



AGENDA

ORDINARY COUNCIL MEETING

23 October 2012

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COOMALIE COMMUNITY GOVERNMENT COUNCIL

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A handwritten signature in black ink, appearing to read 'Lee Farrell', with a large checkmark to the right.

Signed: Lee Farrell Chief Executive Officer

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 23rd October 2012 AT 6.00PM

President of the Shire Council Jeff Colver declared the meeting open at 6.00pm and welcomed all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Jeff Colver
Councillor	Vice President Bruce Jones
Councillor	Ewan Crook
Councillor	Sue Bulmer
Councillor	Max Corliss
Councillor	Dave Gray
Councillor	Geoff Morton

STAFF PRESENT

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

PERSONS PRESENT

Lee Williams	Director Legislation - Department of Housing, Department of Local Government, Department of Regional Development and Indigenous Advancement
Solomon Gatura	Department of Housing, Department of Local Government, Department of Regional Development and Indigenous Advancement

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	23 rd October 2012
Author:	Lee Farrell, 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 23rd October, 2012.

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 receives and notes apologies from Cllr Turner and grants him leave of absence received for the Ordinary General Meeting held 23rd October 2012.

Moved: Cllr.

Seconded: Cllr.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	
Date:	23 rd October 2012
Author:	Lee Farrell, 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 23rd October 2012.

Moved: **Clr.**

Seconded: **Clr.**

4 PETITIONS AND DEPUTATIONS

Lee Williams	Director Legislation - Department of Housing, Department of Local Government, Department of Regional Development and Indigenous Advancement
Solomon Gatura	Department of Housing, Department of Local Government, Department of Regional Development and Indigenous Advancement

5 CONFIRMATION OF PREVIOUS MINUTES ORDINARY GENERAL MEETING 18 SEPTEMBER 2012

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	23 rd October 2012
Author:	Jo'Anne Kinter Administration Manager
Attachments:	Minutes Ordinary General Meeting 18 th September 2012

SUMMARY

Minutes of the Ordinary General Meeting held 18th September 2012 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

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 18th September, 2012 are 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
Date:	17 th October 2012
Author:	Robert Bright, Operations Manager
Attachments:	Operations Manager's Report

SUMMARY

Operations Manager's report for the Ordinary General Meeting held 23rd October 2012.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and note the Operations Managers Report for September/October 2012.

Moved: Clr.

Seconded: Clr.

Operations Manager Report

October 2012

Dumps

Batchelor Dump

The slot that we are using will be full in the next 6 to 8 weeks. I know some don't agree but I believe this system has worked very well. We use less gravel and we are working over the area that has been filled so are getting a good compaction. When this slot is full we will have to go back to a face fill on the west end of the slot. There are signs there telling people where to dump their white goods and green waste but they have never been removed.

Adelaide River Dump

The slot there is working well and people are putting their rubbish in it. We will keep using this until the water level stops us then we will have to go back to the face dump here also.

WorkSafe received a complaint about our safety at the dumps and came down for an inspection. They were happy with it so all ok.

Swimming Pool

The pool is open. The other filter that was needed and the new pump have been installed and all working ok. We need to address the issues of where the safety switches are. They need to be removed to a different location instead of climbing over the equipment to get to them. The tree in the bowling green is still a major issue and needs to be dealt with sooner than later. Two quotes attached.

Extra staff have completed the Bronze Medallion training and Kylie Turner can now do the water testing as well.

Community Centre

The east end wall has now been installed so that is the finish of the Grant project.

Bowling green

I believe we have problems starting with this project and needs to be addressed urgently.

Road Works Tender

The stabilising seal has been finished on Coach, Milton and Cheeney Roads. The re sheeting on Cheeney has also been done. We are now ready for the full maintenance grade to start. Watering points that we normally use are dry so could do with some rain.

Staff

The crew have been doing the normal things around the towns. Around Batchelor, staff are getting on top of broken pipes and watering jobs, still a few issues at Adelaide River to sort out.

We have been doing some road work when we have staff available.

I have been working on draft guideline permits to work within our road reserve as the development permit may require.

I am going to look at the problem on roads and access in the North of the Shire, Collette Creek and Boundary road area on Friday 19th Oct. Will give a verbal report if need be.

Something to think about!

The Memorial Drive Terrace at Adelaide River is going to need urgent rebuild. It will give way this wet season due to heavy traffic (buses) using it to the war graves.

6.2 ANIMAL MANAGEMENT OFFICER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	11/10/2012
Author:	Trevor Sullivan Animal Management Officer
Attachments:	Nil

SUMMARY

Animal Management Officer's report for the Ordinary General Meeting held 23rd October 2012.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and note the Animal Management Officers Report September/October 2012.

Moved: Clr.

Seconded: Clr.

Dog Report

11th October 2012

The pound is empty at this time. There were six dogs impounded, two found new homes & the other four did not.

Several complaints have been dealt with, resulting in some dogs leaving town and others have been registered.

On Tuesday 9th October 2012, a person on Miles Rd was attacked by her own pigs, all very big. Kylie Turner had to rescue her. It was rather scary. These pigs have now been released from the owner's property. Although it is not a dog problem, this may need to be addressed as these pigs are wild by nature and have been raised and fed by people. They are finding their way onto Council roads and may cause harm to people or property.

6.3 POOL REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	11/10/2012
Author:	Trevor Sullivan Pool Supervisor
Attachments:	Nil

SUMMARY

Pool Supervisor's reports for the Ordinary General Meeting held 23rd October 2012.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and note the Pool Supervisor's Reports for September/October 2012.

Moved: Clr.

Seconded: Clr.

Swimming Pool Maintenance Report- 11th October 2012

Sand filter is on order from Poolwerx.

The middle pump needs hard wiring, will be ready when new sand filter is fitted.

All hole covers have been completed around edge of pool. No more rusty sharp edges.

Cement motor will be used to fill cracks and concrete damage.

Pool vacuum is not working. Air is getting in through O-rings, will be replaced by Poolwerx.

The large rain tree needs to be removed ASAP. This is an ongoing problem and needs completion.

New signs needed for the pool;

- Entry times & charges
- Rules & Safety
- No Smoking
- No Eating inside blue wall

Swimming Pool Report - 11th October 2012

Pool reopened on Thursday 27th September 2012 and there were an outstanding number of people using the pool.

Grand finals Saturday and Sunday saw numbers down on that weekend, but the numbers are and have been steady most days.

Sunday 30th September I found that the shade covers were damaged by night time intruders.

Police were contacted and they have already made arrests of persons who were involved. A glass bottle was found in the pool that matched with materials stolen from a residence in Batchelor and connections were made from there.

It was a large turnout for the Bronze Medallion with people from Outdoor Education, Batchelor School and the College, a few younger people included.

Kylie Turner completed the Bronze Medallion.

Marilyn Morris & I (Trevor Sullivan) completed the reaccreditation of the Bronze Medallion.

Swimming Pool Takings and Statistics

<u>Paying at gate swimmers and takings</u>							<u>Pass Swimmers</u>		
<u>Period ending</u>	<u>Adult</u>	<u>Children</u>	<u>Families</u>	<u>Pens</u>	<u>Gate</u>	<u>Passes sold</u>	<u>Pool Takings</u>	<u>Adult</u>	<u>Children</u>
WE 1/10/2012	20	67			150.50	295.00	445.50	12	18
WE 8/10/2012	13	41	2		104.00	-	104.00	10	12
WE 15/10/2012	15	41	7	4	140.00	165.00	305.00	21	13

7 CHIEF EXECUTIVE OFFICER'S REPORTS

7.1 LOPPING OF TREE - BATCHELOR SWIMMING POOL

Applicant:	Swimming Pool Supervisor
Location/Address:	Batchelor Pool
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th October, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Quotation from RS Gardening Care Quotation from Arafura Tree Services

SUMMARY

The removal of the tree in the Batchelor Pool was inspected by Council and funds included in Councils Budget to undertake this task.

BACKGROUND

The Pool Supervisor has advised that the leaves being dropped from the rain tree in the Pool is creating a lot of unnecessary work and also blocks the filters in the small pool. The roots are also now protruding into and under the Bowling Green.

COMMENT

The tree should be removed to remove the current maintenance issues and issues that will cause damage to the Rum Jungle Bowling green in the future.

Councils Operations Manager has obtained the following quotes:

RS Gardening Care - Cut down and remove tree in swimming pool including stump grinding \$2090 (inc GST).

Arafura Tree Services Pty Ltd –Remove Rain Tree Batchelor Pool \$4950 (inc GST).

- Remove Coconut or Royal Palm \$352 (inc GST).

Council's Operations Manager will have also discussed the removal of this tree with Mr John Oakley as part of Councils community consultation process.

CONSULTATION

Swimming Pool Supervisor
Manager of Operations
Council's annual inspection of the Pool

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council has budgeted \$10,000.00 under landscaping to undertake this type of work. No funds have been spent to date.

VOTING REQUIREMENT

Simple

RECOMMENDATION

That Council accept the quote fromto cut and remove the rain tree in the Batchelor Swimming Pool.

Moved: **Clr.**

Seconded: **Clr.**

7.2 INCOMING AND OUTGOING CORRESPONDENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	23 rd October, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

Council is provided with items of correspondence of note both received and sent during the months of September and October 2012.

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

LGANT	Minutes of Monday 4 th June 2012
LGANT	Confidential minutes of Monday 2 nd July 2012
LGANT	Minutes of Monday 2 nd July 2012
LGANT	Minutes of Monday 30 th July 2012
LGANT	Minutes of Monday 20 th August 2012
Australian Local Government Association	2013 National General Assembly (NGA)
The Australian Veterinary Association Limited	Local Government Animal Management
David Edwards	Chin Sub division – Survey on Road Access etc
Sue Mornane	Complaint regarding BP Service Centre car wrecks
Wendy Protheroe, Counselling Services – BoysTown	Kids Helpline
Linda Jackson	Response to Legal access within Chin Subdivision
Sue Mornane	Response to “Tidy Towns Competition 2012 – 2013”
Department of Business	Protected Area Signs
Alice Spencer	Finniss Reynolds Catchment Group – Steering Committee
National Servicemen’s Association Australia NT Inc.	Remembrance Day Commemoration at Adelaide River War Cemetery
Batchelor Museum Development Association Inc	Seeking support
Local Super	Newly merged fund
The Hon Jenny Macklin MP	Australian Government’s Stronger Futures in the Northern Territory initiative
Vicki Chyer Darwin Regional Indigenous Advancement & CDEP Inc	Letter regarding the Mobile Journalism Unit (MOJO)

Correspondence Out

Local Caterers	Seeking quotes for Council Meetings
Paul Purdon – Environment Protection and Sustainability	Batchelor and Adelaide River Waste
Mr DJ Everitt	Dishonoured Cheque
Ms E Hampton	Animal Nuisance
Local Caterers	Catering for two Council functions
Lloyd Nair – Nair Watkins Chartered Accountants	Management letter to Auditor 2011 -2012
Lloyd Nair – Nair Watkins Chartered Accountants	Certification of annual financial statements
Robert Bright	Subdivision of Lots 131 Hundred of Playford, Development Permit

CONSULTATION

N/A

STATUTORY ENVIRONMENT

Not Applicable.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

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

Moved: **Clr.**

Seconded: **Clr.**

7.3 REVIEW OF ACTION ITEMS LIST – OCTOBER 2012

Actions Arising List to 23 October 2012				
Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
001	03/0103	<p>That Council acquires the 15m Right of Way from the Chin</p> <p>Subdivision to enable a road easement to be established in the future once all legalities and/or Native Title Claims are finalised.</p>	CEO	<p>Mar 2010: No action required for 09/10 or until Native Title Claims are finalized.</p> <p>Apr 2012 – Rob Knight advised Native Title Claim to be settled soon.</p> <p>10th August 2012. Met with landowners onsite and they agree to submit a plan of the roads that will provide access to all lots signed by all parties. When received, Council should develop a 5 year plan for submission for funding from the NT/federal Government.</p> <p>Have obtained a copy of the License Agreement for the Chin estate.</p> <p>Rob Knight has advised that three native claims are on this area. He is still waiting for the claims to be settled and payment of compensation. The time period is now after the 2012 State election.</p> <p>11th September, 2012 Gary Higgins was in attendance at the landowners meeting and inspected the road network.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
005	11/0505	That Council defers the establishment of an aged care facility at Lot 313 Tarkarri Road, Batchelor provided that the Northern Territory Government offer of land is guaranteed for establishment of an aged care facility in the future.	CEO	<p>Land is guaranteed – Transfer to Council will take place when plans are submitted. Letter from Lands</p> <p>18/03/08 - Under Native Title Claim so cannot proceed. Mar 2010: CEO to research potential alternative sites and report to Council</p> <p>Council is considering developing an aged care facility for a third party operator.</p> <p>Aug 2012: Rob Knight advised that the Dept. of Housing could supply plans for the Aged Housing. Leanyer has a senior retirement village.</p> <p>SEP 2012 : Gary Higgins MLA will follow up the Native Title Claim</p>


Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
007	11/08/06	That Council notes the correspondence from Minister Burns relating to a regional waste disposal site and instructs the CEO to correspond further with the Northern Territory Government on the issue of a regional waste disposal site.	CEO	<p>Letter to Dept Planning & Infrastructure August 2006. Submission re Batchelor Landfill April 2009.</p> <p>Mar 2010: Discussed at meeting with Local Government Minister McCarthy and Rob Knight on 22/3/10. CEO to follow up and report to Council</p> <p>Apr 2010 Letter sent awaiting response</p> <p>July 2010 Received update from LG Minister's office indicating the Minister had been briefed to the effect that discussions were "ongoing" with CCGC</p> <p>Oct 2010: CEO to arrange Coomalie Waste Management Issues meeting Nov 2010</p> <p>This item is currently on the TOPROC Working Agenda and progress will be reported from there. Current position (Nov 2011) is that TOPROC has requested the NT Government to consolidate the work being done by NRETAS, DLGHRs, DLP into a single approach involving all Top End Councils with a view to first identifying the nominated site.</p> <p>Next TOPROC meeting 14 June 2012.</p> <p>Aug 2012: TOPROC has discussed the establishment of Regional Waste site and have requested the Political parties to commit to identifying a site for a regional waste management facility should they win at the August 25 election.</p> <p>11th September, 2012 meeting with Gary Higgins. Submit a notice of proposal re a Waste site in the Coomalie Shire for Governments' consideration.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
008	18/11/07	That Council resolves to lobby the NT Government to widen, upgrade and remove the curve adjacent to the grid into Batchelor Township on the Rum Jungle Road, due to the road being dangerously narrow and inadequate to handle tourist coaches and mining traffic.	CEO	<p>Letter to Minister Lawrie 22/11/07– advice from the Minister that negotiations are underway with Compass to upgrade Rum Jungle Road. F/up letter written 3/12/08</p> <p>Letter from Minister for Transport, G McCarthy 16/2/09 \$80,000 maintenance will be done. Upgrading will be considered for future works programs.</p> <p>Mar 2010: Discussed at meeting with Local Government Minister McCarthy and Rob Knight on 22/3/10. CEO to follow up and report to Council</p> <p>April 2010 Letter sent to Transport Department awaiting response</p> <p>July 2010 Received update from LG Minister's office indicating the Minister had been briefed to the effect that discussions were "ongoing" with CCGC</p> <p>CEO to arrange meeting to follow up on correspondence and "ongoing discussions"</p> <p>Refer letter attached 28 Nov 2011</p> <div data-bbox="1018 1146 1075 1200" data-label="Image"> </div> <p>Letter to Minister</p> <p>Apr 2012 – no response to date.</p> <p>August 2012 – Jennifer Malone July OGM has advised as follows :the \$50,000 was monies allocated from the minor new works and R&M programs to widen the road pavement to 8m (the standard) around the cattle grid at the entrance to the town.</p> <p>I have been advised that this work is being done at the Council's request. the shoulder widening at the bends where the chevrons are - I can confirm that this project has been placed on the forward works list for the next financial year. Unfortunately this list is subject to priorities and as you can appreciate the budget is limited</p> <p>11th September, 2012 meeting with Gary Higgins; Will follow up with the Dept. of Transport .</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
009	13/12/07	That Council writes to the Minister for Health requesting the reinstatement of Dental treatment for Batchelor residents.	CEO	<p>October 2008 - Telephone Advice that dental services are still unavailable due to staff shortages.</p> <p>Mar 2010: CEO to write to Minister for Health again and report to Council</p> <p>April 2010 Letter sent awaiting response</p> <p>Jul 2010 CEO to write again requesting an urgent response</p> <p>Refer letter attached</p> <p> Letter to Minister for Health</p> <p>Written to Minister again 7/3/12 – Correspondence Out.</p> <p>Apr 12 – call from Andrew McAuliffe – suggested to keep the pressure on the Minister and be persistent. Will tie this in with letter to Rob Knight and Minister re public transport.</p> <p>May 2012 – letter received from Minister Vatskalis that group bookings can be made at Palmerston Clinic on our behalf.</p> <p>August 2012: Rob Knight advised we need Stats etc to assist our application for a subsidy from the Transport service.</p> <p>11th September, 2012 meeting with Gary Higgins: Will ascertain the Governments' policy on Public transport and investigate who pays for the education buses (BIITE) travelling to and from Batchelor.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
021	Apr 2010 OGM	The CEO was directed to make inquiries of the Transport Department regarding the Main Roads mowing contracts in Adelaide River vicinity.	CEO	<p>26 May 2010 Letter sent awaiting response.</p> <p>Jul 2010 CEO to meet with Transport Dept regarding this matter and dumping of waste in AR transfer station by contractors.</p> <p>CEO to contact Transport Dept April 2012.</p> <p>May 2012 – Main Roads mowing is contracted to Pienings. OM regularly converses with sub-contractors in Adelaide River regarding mowing.</p> <p>August 2012: Rob Knight advised that the contracts should be broken down to give LG a chance to tender. Minister for Transport to be contacted to discuss this proposal</p> <p>11th September, 2012 meeting with Gary Higgins to discuss. Note my comments under CEO activities where the Government Policy refers to this matter. Gary was a supporter of this. Council need to identify Government contracts and submit to him</p>
029	September 28th OGM	Preparation of draft policy for clearing boundaries on new subdivisions within the Shire	CEO Weeds Officer	<p>Work in progress.</p> <p>Council requires 20m, bushfires can go up to 30m.</p> <p>Refer to DRAFT subdivision guidelines prepared by Cardno and LGANT.</p> <p>Jun 2012 – Subdivision Guidelines emailed to all Councillors.</p> <p>August 2012: Subdivision guidelines listed on August agenda for action.</p> <p>Sep 2012: Policy meeting to be held with Council Committee</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
032	9/11/2010	<p>2.1. Review of Draft Developer Contributions Scheme</p> <p>The draft Developer Contributions Scheme was provided previously to Councillors for review.</p> <p>After discussion it was resolved:</p> <p>That Council adopts the Developer Contributions Plan and directs the CEO to carry out the steps required for implementation and gazettal of the plan.</p> <p>Resolution #: 09/11/2010-001</p>	CEO	<p>Requires Gazettal and implementation.</p> <p>Contacted James TehDLP 8999 6240. The plan is nearly two years old, he suggested reviewing it and making any amendments. Re-exhibit for 28 days then gazette. Will discuss at meeting with Gerhard Visser - DLP April 2012.</p> <p>Met with Gerhard Visser&Riaan Stassen 3/4/12. The DCP only refers to roads. Suggested revising to include other impacts developments will have on our shire such as waste, water, sewerage, electricity, open spaces, stormwater, future planning. This would require a new document to be prepared and then incorporate this into Land Use and Planning Concepts document review 2012/13.</p> <p>August 2012: Invitation to be sent to Dept. of Planning to address all Planning issues</p> <p>11th September, 2012 meeting with Gary Higgins: Will arrange a meeting with the Dept. of Planning to address all of Coomalie Planning issues.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
034	3/2/11	The CEO and Acting Works Manager were directed to liaise with Clr. Fawcett to prepare a working draft proposed action plan for future operation of the Batchelor landfill as soon as practicably possible for consideration by Council.	CEO OPS MGR	Feb 2012 - Is this still required? This will come under Dept of Health or EPA licensing requirements. Discuss with NRETAS April 2012. Apr 2012 - CEO conversing with NRETAS and Dept Health re which one we fall into to enable us to determine what regulations we abide by. Jun 2012 – EPA sent through applications to CEO. August 2012: Meeting held with Annie Andrews EPA regarding the waste sites. EPA to forward advice on the various alternatives proposed for the waste sites and information on the aquifer under the Batchelor landfill. The Works and Operations review Committee have also suggested changes to the operation.
035	3/2/11	3.3.2. Preparation of Subdivision Guidelines That the CEO prepares in conjunction with Councillors, in Committee of the Whole, Subdivision Guidelines for the information of Developers and for use in responding to subdivision applications lodged by Coomalie Landholders with the Development Consent Authority. Resolution #: 03/02/2011-003 Moved by: Clr. Darryl Butler Seconded by: Clr. Deb Koch	CEO Council	Will discuss with Gerhard Visser – DLP at April 2012 meeting. Suggest using DRAFT guidelines prepared by Cardno and LGANT. Jun 2012 – Subdivision Guidelines emailed to all Councillors. August 2012: Invitation to be sent to Dept. of Planning to address all Planning issues 11th September, 2012 meeting with Gary Higgins: Will arrange a meeting with the Dept. of Planning to address all of Coomalie Planning issues.


Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
038	22/2/11	<p>3.5.2. Approval For Registration of Statutory Charges</p> <p>That Council approves the registration of statutory charges for unpaid rates over the following properties:</p> <p>AN 691 No Name Road Collett Creek</p> <p>AN 692 695 Boundary Road Collett Creek</p> <p>AN 693 615 Boundary Road Collett Creek</p> <p>and further that Council authorises Litchfield Council to act on its behalf in relation to the disposal of these properties at auction</p> <p>Resolution #: 22/02/2011-014</p> <p>Moved by: Clr. Robert Bright</p> <p>Seconded by: Clr. Linda Douglas</p>	FM	<p>Emailed KaliopiHourdasCridlands 14/02/2012 to register statutory charges against properties AN 691, 692, 693.</p> <p>26/02/12 Attending to CEO instructions.</p> <p>07/03/12 Cridlands have registered charges with Litchfield Council (3 blocks in our shire, 3 blocks in Litchfield Shire and cannot sell separately) for all 6 blocks. We will auction them with LC in 6 months approximately Sep 2012.</p> <p>May 2012 – Registered statutory charges, available to sell after 1 Nov 2012.</p> <p>Sep 2012 – Blocks available to sell after Nov 2012, access will be difficult during wet season, discuss with Ross McGorman (auctioneer) if sell in December or after wet season.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
039	22/2/11	<p>3.5.3. Disposal of remaining dead man block</p> <p>That the CEO is authorised and directed to place a statutory charge over remaining "Deadman" blocks and to offer such blocks for sale by auction in conjunction with the process currently being planned by Litchfield Council.</p> <p>Resolution #: 22/02/2011-015</p> <p>Moved by: Clr. Robert Bright</p> <p>Seconded by: Clr. Linda Douglas</p> <p>Status: Carried</p>	FM	<p>Section 866 Hundred of Cavanagh (Townend) is only remaining deadman block.</p> <p>Emailed KaliopiHourdasCridlands 14/02/2012 to register statutory charges against property AN 686.</p> <p>26/02/12 Attending to CEO instructions.</p> <p>07/03/12 Cridlands reply stat charges were registered 02/12/09 and we can proceed to sell immediately.</p> <p>Auction with 6 blocks above in item 038 in Sep 2012.</p> <p>May 2012 – statutory charge registered, in process to sell approx 27 Sept 2012.</p> <p>Descendents traced for Townendblock s. 866 in England. Advised to sell land.</p> <p>Sep 2012 – block has been advertised for sale by auction on 29/9/12 by McGorman Oleary.</p>
042	16/8/11	<p>3.2.1. Township Boundaries</p> <p>That Council appoints Clr. Bruce Jones, Clr. Deb Koch and the CEO to review township boundaries within the Coomalie Shire and to report to Council with recommendations for township boundary revisions that may be required.</p> <p>Resolution #: 16/08/2011/016</p> <p>Moved by: Clr. Bruce Jones</p> <p>Seconded by: Clr. Sue Bulmer</p>	<p>CEO</p> <p>Clr. Jones</p> <p>Clr. Koch</p>	<p>Spoke to Gerhard Visser 8999 6126 on 27/02/12. He will meet CEO in April 2012 to discuss AR township boundaries. He advised it is a long and tedious process that requires legal advice.</p> <p>Met with Gerhard Visser & Riaan Stassen 3/4/12. Council to draw ideal township boundary for Adelaide River – will need to be considered with 15 year population growth data from DLP. Suggested incorporating this into Land Use and Planning Concepts document review 2012/13.</p> <p>August 2012: Invitation to be sent to Dept. of Planning to address all Planning issues</p> <p>11th September, 2012 meeting with Gary Higgins: Will arrange a meeting with the Dept. of Planning to address all of Coomalie Planning issues.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
045	27/9/11	<p>1.4.2. Coomalie Planning Concepts and Land Use Objectives</p> <p>The matter of updating the Coomalie Planning Concepts and Land Use Objectives was discussed by Council.</p> <p>The Chief Executive Officer was directed to:</p> <ul style="list-style-type: none"> • write to the Ministers responsible for Planning and Local Government and member for Daly canvassing support for the update of the Coomalie Planning Concepts and Land Use Objectives • obtain quotations from appropriate consultants that may be able to assist with the update of the Coomalie Planning Concepts and Land Use Objectives • plan an appropriate process of communication and public consultation regarding the update of the Coomalie Planning Concepts and Land Use Objectives • provide a copy of the Coomalie Planning Concepts and Land Use Objectives to all Councillors before the next ordinary general meeting 	CEO	<p>Advice that the document will be updated in consultation with Coomalie Council & funded by the NTG.</p> <p>Mar 2010: CEO to write to Minister again and report to Council</p> <p>Apr 2010 Letter sent awaiting response</p> <p>July 2010 Received update from LG Minister's office indicating the Minister had been briefed to the effect that discussions were "ongoing" with CCGC</p> <p>CEO to arrange meeting to follow up on correspondence and "ongoing discussions"</p> <p>Refer letter attached</p> <p> Letter to Minister Nov 2011</p> <p>Nov 2011 - Action on hold pending response from Minister to letter</p> <p>Spoke to Gerhard Visser 8999 6126 on 27/02/12. He will meet CEO in April 2012 to discuss draft program and timeframes. He will apply to the Strategic Planning Fund next financial year so council will not have to fund this.</p> <p>Met with Gerhard Visser & Riaan Stassen 3/4/12. The Land Use and Planning Concepts document will be reviewed 2012/13 in consultation with Council's Developer Contributions Plan, AR and Bat planning schemes and township boundaries.</p> <p>August 2012: Invitation to be sent to Dept. of Planning to address all Planning issues</p> <p>11th September, 2012 meeting with Gary Higgins: Will arrange a meeting with the Dept. of Planning to address all of Coomalie Planning issues.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
049	07/12/2011	CEO to investigate recycling matters and report further to Council	CEO	<p>In progress</p> <p>Feb 2012 – Where did this get to? Will it tie in with EPA guidelines as below 050.</p> <p>CEO to investigate recycling options.</p> <p>August 2012. Grant application submitted for funding to commence the second stage of recycling. Need to reactivate the Tidy towns Committee to assist.</p> <p>Sept : CEO of KABC NT will address the September meeting</p>
050	07/12/2011	<p>Draft Environmental Protection Licence</p> <p>The CEO was directed to write to NRETAS with a copy to Rob Knight MLA concerning the prohibitive costs of implementing the licenses and to request them to meet with Council in February 2012.</p>	CEO	<p>In progress</p> <p>Feb 2012 - Spoke to Annie Andrews NRETAS 8924 4508 24/02/12. Council have had a site inspection, application done, waiting for Council to endorse the EPL so it can be licenced. My concern is the cost to implement this; she is willing to meet at April OGM.</p> <p>Apr 2012 - CEO conversing with NRETAS and Dept Health re which one we fall into to enable us to determine what regulations we abide by.</p> <p>Jun 2012 – EPA sent through applications to CEO.</p> <p>August 2012: Meeting held with Annie Andrews EPA regarding the waste sites. EPA to forward advice on the various alternatives proposed for the waste sites and information on the aquifer under the Batchelor landfill. The Works and Operations review Committee have also suggested changes to the operation.</p> <p>Sept 2012: letter to be written to Director of EPA advising of Councils concerns with the Draft Env Protection Lic. Gary Higgins is supportive of Councils concerns</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
051	20/03/2012	That Council direct the CEO to develop a process of review of the use, costs and benefits of the community bus involving COTA and other community group users and the issue of public transport to and from the Coomalie region, and bring back to Council for endorsement at the April OGM.	CEO	<p>Council bus is used regularly by Council, COTA, Probus& BAS. Council currently does not charge a hire fee and pays for refueling on Council account to return bus full. There is no public transport from AR or Bat – spoke to Rob Knight he suggested we lobby himself and the Minister on the issue.</p> <p>Jun 2012 – Community meeting on 12/6/12.</p> <p>July 2012 - Council move to continue practice as is until end of 2012, which gives Council 6 months to make a new policy.</p> <p>Sept – New Bus Policy is being prepared for Council consideration</p>
057	15/05/2012	CEO to write to Peter Pitcher re subdivision warranty listing concerns with accesses that have failed. Suggest Pitcher meet with OM to discuss scope of works to reach satisfaction of defect period, including production of compaction test results.	CEO	<p>Jun 2012 – CEO wrote to Pitcher.</p> <p>August 2012: Requested a meeting with Pitcher – waiting for a response.</p> <p>Sep; have sent regular invites to Peter – no response as he works away.</p>
061	29/05/2012	List of Electoral Issues – 1. Failure of provision of dental services and transportation	CEO	<p>August 2012: Rob Knight advised we need Stats etc to assist our application for a subsidy from the Transport service.</p> <p>11th September, 2012 meeting with Gary Higgins: Will ascertain the Governments' policy on Public transport and investigate who pays for the education buses (BIITE)travelling to and from Batchelor</p>
063	2012/07/17/005	6.3 Rum Jungle Lake That Council continue to service the facilities at the Rum Jungle Lake and that discussions commence with the Department of Resources regarding the ongoing management and development of facilities for this area on a cost plus basis.	CEO	<p>August 2012 : meeting to be arranged with Dept. of Resources once the lake is operational.</p> <p>11th September, 2012 meeting with Gary Higgins: Was happy to be involved in the discussions re the lake facilities.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
064	12012/07/17/007	<p>6.5 Standing Order – Amalgamation Review</p> <p>That Councils priority is for the CEO to initiate discussions with the various stakeholders and commence detailed research into the extension of our boundaries to develop a sustainable Council that will provide the necessary service and capital expansion required for the total area serviced by the expanded Council. Once all negotiations have been completed with the relevant stakeholders, this proposal then is put out for Community consultation.</p>	CEO	<p>August 2012: Waiting for confirmation of meeting with Dept. of Local Government. Tentative date set for 20th August, 2012.</p> <p>Sept 2012: Contacted the Dept. – they will advise a meeting date once they have finalised all the staff changes since the election.</p> <p>Gary Higgins advised that the Government were happy for studies to be done and would consider contributing towards the cost. Dundee Community are currently undertaking a study.</p>
	2012/07/17/008	Council appoint a Works /Operation Committee for the following purpose: To review the Services and Operations currently undertaken by the Coomalie Council and submit a report to Council on where our priorities are, our staffing requirements, plant & equipment, waste sites, parks & gardens , ovals, cemeteries, weed spraying , cleaning, administration operations, roads etc.	CEO	<p>August 2012: meeting held on 1st August 2012 and recommendations submitted to August meeting of Council for a direction.</p> <p>Sept. Recommendations adopted by Council. Staff will now work through the recommendations over the next 6 months</p>
	21/08/2012/016	That to progress the amalgamation question , the President Cr J Colver , Cr A Turner and the CEO meet with representatives of the Department of Local Government NT following the NT Elections on a date to be determined	CEO	<p>Sept 2012: Contacted the Dept. – they will advise a meeting date once they have finalised all the staff changes since the election.</p> <p>Gary Higgins advised that the Government were happy for studies to be done and would consider contributing towards the cost. Dundee Community are currently undertaking a study</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
066	21/08/2012/017	<p>MEMORIAL PLAQUES IN ASHES GARDEN</p> <p>CEO to obtain information from other Local Authorities as to what they have available for the interment of ashes and resubmit for consideration by Council</p>	CEO/AM	September agenda item
067	21/08/2012/019	<p>Development of Batchelor Airstrip – Commercial Purposes</p> <p>That Council request the Member for Daly to fast track the Native Title Claim over the Batchelor Town site to enable planning of the Batchelor Airstrip to commence immediately. Further, the President and CEO meet with the Minister of Lands and Planning to discuss the Government’s position in relation to the management and future overall development of the Batchelor Airstrip</p>	CEO	Sept – Letter written to Member for Daly .

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
068	21/08/2012/020	<p>Chin Subdivision – Road Construction and Maintenance</p> <p>That Council request that the landowners of the Chin subdivision submit a signed agreement/proposal from the majority of landowners within the Chin subdivision which clearly details the recommended road access 's required to provide for all road access into the 24 lots on the subdivision. On receipt and consideration of this application Council</p> <ul style="list-style-type: none"> • prepare a submission for consideration by the NT Government for the development of a road network that will be spread over a 4/5 year road construction programme and funded by Government and • That once the roads in the Chin Subdivision have been upgraded to the satisfaction of the Coomalie Council, requests the Dept. of Planning to implement the required process to have all roads within the Chin subdivision declared a Road under the Act and place such under the management of the Coomalie Council. (Note: This submission to include the roads under License from the Department of Planning.) AND to also commence the naming of all roads contained within this subdivision. 	CEO	<p>Sept 11: meeting held with Chin estate landowners. Gary Higgins will be in attendance. Chin estate spokesperson advised that they have sent out letters to the landowners on 10/9/12</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
068	Continued	That the CEO to contact and acknowledge the delegation here tonight and explain some of the concerns raised by Council regarding maintenance of the road, liability and collection of rates. The CEO to advise the delegation that council is sympathetic to their cause and is looking for a way to support them	CEO	
069	21/08/2012/021	<p>STAFF MANAGEMENT MEETINGS – COUNCIL DECISIONS</p> <p>That Council</p> <ol style="list-style-type: none"> 1 Appoint a Road Construction and maintenance tender Committee to open and review all tenders receive in relation to tender 2012/001 and submit a recommendation to Council 2 That the CEO organise a function to formally recognise the six retired Councillors of the Coomalie Community Government Council and that the event be held on Friday 5th October, 2012 in the Council Chamber, Batchelor – 6.30 pm 3 That the CEO engages a local professional photographer to take photos of Councillors and staff for use on the website, future publications and for a wall mounted photo 4 That the CEO forward details of the tender committee recommendation by e-mail to authorise a contract for the Construction and Maintenance of roads for the 2012/13 financial year 	CEO	<p>Sept 12: Tenders Opened and resolution to Sept Council Meeting.</p> <p>Sept 12: Invitations have been sent out</p> <p>Sep 12: Photographer engaged – Sept meeting for photos</p> <p>Sep 12: Email sent and approval received.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
070	21/08/2012/026	Resignation Councillor Pickering That the CEO advise the Minister Local Government of Clr Pickering's resignation and Council express its appreciation for her efforts on Council	CEO	Sept 12: Letter sent to Minister for LG – member changes is on the September agenda paper.
071	21/08/2012/028	A/RIVER AND BATCHELOR WASTE SITES That Council erect Proper signage for Hazards waste material and the Dumping of Tyres to be prohibited at the Adelaide River and Batchelor Waste Sites with notices of such to be advertised in Stop Press and Notice Boards.	CEO	Sept 12: Advertising has been done – signs being made.
072	21/08/2012/030	CEO CONTRACT OF EMPLOYMENT That in accordance with item 5.1 of the CEO employment contract, the CEO prepares the Key Result Areas ("KRAs") for consideration by Council at its September meeting. The KRA to be in accordance with the specific duties and extended to identify the tasks to be completed with time limits	CEO	Sept 12: Will be presented to the October meeting
073	21/08/2012/010	REPAIRS TO BATCHELOR POOL That Council proceed with the expenditure of \$15020 to undertake the minimal repairs to the Batchelor Pool for the 2012/13 season and that the CEO prepare a detailed costing for the total upgrade to the Batchelor Pool for consideration by Council and submission for grant funding	CEO	Sept 12:Parts have been ordered. Letter sent to Hon G Higgins for the government's contribution of \$50k. Sept 12:Report on Pool and costings to be completed

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
074	21/08/2012 /	<p>Meeting with Dr John Cooper – Adelaide River waste site</p> <p>I met with John Cooper on 31st July, 2012 re the location of the Adelaide River Waste site within his proposed Sub division. John was happy for the site to be developed into a Transfer station but indicated that he had no funds to apply to this facility. Was happy to reafforest around the site to turn it into a tropical area that minimised the view into the Transfer Station. He was in agreement to a 100metre border around the area to enable it to be reafforested and out of view by the landowners. Would be happy for Council to discuss the possibility of acquiring this land to develop the Adelaide River town site.</p> <p>CEO Note: CEO to further discuss this offer with Dr Cooper</p>		<p>Sept 12: Will be done at next meeting with Dr J cooper.</p>
075	21/08/12	<p>Meeting with President Cr J Colver 9th August, 2012</p> <p>i. Arrange Meeting with Ministers after the election and <i>the development of Portfolios for some Councillors</i></p> <p>ii. Subdivisional Guidelines for the Coomalie Council. <i>Suggestion that a Committee be appointed to review these guidelines and recommend a policy for Council to consider.</i></p> <p>CEO Note: The following personnel to review the Subdivision Guidelines for the Coomalie Council: Clr Gray, Clr Crook, OM Robert Bright and CEO Lee Farrell</p> <p>i. Councillor Function – see agenda item Town site clean-up policy CEO Contracts – KPA for probation and contract review. Strategic Planning. Road Funding</p>		<p>Sept: To be reviewed by Council</p> <p>Sept 12 : Meeting held on 11/9/2012</p> <p>Sept 12: CEO from KABC invited to Sept meeting.</p> <p>To be reviewed.</p>

Actions Arising List to 23 October 2012

Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
076	18/09/2012/004	Clr Gray and Operations Manager or CEO carry out an inspection on Cadogan, Echidna, Fernee, Solomon and "Chin" Rds to rationalise the need for the road works identified in the "Road Types and Lengths for Grants Commission" document tabled at the meeting to be undertaken. Council proceed with the grading of all the other council staff recommended roads listed in the 12/13 Wet Roll and grade program	CEO	
077	18/09/2012/005	That because of the potential for a perceived conflict of interest, prior to the final sign off of the subdivision at Section 131 Strickland Rd, Clr Crook and Clr Gray shall accompany the CEO on a final inspection of the development	CEO	
078	18/09/2012/008	Implement the management arrangements in respect to the operations of the Batchelor Pool 2012/2013 season.	CEO	
079	18/09/2012/009	Recommendations contained within the Remote Pools Report 2010 be adopted by Council and included in the operational program for the pool	CEO	
080	18/09/2012/010	That in accordance with section 9 (i) of the Local government Act ,Council seek the Minister for Local Government special consideration and approval to amend the representation of the Adelaide River Town ward from two to one member . The application is made on the basis that the number of electors for each ward being as near to equal as practicable	CEO	
081	18/09/2012/011	Council nominate the CEO Lee Farrell to attend the Long Term Financial Planning Workshop in Darwin in mid-December, 2012 and pay the Nomination fee of \$1210 (in GST) plus one night's accommodation and use of Council vehicle if required	CEO	
082	18/09/2012/016	CEO to obtain the information relating to the Certification of the Engineer on the construction of roads and the approved locality of the access into the Pitcher subdivision	CEO	

Actions Arising List to 23 October 2012				
Item No	Resolution Reference or Date.	Resolution/Details/Decision	Responsible	Status
083	18/09/2012/018	CEO seek expressions of interest for the lease of the old Council Depot in Adelaide River town site and report to the October meeting	CEO	
084	18/09/2012/21	Write to Bob Batten of Rural and Remote Services thanking him for his kind donation of the container next to the tennis court	CRO has been asked to draft letter outlining facts re the donation	

7.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/66
Disclosure of Interest:	Nil
Date:	13 September 2012
Author:	Lee Farrell CEO
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. Clr. Turner has undertaken to provide the initial structures for our decision making.

The following is the decision of Council from its July 2012 meeting

Moved Clr Gray, Seconded Clr Turner that Councils priority is for the CEO to initiate discussions with the various stakeholders and commence detailed research into the extension of our boundaries to develop (if possible) a sustainable Council that will provide the necessary service and capital expansion required for the total area serviced by the expanded Council. Once all negotiations have been completed with the relevant stakeholders, this proposal be then put out for Community consultation.

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

Moved Clr. Crook, Seconded: Clr. Turner that to progress the amalgamation question, the President Cr J Colver, Cr A Turner and the CEO meet with representatives of the Department of Local Government NT following the NT Elections on a date to be determined.

No action taken at September meeting 2012.

BACKGROUND

The Deloitte report has now been released and every Councillor has received a copy of this report. This report has been discussed by Council.

COMMENT

The Department of Local Government will advise of a meeting date once the relevant staff positions have been finalised

Gary Higgins MLA advised that the Dundee Community are reviewing their situation and the NT Government will consider applications for funding by councils for further research into amalgamation/unincorporated land

CONSULTATION

Shire President – Jeff Colver

Department of Local government NT

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

Moved: **Clr.**

Seconded: **Clr.**

7.5 ADELAIDE RIVER TOWN WARD REPRESENTATION

Applicant:	Department of Local Government NT
Location/Address:	N/A
File Ref:	CC173/A
Disclosure of Interest:	Nil
Date:	28 th September, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Email from Lee Williams Dept of Local Government.
Invitation:	Lee Williams to address the meeting at 6.00pm

SUMMARY

The September meeting of Council the following resolution was carried;

That in accordance with section 9 (i) of the Local government Act, Council seek from the Minister for Local Government special consideration and approval to amend the representation of the Adelaide River Town ward from two to one member. The application is made on the basis that the number of electors for each ward being as near to equal as practicable.

BACKGROUND

On 28th September, 2012, I meet with Lee Williams and Solomon Gaturu from the NT Department of Local Government. They indicated that for Council to not conduct a By-election they will need to carry out a review of their electoral representation for residents in the Adelaide River Town ward area. Under the Local Government Act section 23 (1)(c), councils are required to review the ward representation at least once in a council term (every 4 years) and include the most recent assessment of council representation in the council plan. This was not undertaken, or any notation made in the Shire Plan. Council's Operational and review committee met on 1st August, 2012 and reviewed council representation and the following recommendation was adopted by Council at its August, 2012 meeting;

That Council investigate the possibilities of reducing the Council representation from 9 to between 7 to 5. The Committee also suggested that research be undertaken into the abolition of Council wards with this action to be implemented prior to the commencement of the 2013/14 financial year.

The Local Government representatives were shown copies of Ex Cr D Pickering emails relating to her resignation and emails following this decision. These emails supported the reduction in the number of members on the Council and a reduction in the members representing the Adelaide River ward.

The Department representatives then indicated that the following should be undertaken by Council to move this forward

1. Council conduct a review of electoral representation which will include either an advert or public consultation. This action will be undertaken once Council has passed a resolution to this effect at the October, 2012 meeting.
2. The review (in whatever format) be conducted over November and could be included with the review of our strategic direction.
3. Develop a transition plan should future resignations occur so that this process does not have to be duplicated.
4. Following the community consultation, a recommendation regarding the future structure of the Council be submitted (i.e. 5,6,7 Councillors, no wards etc.) to Council's December meeting for approval.
5. Council's decision on the agreed representation be submitted to the Minister for Local Government.
6. The Minister will consider the proposal in January 2013

7. The Dept of LG will request a deferment in the need by Council to conduct a by- election until the end of February 2013.
8. Whatever decision Council makes will be included in our Shire Plan – Section 23(1) (c) of the LG ACT.

The Department officers are also prepared to attend the October meeting of Council to answer any questions etc regarding this proposal.

COMMENT

The development of this plan will do three things;

- Council will comply with section 23(1)(c) of the Local government Act
- Council will have carried out a review and updated its strategic plan
- Have a transition plan in place to carry Council forward until the 2016 elections.

CONSULTATION

Department of Local Government Officers

Operational and Review Committee recommendation 1st August, 2012

Council Resolution adopting recommendations 21st August, 2012

STATUTORY ENVIRONMENT

Local Government Act

Section 23 (1) (c)

A Municipal or shire plan must contain, or incorporate by reference, the council's most recent assessment of:

- (i) the adequacy of constitutional arrangements presently in force for the council under this Act and, in particular, whether they provide the most effective possible representation for the area; and
- (ii) the opportunities and challenges for local government service delivery in the council's area; and
- (iii) possible changes to the administrative and regulatory framework for delivering local government services in the council's area over the period to which the plan relates; and
- (iv) whether possibilities exist for improving local government service delivery by cooperation with other councils, or with government agencies or other organisations; and

Section 23 (2) A council must make or revise an assessment of the matters mentioned in subsection (1)(c) at least once in the council's term and, until the council makes or revises the assessment, the municipal or shire plan is to include the assessment (if any) made during the previous term of the council.

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

The cost of advertising and conduct of Public Meetings in each centre will be minimal (approx. \$500). A By-election could Council cost in the vicinity of \$10000

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council instigate the following action;

1. Advertise its intention to undertake a review of Councils representation in tandem with its strategic plan and this be undertaken in the form of questionnaire and or Public meetings in Batchelor, Adelaide River and Lake Bennett.
2. Conduct Public meetings in the three centres in November, 2012 *(Subject to a decision on Item 1.)*
3. Public consultation and receipt of submissions to close on 30 November 2012.
4. All comments be collated and report prepared for Councils consideration at its December, 2012 meeting.
4. Council prepare a resolution for consideration by the Minister.

Moved: **Clr.**

Seconded: **Clr.**

7.6 SUBDIVISION GUIDELINES – WORKS WITHIN A ROAD RESERVE

Applicant:	Coomalie Council
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	3th October, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Application for permits and covering Letter

SUMMARY

Councillors Gray, Crook, Operations Manager and the CEO have met to develop guidelines in respect to works carried out within a road reserve in rural area. The other areas in the development of Councils subdivision guidelines will be undertaken over a period of time.

BACKGROUND

Council have been dealing with many subdivisional applications in relation to access into properties and road construction works within a road reserve. These applications and various works have also applied to the provision of infrastructure services. To overcome the various issues and to ensure standardisation is achieved, the above Committee have developed the attached guidelines as an interim measure to manage the major issues associated with rural subdivisions.

COMMENT

The drawing will also be developed to which the Permit refers to. The Committee has also introduced a charge to cover Council's costs in reviewing, inspecting and signing off on these subdivision permits.

CONSULTATION

Review of Litchfield and Darwin Council Permits

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

This will be developed as Councils Policy relating to working within a road reserve

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the attached permit Application to work within a road reserve for:

- 1 Works as required by a Development Permit
- 2 Upgrading of existing or installing a new vehicle access not as a requirement of a development permit and

3 Install or repair services, i.e. water, power and or communication not as a requirement of a development permit

be adopted by Council.

Moved **Clr**

Seconded **Clr**

7.7 TOPROC REGIONAL DEVELOPMENT FRAMEWORK AND MEMORANDUM OF AGREEMENT

Applicant:	TOPROC
Location/Address:	Darwin
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	13 th October, 2012.
Author:	Lee Farrell, Chief Executive Officer
Attachments:	TOPROC Memorandum of Agreement TOPROC Regional Development Framework

SUMMARY

The purpose of this report is to seek Council's endorsement of the Top End Regional Organisation of Councils (TOPROC) Regional Development Framework (RDF) and the Memorandum of Agreement (MOA).

BACKGROUND

TOPROC provides a central point for Top End local governments to come together to discuss common issues within its region and to respond collectively to NT Government and Australian Government policies and strategies.

In addition, TOPROC is a single voice for Councils to advocate on priority issues to other levels of government.

In 2005 a large scale consultancy was contracted by the members of TOPROC to develop the original RDF. The project received financial support from the Northern Territory Government, Department of Community Development Sports and Cultural Affairs, the Federal Government, Department of Transport & Regional Services and TOPROC members.

The RDF outlines the TOPROC's long term vision, economic and community development and Environmental Management goals and implementation plan.

In addition to the RDF, the MOA sets the common objective of working together on mutually beneficial activities that ensure that our respective communities are productive, sustainable, liveable and socially inclusive. The MOA also outlines the 'rules' of TOPROC Membership.

COMMENT

The March 2012 local government election saw a change in leaders of five of the six local government members of TOPROC. It was timely that the existing TOPROC RDF and the MOA be reviewed and updated to reflect the priorities of the new members.

To ensure the ongoing success of the Greater Darwin Region, all TOPROC CEOs undertook an extensive planning exercise in July 2012 to develop and commit to the new strategies and actions.

In conjunction with this, the MOA has also been updated to reflect the key priorities as described in the RDF. The MOA

Following endorsement of the RDF and MOA by all member councils, a formal signing of both documents is planned for the next TOPROC meeting on 15 November 2012. The City of Darwin as secretariat for TOPROC will issue a media release to mark the occasion.

CONSULTATION

In preparing this Report the following parties were consulted:

TOPROC Members:

- Belyuen Community Government Council;
- City of Palmerston;
- Darwin City Council;
- Litchfield Council; &
- Wagait Shire Council.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The City of Darwin as secretariat of TOPROC invoices all member councils annually to cover the cost of providing this service

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

- A.** That Council endorses the TOPROC Regional Development Framework as attached.
- B** That Council endorses the TOPROC Memorandum of Agreement as attached and authorise the President and CEO to sign this agreement.

Moved: **Clr.**

Seconded: **Clr.**

7.8 PLOTS IN COOMALIE BUSH CEMETERY - ASHES GARDEN

Applicant:	Coomalie Council – August 2012 Meeting
Location/Address:	N/A
File Ref:	CC/148
Disclosure of Interest:	Nil
Date:	31 August 2012
Author:	Lee Farrell CEO
Attachments:	Nil

SUMMARY

Cost to erect a memorial plaque in the Ashes Garden of the cemetery apart from the cost of the plaque needs to be established as it is not clear based on the current information (see below) whether the area to erect the plaque in the Ashes Garden bears a cost and how the plot is to be allocated.

BACKGROUND

Resolution 21/08/2012/017 from August meeting directed the CEO to obtain information from other Local Authorities and resubmit for consideration by Council.

Information has been gained from Thorak Regional Cemetery and Katherine Memorial Cemetery

Thorak Regional Cemetery	Fee	Katherine Memorial Cemetery	Fee
Interment of Ashes in Garden or Interment of Ashes in Niche Wall	\$615	Interment of Ashes in specific sites already established – inclusive of a standard plaque 229mm x 229 mm – 10 lines Plaques cost approx \$150.00 (inclusive as above)	\$446.25
Ground Maintenance fee	\$225		
Total	\$840	Total	\$446.25

Fees and Charges Coomalie Council 2012/2013

Burial Plot (outright allocation) Headstones - 900mm long x 900mm high and 400mm thick	\$2100 (Child half price)
Site to dispose of Ashes in Columbarium Niche	\$250 (Child half price)
Reservation of Burial Plot or site in the Columbarium to dispose of Ashes	\$250 which is inclusive of all costs for the disposal of Ashes or a deposit to reserve a burial plot with the remainder to be paid when applicable
Plaques may be erected as a memorial without Ashes in the Columbarium; the price for site to dispose of Ashes applies – plaques 320mm long and 200mm high.	
Ashes Garden is an area allocated for the interment of Ashes. Plaques can be erected as a memorial – plaques 150mm long x 120mm high	
Garden of Angels: Children's burial area – costs as above	

COMMENT

Council's draft Coomalie Bush Cemetery Policy will contain the following statements:

Rules for plots in Ashes Garden (based on Thorak)

- Council shall have the control of the digging of all plots for ashes in the cemetery.
- Maximum plaque 150mm long x 120mm high.
- Families can backfill the hole themselves to complete the interment.
- Plaques must be laid flat and are not permitted to be laid on a slant or raised from the ground.

Specifications for Ashes plots

- The hole for the interment is dug a spade width square and 400mm deep.
- 125mm is left either side of the plaque so there is a gap of 250mm between each plaque.
- There can be 2 interments in the one plot by digging out further i.e. another spade width and having one ash container in front of the other - still only having one plaque to the dimensions above with both names on it.

CONSULTATION

Staff at Thorak Regional Cemetery

Staff at Katherine Memorial Cemetery

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council set the fee for a plot in the Ashes Garden at \$250 which is the same as a site in the Columbarium.

Moved: **Clr.**

Seconded: **Clr.**

7.9 BATCHELOR MUSEUM – FINANCIAL CONTRIBUTION

Applicant:	Batchelor Museum – Ms J Hill
Location/Address:	Batchelor Town site
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	1 st October, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Letter from Batchelor Museum

SUMMARY

Ms Jan Hill addressed the August meeting re the history of the Batchelor Museum and work undertaken by the volunteers. She also outlined the Grants received to date. At this meeting no financial request was requested. When I met with Ms Hill she indicated that the Council members who are part of the Museum Committee were to have put this request forward on behalf of the Museum.

BACKGROUND

The Batchelor Museum has submitted a letter to Council requesting a financial contribution to meet the cost of the utility services to the Museum. I have also received an email from Jan Hill re her estimate of the costs involved.

COMMENT

The Museum committee are developing a wonderful asset for the Community and in time these buildings will be a major tourist attraction in the Batchelor area. With all the work being carried out on a volunteer basis, I believe Council should in these early days of development assist this organisation until it becomes financial enough to meet these fees. Once they become a major tourist attraction then the income fees generated should be sufficient to cover these costs and reduce Councils financial assistance accordingly.

CONSULTATION

Ms Jan Hill Batchelor Museum

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The following estimate of costs are involved

Electricity	\$3000
Water and sewerage	\$6000
Insurance	\$750

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council amend its budget from \$ 256 to \$10,000 to meet the costs of the utility services, insurance and electricity costs of the Batchelor Museum and that this contribution be reviewed on an annual basis.

Moved: **Clr.**

Seconded: **Clr.**

7.10 SALE OF SECTION 866 HUNDRED OF CAVENAGH (1735 LETCHFORD RD, COLLETT CREEK)

Applicant:	N/A
Location/Address:	N/A
File Ref:	AN 686
Disclosure of Interest:	Nil
Date:	18 October 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Notice of Exercise of Power of sale pursuant to Statutory Charge Transfer by Council Exercising Power of Sale

SUMMARY

With the recent sale of 866 Hundred of Cavenagh; AN686 ;FJ Townend, Cridlands require the forms listed below have Council's Common Seal affixed in the presence of the President and CEO. Cridlands will then forward the Transfer to the respective Purchaser.

1. Form 25A Transfer; and
2. Form 47 Notice of Exercise of Power of Sale Pursuant to Statutory Charge

BACKGROUND

The Deadman Block - Lot 866 Hundred of Cavenagh was sold at auction on 29 September 2012 by Ross McGorman.

COMMENT

NIL

CONSULTATION

NIL

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council will receive all monies owing as a charge on the land plus all costs relating to the registration of the overriding statutory charge

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the President and CEO be empowered to sign and affix the common seal to Form 25A Transfer and Form 47 Notice of Exercise of Power of Sale Pursuant to Statutory Charge.

Moved: **Clr.**

Seconded: **Clr.**

7.11 REMOVAL OF COMMERCIAL GARBAGE CHARGE AN 580

Applicant:	Steve McNamee for Norvest Projects P/L
Location/Address:	N/A
File Ref:	AN 580
Disclosure of Interest:	Nil
Date:	18 October 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	E-mail from Steve McNamee

SUMMARY

Council has received a request from Steve McNamee for Norvest Projects P/L seeking the removal of the Commercial Garbage Charge levied on the property AN 580 @ Lot 216, 10 Cameron Road Batchelor.

BACKGROUND

A Commercial Garbage Charge of \$1071.00 was applied to the property on August 28, 2012.

The email below was received from Mr McNamee on 3rd October 2012

Attention Lee Farrell,

I would be very grateful if CCGC could look favourably upon my request to have the Levy removed on this property. It is currently closed down and does not generate any rubbish. I cannot rent or sell it and it has become a real burden with expenses and mortgage payments. Thank you for your consideration of this matter.
Steve McNamee for Norvest Projects P/L

COMMENT

NIL

CONSULTATION

NIL

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Income reduced by \$1071.00

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council remove the Commercial Garbage Charge of \$1071.00 levied on the property AN 580 @ Lot 216, 10 Cameron Road Batchelor.

Moved: **Clr.**

Seconded: **Clr.**

7.12 LOCATION OF MOBILE JOURNALISM (MOJO) INTO BATCHELOR

Applicant:	Darwin Regional Indigenous Advancement & CDEP Inc.
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	18 October 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Letter from Vicki Chyer CDEP Manager

SUMMARY

Council has received a request from Vicki Chyer Darwin Regional Indigenous Advancement & CDEP Inc seeking permission to locate their Mobile journalism Unit (MOJO) in Batchelor.

BACKGROUND

The unit is a 20 foot container fitted out with internet, desks, chairs laptops and ipads that are used for training of CDEP participants. The intent is to run computer training courses and training with TEEBA radio and assist in the training of CDEP participants in pool care, life saving, green keeping and general council maintenance. Darwin Regional Indigenous Advancement & CDEP Inc would like to place the unit next to Jobfind so participants can get easy access from both services.

COMMENT

See letter in attachments

CONSULTATION

NIL

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

No cost to Council as they will pay the power costs

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council approve the location of Darwin Regional Indigenous Advancement & CDEP Inc's Mobile journalism Unit (MOJO) in Batchelor next to Jobfind and that they are billed bi-monthly for power and water charges.

Moved: Clr.

Seconded: Clr.

7.13 BATCHELOR COMMUNITY CENTRE

Applicant:	Councillors Coomalie Council
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	2 nd October, 2012
Author:	Lee Farrell, Chief Executive Office
Attachments:	Bruce Jones history of voluntary achievements – will be distributed at meeting

SUMMARY

The Coomalie Community centre was opened by the Minister for Local Government, Planning & infrastructure on Thursday 4th October, 2012. The decision to open it on this day was to undertake this event during Council week of recognition and achievements within the Community. The decision to name this building the Bruce Jones Community Centre was a recommendation from Councillors' in recognition of the tremendous service Bruce Jones has done for the Coomalie Council and the community of Batchelor and surrounding areas.

BACKGROUND

The proposal to name the Building was emailed to all Councillors for a decision. The result was unanimous. Council also agreed to invite the Minister for Local Government, Planning and Infrastructure Hon Adam Giles MLA to officially open this building

COMMENT

I have attached the history of Bruce Jones which echoes the reason why he is highly respected within our community and thoroughly deserves the honour of having a building named after him.

The Centre was opened in front of a crowd of some 100 people who were entertained by the Boxing group, Batchelor School choir and the Capoeira Dancers. I would like to also give my special thanks to Mazz and all Council staff who organised the entertainment and the overall function.

CONSULTATION

Coomalie Council Councillors (exception Cr B Jones)

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Purchase of a Plaque was \$600 and cost of the official opening of the centre was \$800

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the naming of the Batchelor Community Centre the “Bruce Jones Community Centre “ be endorsed by Council.

Moved: **Clr.**

Seconded: **Clr.**

7.14 REVIEW OF MOWING AND RUBBISH TIP CONTRACTS

Applicant:	Operations and Review Committee Recommendation
Location/Address:	Batchelor and Adelaide River
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	3 rd October, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Spread Sheet Coomalie Council – Comparison of Mowing Costs 2012-13 Spread Sheet Rubbish Dump Costings

SUMMARY

On 1st August 2012, Council Review and operational Committee submitted the below recommendation to the August meeting of Council. The below recommendation was adopted at the 21st August, 2012 meeting of Council

“That Council undertake an analysis of the operational costs to maintain the mowing of Councils Parks, gardens and Ovals vs. the use of Contract. “

BACKGROUND

Councils Finance Manager has researched the cost of Council staff undertaking this contact work versus it being undertaken by the local contractor. The spread sheets which are attached indicate that Council staff can undertake this work at a cheaper rate but it will involve the purchase of equipment in the first year. This work will not be undertaken as quickly as the contractor for the initial period as staff become aware of the areas involved and organisation required in the programming of the work. It will also involve the engagement of one staff member on a full time basis undertaking this work and may also require assistance in the initial period from another employee.

The following is a summary of the Costs and savings utilising Council staff and equipment

- Purchasing up of waste sites Batchelor and Adelaide River**

Summary	Council	Contractor
Costs	\$104780	\$97956
Less Savings – Labour and depreciation.	\$ 55600	\$55600
Total	\$49180	\$42356
Less Depn to Plant reserve fund	\$23100	\$23100
Net Savings to Council	\$26080	\$19256

- **Mowing of ovals, parks & gardens etc.**

• Summary	• Council	• Contractor
• Labour Costs	• \$33918	•
Plant Mtce & fuel	• \$ 2583	•
Purchase of Mower	• \$32000	•
• Total	• \$68501	• \$75300
•	•	
•	•	
Years 2013/14 onwards	• Council	Contractor
Labour Costs	• \$35614	
Plant Costs & fuel	• \$ 2711	
Depn to Plant reserve Fund	• \$11305	
Total cost	• \$49630	\$75300
Net savings to Council	• \$25670	

COMMENT

Should Council not add any additional staff onto its workforce then the savings could be in the vicinity of

• waste Labour	\$ 32500
• Mowing Labour	\$33918
• Department for Tractor & truck	\$23100
Total	\$89518

Council will also apply the sum of \$34405 (i.e. \$23100 + \$11305) into its Plant reserve Fund for the replacement of the Tractor and Mower.

On the downside, the Contractor is a local employee that is employing local people to undertake this work under contract.

I have advised the local contractor that this review is being undertaken and that his current contract is on a month to month basis. Council would give him a month or more notice if the contract was not to be renewed. With Xmas approaching I would recommend that the monthly contract which is currently operating terminate on 31st December, 2012.

CONSULTATION

Contractor
Manager of Operations
Council staff

Initially the Operations and review committee of Council considered these operations.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The comparison is detailed above.

VOTING REQUIREMENT

RECOMMENDATION

That R & S Contractors be advised that from 1st January, 2013, the Coomalie Council will be undertaking the pushing up and maintenance of the Batchelor and Adelaide River waste sites and mowing of its parks, ovals and various surrounds as per the current contract. Further that Council thank the contractors for their work in maintaining Council facilities over the years.

Moved: **Clr.**

Seconded: **Clr.**

7.15 DRAFT INVESTMENT POLICY

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
Disclosure of Interest:	Nil
Date:	17 September 2012
Author:	Melissa Kerr, Finance Manager
Attachments:	Draft Investment Policy

SUMMARY

Council staff are in the process of reviewing current policy and developing new policy to help staff to make decisions more efficiently and provide instruction on how to do tasks. This will assist in creating confidence and reduce bias in decision making. The newly developed draft Investment policy is presented at this meeting for authorisation by Council.

BACKGROUND

NIL

COMMENT

Council does not currently have an Investment Policy.

CONSULTATION

Lee Farrell CEO

Melissa Kerr Finance Manager

Jo'Anne Kinter Administration Manager

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT REGULATIONS

Local Government Regulations

3. Investments Policy

A council must have a policy concerning investments which should include that:

- (1) council should give consideration to the affordability of proposals having regard to the council's long-term financial sustainability (including consideration of the cost of capital and the impact of the proposal on council's net financial liabilities and interest cover ratios);
- (2) council should consider applying any funds that are not immediately required to meet approved expenditure to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required;
- (3) council should invest funds in a manner which allows them to earn interest for as long as possible but retains flexibility in accessing the funds for council purposes;
- (4) council should consider the importance of retaining a buffer of funds in an interest bearing at call account to ensure funds are available to meet the council's commitments;
- (5) council should make prudent use of its cash reserves as determined by council policy;
- (6) there should be regular reporting to council of the portfolio value using market value methodology and including:

- (a) reporting of investment category (e.g. cash, bonds) and issuer exposure by market value, par value and maturity dates;
- (b) a note of compliance with investment policy or explaining breaches; and
- (c) where applicable, a comparison of performance against benchmarks.

Note that the reporting frequency should reflect the assessed level of risk and/or overall importance of the investments to Council. Performance reporting, for an investment portfolio, should occur monthly and a more detailed report provided on a quarterly basis.

4. Council Investments

A council may invest money surplus to its immediate requirements, in the following ways:

- (1) at interest with the Territory Insurance Office, with an ADI or with a financial institution guaranteed by the Commonwealth or Territory;
- (2) in debentures or securities guaranteed by the Commonwealth, or of a State or Territory of the Commonwealth;
- (3) at interest in the short-term money market through a licensed financial services institution with a current Australian Financial Services License issued by the Australian Securities and Investment Commission, or
- (4) as approved by the Minister.

5. Investments in Unlisted Companies or Trusts

(1) Unless the Minister approves, the Council must not acquire shares in an unlisted company, or contribute capital to an unlisted trust. An approval may be given:

- (i) on conditions requiring the Council to report regularly to the Minister on the financial position of the company or trust; and
- (ii) on other conditions the Minister considers appropriate.

(2) A company is unlisted unless its shares are listed on a recognised stock exchange.

(3) A trust is unlisted unless it is a unit trust with units listed on a recognised stock exchange.

POLICY IMPLICATIONS

The following delegations for investment from the Draft Policy Manual 2012 which is council resolutions

20/05/03	That Council formally delegate the power to sign cheques, electronic funds transfers and transfers for investment purposes, on Council's bank accounts, to the Chief Executive Officer and the Council's Operations Manager and to the Council President and one other Councillor on the basis that one Staff Member nominated may sign conjointly with one Elected Member.
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FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Draft Investment Policy Version 1 as submitted be adopted as Councils Investment Policy effective from 24th October 2012.

Moved: **Clr.**

Seconded: **Clr.**

7.16 DRAFT CORPORATE CREDIT CARD POLICY

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
Disclosure of Interest:	Nil
Date:	17 September 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Draft Corporate Credit Card Policy

SUMMARY

Council staff are in the process of reviewing current policy and developing new policy to help staff to make decisions more efficiently and provide instruction on how to do tasks. This will assist in creating confidence and reduce bias in decision making. The newly developed Draft Corporate Credit Card Policy is presented at this meeting for authorisation by Council.

BACKGROUND

Council does not currently have a Corporate Credit Card Policy.

COMMENT

NIL

CONSULTATION

Lee Farrell CEO

Melissa Kerr Finance Manager

Jo'Anne Kinter Administration Manager

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Draft Corporate Credit Card Policy Version 1 as submitted be adopted as Councils Credit Card Policy effective from 24th October 2012.

Moved: **Clr.**

Seconded: **Clr.**

7.17 DRAFT CUSTOMER COMPLAINTS HANDLING POLICY

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
Disclosure of Interest:	Nil
Date:	17 September 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Draft Customer Complaints Handling Policy

SUMMARY

Council staff are in the process of reviewing current policy and developing new policy to help staff to make decisions more efficiently and provide instruction on how to do tasks. This will assist in creating confidence and reduce bias in decision making. A revised draft Customer Complaints Handling Policy is presented at this meeting for authorisation by Council.

BACKGROUND

Council's current Customer Complaints policy has been reviewed and updated to include time frames in clauses 3 and 4 as follows;

3. Action on a complaint received is required to be instigated within five (5) working days of the complaint being received;
4. The review officer will develop a proposed response to the concerns and seek, within 14 days, the person's view on the proposed response;

COMMENT

NIL

CONSULTATION

Lee Farrell CEO

Jeff Colver Shire President

Melissa Kerr Finance Manager

Jo'Anne Kinter Administration Manager

STATUTORY ENVIRONMENT

NIL

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Draft Customer Complaints Policy Version 1.1 which includes time frames in clause 3 and 4 of the Policy Statement as submitted be adopted as Councils Complaints Policy effective from 24th October 2012.

Moved: **Clr.**

Seconded: **Clr.**

7.18 PURCHASING POLICY –UPDATE V1.4

Applicant:	Council August 2012 Meeting
Location/Address:	N/A
File Ref:	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
Disclosure of Interest:	Nil
Date:	17 th September, 2012
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Draft Purchasing Policy for consideration by Council

SUMMARY

At the August meeting of Council it was resolved that the Purchasing Policy version 1.3 be adopted and there was a question raised about the use of Purchasing Cards. The section relating to Purchasing Cards in the policy has been reviewed and amended for council's authorisation.

BACKGROUND

Council's current Purchasing policy has been reviewed and Section 1 (a) has been changed and updated as follows;

1. PURCHASES UNDER \$30,000.00

(a) Purchases Made Using a Council Purchasing Card (Fuel Card)

The following conditions apply to all cards:

- (i) Odometer readings are to be recorded at time of purchase.
- (ii) All Purchasing Card voucher slips to be retained by the card user and to be submitted to the Manager of Finance or Administration once a month in order for verification and reconciliation to be carried out on the account.
- (iii) Payments to be made within the specified time limit so that interest penalties are not incurred.
- (iv) Each Payment voucher slip is to have details attached as to what the purchase was for in order for the purchase to be allocated to the correct cost centre.
- (v) No personal expenditure to be made on the card.

COMMENT

The current policy is as follows:

(a) Purchases Made Using a Council Purchasing Card

- (i) Council currently does not use Purchasing Cards and has no policy on the use of Council Purchasing Cards

CONSULTATION

Operations Manager Robert Bright

Finance Manager Melissa Kerr

STATUTORY ENVIRONMENT

POLICY IMPLICATIONS

Council's current Purchasing Policy version 1.3 was adopted on 21st August, 2012.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Draft Purchasing Policy Version 1.4 which makes changes to clause 4 (a) Purchases made using a Council Purchasing Card, be adopted as Councils Purchasing Policy effective from 24th October 2012.

Moved: **Clr.**

Seconded: **Clr.**

7.19 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CEO
Date:	12 th September – 11 th October
Author:	Lee Farrell Chief Executive Officer.
Attachments:	Complaints Register Agenda and Minutes of the LGANT Conference

BACKGROUND

Not applicable.

COMMENT

Several issues will require action by Council under the following items

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the CEO's Activity Report 12th September, 2012 to 11th October, 2012.

Moved: Clr.

Seconded: Clr.

CEO Activities Report 12th September, 2012 to 11th October, 2012

1. Rum Jungle Bowling Club

Council has set up a good working rapport with the Darwin Bowling Club to assist us in advice and equipment with the Rum Jungle Bowling Green. This is working well and we have two very keen Bowling club members who are mowing the Green on a daily basis. I would envisage that we may be ready for Bowls by late October, 2012. On behalf of the Club I have submitted an application for bowling green equipment totalling \$14000. The break-up of costs will be as follows:

Grant	\$10,000
Council	\$2,000
Bowling Club	\$2000

Councils contribution will come from savings associated with the Bowling Club talking on the mowing of the Greens at a saving cost of \$1124 month x 12 = \$13488.

2. Meeting with J Page – 21st August 2012

Cr Turner has asked that this be deferred until he is in attendance. He has sent out a letter in confidence to all councillors outlining his position in relation to this matter. I agreed to this request as any questions raised by Councillors should be directed and answered by Cr Turner.

3. Infrastructure Asset & Financial management planning

Council staff have commenced the entering of data into the Asset management planning software on 3rd, 4th & 5th October. Once this has been completed, the information will be reviewed by Council staff before presenting to Council. I would envisage this should be completed by the end of December, 2012.

4. Lease of Old Council Depot – Adelaide River town site

I have advertised the Adelaide River old Depot seeking expressions of Interest for this land & buildings. The EOI period expires on Monday 22nd October, 2012.

5. Cyclone Rubbish Collection times

The annual Cyclone clean-up has been advertised for Monday 22nd and Tuesday 23rd October 2012.

6. Batchelor Tourist Information meeting – 1st October, 2012

In the company of Cr. Bulmer, Jones, I attended the monthly meeting of the Batchelor Tourist Committee meeting. The group is very functional and are very professional in the way they handle local tourism issues. They intend to revisit their Strategic & development plan over the next 2 meetings and plan to meet with the Adelaide River tourist group on a quarterly basis. A Strategic planning meeting will be held in the Council Chambers Batchelor on 13th November, 2012.

7. Amangal Community cemetery(From September meeting)

The following email was received from John Havnen from the Dept. of Justice re the above Cemetery. I advised John I would submit this for Councils comments.

"The Amangal Community is located adjacent to Adelaide River Township on the southern side of the Adelaide River on a Special Purpose Lease held by the Aboriginal Development Foundation. (permanent pop. approx. 50 persons)

The Amangal Community have requested that I assist them with getting their cemetery formalised.

They would like the sites of the graves located with a GPS, provision made for land for future burials and the coordinates of the land for the cemetery recorded for planning purposes.

Apparently there are approximately 30 persons interred in the cemetery.

The Community would eventually like to place headstones on the graves and fence and beautify the cemetery. (This will also entail organising a reliable water supply.....the rest of the Community currently connected to mains water)

The Community has a small CDEP work force which is utilised for undertaking municipal services. The Community also has a range of hand tools and small plant and equipment. (lawn mowers, whippers snippers etc)

However the Community does not have any funds for materials for this project.

Is there any way that the Coomalie Council can assist the Community?

It is understood that the cemetery would be deemed to be a private cemetery.

The main Community person driving this project is Bruce Delahunty who can be contacted on 0427529826.

Cheers

*John Havnen
Alcohol Strategy Project Officer
Licensing, Regulation and Alcohol Strategy
Department of Justice
First Floor, Enterprise House
28 – 30 Knuckey Street, Darwin “*

8. Adelaide River Tourist Meeting

- Cr max Corliss and I met with Mr Jack Cosby from the Minister Warren Snowden office on Friday 12th October, 2012. The meeting highlighted the various issues that are pending and require Government involvement
 - Information centre – Adelaide River War Museum
 - Roadway and parking area Adelaide River cemetery
 - Restoration Armoury area at Adelaide River
 - Development of Information centre Adelaide River.

A meeting with Trevor Horman, Max Corliss, Hon. Gary Higgins and Hon. Warren Snowden will be held towards the end of October to discuss all of the above issues and develop a plan which will progress all of the above issues.

9. Bruce Mason submission – National broadband (From September Meeting)

Bruce has sent in the following submission for Council to consider.

COOMALIE COUNCIL / SUGGESTION: BATCHELOR AND THE NBN

I could be wrong, but my reading of the NBN plan regarding its implementation in the 'top end' is that: Batchelor will receive wireless/satellite only, rather than the superior fibre optic cabling which Darwin will enjoy.

If this is the case, I believe Batchelor is in an unusually good position to at least lobby for the superior technology.

We have the most long standing, and possibly only, dedicated Indigenous Tertiary Institute in the country, and some four years ago, I think it was, we actually had Julia Gillard open the then new, state of the art 'e-learning building' at the Batchelor campus.
In the meantime, BIITE has forged a working partnership with Darwin's CDU, sharing courses, students, and staff. The current NBN roll out will bring a gaping technological divide between the two partnered tertiary facilities, and produce a diminishing of our Indigenous Tertiary facility.
For this reason alone, Batchelor Institute and township should be supplied with fibre optic cabling. Meaningful support from Institute and CDU executives could be easily sought and obtained, and lobbying could be directed to the prime ministers' office among others, reminding the PM of her own personal involvement at Batchelor Institute - and that the high tech building she opened will operate at 'snail's pace' compared to similar buildings at probably every other tertiary facility in the country.
It's not a good look for the only dedicated Indigenous Tertiary facility, and smacks of, (actually really does reflect): the thoughtlessness of the roll out in relation to Territory, and what should be, national priorities.

On another level, fibre optic to Batchelor would make the already well serviced township really quite appealing to online and high tech businesses who are becoming more and more frustrated with the cost of maintaining premises in Darwin.

This sort of relocation of high tech businesses has already happened down south. Darwin is about to change more than any of us can probably imagine and Batchelor is just one hour's drive away from those imminent changes. Local infrastructure and facilities are already good. If we can add NBN fibre optic technology to the attractions of Batchelor, it will surely make a difference to the town's reputation, appeal, and subsequent growth.

The NBN is rolling out in the top end now, so this is the time to be making our case. I think it's a good one. I'm sure lots of people would readily support this. With letters to editors, ministerial departments, other media, etc. from a co-ordinated front of Coomalie Council, BIITE, CDU, and any other interested people, it could happen.

10. Councillors Photos

A reminder that we will be taking Councillor and staff photos prior to the meeting on 23rd October. The photographer Anna Reynolds will come to council office at 3.30 pm to take staff photos and will then be ready for Councillor's photographs from around 4.15 - 4.30pm. We need the individual photos for the Web site and a group photo for Council records.

11. Chin Estate Meeting – 12th September 2012(From September meeting)

Twelve landowners and Crls Jones, Turner and Bulmer, Operations Manager and member for Daly Hon G Higgins were in attendance.

The following issues were raised;

- Letters have been written to Council regarding access into the estate but No action has been taken.
- Council has been asked to review the Coomalie Guidelines and concepts which were released in 2000?
- Jacinda Brown advised that the survey has been sent to all Chin estate landowners and is to be returned by 2nd October, 2012.
- CR Turner – Council need a sustainable Long Term Road plan for this sub division.
- Gary Higgins – Need for landowners' to agree on the proposed long term road network and then come back to Council with a proposal. This can then be submitted to Government.
- Request the Government to carry out a desktop study to ensure the proposed roads can be built as all-weather roads. Council can follow up with Dept. of Transport once the landowners' submission on the proposed route is received.
- Native Title claim still over Cheeney North road.
- The following decision was also reached
- **Resolved that Council deposit a pile of gravel and rocks on the Chin road reserve for use by landowners to repair their roads.**

ACTION BY CHIN ESTATE;

- Provide the results from the survey which was completed on 2nd October, 2012.

12. TOPROC Meeting – 20th September, 2012

Cr Colver and I attended the TOPROC meeting in Darwin on 20th September, 2012. The points of interest were as follows:

- Regional waste Site – Litchfield Shire submitted a proposal for a Regional waste next to Channel Island Road. Copies of the submission have been forwarded to Councillors.
- The Regional Development Plan for the Greater Darwin Region and Memorandum of agreement will be presented to Council for consideration and adoption.

13. Batchelor Pool

- Meetings have been held with the Batchelor School and BIITE regarding the new key agreement. No major issues were envisaged by the parties.
- Bronze medallion and first aid course were conducted in Batchelor on 8 & 9th October, 2012. Three Council staff members' completed the course plus 8 locals.
- One of the filters also needed replacing which has cost an additional \$2000 over and above the original estimate.

14. Digital satellite TV

- I met with representatives from the Commonwealth Government re the introduction of digital satellite into the Coomalie area. The service will commence on 7th November, 2012 and services will be provided free to aboriginal communities and eligible pensioners. The remainder of the general public it will cost approx. \$250. A contractor will be engaged to undertake this work.
- The organiser will also be seeking to employ a local person to coordinate the installation of this satellite equipment and have a building in which to store the equipment in Batchelor.

15. Community Bus – Public Transport.

CEO of COTA Robyn Lesley is preparing a submission to request a public transport system from Darwin into the Coomalie region. Council will work collectively with COTA in providing statistics as they become available.

16. Batchelor Waste site:

Following a complaint from a local resident Work safe NT have visited the Batchelor and Adelaide river waste sites to ascertain the dangers associated with the construction of the slots. Council procedures were in order and the following was requested to be undertaken by Council

- Prepare a risk management plan for both waste sites
- Erect signage stating dangers of large excavation

17. Meeting with Minister for Infrastructure, Transport and Local Government.- 4th October, 2012

- The following matters were discussed;
 - Regional waste site – recommended council submit a letter of interest.
 - Marrakai road – Gary Higgins to submit a report on the closure of this road and direction onto Council road.
 - Council representation – appeared happy with the suggestion to defer to February
 - Native Title – develop an ILUA with the groups.

18. LGANT Conference 8/9 November 2012

I have attached the agenda and Minutes of the LGANT Conference to be held in Alice Springs on 8/9 November 2012. Council will not be attending but the issues being raised make for interesting reading.

The Local Government Constitutional recognition is an item that Council will be contributing to as follows \$50k CC Contribution \$157: \$157k CC Contribution \$902: \$207k CC Contribution \$1189.

8 FINANCE REPORTS

8.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 October 2012
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 from 1st – 30th September 2012.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council -

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council approve and pass for payment the September 2012 payment register totalling \$84,441.43.

Moved: Clr.

Seconded: Clr.

Coomalie Community Government Council

Payment Register

September 2012

DATE	REFERENCE	DETAILS	AMOUNT
3/09/2012	4788	Commonwealth Bank of Australia	112.71
4/09/2012	4789	Maneroo Cattle Co P/L	600.00
4/09/2012	4790	Commonwealth Bank of Australia	93.12
4/09/2012	4791	Commonwealth Bank of Australia	2.13
4/09/2012	G/L Consolidate	Payroll	17,859.50
4/09/2012	4792	Commonwealth Bank of Australia	1,378.97
4/09/2012	4793	Commonwealth Bank of Australia	93.12
10/09/2012	4841	Cr. Sue Bulmer	350.00
10/09/2012	4842	Cr. Jeff Colver	1,333.00
10/09/2012	4843	Cr. Max Corliss	350.00
10/09/2012	4844	Cr. Ewan Crook	350.00
10/09/2012	4845	Cr. Dave Gray	350.00
10/09/2012	4846	Cr Bruce Jones	750.00
10/09/2012	4847	RS Gardening Care	1,188.00
10/09/2012	4848	Andrew Turner	350.00
17/09/2012	4795	Commonwealth Bank of Australia	37.40
17/09/2012	4796	Commonwealth Bank of Australia	0.88
18/09/2012	G/L Consolidate	Payroll	18,066.76
18/09/2012	102	PowerWater	6,780.79
18/09/2012	4849	Air Liquide WA Pty Ltd	81.13
18/09/2012	4850	Airpower (NT) Pty Ltd	169.02
18/09/2012	4851	AJ Couriers & Haulage Pty Ltd	181.50
18/09/2012	4852	Adelaide River Auto Port	140.40
18/09/2012	4853	Area IT Solutions	1,227.64
18/09/2012	4854	Adelaide River Freight Service	27.50
18/09/2012	4855	RWA Exact	123.75
18/09/2012	4856	Attache Software Australia Pty	29.00
18/09/2012	4857	Dannah Pty Ltd	159.09
18/09/2012	4858	Batchelor Service Centre	1,154.23
18/09/2012	4859	B P Australia Limited	1,850.38
18/09/2012	4860	Bunnings Building Supplies P/L	71.14
18/09/2012	4861	Cridlands	6,973.97
18/09/2012	4862	Dallukon T/A Emerald Springs R	607.05
DATE	REFERENCE	DETAILS	AMOUNT

18/09/2012	4863	Darwin Business Machines	108.00
18/09/2012	4864	Darwin Office Technology	286.53
18/09/2012	4865	Fulton Hogan Industries	1,320.00
18/09/2012	4866	Jardine Lloyd Thompson	268.38
18/09/2012	4867	DT & MG Kerr	10,120.00
18/09/2012	4868	Limitless Promotions	280.00
18/09/2012	4869	Litchfield Springs Water Pty L	50.00
18/09/2012	4870	Intergrated Land Information S	60.00
18/09/2012	4871	NT News	458.40
18/09/2012	4872	Portner Press PTY LTD	77.00
18/09/2012	4873	Riverland Marketing & Promotio	475.42
18/09/2012	4874	NT Rural Pty Ltd TA Territory	67.10
18/09/2012	4875	Top End Bailiff & Collection S	110.09
18/09/2012	4876	Triple Comm NT	990.00
18/09/2012	4797	Maneroo Cattle Co P/L	600.00
19/09/2012	458654	Post Office Store	48.05
19/09/2012	4798	Local Govt Super Scheme	1,638.66
26/09/2012	103	Agest Administration	73.26
26/09/2012	104	Australian Super	812.84
26/09/2012	105	HESTA Superannuation Fund	294.22
26/09/2012	106	Hostplus Superannuation Fund	104.10
26/09/2012	107	WA Local Super	1,836.98
28/09/2012	108	Local Govt Super Scheme	1,519.92
28/09/2012	4801	Commonwealth Bank of Australia	0.30
			\$ 84,441.43

8.2 FINANCIAL AND GRANT REPORT, FINANCIAL SUMMARY REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 October 2012
Author:	Melissa Kerr, Finance Manager
Attachments:	NIL

SUMMARY

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

BACKGROUND

Attached is a financial and grant report and financial summary report to 30th September 2012.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council -

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and note the financial and grant report and financial summary report to 30th September 2012.

Moved: Clr.

Seconded: Clr.

**Coomalie Community Government Council
Financial Report for the period ending 30th September 2012**

Cash at Bank					
Cash on Hand					\$ 2,000.00
Cheque Account					\$ 597,859.77
Investment Account					\$ 413,250.51
Total Cash at Bank					\$ 1,013,110.28
Debtors	Current	30 Days	60 Days	90 Days	
Trade	-	18,605.00	220.00	1,011.30	\$ 19,836.30
Rates	-	285,108.27	-	160,321.43	\$ 445,429.70
Total Debtors					\$ 465,266.00
Creditors	Current	30 Days	60 Days	90 Days	
Trade		1,671.24	-	-	\$ 1,671.24
Total Creditors					\$ 1,671.24
Reconciliation of Funds					
Balance as per General Ledger					\$ 599,859.77
Add outstanding Debtors					\$ 465,266.00
Less outstanding Creditors					\$ 1,671.24
Add Investment Account					\$ 413,250.51
Total Cash & Receivables Available					\$ 1,476,705.04

Coomalie Community Government Council						
Grant Report for the period ending 30th September 2012						
Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
15/06/2009	Developer Contribution Scheme	NTG	\$ 53,500.00	\$ 40,112.65	\$ 13,387.35	30/06/2010. Put towards 2012 review of DCS?
29/06/2011	Community Centre Grant	SPG - Dept Local Government	\$ 58,300.00	\$ 46,828.91	\$ 11,471.09	30/06/2012
27/03/2012	Skate Ramp Grant - SPG	NTG	\$ 46,000.00	\$ 33,767.73	\$ 12,232.27	30/06/2012
26/04/2012	Fun With Food - July School Holidays	Office of Youth Affairs - NTG	\$ 2,000.00	\$ 2,032.71	-\$ 32.71	Acquitted
6/06/2012	Seniors Week 2012	Dept Health Families Youth	\$ 2,000.00	\$ 1,422.03	\$ 577.97	30/09/2012
27/06/2012	Adelaide River Access Playground	SPG - Dept Local Government	\$ 54,510.00	\$ -	\$ 54,510.00	30/06/2013
16/07/2012	Lingalonga Festival Grant	Dept of Chief Minister	\$ 5,000.00	\$ 5,468.18	-\$ 468.18	Acquitted
13/07/2012	Mimosa on the Adelaide River Grant	Territory Natural Resource Mgt	\$ 19,000.00	\$ -	\$ 19,000.00	15/06/2013
4/10/2012	CCC Recycling in Coomalie Grant	Keep Australia Beautiful Council	\$ 8,181.82	\$ -	\$ 8,181.82	1/01/2013
3/10/2012	Oh What a Community Feeling	Office of Youth Affairs - NTG	\$ 2,000.00	\$ -	\$ 2,000.00	18/03/2013
3/10/2012	Teddy Bears Picnic	NAPCAN	\$ 1,000.00	\$ -	\$ 1,000.00	28/11/2012
			\$ 251,491.82	\$ 129,632.21	\$ 121,859.61	
		Cash and Receivables			\$ 1,476,705.04	
		Unspent Grants & Subsidies			\$ 121,859.61	
		Cash Available to Council			\$ 1,354,845.43	

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
FINANCIAL SUMMARY REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2012**

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
110 ADMINISTRATION					
110 3899	TOTAL INCOME	7,017	650,962	1,213,370	1,165,120
110 4999	TOTAL EXPENSES	46,194	241,072	715,730	751,909
110 5000	SURPLUS / (DEFICIENCY) 110	-39,177	409,890	497,640	413,211
210 PUBLIC CONVENIENCES					
210 4999	TOTAL EXPENSES	364	15,295	81,150	67,359
210 5000	SURPLUS / (DEFICIENCY) 210	-364	-15,295	-81,150	-67,359
211 SANITATION AND GARBAGE					
211 3899	TOTAL INCOME	6,774	276,500	270,930	251,856
211 4999	TOTAL EXPENSES	-1,300	38,619	254,960	185,275
211 5000	SURPLUS / (DEFICIENCY) 211	8,074	237,881	15,970	66,581
212 CEMETERIES					
212 3899	TOTAL INCOME	0	227	0	2,032
212 4999	TOTAL EXPENSES	938	2,084	4,800	3,347
212 5000	SURPLUS / (DEFICIENCY) 212	-938	-1,857	-4,800	-1,315
310 PARKS AND GARDENS					
310 3899	TOTAL INCOME	3,204	3,273	150	30,062
310 4999	TOTAL EXPENSES	18,861	42,415	220,890	310,402
310 5000	SURPLUS / (DEFICIENCY) 310	-15,657	-39,142	-220,740	-280,340
311 LIBRARIES					
311 3899	TOTAL INCOME	48,858	48,858	47,000	47,316
311 4999	TOTAL EXPENSES	3,030	9,775	47,000	47,317
311 5000	SURPLUS / (DEFICIENCY) 311	45,828	39,083	0	-1
312 SPORT AND RECREATION					
312 3899	TOTAL INCOME	1,450	2,374	57,110	598
312 4999	TOTAL EXPENSES	2,277	31,036	195,806	84,175
312 5000	SURPLUS / (DEFICIENCY) 312	-827	-28,662	-138,696	-83,577
313 SWIMMING POOL					
313 3899	TOTAL INCOME	359	141	3,000	3,372
313 4999	TOTAL EXPENSES	2,508	11,987	98,520	95,266
313 5000	SURPLUS / (DEFICIENCY) 313	-2,149	-11,846	-95,520	-91,894
314 COMMUNITY RECREATION					
314 3899	TOTAL INCOME	3,009	32	38,000	86,810
314 4999	TOTAL EXPENSES	4,591	26,025	68,770	135,173
314 5000	SURPLUS / (DEFICIENCY) 314	-1,582	-25,993	-30,770	-48,363
410 ROADS					
410 3899	TOTAL INCOME	0	2,298	415,924	566,616
410 4999	TOTAL EXPENSES	8,335	31,361	807,570	1,030,581
410 5000	SURPLUS / (DEFICIENCY) 410	-8,335	-29,063	-391,646	-463,965
510 STREETLIGHTING					

510 4999	TOTAL EXPENSES	0	2,255	9,200	6,795
510 5000	SURPLUS / (DEFICIENCY) 510	0	-2,255	-9,200	-6,795
511 TOURISM, PARKING AND OTHER					
511 3899	TOTAL INCOME	0	5,000	23,300	21,316
511 4999	TOTAL EXPENSES	2,182	8,922	49,788	50,198
511 5000	SURPLUS / (DEFICIENCY) 511	-2,182	-3,922	-26,488	-28,882
512 DOG MANAGEMENT					
512 3899	TOTAL INCOME	483	628	800	839
512 4999	TOTAL EXPENSES	326	396	5,200	5,234
512 5000	SURPLUS / (DEFICIENCY) 512	157	232	-4,400	-4,395
513 GLYPHOSATE					
513 3899	TOTAL INCOME	200	1,200	10,000	11,177
513 4999	TOTAL EXPENSES	0	0	10,000	10,496
513 5000	SURPLUS / (DEFICIENCY) 513	200	1,200	0	681
514 MAJOR FIRE HAZARD/GAMBA					
514 3899	TOTAL INCOME	0	19,000	20,000	0
514 4999	TOTAL EXPENSES	0	0	20,000	0
514 5000	SURPLUS / (DEFICIENCY) 514	0	19,000	0	0
900 3899	TOTAL INCOME	71,354	1,010,493	2,099,584	2,187,113
900 4999	TOTAL EXPENSES	88,306	461,242	2,589,384	2,860,497
900 5000	SURPLUS / (DEFICIENCY)	-16,952	549,251	-489,800	-673,384

8.3 QUARTERLY BUDGET REVIEW JULY-SEPTEMBER 2012

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th October 2012
Author:	Melissa Kerr, Finance Manager
Attachments:	Quarterly budget review July-September 2012

SUMMARY

As part of Council's budget review processes a quarterly report comparing budget to actual expenditure is submitted to Council.

BACKGROUND

Attached is a quarterly review from July to September 2012.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to council -

(1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:

(a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the council (including money held in trust); and

(b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and note the quarterly budget review July-September 2012.

Moved: **Clr.**

Seconded: **Clr.**

8.4 ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2011/2012

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th October 2012
Author:	Melissa Kerr, Finance Manager
Attachments:	Annual Report and Audited Financial Statements 2011/2012

SUMMARY

Council must prepare financial statements each financial year. This must be referred to Council's auditor for audit and forwarded to the Department of Local Government and Grants Commission by 15 November each year.

BACKGROUND

Council's auditor Nair Watkins have completed Council's annual audit of the financial statements for 2011/2012.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 131-132 of the Local Government Act 2008 Annual Financial Statement -

131 Annual financial statement

- (1) A council must prepare a financial statement for each financial year.
- (2) The annual financial statement must give a true and fair view of:
 - (a) the council's revenue and expenditure for the financial year; and
 - (b) the council's assets and liabilities as at the end of the financial year.
- (3) The annual financial statement must conform with the accounting standards and other requirements stipulated in the regulations.

132 Reference of annual financial statement for audit

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

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

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and note the annual report and audited financial statements for 2011/2012 and submit to the Department of Local Government and Grants Commission after insertion of the President's report.

Moved: **Clr.**

Seconded: **Clr.**

9 ADMINISTRATION REPORTS

9.1 USE OF COMMON SEAL

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	18 TH October 2012
Author:	Jo'Anne Kinter, Administration Manager
Attachments:	Nil

SUMMARY

The CEO Lee Farrell used Council's Common Seal on the Discharge of Statutory Charges.60 Hundred of Waterhouse AN361 V Bulmer and the Contract for Tender 2012-001 to Ooloo Investments.

BACKGROUND

Cridlands MB Lawyers are acting for Council in the matter of the properties of Bulmer – AN361 Lot

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

As per the Local Government Act Section 26(2).The affixing of the common seal to a document:

- (a) must be authorised or ratified by resolution of the council; and
- (b) must be attested by the signatures of the CEO and at least one member of the council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the Chief Executive Officer's action in the use of the Common on "DISCHARGE OF STATUTORY CHARGE"; Bulmer – AN361 Lot 0060, and contract for Tender2012-001 to Ooloo Investments be approved by Council.

Moved: Clr.

Seconded: Clr.

9.2 COMMUNITY RECREATION OFFICER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\ CRO
Disclosure of Interest:	Nil
Date:	17 th October 2012
Author:	Marilyn Morris, Community Recreation Officer
Attachments:	Community Recreation Officer's Report

SUMMARY

Community Recreation Officer's report for the Ordinary General Meeting held 23rd October, 2012.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the Community Recreation Officer's report for September/October 2012.

Moved: Clr.

Seconded: Clr.

October Monthly Report



Youth NT Conference – This was a two day conference on 1st and 2nd October which I attended with Tala Turner, Jacob Penhaligon and Sienna Howard from Batchelor Area School. The teenagers were the youngest of approximately the 250 delegates and surrounded by professionals, young leaders in business and service providers. The two day program covered mental and sexual health for youth, community participation, multicultural youth affairs, road safety in your community, social media, youth participation in high level decision making, laws relating to young people in the NT and so much more. We all met for a conference dinner on the first evening and I was astounded to see these three rural kids so at ease and best mates with most of those 247 other delegates. This Conference was the first ever in the NT and it is crucial the Coomalie Council is represented each year by our youth thus giving them the opportunity to realize they too can be young leaders.

Tennis - Each week we gather at the Batchelor Court at 5pm and run around madly in the heat, until the shade creeps in and the aces flow thick and fast. Usually about a half dozen people including the two youngsters Asterix and Milo. Very enjoyable and always a really good social outing for all – including the spectators.

Bronze Medallions – Royal Life Saving came down to Batchelor for a two day program on 8th and 9th October which saw nine new people awarded their Bronze Medallions. Also four Bronze holders were re-accredited for another year. This is wonderful for our Coomalie region to have so many people trained to help encourage community involvement in the Batchelor Pool.

Bruce Jones Community Centre – What a great opening – the Choir from Batchelor School, the art and craft, the boxing and the Capoeira dancers combined to give the Minister the ‘Community Vibe’. Now we are ‘OPEN’ and the other end wall is completed, I have planned to start Friday night gatherings from 6pm to 8.30pm. The Capoeira dance teacher (Omar) will do a 6pm to 6.30pm session with the children while I cook a bar-b-q. Also Noressa Bulsey will be running the art, craft and beading area from 6pm. I have asked Mick from the Rum Jungle Tavern if he will donate sausages and bread for the barby. Then either board games or a movie with the projector kindly offered by Graeme Cheater and Darryl Butler. The first hire booking for use of the Centre came in two weeks ago from *Tiny Tots Images- photography*. Very exciting.....

Touch Football – We had a football skills workshop at Batchelor Oval on 4th October with Tianna from NT Touch coming down from Darwin. The young ones played a couple of games and learnt new skills which also wore them out somewhat – just in time for the Opening of the Community Centre. The regular Wednesday touch football always depends on the weather, the kids and the older boys showing up.

Coomalie Swimming Group - may change the Wednesday footy to a 3pm start time for a swimming afternoon. The swimming group was formed last year and lacked in qualified people to go any further. Now with the various Bronze Medallion holders I would like to form a group of volunteers to work within the weekly roster – so every fortnight everybody does a stint. Also were unable to have the babies and toddlers involved as we did not have anybody qualified for under 5’s. I have found a local teacher who can now train the little ones. Training could begin for the under 5’s at 3pm and the over 5’s from 3.30pm, then a game of water polo and other water sports from 4pm.

The children from Adelaide River School could stay back after school and be dropped back to Adelaide River around 5pm by the Community Bus.

Batchelor Markets – Held on 14th October and a quiet market. Have discussed with all marketeers who agreed to waive the November Market as it falls on Remembrance Day and we will focus for the big December Christmas market on 9th December. Possibly get Santa to make an appearance and combine any other Christmas events that we can to make it a big morning. If raining – I have informed all we could possibly utilize the Bruce Jones Community Centre and the undercover Bowling area.

9.3 BATCHELOR MARKETS- BRUCE JONES COMMUNITY CENTRE

Applicant:	Community Recreation Officer
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	18 th October, 2012
Author:	Marilyn Morris, Community Recreation Officer
Attachments:	NIL

SUMMARY

Waiving of \$30 hire fee for the use of Bruce Jones Community Centre to hold the monthly Sunday Markets when it is raining and the oval can't be used.

BACKGROUND

The marketeers that come down from Humpty Doo, Berry Springs and Noonamah area mostly have unpowered sites. There are only 3 that use power and they all pay a \$5 power fee at the Oval. All other stallholders are free (except for the \$10 public liability they pay to Council if no cover of their own). They enjoy coming down and all agree that if there is the nil stall charge – then they don't mind the fuel and travel. Over the last few market Sundays I have discussed the *location change* in the event the weather gets wet and rainy.

In previous years the School has been used as an alternative location during the wet but marketeers feel the School is too out of the way and they do not really get much business at all there. The B J Community Centre is right in the heart of everything.

The Bruce Jones Community Centre will be spacious enough to accommodate 7 stalls. Sizes are approx 3m x 4m for each stall. Any extra space required could be under the outside cover at the Bowling Green. I have emailed Carolyn Bilston re use of the Lawn Bowls area and have an agreement from her.

COMMENT

Rather than cancel the markets, I would like permission to relocate the stall holders into the Bruce Jones Community Centre should rain be eminent. There would be a nil charge as the stall holders would not find it financially viable otherwise. This offer is only a back up should rain effect the upcoming markets. Council is the only body that can waive the hire charge for the Bruce Jones Community Centre. The locals enjoy these markets and it would be a shame to have them cancelled.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Bruce Jones Community Centre policy to read that this agreement be an ongoing agreement.

FINANCIAL IMPLICATIONS

Power usage will be paid for by power users.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council waive the hire fees for the Bruce Jones Community Centre for Batchelor Monthly Markets in the wet season if rain is imminent.

Moved: **Clr.**

Seconded: **Clr.**

9.4 NATIONALSERVICEMEN'S ASSOCIATION – REMEMBRANCE DAY AT ADELAIDE RIVER WAR CEMETERY

Applicant:	Community Recreation Officer & National Servicemen's Association
Location/Address:	N/A
File Ref:	CCGC GDrive\CRO\Remembrance Day
Disclosure of Interest:	Nil
Date:	11 th November 2012
Author:	Marilyn Morris, Community Recreation Officer
Attachments:	Letter from National Servicemen's Association Australia NT Inc

SUMMARY

Waiving of hire fees for the Community Bus by an outside party (not a community group from our Shire) can only be made by decision of the Council.

BACKGROUND

The annual Remembrance Day Service at the Adelaide River War Graves on the 11th November each year is organized by the National Servicemen's Association NT. The Coomalie Council deliver chairs, lectern, tables and the Recreation Officer provides assistance on the day. For the last few years the CRO has also transported Servicemen and women from the Darwin North RSL Club at Marrara to the service and returned to Darwin...This transport has been greatly appreciated and is quite vital to the aging veterans.

COMMENT

I have contacted Fred Barlow (Secretary of Servicemen's Club) and advised they will be required to pay \$100 for fuel costs. In previous years – all costs were met by Council. Fred is in agreement with the charge for fuel costs.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Bus policy to read that this agreement be an ongoing annual agreement.

FINANCIAL IMPLICATIONS

The Coomalie Council will be responsible for the hire costs and provision of a volunteer driver.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council waive the Council Bus hire fees for the National Servicemen's Association Australia NT Inc to transport their members from Darwin and return for the annual Remembrance Day Commemorations on 11th November each year.

Moved: **Clr.**

Seconded: **Clr.**

10 LATE REPORTS

11 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

11.1 RESULTS OF THE CHIN SURVEY

Applicant:	Clr. Sue Bulmer
Location/Address:	Batchelor Town Ward
File Ref:	Nil
Disclosure of Interest:	Nil
Date:	18 th October 2012
Author:	Administration Manager – Jo’Anne Kinter
Attachments:	Clr Bulmer will bring results of the survey to the meeting

SUMMARY

Jacinda Brown has compiled the results of the Chin Subdivision Survey completed on the 2nd October.

BACKGROUND

Resolution 21/08/2012/020 That Council request that the landowners of the Chin subdivision submit a signed agreement/proposal from the majority of landowners within the Chin subdivision which clearly details the recommended road access ‘s required to provide for all road access into the 24 lots on the subdivision.

COMMENT

NIL

CONSULTATION

Chin Subdivision Land Owners

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

Moved: Clr.

Seconded: Clr.

12 COUNCIL REPORTS

13 CONFIDENTIAL ITEMS

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

14 GENERAL BUSINESS

15 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 20TH November, 2012.