



AGENDA

ORDINARY COUNCIL MEETING

19th December 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

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 19TH DECEMBER 2017

President of the Shire Council Andrew Turner will declare the meeting open at 5:00pm and welcome all in attendance (this meeting will need to be concluded by approximately 6:00pm to allow for a two-hour workshop on Strategic Planning).

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
Senior Administration Officer	Jasmine Douglas

VISITORS PRESENT

Senior Policy Officer, Local Government Division, Department of Housing and Community Development	Rolf Nilsson
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2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 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 19th December 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.

RECOMMENDATION

That Council receive and notes the apologies for the Ordinary General Meeting held 19th December 2017.

Moved: Clr.

Seconded: Clr.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 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.

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 19th December 2017

Moved: Clr.

Seconded: Clr.

4 PETITIONS AND DEPUTATION

Nil

5 CONFIRMATION OF MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES FOR THE ORDINARY GENERAL MEETING OF 21ST NOVEMBER 2017**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 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 21st November 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.

RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 21st November 2017 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr.

Seconded: Clr.

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Disclosure of Interest:	Nil
Date:	19 th December 2017
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

OP Manager Report as at 8th December, 2017

Roads:

Coach road is now sealed to 5kms of Adelaide River with the first seal 14mm.

The second seal will be completed after the wet season.

Guide posts are being installed currently.

Works that have had second seal will be line marked before Christmas.

District Roads:

Period contractor has finished water, grade and roll on all our listed roads. Some drains were able to be opened. There are a number of drains that can't be adequately opened because the road reserve is too narrow. We will be continuing to work on these after the wet season.

Coash Road in front of Fawcett's at Adelaide River has been discussed with period contractor and works will begin to correct and strengthen the shoulders and widen the road for a 300 metre section and install driveways into property and the roadway resealed.

Slashing Roads – first round has been completed on 90% of our roads.

Spraying of gamba and other weeds has commenced

Waste:

Batchelor – we are face dumping as the slots are full and covering as required in association with Contractor.

Adelaide River – current landfill site will cope for another 2-3 months and then I plan to bring an excavator in to provide an alternative site with the Adelaide River Waste site.

Parks:

Pruning of trees is ongoing.

All sprinklers are now off.

Tree management audit is continuing as workload allows by the Relief Operations Supervisor.

Batchelor Oval the floodlights and power boxes and main box were significantly refurbished. This was due to failure by one box and potential dangerous risks becoming evident due to vandalism over a number of years.

Pool:

Still work to be completed on the pool with the grant money received, as soon as I finish the Milton, Coach Road project, I will finish this off in January/February 2018

Staff:

Christmas/New Year Period arrangements.

Waste management works will continue over the Christmas period with the exception of Christmas Day and Monday 1st January.

Waste Collection – VTG – as Pickup day is Christmas Day and New year’s Day these will be altered and be collected on the 26th December and the 2nd January, 2018.

Pool – Christmas Day closed. New year’s Day open. Pool hours otherwise remain the same.

Leave:

Ops Manager will attempt annual leave from 11th December until January 12th January. There is some bookwork to complete on the grant works.

Richard will be acting Operations Manager for that period.

Robert Bright

Operations Manager- CCGC

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the Operations Manager’s Report for November / December 2017.

Moved: Clr.

Seconded: Clr.

6.2 MONTHLY POOL & DOG STATISTICS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Pool Supervisor
Date:	19 th December 2017
Author:	Trevor Sullivan, Animal Management Officer
Attachments:	Nil

SUMMARY

Pool Report

School carnival time. Adelaide River did a week training in mid-November ending with carnival.

Batchelor had two weeks training and carnival on Friday 8th December. All went well.

Pool had a leak in the sump room was finally fixed and pool has been running well.

Pool will be closed Christmas day and will open 28/12/17 and run as normal.

Dog Report

4 dogs were impounded over this month.

Dog patrols have stepped up with dog complaints.

Patrol of Batchelor starts early with patrols through All streets, parks, school and shops twice each morning and again in the evening.

Adelaide River the same. All streets twice and cemetery drive shops also both dumps.

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:	19 th December 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 November / December 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
13/11/17	MI 1	Minister for Infrastructure and Transport	Statement of Expectations for Roads To Recovery
13/11/17	MI 2	LGANT	Procedures for LGANT representatives on Committees. Nomination forms for Place Names Committee
14/11/17	M 3	Federal Department of Infrastructure and Regional Development	Building Better Regions Fund Infrastructure Projects Round Two
15/11/17	MI 4	Adelaide River War Graves manager	Inspection of proposed bore location by OPM
16/11/17	MI 5	National Servicemen's Association	Planning for 2018 Remembrance Day Service
19/11/17	MI 6	Warren Snowdon Federal Member for Lingiari	EOI for Armistice Centenary Grants Program
20/11/17	MI 7	LGANT	Minutes of CEO Forum Meeting 1 st November 2017
20/11/17	M 8	Minister for Infrastructure, Planning and Logistics	Invitation to comment on Planning for a Vibrant Future
21/11/17	MI 9	Shannon Recycling & Landcare	November Report
21/11/17	MI 10	Litchfield Council	Council Reports and Policy relating to Special Rates Charges for Sealing Roads
22/11/17	MI 11	Batchelor Police	Christmas & School Holiday Arrangements, Owner Absentee Advice
23/11/17	MI 12	SK Planning/ Optus	Optus proposal for mobile phone base AN 1187
23/11/17	MI 13	Department of Housing and Community Development	Community Engagement Exercise
24/11/17	MI 14	AR War Cemetery	Notice re Explorers Way signage and will not be taking up option for a sign at the Bay
24/11/17	MI 15	Department of Infrastructure, Planning and Logistics	Notice of Consent for subdivision AN 975
27/7/17	MI 16	Department of Housing and Community Development	Request for information regarding Councils conditional rating on mining tenements
1/12/2017	MI 17	Deputy Chief Minister For Infrastructure, Planning and Logistics	Batchelor Division of the Development Consent Authority – Appointment of Councillors Confirmation

Correspondence Out

DATE		Source	Subject
15/11/17	MO 1	PM & MK	One off Grant offer from Department of Housing and Community Development
17/11/17	MO 2	PM	Request for police assistance with Lake Bennett dog complaint
21/11/17	MO 3	PM	Request to Litchfield Council for copy of road hierarchy, and information on Rates charges for road changes.
23/11/17	MO 4	PM	AR War Graves Confirmation of acceptable bore site, and permission to proceed with project.

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

RECOMMENDATION

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

Moved: Clr.

Seconded: Clr.

7.2 REVIEW OF ACTION ITEMS LIST TO DECEMBER 2017

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Action Items List to December, 2017.

RECOMMENDATION

That Council receives and notes the Actions Items List.

Moved: Clr.

Seconded: Clr.

7.3 COMPLAINTS REGISTER TO DECEMBER 2017

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Complaints register

RECOMMENDATION

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

Moved: Clr.

Seconded: Clr.

7.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/79
Disclosure of Interest:	Nil
Date:	19 th December 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.”*

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.

December 2017

Belyuen Councillors visited Coomalie Council on December 1st. The first meeting of the Working Group was held to establish 4 focus areas (Governance and Administration, Finance and Assets, Works Services and organisational structure, Our Communities) that would be examined as part of a future proposal for consideration. A tour of Batchelor and Adelaide River and part of the rural areas was conducted to conclude the visit.

The CEO's of Belyuen and Coomalie and Finance Manager of Coomalie met at Belyuen on the 6th December 2017 and in conjunction with Local Government Division representatives Kate When and Rolf Nilsson to undertake work planning required over the coming months and what resources are needed in the finance/assets analysis. Asset Condition assessment at both Councils would be a high priority.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

NOTE

For the information of Council

7.5 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs/CEO
Disclosure of Interest:	Nil
Date:	19 th December 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

CEO Community Activities/ General.

22nd November – met with Maya Murphy, Commonwealth Dept. of Health to discuss working models in NT that are appropriate to Coomalie.

22nd November – met with Rolf Nilsson, Local Government Division to discuss Working Group focus areas.

23rd November – discussion/contact with Central Desert Council on their model, job specification and cost range for Aged Care Coordination.

24th November – TOPROC Meeting

29th November – met with Principal, Batchelor Area School for general discussion on Council programs, activities and also Batchelor School and Outdoor Education Programs and linkages with CRO program.

1st December – Belyuen Councillors and CEO visit to Coomalie.

6th December – CEO/Finance Manager meeting at Belyuen to develop work plan and timeframes and identify key issues to be researched.

7th December – Australia Day local organising group discussion.

12th December – Batchelor Area School Presentation Awards.

Finance Report – last month – re Bank Charges

In relation to the question from last month in relation to Bank charges the following reply has been provided by the Finance Manager.

“Bank Charges for October are always higher than any other month as rates are due the end of September and we are charged for the previous month’s bank charges in the month following.

The majority of rate payers now pay via BPay or Eftpos. There is very little cash and cheques these days.

The budget for bank charges per annum is \$5400.00. Generally, bank charges are not more than \$250/m. Budget for October is \$2000 and November \$500 (October bank charges).”

Christmas / New year’s Staff Coverage

Coomalie Council Office will be closed for the Christmas / new year period from 12 noon Friday 22nd December 2017, reopening on Tuesday 2nd January 2018.

Office Staff

CEO – first point of contact during the Christmas / new year period

SAO – on call for office related issues at all times during the Christmas / new year period

Operations Staff

CEO – first point of contact during the Christmas / new year period

OP Supervisor / Acting Ops Manager – first call by CEO over the Christmas / new year period

Monday 25th December – Op Supervisor on call for emergencies

Tuesday 26th December – Batchelor and Adelaide River waste management works will be completed by a service officer

Wednesday 27th December – Adelaide River and Lake Bennett waste management works, Batchelor township run and other duties to be completed by two service officers.

Thursday 28th December – Adelaide River Town run, mowing and whipper snipping works, other duties to be completed by a full crew.

Friday 29th December – Batchelor waste management works, Batchelor town run and other duties to be completed by a full crew.

Monday 1st January - Op Supervisor on call for emergencies

Normal duties to recommence on Tuesday 2nd January 2018.

RECOMMENDATION

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

Moved: Clr.

Seconded: Clr.

7.6 LOCAL GOVERNMENT EXPANSION – BELYUEN, COOMALIE AND LITCHFIELD NATIONAL PARK PROPOSAL

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	19 th December, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

Council may wish to discuss the recent visit and progress in the early stages of developing a proposal for later consideration of the two Councils.

BACKGROUND

Council Standing Orders of this Agenda provide the current status in development and first meeting of the Combined Working Group of Belyuen.

Council CEO's and staff will continue to work with the support as required of Local Government Division staff over the next month.

The next meeting of the Combined Working Group will be Friday January 19th at Belyuen.

In relation to the offer of a one-off grant to assist in increasing admin capacity over a 16-week period all required paperwork has been submitted and Council now awaits the remittance of the funding to enable a capacity increase at Coomalie to cope with the workload over the coming months.

COMMENT

Nil.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council note the report and/or provide further direction.

Moved: Clr.

Seconded: Clr.

7.7 POLICY REVIEW

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest: Nil

Date: 19th December, 2017

Author: Jasmine Douglas, Relief Senior Admin officer

Attachment: Policy 1.1 Community Communication

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 policy to be reviewed is 1.1 Community Communication.

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

RECOMMENDATION

That Council adopt the reviewed version of policy 1.1 Community Communication with a new review date of April 2021.

Moved: Clr.

Seconded: Clr.

7.8 COMMUNITY RECREATION OFFICERS REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\ CRO
Date:	19 th December 2017
Author:	Rishona Meggs, Community Recreation Officer
Attachments:	Nil

SUMMARY

Blue Light Disco

This was the last Blue Light Disco for the year. Tina Cragan is the organiser of this event and council support the Blue Light Disco. Tina Cragan had some special guests from the The NT Police Youth Diversion come down and meet all of the children in the Coomalie Region. There were 62 children attend the Disco, the next Blue Light Disco will be held in February Blue Light Disco will advertise the dates in the new year.

A benefit that has come out is having a discussion with NT police youth diversion, and a possible outcome will be a basketball game in 2018.

After School Sports

The children in the Coomalie Region have been playing Soccer, Cricket, Basketball, Bowling, AFL and many other fun sports and warm up games. I have had in total 134 participants over the entire duration of the after school sports.

Remembrance Day

This year's Remembrance day was successful, The National Servicemen's Association held a moving service with the Catafalque party from Katherine attending to make the day extra special. 110 people attended the service, thank you to everyone who assisted on the day.

Australia Day Nominations

Australia Day Nominations will be extended until the 21st of December, so if you know anyone who is always helping out and deserves a special thanks or you attended a wonderful event in 2017 and want to show you appreciated it, please take a moment to fill in a nomination form and provide a detailed explanation. Nomination forms can be found at the following locations throughout the Coomalie Shire, Adelaide River Post Office, Adelaide River Primary School, Adelaide River Health Clinic, Batchelor Area School, Batchelor BP, Batchelor General Store, Batchelor Health Clinic. You can return the form to Coomalie Council Office or alternatively Email: recreation@coomalie.nt.gov.au

Coomalie Outback Adventures School Holiday Program

This January we will be exploring the Region, learning about Wildlife as well as having some Fun along the way. We will be making some special trips into Darwin where we will be going to Crocodylus Park where we will be in safari mode, to learn about the exotic wildlife that inhabits the world. We will also be going to Flip out for the Day and to the cinemas to watch Jumunji: Welcome the Jungle. We also have a Day at the Batchelor Butterfly Farm followed by making some yummy homemade pizzas. There will also be a movie day at Adelaide River where we will be enjoying a day indoors followed by some educational activities in the Afternoon.

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:	19 th December 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 November 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			
NOVEMBER 2017			
Date	Reference	Detail	Amount
3/11/2017	8427	Allianz Australia Insurance	1,000.00
3/11/2017	8428	Area IT Solutions	1,463.00
3/11/2017	8429	Darwin Office Technology	438.50
3/11/2017	8430	Fin Bins VTG Waste & Recycling	2,077.69
3/11/2017	8431	H&K Earthmoving Pty Ltd	172,333.71
3/11/2017	8432	Jardine Lloyd Thompson	6,147.97
3/11/2017	8433	DT & MG Kerr	11,319.00
3/11/2017	8434	L&V Nominees Pty Ltd	390.00
3/11/2017	8435	Intergrated Land Information S	82.20
3/11/2017	8436	OfficeMax	251.95
3/11/2017	8437	Oolloo Investments Pty Ltd	13,732.74
3/11/2017	8438	Pumacard	3,859.17
3/11/2017	8439	Rum Jungle Tavern	2,255.00
3/11/2017	8440	RS Gardening Care	2,098.80
3/11/2017	8441	Think Water	185.16
6/11/2017	8442	Sharon Beswick	450.00
6/11/2017	8443	Cr. Sue Bulmer	450.00

6/11/2017	8444	Cr. Max Corliss	850.00
6/11/2017	8445	Christian McElwee	450.00
6/11/2017	8446	Deborah Moyle	450.00
6/11/2017	8447	Cr. Andrew Turner	1,500.00
6/11/2017	602	PowerWater	1,466.15
6/11/2017	603	Telstra	967.19
7/11/2017	G/L Consolidat	Payroll	26,286.57
8/11/2017	604	Motor Vehicle Registry	2,122.90
8/11/2017	8448	Hilary Brett	152.19
2/11/2017	Merc Fee Nov 17	Commonwealth Bank of Australia	335.39
3/11/2017	Visa Nov 2017	Commonwealth Bank of Australia	944.59
9/11/2017	8449	Air Liquide WA Pty Ltd	75.52
9/11/2017	8450	Batchelor Service Centre	446.48
9/11/2017	8451	Fin Bins VTG Waste & Recycling	2,077.69
9/11/2017	8452	Higgie Mechanical Engineering	248.00
9/11/2017	8453	Oolloo Investments Pty Ltd	18,439.91
8/11/2017	Rej Fee Nov 17	Commonwealth Bank of Australia	1.10
14/11/2017	8454	Area IT Solutions	932.80
14/11/2017	8455	Attache Software Australia Pty	46.32
14/11/2017	8456	Belyuen Community Government C	371.95
14/11/2017	8457	Fin Bins VTG Waste & Recycling	2,077.69
14/11/2017	8458	Bruce Mason	1,205.00
14/11/2017	8459	Norsign NT	1,667.60
14/11/2017	8460	Diedre Pickering	2,381.82
14/11/2017	8461	Ringers Western	472.34
14/11/2017	8462	T/A Batchelor General Store	150.11
14/11/2017	8463	S.E. Rentals Pty Ltd	258.63
15/11/2017	8464	Comm8	2,216.17
15/11/2017	605	Australian Communications Auth	44.00
15/11/2017	606	Jacana Energy	2,664.11
15/11/2017	607	PowerWater	1,523.01
15/11/2017	608	Australian Taxation Office	2,867.00
16/11/2017	458700	Petty Cash Reimbursements	711.85
16/11/2017	8465	Bruce Mason	480.00
17/11/2017	8466	The Big Mower	211.75
17/11/2017	8467	Fulton Hogan Industries	2,640.00
17/11/2017	8468	H&K Earthmoving Pty Ltd	77,820.00
17/11/2017	8469	Higgie Mechanical Engineering	1,151.53
17/11/2017	8470	OfficeMax	61.86
17/11/2017	8471	Oolloo Investments Pty Ltd	24,769.44
17/11/2017	8472	Think Water	125.45
21/11/2017	G/L Consolidat	Payroll	26,188.70
14/11/2017	Rej Fee Nov 17	Commonwealth Bank of Australia	1.10
15/11/2017	CommBiz Nov 17	Commonwealth Bank of Australia	17.60
15/11/2017	Tran Fee Nov17	Commonwealth Bank of Australia	47.19
15/11/2017	BPay Fee Nov17	Commonwealth Bank of Australia	117.46
23/11/2017	8473	C-MAX Cinema's Pty Ltd	164.50
23/11/2017	8474	Fin Bins VTG Waste & Recycling	2,077.69
23/11/2017	8475	H&K Earthmoving Pty Ltd	82,820.00
23/11/2017	8476	DC Jesser	2,200.00
23/11/2017	8477	Oolloo Investments Pty Ltd	6,858.00
23/11/2017	8478	Shannon Recycling & Landcare	1,375.00

23/11/2017	8479	Speedy Electrical Service NT	3,947.00
22/11/2017	Rej Fee Nov 17	Commonwealth Bank of Australia	1.10
27/11/2017	Super Oct 2017	Click Super	5,826.44
27/11/2017	Receiptaccount	Bank Credit	1,198.65
30/11/2017	609	Telstra	991.96
1/12/2017	8480	Area IT Solutions	154.00
1/12/2017	8481	Fin Bins VTG Waste & Recycling	2,077.69
1/12/2017	8482	H&K Earthmoving Pty Ltd	188,544.00
1/12/2017	8483	JAC Embroidery TA Brandit NT	79.20
1/12/2017	8484	Komatsu Australia Pty Ltd	23.36
1/12/2017	8485	L&V Nominees Pty Ltd	280.00
1/12/2017	8486	NT Water Filters	145.60
1/12/2017	8487	OfficeMax	224.98
6/12/2017	8488	Ben Harwood	141.64
8/12/2017	610	Motor Vehicle Registry	369.65
TOTAL			\$ 728,071.51

RECOMMENDATION

That Council approve and pass for payment the November 2017 payment register totalling \$728,071.51.

Moved: **Clr.**

Seconded: **Clr.**

8.2 FINANCE AND GRANT REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th December 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 November 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 NOVEMBER 2017**

Cash at Bank					
Cash on Hand					\$ 1,000.00
Cheque Account					\$ 550,005.55
Investment Account					\$ 2,000,000.00
Trust Account					\$ 249,918.76
Total Cash at Bank					\$ 2,800,924.31
Debtors	Current	30 Days	60 Days	90 Days	
Trade ***	1,740.00	120.00	-	-	\$ 1,860.00
Rate Arrears	-	-	140,690.07	114,747.90	\$ 255,437.97
Rates paid in advance	- 19,920.20	-	-	-	(19,920.20)
Total Debtors					\$ 237,377.77
Creditors	Current	30 Days	60 Days	90 Days	
	21,192.60	-	-	-	\$ 21,192.60
Total Creditors					\$ 21,192.60
Reconciliation of Funds					
Balance as per General Ledger					\$ 800,924.31
Add outstanding Debtors					\$ 237,377.77
Less outstanding Creditors					\$ 21,192.60
Add Investment Account					\$ 2,000,000.00
Total Cash & Receivables Available					\$ 3,017,109.48

***** Trade Debtors**

RS Gardening Care - Glyphosate		120.00		
BIITE - Tip Fees	330.00			
F&J Bitumen - Seniors Lunch	800.00			
Fulton Hogan - Tip Fees	110.00			
Outback Helicopters - Seniors Lunch	500.00			
	1,740.00	120.00	-	-

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
GRANT REPORT FOR THE PERIOD ENDING 30TH NOVEMBER 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	\$ 1,723,906.54	\$ 19,780.46	30/04/2017
31/08/2017	Regional Ec Infrastructure Milton Coach Rd	Dept of Infrastructure	\$ 1,412,224.00	\$ 1,214,460.10	\$ 197,763.90	30/06/2018
22/06/2017	SPG - Batchelor Pool Upgrade	Dept of Local Government	\$ 95,310.00	\$ 47,417.73	\$ 47,892.27	30/06/2018
22/09/2017	NT Library Operations	Dept Arts Museums	\$ 51,748.00	\$ 20,527.22	\$ 31,220.78	31/07/2018
10/10/2017	Community Sport & Recreation Officer	Dept Sport and Recreation	\$ 45,000.00	\$ 25,207.85	\$ 19,792.15	31/08/2018
			\$ 3,347,969.00	\$ 3,031,519.44	\$ 316,449.56	
		Cash and Receivables			\$ 3,017,109.48	
		Unspent Grants & Subsidies			\$ 316,449.56	
		Cash Available to Council			\$ 2,700,659.92	

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
MONTHLY FINANCIAL SUMMARY**

NOVEMBER 2017

Account Code	Account Description	16/17 Actual	Month Actual	YTD Actual	17/18 Budget
110 ADMINISTRATION					
110 3899	TOTAL INCOME	1,448,797	8,764	1,205,558	1,494,236
110 4999	TOTAL EXPENSES	805,852	64,366	372,203	861,155
110 5000	SURPLUS / (DEFICIENCY) 110	642,945	-55,602	833,355	633,081
210 PUBLIC CONVENIENCES					
210 3899	TOTAL INCOME	-33,153	0	0	9,000
210 4999	TOTAL EXPENSES	84,515	4,564	23,008	79,400
210 5000	SURPLUS / (DEFICIENCY) 210	-117,668	-4,564	-23,008	-70,400
211 SANITATION AND GARBAGE					
211 3899	TOTAL INCOME	392,637	175	382,630	382,185
211 4999	TOTAL EXPENSES	250,536	18,299	83,682	344,345
211 5000	SURPLUS / (DEFICIENCY) 211	142,101	-18,124	298,948	37,840
212 CEMETERIES					
212 3899	TOTAL INCOME	1,973	0	777	2,000
212 4999	TOTAL EXPENSES	8,724	131	1,567	9,000
212 5000	SURPLUS / (DEFICIENCY) 212	-6,751	-131	-790	-7,000
310 PARKS AND GARDENS					
310 3899	TOTAL INCOME	5,691	0	967	0
310 4999	TOTAL EXPENSES	175,449	22,686	71,829	197,725
310 5000	SURPLUS / (DEFICIENCY) 310	-169,758	-22,686	-70,862	-197,725
311 LIBRARIES					
311 3899	TOTAL INCOME	51,243	0	51,748	50,757
311 4999	TOTAL EXPENSES	51,722	4,294	20,528	50,757
311 5000	SURPLUS / (DEFICIENCY) 311	-479	-4,294	31,220	0

312 SPORT AND RECREATION

312 3899	TOTAL INCOME	-60,231	0	342	40,100
312 4999	TOTAL EXPENSES	113,627	7,776	29,834	174,545
312 5000	SURPLUS / (DEFICIENCY) 312	-173,858	-7,776	-29,492	-134,445

313 SWIMMING POOL

313 3899	TOTAL INCOME	416	0	95,593	99,310
313 4999	TOTAL EXPENSES	112,227	7,321	80,621	210,940
313 5000	SURPLUS / (DEFICIENCY) 313	-111,811	-7,321	14,972	-111,630

314 COMMUNITY RECREATION

314 3899	TOTAL INCOME	48,685	41	47,614	131,900
314 4999	TOTAL EXPENSES	57,988	5,054	27,137	159,818
314 5000	SURPLUS / (DEFICIENCY) 314	-9,303	-5,013	20,477	-27,918

410 ROADS

410 3899	TOTAL INCOME	2,714,122	80,881	1,506,251	1,837,768
410 4999	TOTAL EXPENSES	812,596	576,831	1,658,071	2,808,668
410 5000	SURPLUS / (DEFICIENCY) 410	1,901,526	-495,950	-151,820	-970,900

510 STREETLIGHTING

510 3899	TOTAL INCOME	27,140	0	513	13,200
510 4999	TOTAL EXPENSES	25,948	0	3,648	33,600
510 5000	SURPLUS / (DEFICIENCY) 510	1,192	0	-3,135	-20,400

511 TOURISM AND ECONOMIC DEVELOPMENT

511 3899	TOTAL INCOME	16,746	1,864	4,773	12,000
511 4999	TOTAL EXPENSES	37,380	383	7,799	39,700
511 5000	SURPLUS / (DEFICIENCY) 511	-20,634	1,481	-3,026	-27,700

512 DOG MANAGEMENT

512 3899	TOTAL INCOME	2,424	450	1,040	2,000
512 4999	TOTAL EXPENSES	20,823	1,750	6,882	25,125
512 5000	SURPLUS / (DEFICIENCY) 512	-18,399	-1,300	-5,842	-23,125

513 GLYPHOSATE

513 3899	TOTAL INCOME	2,945	327	545	2,400
513 4999	TOTAL EXPENSES	0	0	0	2,400
513 5000	SURPLUS / (DEFICIENCY) 513	2,945	327	545	0

514 GAMBA AND WEED MANGEMENT

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	92,502	3,298,351	4,076,856
900 4999	TOTAL EXPENSES	2,567,924	713,455	2,386,809	5,002,178
900 5000	SURPLUS / (DEFICIENCY)	2,051,511	-620,953	911,542	-925,322

RECOMMENDATION

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

Moved: **Clr.**

Seconded: **Clr.**

9 **CONFIDENTIAL ITEMS**

Nil

10 **COUNCILLOR REPORTS**

Nil

11 **USE OF THE COMMON SEAL**

11.1 **POWER AND WATER SERVICE AGREEMENT**

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	19 th December, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Power and Water Letter re Transfer of Ownership/Service Agreement post 1 st Jan. Deed Streetlight ownership signed by Council effective 30 th June 2016. Service Level Agreement P and Water/Council 2 years post 1 st January 2018.

SUMMARY

A service agreement between Power and Water and Coomalie Council has been attached for signing and sealing.

The agreement is for 2 years from 1st January 2018 to 1st January 2020 with an opt out notice period of 30 days.

I have sought clarification from Power and Water in relation to the current document at Clause 6.1 Services Fee as it referred to the old standard quarterly charge regime of \$3,019.69.

The following new clause is proposed:

6.1 Services Fee

The Streetlight repairs and maintenance charges payable by the Council for the Services ('Services Fee') will be based on the works done within a financial quarter in line with the rates identified and the service requested in Schedule B.

Essentially Schedule B relates to Charges and I have had good discussion with Power and Water in relation to this. Table 2 Rates and Service Frequencies.

I would be recommending the following:

Streetlight Patrol Frequency – Nil. (Council can rely on public advice and its own quarterly patrol for outages.)

Minimum Number of Street Lighting Outages before services are required = 8. (This would enable a crew to be dispatched for a full day and maximise travel costs.

BACKGROUND

A Deed of Agreement was signed by Coomalie Council on 30th June 2016 that transferred the streetlight assets infrastructure to Council.

Council requires a service agreement with Power and Water to be in place before 1st January 2018 that will enable the street lights to be effectively maintained.

It is proposed that an aggregate of 8 light outages would be enough work for one day for a crew to travel from Darwin and maximise the cost of having a crew travel to Batchelor or Adelaide river.

COMMENT

Nil

CONSULTATION

Steve Vlahovic

Finance Manager

Chief Executive Officer

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Previous standard quarterly charges were \$3019.60 per quarter in the past.

This financial year the Jul-Sep quarter was only charged for actual lights fixed and was \$564.30.

This agreement can be reliably measured over the life of the agreement and if it is not cost effective or outside previous historical figures in the budget then alternative tendering arrangements could be pursued in the future

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council approve of the service level agreement as amended between Power and Water Corporation and Coomalie Community Government Council and authorise the document to be signed and sealed.

Moved: Clr.

Seconded: Clr.

12 GENERAL BUSINESS

Nil

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 23rd January 2018 at 6:00pm in the Council Chambers.