October 2017.

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.

NOTE

That Council received no apologies for the Ordinary General Meeting held 17th October 2017.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	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.

NOTE

That Council received no declarations of interest for the Ordinary General Meeting held 17th October 2017.

4 PETITIONS AND DEPUTATION

Nil

5 CONFIRMATION OF MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES FOR THE ORDINARY GENERAL MEETING OF 18TH SEPTEMBER 2017**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Jasmine Douglas, Senior Administration Officer
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held on 18th September 2017 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

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.

RESOLUTION 17/10/2017/001

That the Minutes of the Ordinary General Meeting held on 18th September 2017 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr. Beswick

Seconded: Clr. McElwee

CARRIED

6 FINANCE REPORTS

6.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	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 for September 2017.

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

COOMALIE COMMUNITY GOVERNMENT COUNCIL			
PAYMENT REGISTER			
SEPTEMBER 2017			
DATE	REFERENCE	DETAILS	AMOUNT
2/09/2017	Merc Fee Sep 17	Commonwealth Bank of Australia	106.52
6/09/2017	588	Australian Taxation Office	11,988.00
8/09/2017	589	Motor Vehicle Registry	737.85
8/09/2017	8332	AJ Couriers & Haulage Pty Ltd	66.00
8/09/2017	8333	Attache Software Australia Pty	8,359.00
8/09/2017	8334	Batchelor Area School Council	250.00
8/09/2017	8335	Batchelor Service Centre	74.00
8/09/2017	8336	Cr. Sue Bulmer	450.00
8/09/2017	8337	Bunnings Building Supplies P/L	231.80
8/09/2017	8338	Cr. Max Corliss	450.00
8/09/2017	8339	Cr. Ewan Crook	450.00
8/09/2017	8340	Darwin Office Technology	303.57
8/09/2017	8341	Darwin Human Resource & Comput	445.00
8/09/2017	8342	Dept of Infrastructure Planning	7,174.16
8/09/2017	8343	Fin Bins VTG Waste & Recycling	4,155.38
8/09/2017	8344	Cr. Dave Gray	850.00
8/09/2017	8345	Higgie Mechanical Engineering	2,725.79
8/09/2017	8346	Hosepower	95.23
8/09/2017	8347	IBIS Information Systems	2,860.00
8/09/2017	8348	DC Jesser	880.00
8/09/2017	8349	Cr. Bruce Jones	450.00
8/09/2017	8350	Intergrated Land Information S	109.60
8/09/2017	8351	NT Water Filters	156.00
8/09/2017	8352	Diedre Pickering	3,314.00
8/09/2017	8353	Pumacard	2,446.86
8/09/2017	8354	RS Gardening Care	8,012.40
8/09/2017	8355	Shade and Play	175.00
8/09/2017	8356	Top End Sign Sales	126.50
8/09/2017	8357	Tradelink - Darwin Plumbing S	163.25
8/09/2017	8358	Cr. Andrew Turner	1,500.00
12/09/2017	G/L Consolidate	Payroll	25,389.22
12/09/2017	Reject Fee	Commonwealth Bank of Australia	1.10
13/09/2017	458699	Petty Cash Reimbursements	656.80
15/09/2017	590	Jacana Energy	1,494.88
15/09/2017	591	PowerWater	3,777.39
15/09/2017	8359	Air Liquide WA Pty Ltd	72.00
15/09/2017	8360	Area IT Solutions	893.20
15/09/2017	8361	Fin Bins VTG Waste & Recycling	2,077.69
15/09/2017	8362	Local Govt Assoc of NT	275.00
15/09/2017	8363	Norsign NT	92.57
15/09/2017	8364	OfficeMax	609.46
15/09/2017	8365	T/A Batchelor General Store	285.86
15/09/2017	BPay Fee Sep 17	Commonwealth Bank of Australia	23.76
15/09/2017	Commbiz Sep 17	Commonwealth Bank of Australia	16.72
15/09/2017	Commbiz Sep 17	Commonwealth Bank of Australia	51.04
26/09/2017	G/L Consolidate	Payroll	27,777.25
28/09/2017	8366	Bruce Mason	400.00
29/09/2017	592	PowerWater	341.20

29/09/2017	593	Telstra	1,205.41
29/09/2017	8367	Access Hardware	297.00
29/09/2017	8368	JAC Embroidery TA Brandit NT	26.40
29/09/2017	8369	DC Jesser	1,320.00
29/09/2017	8370	Local Govt Assoc of NT	387.00
29/09/2017	8371	Bruce Mason	1,956.00
29/09/2017	8372	NT Electoral Commission	14,693.44
29/09/2017	8373	Oolloo Investments Pty Ltd	277.30
29/09/2017	8374	Practical Safety Australia Pty	616.00
29/09/2017	8375	QBD The Bookshop	304.28
29/09/2017	8376	S.E. Rentals Pty Ltd	258.63
29/09/2017	8377	Shadetech	23,474.00
29/09/2017	8378	Shannon Recycling & Landcare	1,375.00
29/09/2017	Reject Fee	Commonwealth Bank of Australia	1.10
29/09/2017	Super Sep 17	Click Super	8,285.17
3/10/2017	8364	OfficeMax	366.10
TOTAL			\$ 178,183.88

RESOLUTION 17/10/2017/002

That Council approve and pass for payment the September 2017 payment register totalling \$ 178,183.88.

Moved: Clr. Moyle

Seconded: Clr. Beswick

CARRIED

6.2 FINANCE AND GRANT REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	Quarterly Financial Summary Q1 and Budget Review

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 the finance and grant report and monthly financial summary report for September 2017.

COMMENT

Nil

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

COOMALIE COMMUNITY GOVERNMENT COUNCIL

FINANCIAL REPORT FOR THE PERIOD ENDING 30TH SEPTEMBER 2017

Cash at Bank	
Cash on Hand	\$ 1,000.00
Cheque Account	\$ 897,712.72
Investment Account	\$ 2,050,000.00
Trust Account	\$ 249,918.76
Total Cash at Bank	\$ 3,198,631.48

Debtors	Current	30 Days	60 Days	90 Days	
Trade ***	-	-	-	192.50	\$ 192.50
Rate Arrears	485,761.14	-	-	153,480.03	\$ 639,241.17
Rates paid in advance	(7,872.30)	-	-	-	(7,872.30)
Total Debtors					\$ 631,561.37

Creditors	Current	30 Days	60 Days	90 Days	
	2,080.45	-	-	-	\$ 2,080.45
Total Creditors					\$ 2,080.45

Reconciliation of Funds	
Balance as per General Ledger	\$ 1,148,631.48
Add outstanding Debtors	\$ 631,561.37
Less outstanding Creditors	\$ 2,080.45
Add Investment Account	\$ 2,050,000.00
Total Cash & Receivables Available	\$ 3,828,112.40

*** Trade Debtors	
Wild West Entertainment - Oval Hire	192.50
	192.50

COOMALIE COMMUNITY GOVERNMENT COUNCIL

GRANT REPORT FOR THE PERIOD ENDING 30TH SEPTEMBER 2017

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
31/05/2016	Regional Ec Infrastructure Cheeney Rd	Dept of Transport	\$ 1,743,687.00	\$ 1,671,006.26	\$ 72,680.74	30/04/2017
20/12/2016	School Holiday Program - June July 2017	Dept of Chief Minister	\$ 2,000.00	\$ 1,831.99	\$ 168.01	31/08/2017
31/08/2017	Regional Ec Infrastructure Milton Coach Rd	Dept of Infrastructure	\$ 1,412,224.00	\$ 728,081.72	\$ 684,142.28	30/06/2018
22/06/2017	SPG - Batchelor Pool Upgrade	Dept of Local Government	\$ 95,310.00	\$ 21,340.00	\$ 73,970.00	30/06/2018
17/07/2017	Seniors Month 2017	Dept of Chief Minister	\$ 2,000.00	\$ 1,272.70	\$ 727.30	30/09/2017
22/09/2017	NT Library Operations	Dept Tourism Culture	\$ 51,748.00	\$ 12,295.30	\$ 39,452.70	31/07/2018
			\$ 3,306,969.00	\$ 2,435,827.97	\$ 871,141.03	
		Cash and Receivables			\$ 3,828,112.40	
		Unspent Grants & Subsidies			\$ 871,141.03	
		Cash Available to Council			\$ 2,956,971.37	

NOTE

The finance Manager gave a very detailed and lengthy presentation of the following important strategic documents;

- Finance Report including Budget variations and reasons why these occur
- 10 year forward Road Works Program
- 10 year Buildings and Community Facilities Renewal Program
- 10 year Plant Replacement Program
- 10 year Footpath, Kerb and Gutter Renewal Program

The Finance Manager offered that she would be available for Councillors to come into the office on her working days and discuss these important documents.

RESOLUTION 17/10/2017/003

That Council receives and notes the Finance Report, Grant Report and Quarterly Financial Summary Q1 and Budget Review including budget amendments for September 2017.

Moved: Clr. Corliss

Seconded: Clr. Turner

CARRIED

Clr Beswick left the meeting 6.50pm – returned 6.51pm

6.3 STRATEGIC INFRASTRUCTURE FUND AND SPECIAL PURPOSE GRANTS 2017/18

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

The Strategic Infrastructure Fund (SIF) program is now open for funding for local government infrastructure related projects. There is only one round for the SIF program in 2017-18. Applications close 10 November 2017.

The Special Purpose Grants (SPG) round will open soon and there are two rounds each year, usually in September and March. The Local Government Special Purpose Grants are open to local councils to improve community infrastructure and service delivery. Funding is available to purchase capital items such as road plant and equipment, and deliver recreation facilities, training programs and social infrastructure. The grants aim to assist local government bodies and communities to become stronger and self-sustaining with submissions required to show how the initiative will benefit the wider community.

BACKGROUND

Council have previously been successful with the following SPG's:

- \$95,310 Upgrade Batchelor Pool
- \$149,000 Hook Truck
- \$114,650 Hook Bins
- \$79,820 Tractor/Slasher
- \$53,800 Hino Truck

COMMENT

Council's long term plan is to complete sealing the Arterial Road between Batchelor and Adelaide River, and as per the road hierarchy it is an arterial road that links major regions of the Shire. It would be prudent to apply for the SIF grant round to continue sealing this road.

Council's 2017/18 budget includes applying for SPG's for Batchelor Playground softfall, Upgrading sports courts, Bus, Footpaths and a new ride on mower.

CONSULTATION

CEO, Finance Manager

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

Clr McElwee left the meeting at 6.51pm – returned 6.52pm

NOTE

That Council consider a garbage compactor for use at the Waste Stations for minimising waste and increasing longevity of the sites; and also investigate a green waste chipper for the sites.

RESOLUTION 17/10/2017/004

That Council apply for funds to seal Coach Road through the SIF grant program and prioritise projects for the SPG round when open as discussed.

Moved: Clr. Beswick

Seconded: Clr. Corliss

CARRIED

6.4 COUNCILWISE SOFTWARE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

Council's current accounting software is not designed to meet the specific needs for local government use, requires manual input from the rates and receipting systems, and manual spread sheeting for end of year financial reporting. The current system is not capable of expanding or growing to meet our future requirements. A local government designed software program, Councilwise is available to Council that would suit our current needs and future requirements.

BACKGROUND

Council have previously looked at upgrading the accounting and rating software, however the costs have been prohibitive and the system not actually suitable to small rural councils.

We now have the opportunity to purchase software that is compatible with our size and demands. The cloud computing solution has property, finance, assets and services components. Councilwise delivers significant improvements in terms of agility, performance and lower cost of total ownership compared to other options. There will be no need in the future for expensive server hardware as the Councilwise platform is accessible from a simple internet connection. Currently Council's servers are located adjacent to the reception area past use by date, and are significantly expensive to replace.

COMMENT

Councilwise is a local government software program designed in conjunction with Microsoft and available for use in the cloud. There are a few other Council's in the Top End that is using the software now. For the first

time, smaller regional councils can access these capabilities without costly capital expenditure and complicated lengthy implementations.

As it is a cloud based system, it is available for use anywhere at any time and reduces the reliance on complex networking solutions between remote sites. For example, Council could offer its services at Adelaide River and Lake Bennett with great ease.

Cost of software approximately \$24,792 (annually) and cost to implement, including data migration, installation and training \$25,000 (one off).

CONSULTATION

CEO, Finance Manager, Councilwise, Palmerston and Litchfield Councils

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 17/10/2017/005

That Council, in regard to the recent presentation by the Executive Director of Local Government Division, seek her concurrence and financial support to Coomalie Council upgrading their software to the Councilwise system.

Moved: Clr. Bulmer

Seconded: Clr. Beswick

CARRIED

6.5 AUDITED FINANCIAL STATEMENTS AND ANNUAL REPORT 2016/17

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC/27
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	Audited Financial Statements and Annual Report 2016/17 – a hard copy will be provided

SUMMARY

The financial statements for 2016/17 have been audited by Nexia Edwards Marshall NT and recommended to be adopted by Council's Audit Committee.

BACKGROUND

Council's annual financial statements are required to be audited each year.

COMMENT

No additional comments are provided to this report.

CONSULTATION

Nexia Edwards Marshall, Councils Audit Committee

STATUTORY ENVIRONMENT

132 Reference of annual financial statement for audit

The annual financial statement must be prepared, and referred to the Council's auditor for audit:

- (a) as soon as reasonably practicable after the end of the relevant financial year; and
- (b) in any event, in time to ensure that the audited statement will be available no later than 15th November in the calendar year in which the financial year ends.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 17/10/2017/006

That Council receive and note the Audited Financial Statements and Annual Report for 2016/17 as recommended by the Audit Committee of Council and submit to the Local Government Division, Department of Housing and Community Development and the NT Grants Commission.

Moved: Clr. Bulmer

Seconded: Clr. Corliss

CARRIED

7 OPERATIONS MANAGER'S REPORTS

Break at 7.24pm – Resumed at 7.48pm

7.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

Roads-

As advised last month Coach Road at the front of Fawcett's is still to be done. When the funds are rolled over in October, 2017 by Council and then this project can commence.

Milton/Coach Road to 8.0km's has been sealed, driveways in the 8.0 Km's sealed. The final stage estimated to be 2-3km subject to funding will commence when the Contractors (H&K Contractors) arrive back in the area. (a few weeks later than originally planned.) This is a grant funded project over last financial year and this financial year.

Council period contractor (Oolloo Investments) will be starting to water grade and roll gravel roads in the council area also clear drains where road width allows.

This work will commence from the 9/10/17

Cheeneey road- drainage will be the first to be carried out as a priority and with roads in that area. The works are progressing steadily and the drain taking shape as well as the required remediation works. The agreement with the Department and landholder for drainage works is set at an optimal completion date of 31st October. This was always subject to mobilisation of contractors. The Department is kept informed regularly by phone and their next inspection checkpoint will be next week.

Water, grade and roll program has been set on the following roads with Councils period contractor.

Ferne Road	Coach road (Erkelens Subdivision)
Carr Road	Erkelens road from Miles road
Milton west road	Then back to Adelaide River Area-Water grade and roll the following roads
Solomon west road to little German	
Cheeneey North road to Chin Subdivision	Haynes road
Scott road	Strickland road
Fowler road	Fred Hardy road
Sergeant road	Then Lake Bennett area-water grade and roll the following roads
Poet road	Owens lagoon road
White road	Heathers lagoon road
Miles road	Cadogan road
Perreau road (east end)	Echidna road

The above roads require some drains to be opened up and to be re-sheeted also

Waste-

Both Batchelor and Adelaide River dumps are running satisfactorily.

As requested by Council I have put thought into the future planning for slots at Batchelor. New slots will be excavated after the wet as to build slots during the wet is not recommended as they just fill with water. If Council refer to the basic maps it identifies the work areas planned (see map that is included as a hard copy with your agenda's). I am more than happy to meet with Councillors on site to explain this in more detail.

B area-The rubbish will be face dumped against the mound of dirt that we built last year over the wet, enough fill is available to cover this.

A area -There is approximately enough area moving north on the east side to provide for 5 more slots, if we dig them like we currently been doing, we have approximately 4-5 years of land left, if we have to bring rubbish over from Adelaide River this will shorten our time span.

To use the face dump (B) heading west this area is going over old dump slots from the past years, this will last for approximately 5 years but at a greater cost to bring in fill dirt to cover rubbish.

Adelaide River Dump

For a town with a small population there is a lot of rubbish some weeks I guess depending on tourist season, itinerant dumpers from outside the area etc, the life span of burying rubbish here is very short, Green waste is OK for approximately 2 years then the dump site will be a transfer station only.

Parks-

Maintenance is ongoing in all of our parks. Sprinklers need attention in certain areas and will be completed as work force allows. Anzac Park water leaks have now been addressed with a new controller put on the sprinkler system. Low pressure problem at the Adelaide River Oval has also been addressed. As previously advised Council needs to be on the lookout for grant programs that will assist with staged improvements over time.

Ironbark have completed painting of storm water drains and culverts in towns has been completed.

Council staff have commenced an Audit on trees in the Batchelor oval and parks areas to carry out selective pruning and maintenance of trees in this area. This will be costly and built into a tree management program on an ongoing annual basis.

Program was started on the 4/10/17 a lot of work is required in this area and a cheery picker is required to be able to get to hung up branches etc in some of the trees.

Subdivisions-

Silkwood Ventures subdivision, Dorat Road, Adelaide river has had conditions finalised by Council.

Pool-

Council has received grant funding to upgrade the change rooms, replace damaged sail shades over the pool. As importantly funding is available to purchase 3 replacement pumps.

Bathrooms and outside area need painting if finance is available.

New pumping equipment, (3 pumps, sand filters, chlorinators etc) installed.

Shade cloth has been installed.

Staff

Staffing issues have been addressed by casual pool of workers.

Adelaide River and Batchelor Pre-Cyclone Green Waste Clean Up-

Batchelor commencing 16th October, 2017

Adelaide River commencing 23rd October, 2017.

Robert Bright, Operations Manager

VOTING REQUIREMENT

Simple majority

RESOLUTION 17/10/2017/007

That Council receives and notes the Operations Manager’s Report for September/October 2017.

Moved: Clr. McElwee

Seconded: Clr. Corliss

CARRIED

7.2 MONTHLY POOL & DOG STATISTICS

Applicant: N/A

Location/Address: N/A

File Ref: CCGCDocs\Pool Supervisor

Date: 17th October, 2017

Author: Trevor Sullivan, Animal Management Officer

Attachments: Nil

SUMMARY

Pool Report

Pool has had a face lift. New shade covers all around. Three new pumps, two new chlorinators and some plumbing works completed.

Toilets have new sinks and bowls.

Numbers have been up, plenty of kids and adults, school holidays.

Dog Report

No dogs were caught, although a lot of chasing. At present the staff are upgrading the current trailer.

A trailer with built on cage and the ability to carry more than one dog trap is needed urgently.

This will assist in enforcement.

NOTE

For the Information of the Council.

8 CHIEF EXECUTIVE OFFICER'S REPORTS

8.1 INCOMING AND OUTGOING CORRESPONDENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Correspondence to be tabled

SUMMARY

Council is provided with items of correspondence both received and sent during the months of September/October 2017.

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

DATE		Source	Subject
9/9/17	MI 1	Silkwood Development	Title search, maps and documents relating to AN 1187
11/9/17	MI 2	Batchelor Police Sergeant	Report of unlawful entry at Batchelor pool
11/9/17	MI 3	Local Government Shared Services	Report on recent discussions in the NT
13/9/17	MI 4	Power & Water Corporation Land Tenure	Request to Issue Certificate as to Title Section 2830 Hundred of Goyder
13/9/17	MI 5	Department of Housing and Community Development	Audit- Request for Signed Confirmation Form
13/9/17	MI 6	Department of Housing and Community Development	Requirements for Council's Annual Report
15/9/17	MI 7	Director Northern Territory Library	2017-2018 Public Library Funding Agreement
15/9/17	M 8	LGANT	Records Disposal & Retention Schedule- Agreement and Invoice
18/9/17	MI 9	Shannon Recycling and Landcare	September Report
18/9/17	MI 10	LGANT	Australian Institute of Company Directors Course-request for Expressions of Interest from Council

21/9/17	MI 11 & 11.1	Department of Housing and Community Development	Strategic Local Government Infrastructure Fund Guidelines & Invitation for Proposals
19/9/17	MI 12	Australian Local Government Association	Request for list of community projects, for Local Government Community Infrastructure Program
3/10/17	MI 13	Department of Tourism and Culture	Notice of unsuccessful grant application to upgrade Adelaide River Library
	MI 14	Adelaide River Library Members Group	Request to use Adelaide River Council office transportable for craft activities
29/9/17	MI 15	Department of Housing and Community Development	Better Remote Infrastructure Fund
22/8/17	MI 16 not presented @ September meeting	Department of Tourism and Culture	Sport and Recreation Development Division re Remote Sport Program request for additional information

Correspondence Out

DATE		Source	Subject
25/8/17	MO 1	MK	Remote Sports Program Final Report
12/9/17	MO 2	PM	Signed audit confirmation request
14/9/17	MO 3	PM	Notice to Councillors re first meeting protocol
22/9/17	MO 4	PM	AN 1252 letter re Unimproved Capital Value
2/10/17	MO 5	PM	Response to Australian War Graves application for bore installation
2/10/17	MO 6	PM	Appointments to Batchelor Division of the Development Consent Authority
3/10/17	MO 7	PM	CCGC Election Feedback
9/10/17	MO 8	PM	Signed Statement of Agreement for Keyword for Council records system
6/10/17	MO 9	PM	Documents re Development Permit for NT Portion 04724 , 14 Dorat Road Robin Falls
9/10/17	MO 10	PM	Agenda for Aged Care network meeting

CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 17/10/2017/008

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

Moved: Clr. Moyle

Seconded: Clr. McElwee

CARRIED

8.2 REVIEW OF ACTION ITEMS LIST TO OCTOBER 2017

Applicant: Nil

Location/Address: N/A

File Ref: N/A

Disclosure of Interest: Nil

Date: 17th October, 2017

Author: Paul McInerney, Chief Executive Officer

Attachments: Action Items List to October, 2017.

RESOLUTION 17/10/2017/009

That Council receives and notes the Actions Items List.

Moved: Clr. Turner

Seconded: Clr. McElwee

CARRIED

8.3 COMPLAINTS REGISTER TO OCTOBER 2017

Applicant: Nil

Location/Address: N/A

File Ref: N/A

Disclosure of Interest: Nil

Date: 17th October, 2017

Author: Paul McInerney, Chief Executive Officer

Attachments: Complaints register

RESOLUTION 17/10/2017/010

That Council receives and notes the complaints for the September/October 2017 period.

Moved: Clr. McElwee

Seconded: Clr. Corliss

CARRIED

8.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/79
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

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.

COMMENT

July 2014

The NT Government published a notice in the Government Gazette on 3 July 2014 which includes the Robin Falls area in the Coomalie Community Government Council area.

February 2015

The Ombudsman found that Council does not have a case to answer in relation to the process to incorporate the Robin Falls area into the Council area.

June 2015

A meeting of the BCWLGAG was held at Belyuen on Tuesday 9 June 2015. The main discussion revolved around the incorporation of the remaining unincorporated areas into Councils.

December 2015

The Department of Local Government provided a background briefing for Councillors on the remaining unincorporated areas. The Territorian published a brief article on the proposal on Sunday 6th December 2015 making comment about the proposal.

January 2016

Letter sent to Department of Local Government requesting Litchfield National Park be included in the Coomalie Community Government Council area.

February 2016

The Department of Local Government have advised that there will be no further decisions made in relation to formation of new Councils in this term of Government. The Department has acknowledged Council's request in relation to Litchfield National Park.

May 2016

A meeting was held of the BCWLGAG. There was a discussion regarding the three councils working together in developing a strategy to put to the Government in relation to their future and the unincorporated land.

June 2016

Department of Local Government and Community Services were advised of Council's agreement to investigate the formation of a regional council subject to Batchelor being the administrative centre.

July 2016

Three consultants were invited to quote on the scope of works to provide an analysis of options for local government structures in the area. Two quotes were received. An application was submitted for a Special purpose Grant to proceed with the consultancy.

August 2016

The Council received an email on Tuesday 9th of August from the Department of Local Government advising that the Special Purpose Grant to provide an analysis of options for Local Government structures in the area has been granted.

September 2016

Consultants have been engaged and anticipate the review will take approximately 6 weeks.

October 2016

The President and the CEO met with the consultant's representative on Monday 26th September 2016. The discussion revolved around Councils preferred options for a new Regional Council. The consultant was advised that council's preferred option was to progressively identify areas which relate to the current Council and incorporate them into the Council.

November 2016

The Consultants met with BCWLGAG on 9 November 2016 for an update and work shop. Council representatives presented varying views of the future and there was no consensus of a preferred direction for the future. The major points were that the consultants should focus on the current Council and perhaps comment on aligning the rural parts of Lichfield Council with any new entity. Marrakai area was excluded from the current discussion. The current Belyuen stalemate should be resolved by the next election. The Government needs to lead the process for incorporation of the unincorporated lands. The timeframe is probably 5 to 9 years.

December 2016

Council resolved the following in relation to the consultant's report

That Council formally adopt its position as outlined below:

- progressively improve Council's sustainability through efficiencies, resource sharing and continued review of service levels. This also includes seeking additional income sources when appropriate
- selective expansion of the Shire area to include areas which are naturally serviced by Council
- ensure Batchelor remains the centre of administration for the Council
- support NT Government initiatives that achieve the goals identified previously.

That Council advise that the Department of Housing and Community Development that it believes there will be little progress in the incorporation of unincorporated land unless there is long term commitment from the political arm of Government.

January 2017

Wagait Council has requested that Coomalie and Belyuen Council's give permission for the Consultant's report to be made available publically on Council's website.

February 2017

A meeting of the Councils and the Division of Local Government has been arranged for Monday 20th February 2017.

May 2017

The meeting discussed the merits of the report prepared by the consultants titled Working Together- A way forward.

The meeting agreed to receive and note the report, however they believe that the report did not adequately explore the options raised by the Councils and was basically a restatement of the options explored in 2011/12.

In particular, the meeting agreed the following points:

The report does not reflect the views of the three Councils combined, or any one of the three councils.

The report does not discuss the preferred options of the three councils.

The issues relating to the unincorporated lands remains with the Northern Territory Government and the land owners.

The three councils investigate opportunities to undertake planned sharing of services.

The three councils continue to work with the Northern Territory Government on constructive options to address the development of Local Government in the top end.

It was requested that the individual Councils discuss and agree on the 5 points outlined.

Resource Sharing

It was agreed that the CEOs would meet regularly to discuss and investigate resource sharing opportunities with the three councils. This will be separate to the BCWLGAG.

The group could also investigate opportunities to contract to the Northern Territory Government some services currently provided to the unincorporated areas.

It was suggested that initially the group should meet bi-monthly and the first meeting to be held at a suitable date in the first full week of March 2017.

July/August 2017

Executive Director Department of local Government – Lee Williams and Rolf Nilson met with the Council President and CEO to flag potential staged rural council expansion in the Top End. CEO was requested to develop concept and provide estimates if required, using work untaken in 2015. Two further meetings held by the CEO with Department staff to develop the concept and cost analysis.

September 2017

The President summarised for the new Council the reason for the standing order; Amalgamation review and current NT Government position with an expanded rural Council option.

October 2017

October 10th 2017 - Executive Director Department of local Government – Lee Williams and Rolf Nilsson special presentation to Councillors on the history of previous years’ amalgamation proposals and potential for Coomalie, Litchfield National Park, Belyuen model to be considered.

October OGM confirms Coomalie Councils position via formal resolution and summarised by the following purpose statement.

“That the Coomalie Community Government Council confirms its commitment to

- 1. pursue the building of a stronger rural local government model in the region;*

and

- 2. to work cooperatively with Councils in developing options that allows for a stronger rural local government model to be established in the region; with the following process being put forward to the Belyuen Community Government Council for its consideration.”*

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

NOTE

For the information of Council

8.5 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs/CEO
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Adelaide River Library Member Group Request Letter

SUMMARY

CEO Community Activities/ General.

14th September – Met with Tony Clementson, Tourism NT who was in the Litchfield/Coomalie region undertaking business visits. Discussion included grant funding opportunities or barriers with major events funding in area, concerning recent approach for NT Motor Sport event in Batchelor.

16th September – met with Cr McElwee for discussion on first meeting of Council, structure of agenda.

17th September – met with Executive Director Local Government, Ms Lee Williams concerning first meeting and code of conduct, confidentiality provisions and conflict of interest, and voting procedures for first meeting.

21st September – met with Lucas Fiddaman, Bushfires NT, Community Engagement – re their request to utilise Council newsletters etc next year for key messaging on Bushfire safety etc.

26th September – Met at length with Rolf Nilsson, Local Government Division re core support needed for expansion proposals and Coomalie participation.

27th September – met with Ross Norman and Natasha Rodwell for Browns Project update. Meeting also attended by Clr Moyle.

29th September – Cheeney road drainage project Department inspection on progress works with Department Infrastructure, Planning and Logistics representative and the Operations Manager.

4th October 2017 – Attended neighbourhood watch NT session at Bruce Jones Community Centre. 14 community members attended. Clrs Moyle and McElwee attended also.

6th October, 2017 – Met with Gary Higgins, Member for Daly at Coomalie re road matters. Legal access and potential funding.

10th October – Special meeting of Council presentation by Lee Williams, Executive Director Local Government to Council.

11th October – Coomalie Aged Care network meeting (initiative of Batchelor Clinic) with Commonwealth Dept in relation to funded programs and processes. In relation to in home services and supports for Coomalie seniors.

12th October – Browns project site inspection.

17th October – Council Audit Committee meeting.

Council Elections 2017 – Feedback to Northern Territory Electoral Commission. (NTEC)

I have written to the NTEC and advised them that Council feedback is as follows:

1. That future service agreements need to show clearly the polling booth arrangements.
2. That Council requires a polling booth to be open on official election day.
3. That for the 2017 Council elections that Council does not support the imposition of fines on non-voters due to the confusion with some electors on polling arrangements.

Public Library Funding Agreement – 2017/18

Patrick Gregory, Director of NT Library has returned a counter-signed copy of the 2017-18 Public Library Funding Agreement for our records and has advised the grant funding will follow shortly.

The 2017/18 funding is the same for 2016/17 with the addition of CPI. The total funding provided is \$51,748 ex GST.

Schedule 3 outlines the requirements of Council within the agreement.

A new five-year Agreement is being developed for implementation in 2018-19.

The funds are shared equitably between both libraries at Batchelor and Adelaide River.

NSW Government/NT Archives Records Management Agreement.

LGANT have forwarded Councils in the NT the NSW State Archives and Record "Keyword for Council" Licence Agreement.

LGANT on behalf of NT Councils has for a number of years been working on a solution for local government records disposal and retention schedules. The main steps in the process has been

1. Sorting out software issues with NT Archives
2. Obtaining funding to undertake a study
3. Getting the research done, drafting the schedule and providing copies to Councils.

The original licence fee on behalf of the 13 Councils was paid by LGANT and reimbursement by each Council has been made, as originally agreed.

Coomalie Council share was \$397.00

The Agreement was required to be signed by the CEO.

LGANT – Proposed Australian Institute of Company Directors Course – Expressions of Interest.

As part of new Councillor (including returned Councillors) training and induction, LGANT is again trying to coordinate Councils in the Top End to participate in undertaking the Australian Institute of Company Directors course.

LGANT advises that the cost to run a course is approximately \$30K. Depending on take up by Councillors this fee would then be divided by numbers participating and arriving at each participant's individual fee.

The Course is not limited to any special number e.g. 25 participants. So the more that register to participate the cheaper per individual cost.

Do any Councillors wish to undertake the Course or Senior Staff would benefit from this course also? The Manager of Finance has expressed a desire to undertake the course should Council allow this expenditure.

Silkwood Subdivision Dorat Road – DP12/0125

As a result of the out of session decision appropriate Caution Notices relating to Condition 13 and 14 have been signed and the general consents signed and sealed.

A letter was also forwarded waiving Council rights and interest in Condition 16.

Dr John Cooper did collect the paperwork in relation to the above at Batchelor on 10th October, 2017.

ALGA – Register of Local Community Infrastructure Program projects.

Recently correspondence was received from Australian Local Government Association asking Councils across Australia to assist by registering interest with projects online from Councils that identify needs for Community Infrastructure. The ALGA will no doubt use this as a lobby for funding programs of a size and scale that can assist Councils. This is an important role the ALGA undertakes across Australia. It doesn't mean that the Federal Government would create a program but it helps the ALGA build a business case and argument for ongoing and additionally funded programs.

I have initially registered a Batchelor Sports Precinct revitalisation Project for over \$2M that would assist in modernising of the aquatic facilities, bowling green (synthetic), joint use change room facilities, netball, basketball, tennis courts and lighting that need upgrading and creating an integrated community hub. These are community assets in need of significant dollars for upgrading and modernisation for today's and future need.

They have requested 3 projects to be nominated per Council so in the community infrastructure space (not roads) I would welcome additional suggestions from Council e.g. – Adelaide River Community Library “creating additional community space building project”

In completing registrations on the projects I am restricted to a maximum 500 Character (not words) project description.

Adelaide River Library Member Group request to use for trial period old Council Office (next to FERG) Facility

Council has received a letter in correspondence from this group requesting use of the former (now unused) Council Office at Adelaide River as a storage and crafts project area. There is no room available in the current Adelaide River Library space. Usage would be 4 hours per week with air conditioner use and lighting for that time. The group would clean up the area for use the trial period to establish numbers interested in the Group. They are happy to report back to Council.

I am supportive of a trial to develop the skills of younger and community members and if Council is agreeable would ensure that the Group signs the appropriate “volunteer register” forms. If Council has concerns I can provide a more detailed report for its consideration at the next meeting.

A copy of the letter is attached for information of Council.

Tourism NT – Explorers Way Signage program

Eliza Nolan, Tourism NT is the new person involved in this project who has replaced Rebecca. Eliza made contact this week seeking information on the status of the project from our end. I forwarded her email exchanges on the project to assist her. Eliza will make contact in coming weeks.

Collette Creek Roads area – public/non-public road inspection.

Due to time constraints I had not been able to meet with Mr Bainbridge at a suitable time. I still hope to visit these roads etc prior to the Council meeting and to provide verbal report at the meeting on temporary or longer term strategies.

I have had a phone conversation with Mr Bainbridge who is requesting that Council make a central point in the Collette Creek area that would allow landholders to access a rubble source to fill in ruts etc on the unmade roads to allow them access to their properties.

I have also had a lengthy phone conversation with Mr John Wheeler concerning long term discussion that have been held. This was very good history where Mr Wheeler did outline good intention yet problems occurred due to the turnover of the many CEO's over the period under discussion.

Previous approvals had been received from administration for landholders to fossick for rubble material from roadsides not affecting the direct corridor but this material has been all but exhausted.

Councillors Major Projects Bus Tour

I apologise for not having organised a Bus tour of major projects and facilities across the Council area. I believe that a Saturday might suit people with work/business commitments. However, a weekday may be also suitable.

Could Council please provide its preference for which day it would like a Field Trip Bus Tour.

Finance Section of Agenda

I would request Council consideration of bringing forward the Finance section of the Agenda to be considered after the confirmation of the minute's section to allow for the finance Manager to present the end of financial year statements and audit reports.

RESOLUTION 17/10/2017/011

That Council receives and notes the CEO's Activity Report for the period September - October, 2017

Moved: Clr. Moyle

Seconded: Clr. Turner

CARRIED

DIRECTION

CEO to further investigate the request made by Adelaide River Library Group to utilise the portable Council Office located in Adelaide River, in particular current storage users of the building e.g. Adelaide River Market Group.

8.6 COOMALIE AND TOP END EXPANSION OF LOCAL GOVERNMENT PRESENTATION – EXECUTIVE DIRECTOR, LOCAL GOVERNMENT DIVISION

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Late Attachment – Proposed Resolution

SUMMARY

Councillors (5) and CEO/Finance Manager met with the Executive Director, Local Government Division on the 10th October, 2017 to be briefed on progress with current proposals for local government expansion in the Top End region.

It is expected that prior to the Council meeting that after further discussions with the Local Government Division I will forward for Council a range of draft resolutions that could be considered in relation to participation by Council towards a future stronger rural Council in the Top End.

I request Council to consider these draft resolutions and to discuss Council's position and provide in principle direction to the CEO that will then dictate action that needs to occur in the next 6 months.

BACKGROUND

Council in its standing orders section of the monthly meeting minutes lists progress over a number of years in relation to amalgamation of councils being Coomalie, Wagait and Belyuen Councils. Also unincorporated lands have been discussed as being part of the whole picture for a Top End rurally based Council.

For various reasons, operationally, politically at local level and at NT levels has not allowed for the required changes to occur.

The Executive Director, Local Government Division, Ms Lee Williams and Mr Rolf Nilsson, did make a special presentation to Councillors, CEO and Finance Manager on the 10th October, 2017.

The presentation was attended by Clrs, Turner, Corliss, Beswick, Bulmer, Moyle with Cr McElwee unable to attend.

Primarily the presentation was to assist newly elected Councillors hear of the NT Government perspective on merger history and impediments faced over the years. Critically with local democracy restored at Belyuen allows now for more focussed discussion taking place with its elected members on sustainability short and longer term.

The Executive Director discussed with Councillors in an informal setting on a way forward that would involve as a first step potential merger with Belyuen Council and Coomalie. This could also include the geographic area of Litchfield National Park. Obviously there needs to be individual decisions made at each Council and then for appropriate community consultation to take place on the intent of the process. This would assist in developing a potential amalgamation plan that could be submitted to ratepayers of Coomalie Council as the proposal develops.

The CEO had with the endorsement of the President forwarded an initial plan and costs for “building Coomalie Capacity” to allow for it to participate in future plans for mergers without compromising service to Coomalie ratepayers as a result of the additional workloads involved in the proposal development stages. This also included an email on a new Software system that can be built upon in future remote locations from the principal local government centre if this eventuated.

COMMENT

Nil

CONSULTATION

Executive Director, Local Government Division, Ms Lee Williams.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Clr Bulmer left the meeting at 9.18pm - returned at 9.20pm

RESOLUTION 17/10/2017/012

That the Coomalie Community Government Council confirms its commitment to

1. pursue the building of a stronger rural local government model in the region;
and
 2. to work cooperatively with Councils in developing options that allows for a stronger rural local government model to be established in the region; with the following process being put forward to the Belyuen Community Government Council for its consideration.
- That terms of reference for a working group will be developed focusing on Belyuen Shire Council, Litchfield National Park and Coomalie Shire Council.
 - Terms of reference should contain a timeframe that allows for sufficient consultation with all Councillors.
 - The membership of the working group will be made up of;
 1. The President and up to two elected members of each Council
 2. The CEO of each Council
 3. NTG representative from Dept of Housing and Community Development (Rolf Nilsson)
 4. NTG representative providing secretariat services and support (Charlie Fuller)
 5. Chair to be shared between:
 - a. President Coomalie Community Government Council/President Belyuen Community Council
or in the absence of either of the above the;
 - b. With the support of the Executive Director (Local Government Branch DHCD)
 6. Second staff as may be required at the determination of the Working Group.
 - That the intention is, subject to agreement of the Belyuen Community Council and Northern Territory Government to proceed with consultations by the end of 2017 so that options for local government can be considered by the Councils early in 2018 or another date as suitable to the Councils.
 - That Coomalie Council pursue an appropriate consultation process with electors/ratepayers to ensure they remain informed on progress and a final position.
 - If there is agreement to proceed, the proposed date for any new model is suggested as at 1st July, 2018 or another date as suitable to the Councils.
 - That the Council write to the Minister seeking support for the proposal and an agreement to fund the process sufficiently, so that there is no financial liability incurred by Coomalie ratepayers in relation to the creation of a larger, expanded Council. (The range of costs to be considered include but are not limited to staffing, vehicles, consultation, travel and related expenses, new corporate, strategic or operational and financial staff and systems, defraying unanticipated costs of the merger.)

Moved: Clr. Turner

Seconded: Clr. McElwee

CARRIED UNANIMOUSLY

Rolf Nilsson & Peter Wyatt left the meeting at 9.44pm

8.7 ANIMAL MANAGEMENT – AUTHORISED OFFICERS/COMMON SERVICE AGREEMENT – LITCHFIELD COUNCIL

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

A continuing number of complaints come through the administration of Council relating to dogs wandering at large, dogs attacking pedestrians, barking dogs and number of dogs on premises exceeding the by-law, as well as obviously unregistered dogs. As usual most of these issues occur due to owners not caring for their dogs, dogs being left alone overnight or for days, inadequate yard fencing etc. Without consistent planned action towns are quickly inundated with these problems effects on community safety and amenity when walking or using public places.

It is proposed to provide support to the existing Council authorised officer by having an extension to the Common Service Agreement with Litchfield that allows for Council to appoint their authorised officer's x 3 as Coomalie Council authorised officers. Whilst this has budget impacts that are contained within the Finance Managers report it is proposed that a new program be implemented by the Administration between initially October 2017 to June 2018. This way during the trial phase level of complaint can be monitored for improvement in speed of action and resultant education of owners.

BACKGROUND

Below is the summary from the 6th June 2016 OGM item 7.11 Authorised Persons – Coomalie (Dog Management) By-Law. This item allowed for a common service agreement in relation to the appointment of additional Authorised Officers that could be called up during period of leave of the Councils Authorised Officer.

Council should consider having the appointment of authorised persons as a standing appointment rather than for a short term period to provide assistance should it be urgently needed or for new programs of dog control that demonstrate the Council will look to take action within reasonable resource allocations.

Report council meeting June 6th 2016.

Council Dog Control Officer will be on leave for the month of July and possibly August. The Council will be effectively without a dog catcher during this time. Last year Council arranged for Litchfield Council to provide an emergency service if required. Council staff have again requested Litchfield Council to provide a similar service. Since last year the Council has entered into a Common Service Agreement with Litchfield and therefore the conditions of the engagement are already known.

To ensure the maximum effectiveness it is considered that Council should appoint Litchfield Council employee representative as an authorised person for a period of 3 months to have the power vested in accordance with the Coomalie (Dog Management) By-Laws, gazetted 11 September 2002.

The Coomalie (Dog Management) By-Laws, gazetted 11 September 2002 powers are fairly limited but they do allow an authorised officer to take positive action in the relation to a dog attack.

COMMENT

Nil

CONSULTATION

Confirmation received from Litchfield Council via email on Thursday 5th October 2017, that the previous Authorised Officers are still currently employed with Litchfield Council as Animal Management Officers.

STATUTORY ENVIRONMENT

Council is required to appoint authorised persons to act under the Coomalie (Dog Management) By Laws in accordance with the Local Government Act. Section 112.

112 Appointment of authorised persons

- (1) A council may appoint a person (other than a member of the council) as an authorised person.
- (2) An appointment may be subject to limitations and conditions specified in the instrument of appointment.
- (3) The council may, by notice to the authorised person;
 - (a) Add to, or vary, the limitations and conditions of appointment; or
 - (b) Revoke the appointment.

113 Powers of authorised persons

An authorised person is, subject to limitations and conditions of appointment, authorised to exercise the powers conferred on an authorised person by or under this Act.

114 Identity cards for authorised persons

- (1) The council must issue each authorised person with an identity card:
 - (a) containing the person's name and a photograph of the person; and
 - (b) stating that the person is an authorised person.
- (2) The authorised person must, at the reasonable request of a person, produce the identity card for inspection.
- (3) A person must, on ceasing to be an authorised person, return the identity card to the council.

Fault element: This is an offence of strict liability.

Maximum penalty: 20 penalty units.

115 Power to require statement of name and address

- (1) If an authorised person reasonably suspects a person of having committed an offence against this Act or the council's by-laws, the authorised person may require the person:
 - (a) to state the person's name and address; and
 - (b) if the authorised person considers further evidence of identity necessary – to provide further evidence of a specified kind of identity.
- (2) A person is guilty of an offence if the person fails to comply with a requirement under this section.

Maximum penalty: 20 penalty units.

(3) An offence against subsection (2) is an offence of strict liability.

(4) It is a defence to a charge of an offence against subsection (2) to prove that the defendant had a reasonable excuse for the non-compliance.

116 Power to enter land or premises

(1) An authorised person may, with the necessary authority, enter land or premises for an authorised purpose and remain on the land or premises for as long as may be necessary for that purpose.

(2) The necessary authority is:

- (a) The consent of the occupier; or
- (b) A warrant issued by a Justice; or
- (c) In an emergency – the CEO's authorisation.

(3) A Justice may, if satisfied by information verified by oath, that there are reasonable grounds on which an authorised person should be authorised to enter land or premises to carry out an authorised purpose, issue a warrant accordingly.

(4) An authorised purpose is any one or more of the following:

- (a) investigating a suspected offence against this Act or a by-law; (b) taking necessary action in an emergency:

- (i) to protect the health of, or prevent injury to, a person or animal; or
- (ii) to relieve the suffering of an animal; or
- (iii) to seize or destroy a savage, diseased or injured animal;
- (c) destroying a dog that has, within the preceding 24 hours, attacked and injured a person in a public place;
- (d) exercising any other power conferred on an authorised person by this Act or a by-law.

117 Assistance of police

An authorised person may call on a member of the Police Force for assistance in the exercise of powers under this Act (or a by-law).

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$8000 allocation for new programs under Common Service Agreement with Litchfield Council on a programme basis of compliance and education to support the incumbent authorised officer.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 17/10/2017/013		
That Council appoint Bianca Aragoon, Nicole Davenport and Sharon McTaggart as Authorised Persons for a period up to the 30 th June 2018, to have the power vested in accordance with the Coomalie (Dog Management) By-Laws.		
And the CEO enter into negotiations with Litchfield Council for allocation of hours and times to assist in the Dog Control programme.		
Moved:	Clr. Moyle	
Seconded:	Clr. Beswick	CARRIED

8.8 COOMALIE AGED CARE NETWORK – PROGRESS WITH COMMUNITY MEETINGS AND FUTURE DIRECTION

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

Since June, four meetings have been held by the Coomalie Aged Care Network.

These meetings have progressed from the initial public meeting called by Dr Lucy Hurlstone and a community survey of seniors needs that returned approximately 100 surveys.

The Network has been addressed by NT Health/Ageing program managers and more recently by the Commonwealth Government Department of Health. At this meeting Clrs Bulmer, Beswick, McElwee and Moyle were also in attendance.

The issues defined from the meeting and with a proposed action plan to move the Network forward into a Steering Group are.

1. Batchelor and Adelaide River Clinics investigate a potential Day or Week called “My Aged Care” signup week with seniors over the age of 60 living in the Coomalie Region
2. Council seek urgent funding support through the NT Government for an Aged Care Coordinator fully funded position to aide in addressing disadvantage to the community of in home service coordination that would normally be funded by NGO Service Providers in the Darwin region but due to staffing and travel costs eroding into the services that can be provided.
3. Council take preliminary steps to register as an Aged Services Provider online and concurrently to seek the assistance of:
Maya Murphy
Senior Program Manager
Northern Territory - Darwin Office
Health State Network– South Australia/Northern Territory
Australian Government Department of Health

BACKGROUND

The Batchelor Health Clinic through Dr Lucy Hurlstone initiated a community meeting in May/June to discuss general health issues with the ageing community and the need generally for in home services.

It was resolved as a first step that the Clinic would initiate a voluntary survey of the needs of seniors from in home services, transport options for disadvantaged, future staged living requirements, respite care, qualifications of care workers, access to in home packages by Darwin providers etc.

Over the next 2 months’ survey returns numbered approximately 100 from across the two townships and rural area and provided a quick snapshot of requirements and numbers in each service category.

At the August meeting of the group conducted for the first time at the Council chambers, speakers from the NT Health/ACAT and Aged program areas addressed the network on potential programs but these are Commonwealth funded.

On October 11th a meeting was held with an excellent turn up of Councillors, Agencies, interested community people to listen to a presentation from Maya Murphy and staff from Commonwealth Department of Health about the issues affecting seniors in the Community and how to access services and deliver a structured aged support program.

Significant barriers are experienced in accessing services because the numbers registered through the formal Commonwealth process is not high (maybe 12). The numbers have not been enough to engage the interest for existing service providers from Darwin. This is the very important first step.

The Commonwealth suggested in some cases of the more remote areas that Council took the lead role in registering and becoming an accredited service provider that would then allow for it to be the broker of the range of services from gardening to meals on wheels to transport option etc. This could be an important step in progressing services. Over time say 18month – 2 years and with potential numbers in the over 60’s bracket the funding could be attracted to provide a strong service system and be quite viable.

The Commonwealth advised strongly that the important step was first for people to register with the My Aged Care portal through the Clinics at Adelaide River or through family members, or as individuals to allow for the numbers eligible to be assessed and then added to the appropriate support Levels from 1 – 5 waiting lists.

Until this assessment is done true potential viability models cannot be developed in detail. The Network acknowledged this step as Sign up Week or Day to provide a community momentum to having as many eligible seniors register through the portal.

However, Council could contact the Commonwealth Government to register online as a service provider and explore the options available about being an alternative solution to Darwin based providers who due to travel costs and lower numbers may not be able to provide consistent services. This could be a 2nd yet also immediate step that Council could explore. An equally important step would be for Council to seek funding support from NT Government for Aged Care Services Coordinator to be appointed for a 2-year period to undertake the service provider accreditation processes and begin to develop strategic approach to brokering services required and the governance and financial modelling necessary to sustain a service model based at Coomalie.

I understand that Regional Councils have up to two aged care coordinators that are funded through external sources.

COMMENT

The Aged Care needs of Coomalie will need a differing model than that used in greater Darwin area. This is due to distance, ability to attract staff for in home service roles in a cost efficient manner. This may need an ability for Council to work the potential model through on behalf of the Community as it may be the only practical end solution that can be put in place. The risks will need to be assessed on an ongoing basis due to the Consumer Directed Care model that is in place Nationally.

CONSULTATION

Coomalie Aged Care Network
COTA Coomalie
Councillors
NT Health
Commonwealth Dept of Health.

STATUTORY ENVIRONMENT

Exploration of required incorporated body to manage financial risks as program develops.

POLICY IMPLICATIONS

Unknown at this stage.

FINANCIAL IMPLICATIONS

Potential exposure to Budget if Council commits without initial coordination funding support from NT/Commonwealth Government for 2-year period during the initiation phase. Financial risks and decision making will be needed at various progression points in the service provider exercise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 17/10/2017/014

That Council consider the report, Councillors input and should it wish to proceed that it;

1 - Supports the concept of Sign up Program by Coomalie Seniors and coordinated by Batchelor/Adelaide River health clinics to enable eligible seniors to be registered and assessed under the variety of aged care programs funded by the Commonwealth Government.

2 - Council seeks urgent funding support from NT Government/Commonwealth Government for appropriate funding support to enable and house an Aged Care Coordinator for at least a 2-year period to enable Coomalie Aged Care Model to be realised that is sustainable.

3 - Council concurrently liaises with the Senior Program Manager, NT- Darwin Office, Health State Network – SA/NT, Aust Govt Department of Health, and seeks her support to be a mentor/advisor for a Community based provider model being established for the Coomalie Region seniors.

Moved: Clr. Moyle

Seconded: Clr. Beswick

CARRIED

8.9 STAFFING PLAN – INTERIM ARRANGEMENTS OCTOBER 2017 – JANUARY 2018

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Proposed Staffing Plan

SUMMARY

Council consider the attached proposed staffing plan for the period.

Should Council wish to discuss individual staff positions relating to the Staffing Plan then I recommend that this be undertaken in confidence under the Local Government Act.

BACKGROUND

Section 103, Local Government Act relates to the CEO's role and appointment of Staff.

"The CEO is responsible for the appointment of staff in accordance with a staffing plan **approved** by the Council"

COMMENT

I am expecting that the Senior Administration Officer (a FT allocated position) will be returning to work on a part time 3 days per week basis in the near future.

The relief Senior Administration (currently 3 days per week under contract until 31/12 2017) role person will still be required to cover the other 2 days of the position that converts to a Job Share in FT capacity. This role is reflected in the attached proposed Staffing Plan as an Executive Assistant/Projects Officer with direct report to the CEO.

The other note in red on the attached staffing plan relates to a resignation from a FT role for one of the Service Officers on the Ops staff and the decision made to trial casual employees in the role to assist with maintaining a FT dependable operational service staff team. This casual pool will be assessed over the coming months (October – March 2018) to identify a suitable casual who may be converted to FT employee status.

CONSULTATION

Administration staff, Operational Staff.

STATUTORY ENVIRONMENT

Section 103, Local Government Act – Staffing Plan

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Slight increase in Administration salaries budget line depending on return to work dates being achieved.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 17/10/2017/015

That Council pursuant to Section 103, Local Government Act, approve the Staffing Plan submitted by the CEO.

Moved: Clr. Turner

Seconded: Clr. Corliss

CARRIED

Clr Beswick left at 9.56pm – returned 9.58pm

8.10 UPGRADE OF TOWN PLANNING DOCUMENTS COOMALIE PLANNING CONCEPTS & LAND USE OBJECTIVES

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Coomalie Planning Concepts & Land Use Objectives – hard copy to be tabled

SUMMARY

Council has for many years sought to have the Coomalie Planning concepts and Land Use Objectives document 2000 reviewed so that it is a modern and robust planning tool for the Coomalie region.

The CEO has had recent contact with the Director Lands Planning, NT Government about the scope of review work being included in future department planning.

The CEO will be meeting with the Director on the 27th October 2017.

BACKGROUND

There has been a lengthy history at attempts to review and update the Coomalie Planning Concepts and Land Use Objectives 2000 document. The following letter extract from 2011 shows issues at that time and I presume arising from subdivisions such as Silkwood etc:

Dear Minister,

Re: Planning Scheme for Adelaide River Township

Council notes for the Minister's attention that the document Coomalie Planning Concepts and Land Use Objectives was completed in the year 2000. The foreword to the document reminds users:

"As with any planning document, the Coomalie Planning Concepts and Land Use Objectives 2000 will be subject to ongoing monitoring and review."

Council considers that the document is overdue for its first review and update. Many factors impacting upon land use and planning control over land within the Shire have changed since the Coomalie Planning Concepts and Land Use Objectives was first published over 12 years ago.

Council is presently encountering an unprecedented number of development and subdivision applications being lodged with the Development Consent Authority and is strongly of the view that the updating of the Coomalie Planning Concepts and Land Use Objectives is an essential and urgent requirement to ensure the amenity and productivity of land within the Shire is properly planned and regulated into the future.

Council accordingly requests that the Minister advises when Council can expect that the review and update of the Coomalie Planning Concepts and Land Use Objectives will be undertaken and completed in conjunction with Council and other stakeholders.

Yours faithfully.

John Hughes

A letter from Council in June 2015 in relation to the Greater Darwin Plan provides more insight:

RE: SUBMISSION TO THE DOCUMENT "DRAFT DARWIN REGIONAL LAND USE PLAN 2014"

This submission is made in response to the document "Draft Darwin Regional Land Use Plan 2014" currently on public exhibition. Coomalie Community Government Council thanks the Planning Commission for the opportunity to provide further comment following on from the submissions council made in relation to the Towards a Darwin Regional Land Use Plan 2014.

Council also appreciates the time that the chairman Hon Gary Nairn and advisers took to present the plan to Council and answer to questions.

Council wishes to make the following comments:

Water Supply Catchment Restrictions

The plan shows large areas of the Coomalie region that may be affected by augmentation of Darwin's water supply dams and reservoirs. Council is concerned that this will add uncertainty and potentially additional restrictions on land within the catchment area. There is a legitimate concern that this may impact on the ability to develop land, continue existing operations and subdivide. The current uncertainty has the potential to adversely affect property values. It is suggested that the water authority engage the Coomalie Community at an early junction to discuss the restrictions and limitations which may be placed on land within the catchment zones.

Transport Corridor

Council again stresses that the historic Northern Australian railway corridor be set aside for a second North-South distributor road. Council appreciates that this has been recognised on the Draft Plan, but could be easily extended to Adelaide River.

Industry

Native Title Claim

The document outlines that the unresolved native title claims over the towns of Adelaide River and Batchelor are the major barrier to the development of commercial, industrial and housing land. Council agrees with this comment and requests that one of the recommendations is that processes are put in place to resolve the claims are resolved as a matter of urgency. This will reduce the risk to the private sector who may invest in our community.

Airstrip Development

Council continues to support the designation of the area around the existing Batchelor airstrip as industrial land. There is extensive interest in the further development of this airfield as a light aircraft/general aviation hub. There is an identified area of land suitable for industrial development adjacent the airstrip that has been given in principle support by several Northern Territory Government Ministers and departments. Council requests that this area be designated for aviation industry.

Retirement Living

Similarly, council sees the area being an ideal location for a significant aged residential precinct. The area has many natural assets which make the area a mecca for tourist. Many would consider retiring to the area if appropriate retirement village with a range of accommodation types was available.

Land use in the Coomalie Region.

There is a desire of many property owners within the Coomalie community to use their land for lifestyle purposes only. Despite owning acreage, they do not wish to utilise their land for agriculture/grazing or horticulture uses.

This is balanced by the need to develop commercial industry that will sustain the economy of the Coomalie region. The plans show significant horticultural potential for the Coomalie region. It also has good subterranean aquifers. The horticultural potential should be recognised, promoted and supported.

While these planning layers will not be considered in the plan, Council does not wish to see the rights of these landowners restricted by future arbitrary planning zones. Council requests that any consideration of zoning be discussed thoroughly with Council, as a separate exercise to the current Plan and as part of the development of a more specific plan for the Coomalie region.

Development of Adelaide River and Batchelor

There is very little comment about a future vision for the towns of Batchelor and Adelaide River. These existing towns are currently serviced with reticulated water, sewerage, electricity and telecommunications. It seems sensible that the development of these towns should be encouraged as there is spare utility infrastructure capacity prior to building new infrastructure for green field sites elsewhere.

The towns should be identified as a Rural Service Centres for the tourism, aviation, agriculture and retirement industries as well as servicing residents.

Future Action

It is vital that this document is supported and provides the framework for the future development of the Darwin area. The Northern Territory Government provide the resources necessary to achieve the stated goals of the plan in a timely manner. It is expected that an Action Plan will be included with the final planning document. The inclusion of time frames in the Action Plan is essential for success. Otherwise, the Plan will be unachievable from the start and will not serve its purpose for guiding the future of the Darwin Region.

It is essential that the Plan be accompanied by complementary transport plans and infrastructure plan for the region.

Conclusion

Thank you for the opportunity to provide the above comments on the "Draft Darwin Regional Land Use Plan 2014" For any further enquiries please contact the undersigned at the Council's office.

COMMENT

In recent weeks I have had conversations with Michael Holmes, Director of Land Planning with Department of Infrastructure, Logistics and Planning and asked him to review the Departments file notes with Coomalie Council over the past few years. Recently I received the following email advice.

"Hi Paul,

Over the next few months, the NT Planning Commission will be considering a strategic plan for 2018 – 2021, and work program items to fit with its strategic plan.

I will put this work item to the NT Planning Commission for consideration as part of this process.

Looking at resources and work priorities, the NT Planning Commission may be able to fit this piece of work into their 2019 work program. However, this will be confirmed in the next few months.

I am happy to meet and discuss this further at any time. It would be particularly useful to hear your opinion on the aspects of this document that need attention.

Let me know when you are next in Darwin for a catch up (noting that I will be away next week).

Kind regards,

Michael Holmes

Director, Lands Planning

Department of Infrastructure, Planning and Logistics

CONSULTATION

Michael Holmes, Directors Land Planning

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Subject to discussions

VOTING REQUIREMENTS

Simple Majority

DIRECTION

That Councillors review the Coomalie Planning Concepts and Land Use Objectives document 2000 and previous Council submissions and as requested by the Director, Lands Planning, DIPL identifies the key areas of the existing document that Council would like to be reviewed, with these being communicated to the CEO to assist when he meets with the Director, Lands Planning.

8.11 POLICY REVIEWS

Applicant:	N/A
Location/Address:	N/A
File Ref:	Nil
Disclosure of Interest:	Nil
Date:	17 th October 2017
Author:	Chief Executive Officer, Paul McInerney.
Attachment:	Policies 3.5, 1.12, 1.10, 2.5

SUMMARY

Council has a number of policies which were due to be reviewed in April 2016. The review process began in February 2016. Council will be presented with policies to review each month until the review process is complete. This month the policies to be reviewed are 1.10 Purchasing policy, 1.12 Meetings of Council, 2.5 Statement of Significant Accounting policies, 3.4 Medical Examination and 3.5 Equal Employment Opportunity.

The policies have been reviewed by staff and amendments were made to policy 3.4 Medical Examination, policy 1.10 Purchasing policy, Policy 1.12 Meetings of Council and minor changes were made to policy 2.5 Statement of Significant Accounting Policies, by the Finance Manager.

BACKGROUND

Council reviewed all of its policies in 2012. The review period was suggested to be 4 years for most policies. This generally aligns with one Council's term of office.

COMMENT

Nil

CONSULTATION

Senior Administration Officer

Receptionist

Accounts Officer

Finance Manager

Operations Manager

CEO

STATUTORY ENVIRONMENT

Local Government Act

VOTING REQUIREMENT

Simple majority

DEFERRED

That Council adopt the reviewed versions of, 3.4 Medical Examination, policy 1.12 Meetings of Council with a new review date of April 2021.

That Council adopt the reviewed versions of Policy 2.5 Statement of Significant Accounting policies with a new review date of September 2018.

No changes were made to policy 3.5 Equal Employment Opportunity.

8.12 COMMUNITY RECREATION OFFICER REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CRO
Date:	17 th October, 2017
Author:	Rishona Meggs, Community Recreation Officer
Attachments:	Nil

SUMMARY

Blue Light Disco

This month Blue Light Disco will be holding a Halloween theme Disco for the Friday the 13th Disco, we will be supporting the disco on the evening. We are looking for volunteers to assist on the evening if you know of anyone who may be interested please let me know and I will refer them over to Tina Cragan who will be able to discuss in further detail.

Bronze Medallion

On the 23rd of this month I completed my Bronze Medallion course at Casuarina swimming pool.

After School Sports Program

This month I have been busy constructing an afterschool sports program for both Adelaide River and Batchelor. This program will include various types of sporting activities such as bowling, AFL, soccer, street hockey, dance, tennis, badminton. This program will run over a two-month course. I am aiming a small group for the afterschool activities and there will be one day in Adelaide River per week and one day at Batchelor.

January School Holiday Program – Coomalie Outback Adventures

I have submitted the application for the January School Holiday Program to the Northern Territory Government, upon approval the three-week program is designed to promote healthy lifestyles, multicultural

awareness and educate the Coomalie children about native wildlife. In this program I have planned a trip to the Butterfly Farm where we will learn about animals and native wildlife in the Coomalie Region and finish the afternoon off with arts and craft at the Bruce Jones Hall, a day at Flip Out Trampoline Centre, a movie day at Adelaide River Library, a day at King Pin Bowling Alley with an afternoon of laser tag and a day at Batchelor Outdoor Education Centre where we will be making damper, cracking whips and ending the day with an afternoon of team building activities.

Children's week

This Month I will be down at Batchelor Area School for one day in support of Playgroup. I will be coordinating Soccer drills for Children's week. I will also be conducting a toddler friendly game for the younger children after the soccer drills.

Basketball

I will be down at the Batchelor Basketball courts every Friday for the month of October, in support of the Batchelor Sport and Rec club. I will be conducting basic basketball drills with the children from the Batchelor Region.

Seniors Christmas Lunch

I have spoken with Jan Jewel and Sue Bulmer and in conclusion we have selected the Rum Jungle Tavern for the Coomalie Seniors Christmas Lunch, on the 13th of December. I am looking forward to Announcing the menu and sending the invitations out.

Community Consultation

I have been placing a School Holiday Program suggestion sheets around the Coomalie region to find out what the children of the Coomalie region would like to see a part of the School Holiday Program, the feedback was received and the suggestions are: aqua run at the town pool, swimming lessons, Aus Kick, free movie night, jumping castle at the Oval, basketball competition, scavenger hunt, running race and a mad hatter tea party. I will continue to place suggestion sheets around the Coomalie region to receive feedback on what the community would like to see happen in the future events.

NOTE

For the information of Council.

9 CONFIDENTIAL ITEMS

Nil

10 COUNCILLOR REPORTS

Nil

11 USE OF THE COMMON SEAL

11.1 SILKWOOD VENTURES PTY LTD SUB-DIVISION MAY, 2012 – CONDITION 16 OF DP 0125 DORAT ROAD, ROBIN FALLS AND CAUTION NOTICES REQUIRED UNDER CONDITION 13 AND 14 REQUIRING, COUNCIL SEAL ON GENERAL - OUT OF SESSION ITEM

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	4 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Maps pertaining to Lot 207.

SUMMARY

In light of not being able to detect any direct correspondence or decision at the time of the subdivision and also in speaking to a former Councillor from that time confirming that there was no firm or final direction on a new site that a recommendation is made to waive its rights to Condition 16 of DP0125, Dorat Road, Robin Falls.

Secondly an administrative process is required in relation to Conditions 13 and 14 of DP 0125 for Council to sign and place the Council seal on the two (2) General consents for Caution Notices. This acknowledges that on the parent title Council holds a Right of Way 'B' Easement for Lot 207 (Dealing No: 701 986).

BACKGROUND

On 20th May, 2012, the Minister for Planning issued Development Permit DP12/0125 to Silkwood Ventures (Pty Ltd) for N.T. Portion 04724, 14 Dorat Road Robin Falls.

The approved purpose of the development was *"To use and develop the land for the purpose of a subdivision to create twenty-one (21) lots, in accordance with the attached schedule of conditions and the endorsed plans.*

The permit contained 16 conditions of which condition 16 states ***"Prior to the issue of title to Lot 3 the developer in consultation with Coomalie Council and the Department of Lands and Planning must identify an appropriate site for the provision of a waste facility for the Adelaide River township to the satisfaction of the consent authority. This may include the creation of a separate additional parcel encompassing the agreed area identified for the waste facility."***

Dr John Cooper, Silkwood Ventures Pty has made contact seeking Councils resolve to this condition which will allow for the issue of the title. Dr Cooper has provided his knowledge of the development of Condition 16 and has been working with me to ascertain whether the condition had been originally aimed as a buffer for the existing site as well as did Council in 2012 have plans for setting aside a new reserve area for waste Management

Ann-Marie Dooley, A/Senior Planner, Development Assessment Services, Department of Infrastructure, Planning and Logistics who has provided background as follows:

Hi Paul,

Thanks for your e-mail, in relation to part 5 clearances, services authorities are required to ensure the development has been developed in accordance with the conditions of the permit.

In this instance it appears condition 16 is the only condition Council needs to examine, unless easements in favour of Council have been created, in which case conditions 7 & 12 also apply.

I have attached a copy of the development permit and endorsed drawing for your information. Feel free to call me if you need anything else or would like to discuss.

Condition 13 of DP 0125 states “Before issue of titles and pursuant to Section 34 of the Land Title Act, a Caution notice shall be lodged with the Registrar General on the parent parcel to include the following advice on proposed lots 4 to 20 indicated on the endorsed drawings: “No services i.e. power or water will be provided by the developer, NT Government or the Power and Water Corporation. Purchasers will be required to provide their own power at their own cost” Evidence of lodgement on the parent parcel shall be provided to the satisfaction of the consent authority.

Condition 14 of DP0125 states “Before issues of titles and pursuant to section 34 of the Land Title Act, a Caution Notice shall be lodged with the Registrar General on the parent parcel to include the following advice on proposed lots 1 to 20 indicated on the endorsed drawings: “The Land may not be capable of accommodating a standard effluent disposal system and a non-standard system may be required. All waste water treatment systems must be installed in accordance with the requirements of the Department of Health and Families”. Evidence of Lodgement on the parent parcel shall be provided to the satisfaction of the consent authority.

Annexure A to memorandum for the purposes of Caution Notice LTO Form 8 states that the organisations that are Registered proprietors of Interest are:

Power and Water Corporation – Water supply easement, electricity Supply Easement and Right of Way “B” Easement granted to the proprietor of Lot 208.

Coomalie Community Government Council – Right of Way “B” Easement granted to the proprietor of Lot 207.

Telstra Corporation – electronic Communications Easement.

Power and Water Corporation – Access easement granted to the proprietor of lot 3605.

Power and Water Corporation – access easement granted to the proprietor of lots 3605 and 1441.

As Council **has an interest on the parent parcel** then the common seal of Coomalie Community Government Council needs to be affixed to the General consent forms for Condition 13 and condition 14. As advised by Kris Boyce, Crown Lands Estate DIPL, this is purely an administrative requirement.

COMMENT

Condition 16 – Identification of a future Waste Management site from pre- 2012.

The Operations Manager and myself in recent weeks inspected the subdivision in particular Lots 1, 2 and 3 supplied by the Department.

The existing Adelaide River Waste Site is situated on Crown Land and clearly delineated as being within the Lot 1 area. (lot 1 has frontage to Dorat road.) Lot 1 contains 97.1 hectares.

Lot 2 front Dorat road and contains 43.8 hectares.

Lot 3 would be some 400-500 metres along Dorat Road from the existing waste site, and contains 64.4 hectares.

Upon inspection of Lot 3 it would appear that it might not be suitable for a waste management facility.

In discussion with Dr Cooper after the inspection it came to light that an original subdivision concept plan layout showed a Lot 3 closer to the existing waste facility. The preliminary plan Lot 3 did contain the existing Adelaide River Waste site crown land.

I have undertaken reasonable research of Council files to ascertain whether there was a formal Council position on a new waste management site reserve or whether it was contained to the area of the existing Adelaide River Waste site.

On the 29th September I spoke with former Councillor Tom Fawcett and explained that I was seeking his knowledge of any specific proposal in relation to wanting land adjacent or in and around the existing site. He recalled that a former CEO was to follow this up however the matter was not pursued. Also Tom recalled that for a new site it was estimated at the time to be \$2M and he said we had little money in the bank at that time.

The Operations Manager and myself met at length on Friday 29th September and held discussions with Dr Cooper via phone on the above matter and also the need to address the caution notice requirements of Condition 13 and 14. This requires Council to affix to the council Seal and for the President and CEO to sign the General Consent forms applicable to condition 13 and 14.

CONSULTATION

Dr John Cooper – Silkwood

Operations Manager

Kris Boyce, Senior Project Officer, Crown Land Estate, Dept Infrastructure, Planning and Logistics.

STATUTORY ENVIRONMENT

Local Government Act – affixing the Council Seal – requires Council resolution.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 17/10/2017/016

That in relation to Development permit DP0125 that Council ratifies its out of session decision and waives its right and interest in Condition 16 of the said permit.

Moved: Clr. Moyle

Seconded: Clr. McElwee

CARRIED

RESOLUTION 17/10/2017/017

That in relation to Development permit DP0125 Condition 13 and 14 that council ratifies its out of session decision and agrees to affix the seal and for the President and CEO to sign the General Consent forms.

Moved: Clr. Moyle

Seconded: Clr. McElwee

CARRIED

12 GENERAL BUSINESS

12. LATE ITEM - ELECTED MEMBERS (COUNCILLORS) AND SENIOR MANAGEMENT TEAM – 7 MONTH PLAN (SEPTEMBER 2017 – MARCH 2018.)

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	17 th October, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

The following proposed plan identifies some of the key issues/meetings/workshops consultation processes that will involve Councillors over the next 7 months. It will require fine tuning/key dates setting that may involve workshop/special meetings dates etc.

BACKGROUND

The President and CEO have had discussions on the setting out of a plan for the next 6-7 months. This will identify the months that key meetings/workshops planning processes etc will need to commence to assist Council in its role. The plan does not finalise key dates but more when the activities will be needed to occur to make certain that administration can fit in with key budgetary/statutory processes required from April, 2018.

This plan does not include potential Top End expansion discussion but the plan can be added to or amended as required.

September, 2017 – (completed) – Induction of new Councillors Executive director, Local Government Division presentation on key statutory requirements for Councillors centring on Code of Conduct, Confidentiality and Conflict of Interest

October 17th, 2017 – (completed) – Finance Manager presentation on Annual Report and Audited Annual Financial Statements, Key Performance Indicators, 10 Year Roads Plan, and 10 year Buildings, Plant & Equipment Plan.

October 20th, 2017 – Community Recognition Awards Night

Proposed Saturday 4th November, 2017 – Field visit/bus tour Councillors/Staff – Key Urban/Rural Assets/Projects and Townships tours (Batchelor, Adelaide River and Lake Bennett)

This would include the following for example, Batchelor Airport, Batchelor Waste Station, Batchelor Sports and Community Precinct, Miles, Solomon, Cheeney, Coach/Milton Road rural arterial sealing project. Adelaide River, Show Society, Railway Heritage precinct, Adelaide River Waste Station, Explorers Way Signage Bay, Council Office, Access Shed, Helipad and Aust War Graves and Council facilities Lake Bennett and key roads infrastructure. It would be proposed to depart at 8am and return by 4pm.

Wednesday 8th November, 2017 – Workshop/Special Meeting – Strategic Planning 2017 – 2022

Workshop discussion on considering types of Strategic Planning models and communication processes that can be used from November through to February 2018 to commence work towards a new council Strategic Plan. This may also need to involve concurrent activities in consultation with Coomalie/Belyuen proposed models if endorsed at tonight's October 17th meeting, and could also extend to preliminary consultation on the Coomalie Land use and Planning Concepts Plan.

A Key input to the above exercises will be to engage with the Coomalie community widely and effectively. No single consultation method can be used and will involve typical hard copy questionnaires, feedback through online surveys (e.g. Survey Monkey/other online tools), public information sessions with Councillors and community, and targeted surveys by an specifically employed staff member/casual with required skills to be at key town meeting areas such as Batchelor Town Centre, Adelaide River town Centre for week long blocks of time. It could involve also a sample doorknock exercise or phone surveys with rural residents. Time frames for surveys major drive in November/December, second drive February 2018.

21st November, 2017 – Council meeting – 5pm Workshop - session for 1 hour with Mr Russell Anderson, Chair of Council's Internal Audit Committee to discuss requirements of Audit Committees with all councillors.

Council meetings to be determined for December, January meetings date and alternate schedule in line with this seasonal period.

Strategic Plan model to be confirmed with regard to Local Government Act requirements.

Surveys to commence within 7 days after Council meeting.

December 2017/ January 2018 – staff and councillors promote amongst the community and at meetings gatherings the need for community surveys, input to strategic plan review also including key Coomalie/Belyuen options being conveyed simultaneously.

January 26th 2018 – Australia Day Awards

February 1st – 15th , 2018 – 2 week major drive for final community survey returns.

Late February, 2018 – Workshop 2 Strategic Plan – review of surveys/feedback from the community from November – February to workshop priorities across core and non-core requests. Seek estimates of costs for potential budget inclusion by Staff in draft budget processes. Finalise key priorities for long term strategic plan, confirm intent with 10 year roads plans, Buildings and Plant and Equipment Plans.

March 2018 – Senior staff review cost estimates for inclusion in draft 2018/2019 Budget estimates for Council consideration – April, 2018 Council meeting. Draft Strategic Plan.

April. 2018 – standard statutory annual financial/budgeting and strategic planning processes commence from April, July, 2018

COMMENT

As part of the formation of the newly elected Council the period through to March will be busy and require a team effort from Councillors and Staff as they undertake their differing roles.

The unknown at the time of writing the report is the potential additional workload of the Top End expansion proposals/options development.

CONSULTATION

President

STATUTORY ENVIRONMENT

Local Government Act, Local Government Accounting Regulations

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 17/10/2017/018

That Council in principle note and adopt the proposed Work plan (as it may be amended) covering the period October 2017 – March 2018 with the CEO in consultation with the President delegated the authority to refine key dates, and times as required.

Moved: **Clr. Moyle**

Seconded: **Clr. Bulmer**

CARRIED

13 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL MEETING

Nil

14 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 21st November 2017 at 5pm in the Council Chambers.

Meeting Closed at 10.24pm