



MINUTES
ORDINARY COUNCIL MEETING
21st November 2017

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A handwritten signature in black ink, appearing to read 'Paul McInerney', written in a cursive style.

Signed: Paul McInerney, Chief Executive Officer

MINUTES

ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 21st NOVEMBER 2017

Mr Russell Anderson, Chair of Council's Internal Audit Committee discussed requirements of Audit Committees with all Councillors from 5:00pm – 5:45pm.

President of the Shire Council Andrew Turner declared the meeting open at 6:06pm 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	Deborah Moyle
Councillor	Christian McElwee (from 8.15pm)

STAFF PRESENT

Chief Executive Officer	Paul McInerney
Minute Secretary/Accounts Officer	Stacey Shooter

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:	21 st November 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 21st November 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.

RESOLUTION 21/11/2017/001

That Council receive and notes the apologies of absence/late arrival of Councillor Christian McElwee (due to work commitments) for the Ordinary General Meeting held 21st November 2017.

Moved: Clr.Turner

Seconded: Clr.Beswick

CARRIED

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 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.

RESOLUTION 21/11/2017/002

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 21st November 2017

Moved: Clr. Turner

Seconded: Clr. Beswick

CARRIED

4 PETITIONS AND DEPUTATION

Nil

5 CONFIRMATION OF MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES FOR THE ORDINARY GENERAL MEETING OF 17TH OCTOBER 2017**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 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 17th October 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 21/11/2017/003

That the Minutes of the Ordinary General Meeting held on 17th October 2017 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr. Moyle

Seconded: Clr. Beswick

CARRIED

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

Roads:

H & K Contractors are back and have started on balance of Coach Road rebuild and seal, all base gravel has been bought in and laid out.

1 km has been laid, formed and compacted ready for first seal, we are currently having a lot of heavy rain falling in this area, but all of this project should be finished for 1st seal by the first week of December 2017.

Cheaney Road damage has been inspected and passed by the Department of Infrastructure and their experts, once we get this in writing a new fence will be constructed at Council's expense.

Oolloo Investments have commenced their water, grade and roll program on our district roads, we have only Strickland, Haines, Munz and Hardys Road to complete, by the time this report goes to Council Meeting I expect this to be finished.

Waste:

Batchelor will start face dumping in the next week as the slot will be full.

Adelaide River is going okay, need to bring in gravel material and tidy up site.

Pre-Cyclone waste clean-up in both towns went well. Not a large number of properties participated.

Parks:

With all the early rain that we are having the sprinklers have been turned off, but an increase in mowing is taking place.

Tree pruning in the oval and park area is still on going.

No Subdivision matters

Pool:

Still work to be completed on the pool with the grant money received, soon as I finish the Milton, Coach Road project, I will finish this off.

Staff:

Operations Supervisor due to personal reasons is off at the moment. Casual worker has been temporarily employed.

Robert Bright, Operations Manager- CCGC

Council requested letter from Department of Infrastructure, Planning and Logistics be read to Councillors outlining progress to date with Cheeney Road drainage, and noted that boundary fence has been installed, and that minor works to 2WD access are required before final inspection by Department.

VOTING REQUIREMENT

Simple majority

RESOLUTION 21/11/2017/004		
That Council receives and notes the Operations Manager's Report for October / November 2017.		
Moved:	Clr. Moyle	
Seconded:	Clr. Beswick	CARRIED
 DIRECTION		
That Council notes the progress report by DIPL in relation to Cheeney Road Drainage and directs that final works be completed to the satisfaction of the Department.		

6.2 MONTHLY POOL & DOG STATISTICS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Pool Supervisor
Date:	21 st November 2017
Author:	Trevor Sullivan, Animal Management Officer
Attachments:	Nil

SUMMARY

Pool Report

Pool numbers are up and regular. Outdoor education, army/rangers/fisheries have done training as have I with another bronze medallion.

Dog Report

I have a new trailer (very old one fixed up) and have been doing very early raids on Batchelor.

I have caught one dog. A resident had man handled every dog over fences and warned all of Batchelor of the dog catcher coming. Since then 5.30 dog raids have found the streets quiet and dog deserted.

1 dog was caught roaming.

1 dog caught attacking the first dog at the council pound.

NOTE

For the Information of the Council.

7 CHIEF EXECUTIVE OFFICER'S REPORTS

7.1 INCOMING AND OUTGOING CORRESPONDENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 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 October / November 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
4/10/17	MI 1	Department of Housing and Community Development	Copy of response to LGANT regarding question of notice of successful tenders on Council website
11/10/17	MI 2	National Native Title Tribunal & ALGA	Invitation to attend Darwin workshop

12/10/17	MI 3	Department of Housing and Community Development	Policy re media recording at Council meetings
12/10/17	MI 4	ALGA	Invitation to the National Local Roads and Transport Congress
12/10/17	MI 5	Department of Infrastructure, Planning and Logistics	Invitation for Black Spot Program 2018-19 Nominations
12/10/17	MI 6	City of Darwin Community Events Producer	Request for advice on Coomalie Council's interest in holding Bombing of Darwin Service February 2018
13/10/17	MI 7	Minister for Infrastructure, Planning and Logistics	Request for nomination of Councillors for Batchelor Division of Development Consent Authority
17/10/17	MI 8	Department of Housing and Community Development	Request for copy of draft Financial Report for compliance section
18/10/17	MI 9	LGANT	Call for nominations to represent LGANT on NT Neighbourhood Watch NT Management Committee
20/10/17	MI 10	BIITE Contract Co-ordinator	Bus Parking Bay on Awilla Road
23/10/17	MI 11	Minister for Indigenous Affairs	Support for Indigenous businesses
24/11/17	MI 12	McArthur Talent Architects	2017/18 National Local Government Remuneration Survey
25/10/17	MI 13	Councillor Deb Moyle	Minutes of inaugural Coomalie Community Neighbourhood Watch meeting
27/10/17	MI 14	NT EPA Grants Manager	Request for more information on Fencing AR Transfer Station
31/10/17	MI 15	LGANT	NPN Fuels and Oils Shortlisting
31/10/17	MI 16	Department of Housing and Community Development	2017-18 one-off grant for Stronger Rural Local Government Model
2/11/17	MI 17	Office of Youth Affairs	NT Youth Week 2018 Grant Applications
2/11/17	MI 18	Department of Infrastructure, Planning and Logistics	Community consultation for Darwin's future ferry infrastructure and services
4/11/17	MI 19	NT Electoral Commission	CCGC Electoral Report
6/11/17	MI 20	Department of Health Approved Provider Regulation Branch	Registration , ID number and information package for residential, home and flexible aged care
6/11/17	MI 21	Australia Day Council NT	Australia Day Banner orders
6/11/17	MI 22	Department of Environment and Natural Resources	2017 Gamba Action Program Launched

6/11/17	MI 23	Department of Infrastructure, Planning and Logistics	Copy of letter to owner of AN 52 , Cheeney Road issues
6/11/17	MI 24	Department of Infrastructure, Planning and Logistics	Cheeney Road Issues
7/11/17	MI 25	Federal Minister for Infrastructure and Transport	Roads To Recovery Statement Of Expectation
7/11/17	MI 26	Department of Housing and Community Development	Local Government Special Purpose Grants (Round 1) 2017-18
8/11/17	MI 27	Litchfield Council	Draft Service Agreement, Dog Management

Correspondence Out

DATE		Source	Subject
18/10/17	MO 1	PM	AN 1103 & 1104 landowners, Road Lease renewal process
26/10/17	MO 2	PM	Forwarded NT Servicemen's Association Remembrance Day Order of Service
31/10/17	MO 3	PM	Department of Lands, Planning & Infrastructure Cross Department Working Party –Roads Access
31/10/17	MO 4	PM	Director Lands and Planning, Department of Infrastructure, Planning and Logistics Coomalie Planning Concepts and Land Use Objectives - comments from meeting
4/11/17	MO 5	PM	Brighton Council Corporate Consultant; re LG Shared Services Agreement
4/11/17	MO 6	PM	Legacy Explorers Way Signage at road rest areas -follow up
6/11/17	MO 7	PM	NT Land Corporation; Collett Creek/ Mira South Road, clarification of status
6/11/17	MO 8	PM	Department of Lands Planning and The Environment; Collett Creek/ Mira South Road, clarification of status
6/11/17	MO 9	PM	Collett Creek landowner; Request for copy of Power & Water correspondence regarding Mirra South Road
6/11/17	MO 10	PM	Australian Government Department of Health; Application for Approval to Provide Aged Care
6/11/17	MO 11	PM	Peter Wyatt Department of Housing and Community Development re ; Chief Minister's Award
7/11/17	MO 12	PM	Litchfield Council re ; Dog Management , By-Laws compliance and education meeting
2/11/17 & 7/11/17	MO 13	PM	BIITE Contracts Co-ordinator re; Awilla Road bus parking bay
7/11/17	MO 14	PM	Department of Infrastructure, Planning and Logistics; Coomalie Concepts and Land Use Plan review- further information

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 21/11/2017/005

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

Moved: Clr. Bulmer

Seconded: Clr. Corliss

CARRIED

7.2 REVIEW OF ACTION ITEMS LIST TO NOVEMBER 2017

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Action Items List to November, 2017.

RESOLUTION 21/11/2017/006

That Council receives and notes the Actions Items List, with the addition of Chin Estate and Shannon Land Care Contract review.

Moved: Clr. Beswick

Seconded: Clr. Corliss

CARRIED

7.3 COMPLAINTS REGISTER TO NOVEMBER 2017

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Complaints register

RESOLUTION 21/11/2017/007

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

Moved: Clr. Moyle

Seconded: Clr. Corliss

CARRIED

7.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/79
Disclosure of Interest:	Nil
Date:	21 st November 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 Nilsson 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 undertaken 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.”*

November 2017

Council has been in discussion with Local Government Division regarding building capacity assistance to assist with expanding Local Government.

After the October meeting the CEO met with the CEO of Belyuen Council. Belyuen Council invited Coomalie Councillors to meet with their Councillors and have a tour of the important facilities of the Belyuen Community. On the 10th November Councillors Turner, Beswick, Bulmer, Moyle and the CEO travelled to Belyuen Council for the first visit.

A reciprocal invitation has been extended for Belyuen Councillors to visit Coomalie on December 1st, 2017.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

NOTE

For the information of Council.

Suggestions for the Belyuen visit is to tour the Batchelor and Adelaide River Town centres, waste sites, sporting facilities, schools, BIITE, Men's shed.

Clr. Turner has apologised he will not be available this day due to work commitments.

7.5 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs/CEO
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

CEO Community Activities/ General.

19th October – advised by President of onsite meeting of stakeholders at Batchelor Airport conducted by Jacinta Kelly, Manager Transport Assets Program, Transport Planning, Department of Infrastructure, Planning and Logistics in relation to minor airport works upgrading program. This is separate to Batchelor Airport Masterplan that has still not been finalised by NT Government so we are still awaiting its release.

19th October –onsite progress inspection of Cheeney Road by Tony Mastoros, DIPL with Operations Manager and CEO.

23rd October – met with Lee Williams, Rolf Nilsson Local Government Division in Darwin to progress Building Capacity support for Coomalie Council in potential local government expansion models. Director suggested areas of support that assistance may be able to be provided.

23rd October – Kiya Gill, Australia Day NT – discussion on access to small funding support and Ambassadors program for 2018 event. Application forms will be released in next 2 weeks.

24th October – Remembrance Day morning tea arrangements – Gary Higgins Office.

24th October – travelled to Belyuen to hold initial meet and greet/discussions with Cathy Winseley, CEO Belyuen Council and to plan for Councillors visit to Belyuen Community Government Council.

24th October – attended Neighbourhood Watch meeting at Council Chambers. Cr Moyle in attendance.

27th October – met with Michael Holmes, Director Lands Planning in Darwin regarding timeframe for review for Coomalie Land Use Concepts Plan. The Review is on the three-year program and agreed for more historical background information to be provided to Director.

30th October – meet with Division of Sport and Recreation, Manager Investment and Report, Narelle Gosstray and Director Sport and Recreation Development, Zelma Collins to update regarding Community Recreation program and current issues, community volunteer participation need, mentoring potential and strong partnerships with Schools and their Sports Vouchers Programs as well as our currently identified KPI's that focus on achievement of sports team's competitions as written in March 2017.

30th October – Met with Jayde Hayes, Senior Small Business Champion, Small Business Champions Team, Business & Innovation NT, Department of Trade, Business and Innovation regarding program support for small business and visits to the Coomalie area.

30th October – met with Sharon McTaggart and Litchfield Council regarding potential for shared services program from their animal Management Officers for targeted education program on effective dog control in Coomalie townships.

2nd November – Review of drainage works with DIPL reps David Kerslake and Tony Mastoros with Operations Manager and CEO and landholder. Further work required.

3rd November – Discussions with Maya Murphy, Senior Program Manager, Health State Network– South Australia/Northern Territory, Australian Government Department of Health regarding registration by Coomalie Council as aged care service provider, timeframes as well as registration program for Coomalie eligible seniors for in home services. Maya will forward more information on sign up program process.

9th November – Progress inspection with DIPL, David Kerslake and Antonio Mastoros on site at Cheeney Road drain. Inspection with DIPL Reps, CEO and landholder. Department satisfied with works on remediation to enable boundary fence to be erected. Landholder agreed. Final inspection of Council road reserve area/access and works to follow.

10th November – Field visit for Councillors (4) and CEO at invitation of Belyuen Council to their Council, facilities tour and meeting, also inspect BIITE proposal for road verge Bus parking area, Mirra South road Corridor at Boundary Road with Litchfield Council.

15th November – CEO/Finance Manager meeting with Director and staff LG Division to put forward cost effective option for future software, hardware system. Dept. supports Regional Council systems. Building Capacity support clarification provided.

16th November – meet with Patrick Gregory, Director Museums and Libraries NT to have general discussion on funding agreements with joint use/community libraries.

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

The Deputy Electoral Commissioner, Wayne Harlock has forwarded Council its report summarising the Elections 2017 processes.

As instructed I have previously to the NTEC and advised them that Council feedback was as follows:

1. That future service agreements need to show clearly the polling booth arrangements. (report notes)
2. That Council requires a polling booth to be open on official election day. (Report notes)
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.

A copy of the report is attached for Councillors information.

Telecommunication Surveys (Blackspots and problem areas)

At the time of writing this report 20 surveys have been returned from across the Council area.

Staff will continue to advertise the need for building a strong business case by having as many surveys returned as possible from a rural and town perspective.

Legislative position in relation to Shire Councils and Regional Councils under the Local Government Act.

I asked Peter Wyatt, Local Government Division if he might be able to provide the differing legislative status of Regional Council and Shire Councils.

The following reply was received:

“Under the Local Government Act (the Act), all councils (including Shire and Regional councils) have the same duties, obligations, responsibilities, rights and liabilities.

However, Part 5.1A of the Act gives the Minister the power to identify a regional council that must establish and maintain local authorities. This power does not extend to other classifications of councils. The Part also outlines the constitution and functions of a local authority.

The Department provides project funding to Regional Councils for their respective local authorities. The funding aims to:

- *build stronger communities*
- *help local governing bodies and their communities become stronger and self-sustaining*
- *provide quality community infrastructure that facilitates community activity and integration*
- *develop local government capacity to provide legitimate representation, effective governance improved service delivery and sustainable development*

The funding pool is about \$5.1 million each year. It is distributed to each local authority through a methodology developed by the Northern Territory Grants Commission.”

Council Plant Fleet – Coaster Bus reclassification of Bus from Light Rigid to Heavy Rigid.

The coaster bus has now been registered as a heavy vehicle as per MVR regulations. (The bus weighs 4900kg and HV class range is 4500kg to 8000kg)

The reason for including this information for Councillors is that it has no impact/ affect for light or medium rigid license holders, they are still eligible to drive the bus. (This is important for all of our volunteer drivers particularly.)

Appointment of Acting CEO in relation to absences of the CEO due to leave or other arrangements

The Local Government Act, Section 100, requires that Council must have a CEO and may have a Deputy CEO.

S100 (2) states *"If the CEO is absent or unavailable to carry out official duties:*

(b) if there is no Deputy CEO, or the Deputy is absent or unavailable to act, a person nominated by the CEO to act in the situation acts as CEO;

(3) The CEO must notify the President of a nomination made by the CEO under subsection (2) (b).

I have recently notified the President that for the period ahead I am nominating Mrs Stacey Shooter (Accounts Officer) for the Acting CEO position based upon the premise that Stacey is the only other Fulltime Administration Officer and as backup I am nominating secondly Ms Jasmine Douglas. (who concludes her maternity leave relief position in the Senior Administration Role on 2nd January).

In relation to the Christmas/New Year period I will remain on call via phone and email for that period and intend to take a further 4 days leave from the 2nd January until 5th January, 2018 both dates inclusive.

RESOLUTION 21/11/2017/008

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

Moved: Clr. Moyle

Seconded: Clr. Beswick

CARRIED

Break for dinner at 6:58pm – recommenced meeting at 7:23pm

7.6 BELYUEN COUNCIL, LITCHFIELD NATIONAL PARK AND COOMALIE COUNCIL PROPOSITION FOR A NEW LOCAL GOVERNMENT MODEL

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

On Tuesday 24th October, 2017 the CEO's of Coomalie Council and Belyuen Council met for the first time to discuss recent dialogue with the Executive Director, Local Government Division and the recent Coomalie Council resolution at its October meeting.

It was agreed at this meeting that an invitation from Belyuen Council be made to Coomalie Council for a informal visit and tour and general discussion on local government expansion in the rural areas.

On Friday November 10th, President Cr Turner, and Crs Bulmer, Beswick, Moyle and the CEO travelled to Belyuen for the first meeting with their elected Councillors and CEO. A reciprocal invitation for Belyuen Councillors to travel to Batchelor on Friday December 1st was also agreed.

The Belyuen visit was extremely interesting and quality discussion on opportunities and historical facts in relation to the Belyuen community was undertaken throughout the day. An opportunity to tour key facilities and to meet staff was an also a great opportunity for Coomalie Councillors.

Belyuen Council will have its meeting on November 15th and will discuss the visit and potential moving discussions forward.

Council may wish to nominate its 2 representatives to the proposed Working Party along with the President.

BACKGROUND

At the October, 2017 meeting of Council the following resolution was carried by Council in relation to its position to an expanded local government model.

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. Secondment 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.)*

CARRIED UNANIMOUSLY

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/009

That Council appoint Clrs Bulmer and Moyle to the Belyuen Community Government Council, Litchfield National Park and Coomalie Community Government working group, with Clr Beswick to be a proxy member.

Moved: Clr. Turner

Seconded: Clr. Beswick

CARRIED

NOTE

It is suggested that an invitation be sent to Gary Higgins to attend the January meeting while discussing the Belyuen, Litchfield National Park, Coomalie expansion model.

7.7 LOCAL GOVERNMENT DIVISION BUILDING CAPACITY GRANT

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	letter from CEO, Department of Housing and Community Development

SUMMARY

Council has been offered a one-off grant from the Local Government Division that would assist in building capacity in the administration team for a 16-week period from December to March. This will assist greatly in keeping up with the Coomalie workload whilst discussions and modelling take place in relation to the development of a potential new local government model focussing on Belyuen Council, Litchfield National Park and Coomalie Council.

BACKGROUND

Discussion with the Local Government Division led to a submission for \$412,000 being put to the Department for the required assistance over 12 months that would allow Coomalie council administration to have its capacity increased to provide active participation in local government expansion models in the north western areas of the NT.

A one off Grant from the Department has been offered to Council covering the first 16 weeks of participation by Council in developing a model focussed on Belyuen Council, Litchfield National Park and Coomalie Council. Initially there has been further discussion on the detail required within the proposed funding allocation. At a meeting on the 15th November with the Local Government Division (CEO and Finance Manager) it has been clarified on the extent of a potential administration/fleet vehicle item and the requirements of administration staff capacity building involving additional time for the Receptionist, Accounts Officer upgrade to Senior Finance Officer, Executive Projects Officer and Finance Manager. There will also be requirements for additional desk, storage space for seconded Department staff and the EPO positions, IT requirements etc.

COMMENT

Nil

CONSULTATION

Executive Director, LG Division, Dept. Housing and Community Development.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$100K Grant Funding on a one-off basis to build administration capacity

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/010

That Council note the report and acknowledge the Building Capacity support from the CEO, Department of Housing and Community Development.

Moved: Clr. Turner

Seconded: Clr. Moyle

CARRIED

Mr Rolf Nilsson and Mr Peter Wyatt (Local Government Division) left the meeting at 8:09pm.

Councillor McElwee entered the chamber at 8:15pm.

7.8 ANNUAL REVIEW – NT GOVERNMENT 10 YEAR INFRASTRUCTURE PLAN

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest: Nil

Date: 21st November, 2017

Author: Paul McInerney, Chief Executive Officer

Attachment: Business Rules for the 10 Year Infrastructure Plan

Map and land ownership in Collette Creek area

SUMMARY

Council CEO has been the nominated representative to coordinate updates and attend meetings on behalf of Coomalie Council. The CEO has also invited all Councillors that are able to attend the 1-hour briefing and discussion so that greater first hand awareness is gained of these important NT Government long term planning processes.

Councillors have already received via email the spreadsheet from the Review that outlines the previously submitted projects for consideration.

Council may wish to consider inclusion of the following a Town Centre Community Recreation Hub Renewal Program in Batchelor that seeks to refurbish and modernise the Swimming Pool (redesign to allow for reduced operating costs and aquatic space development), Bowling Green (synthetic green), Tennis Court and Basketball Court (reconstruct courts/repair and lighting), Community Meeting Hub and Oval Facilities/Lighting and centralised Change room and Public amenities facilities. (\$4Million).

The Northern Road Corridor project that has been discussed many times over the years by Council at various stages. This would allow for an alternate route from the Stuart Highway from Adelaide River through Coach/Milton/Cheeney/Solomon Miles Road to Batchelor and then from the Litchfield Council Boundary through Mirra South Road/Collette Creek area/Railway Corridor down to Batchelor. This provides the opportunity as well for public road access to parcels of land to be properly defined and allow for the proper orderly development of this area from an infrastructure planning perspective. Costs are not possible to determine as yet but a conservative estimate of \$1M for a survey and road design program with secondary feeder roads would allow for economic development opportunities to occur south of our northern Council

boundary through to Batchelor. (on the recent visit to Belyuen Council a quick site inspection at the Council boundary with Litchfield Council boundary took place at Mirra South road/Boundary Road. Cr Turner, Bulmer, Beswick and Moyle and the CEO attended).

The review is scheduled in Palmerston on Monday 20th November at 2.30pm.

BACKGROUND

Email received 6th November;

Good afternoon Paul

Re: Council input to the 10 Year Infrastructure Plan – 2017-18 Update

Thank you for your Council's involvement in the successful release of the 10 Year Infrastructure Plan 2017-2026. Government has now directed the Plan be reviewed and updated annually. As part of this review, the Minister has tasked our department with reviewing the feasibility of a Pipeline of Projects for Aboriginal communities. Information that maybe relevant to the Pipeline will be requested through the annual review process.

We are seeking a council representative to coordinate and provide any updates required. You may invite any relevant additional representatives to this meeting, which will provide a briefing on the process to be undertaken. We have allocated 1 hour for the initial discussion of your council's data. Highway House is located next to the Palmerston Water tower, next to Coles. The meeting room is on level 3.

The attached Business Rules for the 10 Year Infrastructure Plan review are particularly important in assisting your understanding of the process for collating data, however the Project Team Leaders will go through the process, step by step. Also provided is a link to the current 10 Year Infrastructure Plan. <https://dipl.nt.gov.au/publications/10-year-infrastructure-plan>. Your council's data can be found within numerous sectors throughout the Plan. Thank you for your assistance in the annual review. Don't hesitate to contact me on 8946 5014 if you have any queries.

Wendy York, Project Director 10 Year Infrastructure Plan

COMMENT

These are the current projects listed by Coomalie Community Government within the NT Govt 10-year Infrastructure Plan.

Improve Batchelor Road, Rum Jungle Rd, Litchfield Park Rd. Match standard set for new northern part of Litchfield Park Rd

Develop Aged accommodation facility Batchelor

Replace all worn-out tourist and interpretive signage in the region

Develop Northern Australian Rail Trial.

Develop tourist product such as Snake Creek, railway and WWII interpretive attractions in location.

New Tourist information bays and tourist signage Batchelor and Adelaide River Area

Batchelor Airport - provide serviced commercial allotments

Seal Coach Road west Adelaide River

Adelaide River War Cemetery construct car park

Develop Robin Falls Recreation Area

Seal Ringwood Road

Improve turn lanes Stuart Hwy and Chinner Rd, Batchelor Rd and Pell airstrip

Improve Stuart Hwy Batchelor intersection with north bound acceleration lane onto Stuart Hwy and intersection lighting

Develop Equestrian Centre of excellence around Adelaide River Show ground

All weather and sealed access along Marrakai Rd

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

DIRECTION

That Council direct the CEO to have the following additional projects listed on the NT Government 10-year Infrastructure Plan:

Northern Road corridor project – Batchelor to Darwin River (Litchfield Council boundary)

Batchelor Town Centre Sport and Recreation Hub facility renewal and Tourism Hub infrastructure.

Adelaide River Information Centre

Adelaide River War Cemetery/Memorial Terrace upgrade.

Waste Facility design/infrastructure redevelopments for Batchelor and Adelaide River

Adelaide River School/Community Library space development (with sanction from AR School)

7.9 COLLETTE CREEK

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

The Operation Manager will further inspect the Mira Road South corridor in relation to identification of the road reserve south from the Litchfield Council boundary to the north east corner of Section 860. Advice from the Surveyor Generals Department recently is that this section is a formal road reserve.

The road is currently not listed on Council's Road Asset Plan as it has been deemed an unmade road reserve.

Previous administrations have sanctioned the retrieval of some material from the road reserve by the landholders to allow for the material to be placed by the landholders improving access in the wet season.

Previously works have been allowed by the landholders for access grading as part of Bushfire Control.

Council has in the past approved Power and Water to provide power along the boundaries of the road reserve on Mira Road South Corridor.

On the Litchfield Council side Mira Road is sealed to the boundary of Coomalie Council, and once over boundary road is a bush track on the Coomalie side

At the September meeting Council directed that the CEO advised the landholder of Mira Road South not being on Council's Road Asset plan and advising of the budget process in March each year. The landholder has reaffirmed the comments made in the letter that access for the first 1km of this section needs to be improved through provision of suitable material (1-2 semi loads). This includes access for emergency vehicles.

Clrs Turner, Bulmer, Beswick and Moyle and CEO on recent Belyuen visit (November 10th) inspected the junction of Boundary Road and Mira Road south corridor as per the September meeting.

A further report updating this matter will be provided at the meeting. This will be approached from a point of view of putting the history of these roads and identifying the issues where possible.

BACKGROUND

The Operations Manager has been reporting over the last 2-3 months that requests from Collette Creek landholders are being received for basic access improvements in this northern part of the Council area. There are issues with road access over Land Corp land and the road reserves have been closed across the areas which makes the Collette Creek area problematic. There are a number of unmade road reserves as well as Letchford Road.

Further to the above the following written request was received in September, 2017 seeking assistance for the stockpiling of road rubble/ material that can be used to form the unsealed track on Mira Road South corridor (south of the Litchfield Council boundary and alleviate some issues in the wet season.

TO: Coomalie Shire Council

ATT: CEO – Paul McInerney.

Shire President – Andrew Turner

Operations Manager -Robert Bright

To Whom it my Concern,

I am writing on behalf of residents of the Northern region of Collette Creek, Coomalie Shire requesting urgent assistance in upgrading road access along what is referred to as the Mira Road South Corridor.

To date no council expenditure has been spent on this region in regards to road improvements however, full council rates including rubbish levies have been charged and paid annually with increases over the years.

As an interim measure, we are requesting that to enable reliable year-round access to the residents that the shire contribute to the supply (and cartage) of road base to cover approximately 1km of road. To date it has

been the residents who have purchased materials as well as lay the required materials and maintain access at our own expense.

We look forward to the support of the council in addressing this matter in the 2017 dry season.

Brendan Bainbridge

COMMENT

I have now held a number of phone conversations with Mr Bainbridge and he has assisted with supply of information regarding the road corridor. Mr John Wheeler has also made contact.

CONSULTATION

Operations Manager

Landholders x 2

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Dependant on classification of road, road maintenance and material.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/011

That Council acknowledge that as a long term roads strategy it has listed for consideration in the NT 10-year Infrastructure Plan the survey and design of an appropriate road corridor to service the area north of Batchelor township to the Litchfield Council boundary;

And,

that Council direct that staff commence work on expansion of the current road hierarchy classification system that considers those roads not listed on Councils current road assets plan and currently identified/referred to as minor roads or minor roads easements etc.; with work to commence on a sector basis with the northern areas of Council.

Moved: Clr. Turner

Seconded: Clr. McElwee

CARRIED

Request from Collette Creek Landholders for works on unlisted roads.

Note: Council considered the Operations Manager quotation for road base material to the 300-400 metres section of Mira Road south corridor. This would see cartage of 28Km from Alcatraz Quarry

RESOLUTION 21/11/2017/012

That Council advise Mr Brendon Bainbridge and others, representing landholders in Collette Creek area of the following decisions:

- Finalisation by Council in line with key legislative timeframes in 2018 in tandem with Annual Budget/Service Plan requirements.

Across local government in Australia there are many examples of best practice models or guidelines to follow in regards to Strategic Planning and Community consultation. Many of these models have larger Councils in mind that have greater resources so I would ask that Council provide a process that is fit for purpose for our size and scale of operation.

BACKGROUND

STRATEGIC PLAN 2017/2018 – 2022/2023 & ANNUAL PLAN 2017/18

VISION

Sustain and nurture the lifestyle of urban and rural communities.

MISSION

Provide local government services which embrace the vision of our community in accordance with the legislative requirements of the Northern Territory.

VALUES

INTEGRITY Councillors, staff and volunteers act with integrity at all times, making informed decisions in accordance with good governance processes.

OPENNESS to ensure that within the current constraints all actions and decision making is open and transparent.

SUSTAINABILITY Ensure all actions and decisions aim to improve the sustainability of the Council.

CREATIVITY Continually endeavour to use creative means to improve efficiency and sustainability.

INCLUSIVENESS Treat all staff, volunteers, clients, ratepayers and residents equally with dignity and respect.

COMMUNITY PRIORITIES

1. Sustainable

a) Maintain own source funding above 50%

b) Seek economically viable expansion of Shire boundaries

c) Develop Asset Management Plans that link to the Long Term Financial Plans

d) Encourage appropriate economic development

2. Range of Services to the Community

a) Develop Long Term Work Plans and complete Annual Plans

b) Monitor community attitudes and modify plan to match

c) Complete plans within approved budgets

3. Professional and Accountable Council
 - a) Ensure Compliance with the Local Government Act and Department requirements
 - b) All council documents and website are prepared and presented in a professional manner
 - c) All financial transactions are in accordance with Council's Accounting Policies
 - d) All residents and enquiries are dealt with professionally and consistently

4. Enhance the Community's Lifestyle
 - a) Provide a range of community activities throughout the year
 - b) Assist when possible existing local Not for Profit organisations and groups
 - c) Provide a range of recreation opportunities to the community
 - d) Recognise the diverse and dynamic cultural backgrounds of the community and its members

COMMUNITY INDICATORS OF SUCCESS

1. Sustainable
 - a) Own Source Funding is above 50% of baseline operational income
 - b) Asset Management Plans are the base document to produce Works Plan and Long Term Financial Plans
 - c) Number of businesses in the shire increases

2. Range of Services to the Community
 - a) Long Term Work Plans developed from Asset Management Plans and used for Annual Plans
 - b) Number of comments and complaints regarding service area decreases
 - c) Plans completed within approved budgets

3. Professional and Accountable Council
 - a) Compliance with the Local Government Act and Department requirements
 - b) Website and Social Media information remains current and relevant
 - c) Compliance with Council's Accounting Policies
 - d) High standing of the staff within the community

4. Enhance the Community's Lifestyle

- a) Program of community activities completed successfully
- b) Not for Profit organisations and groups satisfied with Council's assistance
- c) The community is satisfied with the range of recreation opportunities

OPPORTUNITIES

We will pursue opportunities to increase the level of sustainability by:

- Increase own source revenue through innovative strategies within the Coomalie Community Government Council area
- Boundary expansion opportunities
- Shared service arrangements where feasible

CHALLENGES

We face the following challenges:

- Long term sustainability in delivering core local government and agency services in line with community expectations and legislative responsibilities
- Negotiating improved terms and conditions of grant funding in line with the recommendations of the Deloitte Shire Sustainability Report

KEY RELATIONSHIPS

- Department of Housing and Community Development
- Department of Infrastructure, Planning and Logistics
- Department of Sport and Recreation
- NT Libraries
- Bushfires NT
- Local Government Association of the Northern Territory (LGANT)
- Top End Regional Organisations of Councils (TOPROC)
- Belyuen Coomalie Wagait Local Government Reference Group (BCWLGRG)
- Local Government Councils
- Batchelor Area School
- Adelaide River Primary School
- Batchelor Institute Indigenous Tertiary Education
- Council of The Aging (NT) (COTA)

- Adelaide River Show Society
- Rum Jungle Bowls Club
- Local commercial and tourist industries
- Local construction, transport and agricultural industries
- Member for Daly
- Member for Lingjari

KEY ACTIONS TO ACHIEVE THE VISION

This will be achieved through:

- Rolling Ten Year Works Plans
- All Statutory requirements completed satisfactorily
- Asset Management Plans are developed and fully integrated with the Works Plans and the Long Term Financial Plan by 2018/19
- Council boundaries finally completed by 2021
- A sustainable approach to development within the Shire and the management of our resources

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Printing, staff time or consultancy dependent on direction by Council.

VOTING REQUIREMENTS

Simple Majority

DIRECTION

CEO to arrange a mini workshop included within the framework of the December meeting and a request be made to Mr Rolf Nilsson to assist in initial facilitation of the first Strategic Planning workshop.

Council meeting commence at 5pm concluding at 6pm to be followed by Strategic Planning workshop from 6pm – 8pm.

7.11 AUDIT COMMITTEE APPOINTMENT OF CHAIR

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Terms of Reference, Audit Committee General Instruction No.3

SUMMARY

Council Audit Committee Chair, Russell Anderson will attend Council at 5pm on Tuesday 21st November (Council meeting day) to meet with members of Council to discuss the role of the Audit Committee and his role as Chair.

Council's Audit Committee consists of an independent chair (Mr Russell Anderson) and two Councillors, in this term of council the President Clr Turner and Clr Bulmer have been re-appointed. The CEO and the Finance Manager also sit on the committee as non-voting members.

The current chairperson Mr Russell Anderson was appointed to this position by Council at the October 2014 OGM. Calling for public expression of interest in the Chair position has been suggested by Council during the midterm of Council. This would be 1st September, 2019.

BACKGROUND

Councillors have been provided with a copy of the relevant Ministerial guidelines in relation to Council Audit Committee's in the NT.

This in particular has sections in relation to suggested charters for Audit Committee's and Terms of Reference guides.

A copy of the terms of reference for the Coomalie Council Audit Committee is attached. This was last reviewed I understand in 2015 in line with a Ministerial guideline review.

Key elements of the terms of reference in relation to the Independent Chair and membership are:

4. MEMBERS AND TENURE

The Committee consists of:

- Two Councillors.
- One Community Member, whom should have local government and accounting experience.
- The Council shall appoint a chairperson from the committee nominees who is neither a Councillor nor a staff member, and should have local government and accounting experience.
- The Council shall appoint Councillors to this Committee bi-annually and the Community Member shall be appointed for the term of Council.
- The CEO and Finance Manager will attend meetings but will not be members of the committee.

5. VOTING RIGHTS

Each committee member will have an equal voting right. In the event of a tied vote the Chairperson is entitled to a deciding vote.

The CEO and Finance Manager will not be entitled to a vote

15. REVIEW

These Terms of Reference and Work Plan will be reviewed on an annual basis by the Committee.

The committee will recommend any substantive changes to the Council for consideration.

COMMENT

The Terms of reference do not stipulate a length of term of the Independent Chairperson though the Community Member appointment is for “the term of the Council”

CONSULTATION

Finance Manager

STATUTORY ENVIRONMENT

The Local Government (Accounting) Regulations 10(2) (b) requires Council to establish and maintain an Audit Committee Act requires council to have an internal audit committee.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/013

That Council confirms its appointment of Mr Russell Anderson to the position of Chairperson of the Coomalie Community Government Council Audit Committee for an initial 2-year period concluding 31st August, 2019: with the position to be reviewed by Council in June 2019.

Moved: Clr. Beswick

Seconded: Clr. Corliss

CARRIED

7.12 LG SHARED SERVICE AGREEMENT - SEAL TO BE AFFIXED AND SIGNED.

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November 2017

Author:	Paul McInerney, Chief Executive Officer
Attachment:	Local Government Shared Services Agreement.

SUMMARY

Council has been a signed party to a shared service agreement with a number of Tasmanian and NT Councils.

The NT Councils are City of Palmerston, Litchfield Council, Wagait Shire council, West Arnhem Council, Katherine Town Council and Coomalie Community Government Council.

Council are formal members of the LG Shared Services Agreement. This agreement was reviewed at the February meeting of LGSS and then circulated to all members for endorsement (copy attached).

BACKGROUND

As I understand previous reports on the agreement it was fundamentally driven by Council needing to access services across animal management and in general staffing if required. In February 2016 a deed of accession was signed allowing Coomalie Council to be a member of the shared services agreement.

An email was forwarded on the 28th February from Kim Hossack, Corporate consultant for the Group of Councils advising *"Please find attached the final revised LG Shared Services Agreement which was endorsed at last week's committee meeting for your actioning. Could all General Managers and CEO's please sign and seal for your individual Council section under the Signing clauses on pages 22-26 and then forward a scanned copy of that section back to myself for collation"*

COMMENT

Council will note within the Agenda is a draft agreement under the Shared Service arrangements for Litchfield to assist with animal management in 2018. This will assist new Councillors in seeing how the Agreement operates.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/014

That Council approve of the use of the Council seal and applying it to the Local Government Shared Services Agreement and that the document be signed by the CEO.

Moved: Clr. Beswick

Seconded: Clr. Moyle

CARRIED

7.13 ANIMAL MANAGEMENT – AUTHORISED OFFICERS/Common Service Agreement – LITCHFIELD COUNCIL

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Draft Service Agreement

SUMMARY

On the 30th October I met with Sharon McTaggart with Litchfield Council for approximately an hour and a half to describe the issue with dogs generally in the townships, levels of complaints, types of complaints, actions taken locally within limited resources as well as councils 2016 Animal Management By-Law.

Sharon is currently reviewing our By-Law in comparison to Litchfield Council to look at consistencies and operations for when they commence visits. She will send our By-Law back with “track changes” to assist Council in improving the by-law further should Council wish to do so.

Sharon’s further advice is that when their Officers attend in Coomalie townships it should be well advertised in advance and commence with a door knock of all town residences seeking information as to the number of dogs kept, inconvenience of barking dogs and the range of laws that need to be complied with as a responsible dog owner. This is an education phase that is then followed up with compliance phase.

I am awaiting further written advice from Sharon McTaggart on the final program and steps involved to ensure Council complies with legislation.

The Draft agreement is for approval by Council and includes the hourly rate and km travel charge.

BACKGROUND

Resolution from October OGM discussion;

RESOLUTION 17/10/2017/013

That Council appoint Bianca Aragoon, Nicole Davenport and Sharon McTaggart as Authorised Persons for a period up to the 30th 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.

CARRIED

COMMENT

Hi Paul

The fees from last year have not been changed in the draft document and I’m not sure if there has been an increase. If there has been, it will only be in line with any CPI increase as at 1 July this year, so very minimal.

Kind regards, Sharon

Sharon McTaggart • Regulatory Services Manager • Litchfield Council

CONSULTATION

CEO Paul McInerney

Council Authorised Officer

Finance Manager Melissa Kerr

Regulatory Service Manager Sharon McTaggart - Litchfield Council

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.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$8000 allocation for new programs under Common Service Agreement with Litchfield Council.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION 21/11/2017/015

That Council endorse the proposed shared service agreement with Litchfield Council and approves affixing of the Council seal and the agreement be signed by the CEO.

Moved: Clr. Beswick

Seconded: Clr. Moyle

CARRIED

7.14 AUSTRALIA DAY CEREMONY 2018

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st November, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	2017 Australia Day Run Sheet

SUMMARY

Australia Day Ceremony expenditure for 2017 came to a total of \$930.00 for the breakfast and \$259.00 for accommodation for the Ambassador and the Waler Horse Society attendees, excluding gst.

Last year Coomalie Council received grant funding of \$1500.00 from the Australia Day Council NT Inc, this year however the grant funding may only be around \$800.00, which is the total budget.

Council will not have funding for the Ambassadors program this year.

BACKGROUND

Australia Day is organised by the Community Recreation Officer however, the Senior Administration Officer assists in the nominations and selection committee.

- Nomination forms for each category need to be distributed around the Shire in October/November and the CRO should be actively seeking nominations throughout this period.
- Once the closing date is December has been reached, the SAO needs to organise a committee to select the winners. This category is made up of 3 active Community members – 1 from Batchelor, 1 from Adelaide River and another from either area.
- Committee is to meet at the Council Chambers and be presented with:
 - A copy each of all nominations received
 - A copy each of the last 3 years of winners
 - A form to complete showing their final selections of 1 winner per category.
- SAO should then work with CRO to organise certificates for the winners. Some categories are Australia Day Council categories – they need to be notified immediately, and will publish in NT News and send us certificates. The other category winners will be given a framed certificate as well, but we use a template to do theirs up.

Volunteers for the event are needed and greatly appreciated each year. The Councillors volunteering to assist with the cooking of the breakfast is a great way for the Community to get to know the Councillors.

The CEO is traditionally the MC for the event with the President delivering a welcome speech and present certificates to award winners in each category as well as introduce any guest speakers.

For detailed proceeding of the 2017 Australia Day event please refer to the 2017 Australia Day Run sheet.

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

DIRECTION

CEO to check with Gary Higgins for sponsorship and that Councillors and staff volunteer on the day.

That Council acknowledge that a formal budget allocation for Australia Day is the funding received via grant funding and other sponsorship, noting the potential lesser funding for the 2018 event.

Councillor McElwee departed the meeting (due to work commitments) at 9:55pm

7.15 POLICY REVIEWS AND ADOPTION

Applicant:	N/A
Location/Address:	N/A
File Ref:	Nil
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Chief Executive Officer, Paul McInerney.
Attachment:	Policies 3.4, 1.12, 1.12a, 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 1.12 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 1.12 Meetings of Council and minor changes were made to policy 2.5 Statement of Significant Accounting Policies, by the Finance Manager.

A new policy, 1.12a Audio Recordings for Meetings was created.

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

Local Government (Accounting) Regulations

Local Government (Administration) Regulations

VOTING REQUIREMENT

Simple majority

RESOLUTION 21/11/2017/016

That policy 1.12 Meetings of Council, as amended at this meeting in relation to Agenda's to be forwarded as per the Local Government Act requirements, be adopted 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.

And that Council further review the wording of Policy 1.12a Audio Recordings for Meetings, and Council further review the policy 3.4 Medical Examination

Moved: Clr. Beswick

Seconded: Clr. Corliss

CARRIED

7.16 CHRISTMAS FUNCTION

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC / 63
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

Each year Council holds a single function for Councillors, staff and their families to recognise the achievements of the year and thank Councillors and staff for their dedication, commitment and professionalism to supporting the community.

It is suggested that this year the Council's Christmas Function be held at the Batchelor Butterfly Farm on Friday 8th December from 5:30pm. The event is for Councillors, Staff and their families. Council's contribution will be limited to the purchase of food and refreshments. This should not exceed \$500.00.

BACKGROUND

Last year the below summary was present to Council for its consideration and passed.

"It is suggested that Council hold "Council Christmas BBQ" at the council chambers on Thursday 22nd December commencing at about 5.30pm. The event is for Councillors, Staff and their families. Council's contribution will be limited to the purchase of food and refreshments. This should not exceed \$500.00"

COMMENT

The Senior Administration officer has coordinated this event and option at the Butterfly Farm.

CONSULTATION

Administration and Operation Staff

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$500

VOTING REQUIREMENT

Simple majority

RESOLUTION 21/11/2017/017

That Council endorses the holding of a Christmas function to celebrate and recognise the achievements of the year and in line with previous years Council allocate \$500 towards this function.

Moved: Clr. Moyle

Seconded: Clr. Beswick

CARRIED

7.17 CLOSURE OF THE COUNCIL OFFICE OVER CHRISTMAS/ NEW YEAR PERIOD

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC / 63
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

The Christmas public holiday this year falls on Tuesday 26th December 2017 and the New Year's public holiday falls on Monday 1st January 2017.

Historically this is a very quiet period of the year with very little commercial, business or Local Government activity. It is appropriate that Council not open the Administration office during this time and the Administration staff take leave. This year it is proposed to close the administration office from 12 noon on Friday 22nd December 2017 and reopen on Tuesday 2nd January 2018.

Provision has been made to ensure that essential operational requirements will be maintained. These include the clean-up of the parks, pushing up of the rubbish tips and emptying of the transfer bins. Garbage collection will be as normal. The pool will be closed on Christmas Day 25th December 2017.

BACKGROUND

Nil

COMMENT

Whilst the administration is very quiet there is still a requirement to carry out activities such as Rubbish Transfer and clean up in the parks and gardens as well as provide emergency assistance if required. The skeleton works staff crew will carry out any maintenance or normal programmed work. An operation staff person will be available on call in the case of any emergencies. Period Contractors will be alerted for call if required in an emergency.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

DIRECTION

The CEO closes the Administration office for the Christmas period from 12 noon Friday 22nd December 2017, reopening at 8am on Tuesday 2nd January 2018.

7.18 COMMUNITY RECREATION OFFICER REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CRO
Date:	21 st November 2017
Author: Officer	Rishona Meggs, Community Recreation
Attachments:	Nil

SUMMARY

Remembrance Day

Coomalie Council supported the National Servicemen Association by providing equipment and onsite support for the 2018 Remembrance Day Service. The service started at 11 am at the Adelaide River War Graves. COTA provided a morning tea after the service.

Blue Light Disco

This month's Blue light Disco will be held on Friday the 17th of November, Coomalie Council will be attending in support of the Blue Light Disco Committee. We are always 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.

After School Sports Program

This month I have been in Adelaide River and Batchelor conducting the after school sports, we have held Soccer, Cricket, Bowling and AFL. The Children in the Coomalie Region are really enjoying partaking in this program. The participation numbers range from 8 to 18 depending on what activity is being held and the ages ranging from 6 years old to 14 years old.

January School Holiday Program – Coomalie Outback Adventures

I have submitted the grant application for the January School Holiday Program and I am awaiting the approval from the Northern Territory Government. This program will promote healthy lifestyles and incorporate educational activities whilst having some fun along the way.

I have made a change in the program as I have been in contact with Batchelor Outdoor Education Centre and unfortunately they are closed over the January period so I have made an adjustment and I will be taking the kids from the Coomalie Region to the Cinemas to watch Jumunji: Welcome to the Jungle.

Seniors Christmas Lunch

The Seniors Christmas Lunch date has been secured and will be held on Wednesday the 13th of December, at Rum Jungle Tavern. The Rum Jungle Tavern will be providing a hot buffet style lunch and complimentary standard drink for all seniors attending. I have been in contact with multiple suppliers/local businesses around Darwin and can confirm that several will be donating a small gift or cash donation towards the Seniors Christmas Lunch.

So far I have managed to raise \$1500 to go towards the Seniors Christmas lunch from Local businesses around the Coomalie Region. This year we decided to not send out individual invitations as such but to advertise throughout the Coomalie Region with flyers and takeaway leaflets to reduce postal fee's.

NOTE

For the information of Council.

8 FINANCE REPORTS

8.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 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 October 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

OCTOBER 2017

Date	Reference	Detail	Amount
2/10/2017	CBA Merc Fee	Commonwealth Bank of Australia	1,624.93
5/10/2017	8379	Access Hardware	59.40
5/10/2017	8380	AJ Couriers & Haulage Pty Ltd	66.00
5/10/2017	8381	Area IT Solutions	440.77
5/10/2017	8382	Batchelor Service Centre	656.63
5/10/2017	8383	Cr. Sharon Beswick	450.00
5/10/2017	8384	Cr. Sue Bulmer	450.00
5/10/2017	8385	Cr. Max Corliss	850.00
5/10/2017	8386	Darwin Office Technology	235.06
5/10/2017	8387	Fin Bins VTG Waste & Recycling	6,233.07
5/10/2017	8388	DT & MG Kerr	4,620.00

5/10/2017	8389	Komatsu Australia Pty Ltd	41.42
5/10/2017	8390	L&V Nominees Pty Ltd	23,600.00
5/10/2017	8391	Cr. Deborah Moyle	450.00
5/10/2017	8392	Integrated Land Information S	54.80
5/10/2017	8393	OfficeMax	600.98
5/10/2017	8394	T/A Batchelor General Store	113.11
5/10/2017	8395	RS Gardening Care	7,541.00
5/10/2017	8396	Speedy Electrical Service NT	465.50
5/10/2017	8397	Think Water	1,816.56
5/10/2017	8398	Cr. Andrew Turner	1,500.00
5/10/2017	8399	VTG Waste & Recycling	290.95
10/10/2017	G/L Consolidate	Payroll	27,277.71
4/10/2017	CBA Visa Oct 17	Commonwealth Bank of Australia	464.50
5/10/2017	CBA Reject Fee	Commonwealth Bank of Australia	1.10
13/10/2017	8400	Air Liquide WA Pty Ltd	69.67
13/10/2017	8401	Area IT Solutions	1,894.20
13/10/2017	8402	Bison Haulage TA AR Freight	55.00
13/10/2017	8403	Attache Software Australia Pty	32.50
13/10/2017	8404	Attcom NT	1,045.00
13/10/2017	8405	Fin Bins VTG Waste & Recycling	2,077.69
13/10/2017	8406	Gaz NT Pty Ltd	176.00
13/10/2017	8407	L&V Nominees Pty Ltd	375.00
13/10/2017	8408	Cr. Christian McElwee	450.00
13/10/2017	8409	Nexia Edwards Marshall NT	6,974.00
13/10/2017	8410	Pumacard	1,793.96
13/10/2017	8411	Rural Fire Protection	382.80
13/10/2017	8412	Stockwell Water and Gas PTY LT	4,620.00
13/10/2017	8413	Vanderfield Northwest	1,378.15
13/10/2017	594	Motor Vehicle Registry	1,674.85
17/10/2017	595	Jacana Energy	2,562.27
17/10/2017	596	PowerWater	6,488.17
16/10/2017	CBA BPay Fee	Commonwealth Bank of Australia	392.62
16/10/2017	CBA Tran Fee	Commonwealth Bank of Australia	16.94
16/10/2017	CBA Commbiz Fee	Commonwealth Bank of Australia	51.37
17/10/2017	597	Commonwealth Bank of Australia	1.10
18/10/2017	598	Australian Taxation Office	10,294.00
19/10/2017	8414	Bruce Mason	1,024.00
23/10/2017	599	Motor Vehicle Registry	405.60

24/10/2017	G/L Consolidate	Payroll	26,390.91
26/10/2017	8415	R W Anderson	903.00
26/10/2017	8416	Attcom NT	643.50
26/10/2017	8417	Fin Bins VTG Waste & Recycling	4,155.38
26/10/2017	8418	Higgie Mechanical Engineering	712.50
26/10/2017	8419	JAC Embroidery TA Brandit NT	1,378.01
26/10/2017	8420	Bruce Mason	360.00
26/10/2017	8421	OfficeMax	303.37
26/10/2017	8422	Oolloo Investments Pty Ltd	24,449.90
26/10/2017	8423	Deidre Pickering	2,944.96
26/10/2017	8424	Practical Safety Australia Pty	215.79
26/10/2017	8425	RS Gardening Care	308.00
26/10/2017	8426	Shannon Recycling & Landcare	1,375.00
26/10/2017	600	Jacana Energy	3,449.00
26/10/2017	601	PowerWater	913.95
25/10/2017	CBA Rej Fee Oct	Commonwealth Bank of Australia	1.10
26/10/2017	Super Sep 2017	Click Super	5,859.57
		Total	198,502.32

RESOLUTION 21/11/2017/018

That Council approve and pass for payment the October 2017 payment register totalling \$198,502.32.

Moved: Clr. Beswick

Seconded: Clr. Corliss **CARRIED**

NOTE

Finance Manager to report on bank charges and arrangements.

8.2 FINANCE AND GRANT REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	21 st November 2017
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

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

BACKGROUND

Attached is the finance and grant report and monthly financial summary report for October 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 31ST OCTOBER 2017**

Cash at Bank					
Cash on Hand					\$ 1,000.00
Cheque Account					\$ 794,390.62
Investment Account					\$ 2,250,000.00
Trust Account					\$ 249,918.76
Total Cash at Bank					\$ 3,295,309.38
Debtors	Current	30 Days	60 Days	90 Days	
Trade ***	120.00	-	-	192.50	\$ 312.50
Rate Arrears	-	315,691.62	-	90,940.75	\$ 406,632.37
Rates paid in advance	-	- 10,712.90	-	-	\$ (10,712.90)
Total Debtors					\$ 396,231.97
Creditors	Current	30 Days	60 Days	90 Days	
Trade	2,122.90	-	-	-	\$ 2,122.90
Total Creditors					\$ 2,122.90
Reconciliation of Funds					
Balance as per General Ledger					\$ 1,045,309.38
Add outstanding Debtors					\$ 396,231.97
Less outstanding Creditors					\$ 2,122.90
Add Investment Account					\$ 2,250,000.00
Total Cash & Receivables Available					\$ 3,689,418.45

***** Trade Debtors**

RS Gardening Care	120.00	-	-	-
Wild West Entertainment - Oval Hire	-	-	-	192.50
	120.00	-	-	192.50

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
GRANT REPORT FOR THE PERIOD ENDING 31ST OCTOBER 2017**

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
31/05/2016	Regional Ec Infrastructure Cheeney Rd School Holiday Program -	Dept of Transport	\$ 1,743,687.00	\$ 1,686,461.36	\$ 57,225.64	30/04/2017
20/12/2016	June July 2017 Regional Ec Infrastructure	Dept of Chief Minister	\$ 2,000.00	\$ 1,974.40	\$ -	Acquitted
31/08/2017	Milton Coach Rd SPG - Batchelor Pool	Dept of Infrastructure Dept of Local	\$ 1,412,224.00	\$ 731,205.19	\$ 681,018.81	30/06/2018
22/06/2017	Upgrade	Government	\$ 95,310.00	\$ 47,417.73	\$ 47,892.27	30/06/2018
17/07/2017	Seniors Month 2017	Dept of Chief Minister	\$ 2,000.00	\$ 1,975.99	\$ -	Acquitted
22/09/2017	NT Library Operations	Dept Arts Museums	\$ 51,748.00	\$ 16,233.55	\$ 35,514.45	31/07/2018
10/10/2017	Community Sport & Recreation Officer	Dept Sport and Recreation	\$ 45,000.00	\$ 20,159.96	\$ 24,840.04	31/08/2018
			\$ 3,351,969.00	\$ 2,505,428.18	\$ 846,491.21	
		Cash and Receivables			\$ 3,689,418.45	
		Unspent Grants & Subsidies			\$ 846,491.21	
		Cash Available to Council			\$ 2,842,927.24	

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
MONTHLY FINANCIAL SUMMARY
OCTOBER 2017**

Account Code	Account Description	16/17 Actual	Month Actual	YTD Actual	17/18 Budget
110 ADMINISTRATION					
110 3899	TOTAL INCOME	1,448,797	9,179	1,196,794	1,494,236
110 4999	TOTAL EXPENSES	805,852	51,148	307,837	861,155
110 5000	SURPLUS / (DEFICIENCY) 110	642,945	-41,969	888,957	633,081
210 PUBLIC CONVENIENCES					
210 3899	TOTAL INCOME	-33,153	0	0	9,000
210 4999	TOTAL EXPENSES	84,515	4,154	18,444	79,400
210 5000	SURPLUS / (DEFICIENCY) 210	-117,668	-4,154	-18,444	-70,400
211 SANITATION AND GARBAGE					
211 3899	TOTAL INCOME	392,637	-1,124	382,455	382,185
211 4999	TOTAL EXPENSES	250,536	22,005	65,383	344,345
211 5000	SURPLUS / (DEFICIENCY) 211	142,101	-23,129	317,072	37,840
212 CEMETERIES					
212 3899	TOTAL INCOME	1,973	259	777	2,000
212 4999	TOTAL EXPENSES	8,724	1,372	1,436	9,000
212 5000	SURPLUS / (DEFICIENCY) 212	-6,751	-1,113	-659	-7,000
310 PARKS AND GARDENS					
310 3899	TOTAL INCOME	5,691	29	967	0
310 4999	TOTAL EXPENSES	175,449	16,923	49,143	197,725
310 5000	SURPLUS / (DEFICIENCY) 310	-169,758	-16,987	-48,176	-197,725
311 LIBRARIES					
311 3899	TOTAL INCOME	51,243	0	51,748	50,757
311 4999	TOTAL EXPENSES	51,722	3,939	16,234	50,757
311 5000	SURPLUS / (DEFICIENCY) 311	-479	-3,939	35,514	0
312 SPORT AND RECREATION					
312 3899	TOTAL INCOME	-60,231	68	342	40,100
312 4999	TOTAL EXPENSES	113,627	6,005	22,058	174,545
312 5000	SURPLUS / (DEFICIENCY) 312	-173,858	-5,937	-21,716	-134,445
313 SWIMMING POOL					
313 3899	TOTAL INCOME	416	45	95,593	99,310
313 4999	TOTAL EXPENSES	112,227	32,037	73,300	210,940
313 5000	SURPLUS / (DEFICIENCY) 313	-111,811	-31,992	22,293	-111,630
314 COMMUNITY RECREATION					
314 3899	TOTAL INCOME	48,685	45,123	47,573	131,900
314 4999	TOTAL EXPENSES	57,988	5,616	22,083	159,818
314 5000	SURPLUS / (DEFICIENCY) 314	-9,303	39,507	25,490	-27,918
410 ROADS					
410 3899	TOTAL INCOME	2,714,122	111	1,425,370	1,837,768
410 4999	TOTAL EXPENSES	812,596	35,250	1,081,240	2,808,668
410 5000	SURPLUS / (DEFICIENCY) 410	1,901,526	-35,139	344,130	-970,900
510 STREETLIGHTING					
510 3899	TOTAL INCOME	27,140	513	513	13,200
510 4999	TOTAL EXPENSES	25,948	3,648	3,648	33,600
510 5000	SURPLUS / (DEFICIENCY) 510	1,192	-3,135	-3,135	-20,400
511 TOURISM AND ECONOMIC DEVELOPMENT					
511 3899	TOTAL INCOME	16,746	909	2,909	12,000
511 4999	TOTAL EXPENSES	37,380	498	7,416	39,700
511 5000	SURPLUS / (DEFICIENCY) 511	-20,634	411	-4,507	-27,700

Account Code	Account Description	16/17 Actual	Month Actual	YTD Actual	17/18 Budget
512 DOG MANAGEMENT					
512 3899	TOTAL INCOME	2,424	90	590	2,000
512 4999	TOTAL EXPENSES	20,823	1,787	5,132	25,125
512 5000	SURPLUS / (DEFICIENCY) 512	-18,399	-1,697	-4,542	-23,125
513 GLYPHOSATE					
513 3899	TOTAL INCOME	2,945	218	218	2,400
513 4999	TOTAL EXPENSES	0	0	0	2,400
513 5000	SURPLUS / (DEFICIENCY) 513	2,945	218	218	0
514 GAMBA AND WEED MANAGEMENT					
514 4999	TOTAL EXPENSES	10,537	0	0	5,000
514 5000	SURPLUS / (DEFICIENCY) 514	-10,537	0	0	-5,000
900 3899	TOTAL INCOME	4,619,435	55,420	3,205,849	4,076,856
900 4999	TOTAL EXPENSES	2,567,924	184,382	1,673,354	5,002,178
900 5000	SURPLUS / (DEFICIENCY)	2,051,511	-128,962	1,532,495	-925,322
	ADD BACK DEPRECIATION				507,700
	TRANSFER FROM RESERVES MILTON COACH ROAD				200,000
	TRANSFER FROM RESERVES PROJECTS CARRIED OVER				217,622
	BALANCED BUDGET				0

RESOLUTION 21/11/2017/019

That Council receives and notes the Finance Report, Grant Report and Monthly Financial Summary for October 2017.

Moved: Clr. Beswick

Seconded: Clr. Corliss **CARRIED**

9 CONFIDENTIAL ITEMS

RESOLUTION 21/11/2017/020

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulations 8;

(b) information about the personal circumstances of a resident or ratepayer;

Moved: Clr. Corliss

Seconded: Clr. Beswick **CARRIED**

RESOLUTION 21/11/2017/022

That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act

Moved: Clr. Beswick

Seconded: Clr. Moyle

CARRIED

10 COUNCILLOR REPORTS

Nil

11 USE OF THE COMMON SEAL

Nil

12 GENERAL BUSINESS

Nil

13 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL MEETING**RESOLUTION 21/11/2017/021**

That Council has considered the request and reasons for overdue rates, and approves on this occasion the waiving the interest applied to the overdue rates for the property.

Moved: Clr. Turner

Seconded: Clr. Moyle

CARRIED

14 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 19th December 2017 at 5:00pm concluding at 6.00pm and followed by a Strategic Planning Workshop in the Council Chambers from 6pm – 8pm.

Meeting closed 10.28pm