



**MINUTES**

**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

# MINUTES

## ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 23<sup>rd</sup> October 2012 AT 6.00PM

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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	Sue Bulmer
Councillor	Max Corliss

#### **STAFF PRESENT**

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

#### **PERSONS PRESENT**

Lee Williams	Director Legislation - Department of Local Government
Solomon Gatura	Department of Local Government
John Oakley	Batchelor

CEO sought advice from Lee Williams Director Legislation Department of Local Government as to what now constitutes a quorum as Council now only has seven Elected Members.

Lee Williams advised the quorum was four (4).

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Applicant:</b>	Clr Turner
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	23 <sup>rd</sup> October 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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 23<sup>rd</sup> 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.

CEO advised that Clr Morton forwarded an e-mail on 20/10/12 resigning from Council due to work responsibilities interstate making it impossible to give full commitment to the role of Councillor.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person:

(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

#### **RESOLUTION 23/10/12/001**

That Clr. Morton's resignation as a member of the Batchelor Town Ward effective from 20<sup>th</sup> October 2012 be noted by Council and received with regret.

**Moved**                      **Clr Corliss**

**Seconded**                **Clr. Colver**    **Clr Bulmer and Clr Jones voted against**

**Clr. Colver exercised his casting vote and the motion was carried.**

**Note: Resolution 16/04/2012/003 allows for Chair to exercise a casting vote.**

That Council receives and notes apologies from Clr Turner and Gray and grants them leave of absence received for the Ordinary General Meeting held 23<sup>rd</sup> October 2012.

**Moved:**                      **Clr. Corliss**

**Seconded:**                **Clr. Colver**    **Carried**

**Note Clr Gray also tendered his apologies saying he would be late and later confirmed by e-mail at 6.45pm that he could not attend due to work commitments.**

### **3     DECLARATION OF INTEREST OF MEMBERS OR STAFF**

Clr Jones declared an interest in item 7.13 – Batchelor Community Centre

### **4     PETITIONS AND DEPUTATIONS**

#### **Representation Review**

Lee Williams Director Legislation **and Solomon** Gatura from the Department of Local Government

Lee Williams presented a power point presentation outlining the steps Council need to take to carry out a review of their electoral representation for residents in the Adelaide River and Batchelor Town wards. Lee outlined a proposed schedule to meet this objective which includes community consultation. Following the community consultation, a recommendation regarding the future structure of the Council be prepared outlining the following:

- Number of Councillors
- Wards and boundaries
- Number of representatives for each Ward
- Names of the Council and Wards

Council's decision on the agreed representation be submitted to the Minister for Local Government with the Minister to consider the proposal in February 2013.

#### **Rain Tree in Batchelor Pool grounds**

John Oakley

John discussed his concerns regarding the proposed removal of the rain tree from the Batchelor Swimming Pool facility. He expressed that the tree provided shade for users of the pool and contributed to the greening of Batchelor. He does not want to see it removed because it is dropping leaves into the pool and creating additional cleaning of the pool and surrounds.

Clr. Clr. Colver thanked John for his comments and advised this item will be discussed later in the Agenda.

## 5 CONFIRMATION OF PREVIOUS MINUTES ORDINARY GENERAL MEETING 18 SEPTEMBER 2012

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

### SUMMARY

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

### BACKGROUND

Not applicable.

### COMMENT

Clr Bulmer requested an amendment to item 4 Petitions and Deputations of the September minutes.

*Hi Jo,*

*Re Minutes of September meeting attachments page 9 JACINDA BROWN CHIN SUBDIVISION Jacinda showed the Councillor's a series of photos which showed the condition of the roads in the Chin Subdivision and requested Council's assistance in maintaining the access roads to HER property in the wet season.*

*The said roads are access to several properties on Chin Estate She made it very clear it was not HER property could this please be amended*

*Many Thanks Sue Bulmer*

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

The minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of minutes is compliant with section 67(3) of the Local Government Act 2011.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority



**RESOLUTION 23/10/12/002**

- 1      That item 4 Petitions and Deputations of the minutes of the Ordinary General Meeting held 18<sup>th</sup> September, 2012 pertaining to the Chin Estate presentation by Jacinda Brown be amended to read;  
  
Jacinda showed the Councillors a series of photos which showed the condition of the roads in the Chin Subdivision and requested Council's assistance in maintaining the access roads into the Subdivision during the wet season.
- 2      That the minutes of the Ordinary General Meeting held 18<sup>th</sup> September, 2012 with the above amendment be confirmed by Council as a true and correct record of the meeting.

**Moved:**                      **Clr.Bulmer**

**Seconded:**              **Clr.Corliss**                      **Carried**

## 6 OPERATIONS MANAGER'S REPORTS

### 6.1 OPERATIONS REPORTS

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\Operations Manager
<b>Date:</b>	17 <sup>th</sup> October 2012
<b>Author:</b>	Robert Bright, Operations Manager
<b>Attachments:</b>	Operations Manager's Report

#### SUMMARY

Operations Manager's report for the Ordinary General Meeting held 23<sup>rd</sup> 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

#### RESOLUTION 23/10/12/003

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

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

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, Collett Creek and Boundary road area on Friday 19<sup>th</sup> 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

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

### SUMMARY

Animal Management Officer's report for the Ordinary General Meeting held 23<sup>rd</sup> 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

### RESOLUTION 23/10/12/004

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

**Moved:** Clr. Corliss

**Seconded:** Clr. Jones

**Carried**

## Dog Report

11<sup>th</sup> 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.

**Note:**

**CEO to ensure future reports relate to dogs including statistics on number of visits, dog complaints and impoundments.**

## 7 BATCHELOR SWIMMING POOL REPORTS

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

### SUMMARY

Pool Supervisor's reports for the Ordinary General Meeting held 23<sup>rd</sup> 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

### RESOLUTION 23/10/12/005

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

**Moved:** Clr. Jones

**Seconded:** Clr. Colver

**Carried**

## Swimming Pool Maintenance Report- 11<sup>th</sup> 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 - 11<sup>th</sup> October 2012

Pool reopened on Thursday 27<sup>th</sup> 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 30<sup>th</sup> 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	<b>445.50</b>	12	18
WE 8/10/2012	13	41	2		104.00	-	<b>104.00</b>	10	12
WE 15/10/2012	15	41	7	4	140.00	165.00	<b>305.00</b>	21	13

### Passes sold at pool and from office

#### Total of \$240 for Monthly passes October – November

Family 3 @ \$55.00; Adult 3 @ \$25.00

#### Total of \$780.00 for 6 Monthly passes – October – April

Adult Pensioner 3 @ \$45.00; Family Pension 1 @ \$90.00; Adult 3 @ \$75.00; Family 2 @ \$165.00

President declared the meeting closed for dinner 7.20pm – 7.40pm

## **8 CHIEF EXECUTIVE OFFICER'S REPORTS**

### **8.1 LOPPING OF TREE - BATCHELOR SWIMMING POOL**

<b>Applicant:</b>	Swimming Pool Supervisor
<b>Location/Address:</b>	Batchelor Pool
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 <sup>th</sup> October, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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).

CEO has 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  
Mr John Oakley

#### **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

#### **RESOLUTION 23/10/12/006**

That Council accept the quote **from RS Gardening Care** for \$2090 (inc GST) to cut and remove the rain tree in the Batchelor Swimming Pool.

**Moved:**                      **Clr. Jones**

**Seconded:**                **President Colver**                                      **Carried**

## 8.2 INCOMING AND OUTGOING CORRESPONDENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	23 <sup>rd</sup> October, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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 <sup>th</sup> June 2012
LGANT	Confidential minutes of Monday 2 <sup>nd</sup> July 2012
LGANT	Minutes of Monday 2 <sup>nd</sup> July 2012
LGANT	Minutes of Monday 30 <sup>th</sup> July 2012
LGANT	Minutes of Monday 20 <sup>th</sup> 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

**Operations Manager Mr Robert Bright left the meeting at 8.30pm**

#### **RESOLUTION 23/10/12/007**

That Council receives and notes the items of incoming and outgoing correspondence as tabled and that Council forward a copy of the letter from Sue Mornane re Tidy Towns Competition 2012 – 2013” to CCGC Tidy Towns and Planning Committee.

**Moved:** Clr. Colver

**Seconded:** Clr. Corliss

**Carried**

**Clr. Bulmer voted against**

#### **RESOLUTION 23/10/12/008**

That Council alternate on a monthly basis the two local caterers who submitted tenders for the supply of meals for the monthly meetings of Council.

**Moved:** Clr. Bulmer

**Seconded:** Clr. Jones

**Carried**

### 8.3 REVIEW OF ACTION ITEMS LIST – OCTOBER 2012

### 8.4 STANDING ORDER – AMALGAMATION REVIEW

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	Coomalie Councillors
<b>File Ref:</b>	CC/66
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 September 2012
<b>Author:</b>	Lee Farrell CEO
<b>Attachments:</b>	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

**Note: Clr. Colver Clr. Clr.Turner and the CEO will be meeting with the Chief Executive John Baskerville, John De Koning and and Giovina D'Allessandro from the Dept of Local Government on Friday 26<sup>th</sup> October 2012.**

## 8.5 ADELAIDE RIVER TOWN WARD REPRESENTATION

<b>Applicant:</b>	Department of Local Government NT
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC173/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	28 <sup>th</sup> September, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Email from Lee Williams Dept of Local Government.
<b>Invitation:</b>	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 28<sup>th</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> August, 2012

Council Resolution adopting recommendations 21<sup>st</sup> 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

**RESOLUTION 23/10/12/009**

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 Public meetings in Batchelor, Adelaide River and Lake Bennett.
2. Conduct Public meetings in the three centres in November, 2012 on Monday 12<sup>th</sup> (Batchelor) Wednesday 14<sup>th</sup> (Lake Bennett) and Wednesday 21<sup>st</sup> (Adelaide River) at 6.00pm.
3. Public consultation and receipt of submissions to close on 30 November 2012 to the following questions:
  - Wards – The number of Wards, Boundaries?
  - Total number of Council Members?
  - Total number of Representatives for each Ward?
  - Review of Council's 2009 – 2013 Strategic Plan
4. All comments be collated and report prepared for Councils consideration at its December, 2012 meeting.
5. Resolution passed at the December meeting be submitted for public comment with submissions to be received by mid January 2013. Council finalise its decision relating to Council representation at January 2013 meeting.
- 5 Council prepare a resolution for consideration by the Minister in February 2013.
- 6 Council seek Minister for Local Government approval to defer the holding of a By-Election in the Batchelor Town Ward until Council has considered the information from the proposed public meetings.

**Moved:** **Clr. Bulmer**

**Seconded:** **Clr. Jones**

**Carried**



## 8.6 SUBDIVISION GUIDELINES – WORKS WITHIN A ROAD RESERVE

<b>Applicant:</b>	Coomalie Council
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	3th October, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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

### RESOLUTION 23/10/12/010

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. Jones**

**Seconded**                **Clr. Colver**

**Carried**

**Clr Bulmer voted against**

## 8.7 TOPROC REGIONAL DEVELOPMENT FRAMEWORK AND MEMORANDUM OF AGREEMENT

<b>Applicant:</b>	TOPROC
<b>Location/Address:</b>	Darwin
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 <sup>th</sup> October, 2012.
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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

### RESOLUTION 23/10/12/011

- 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. Corliss

**Seconded:** Clr. Jones

**Carried**

## 8.8 PLOTS IN COOMALIE BUSH CEMETERY - ASHES GARDEN

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

<b>Thorak Regional Cemetery</b>	<b>Fee</b>	<b>Katherine Memorial Cemetery</b>	<b>Fee</b>
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		
<b>Total</b>	<b>\$840</b>	<b>Total</b>	<b>\$446.25</b>

### Fees and Charges Coomalie Council 2012/2013

<b>Burial Plot</b> (outright allocation) Headstones - 900mm long x 900mm high and 400mm thick	<b>\$2100</b> (Child half price)
<b>Site to dispose of Ashes in Columbarium Niche</b>	<b>\$250</b> (Child half price)
<b>Reservation of Burial Plot or site in the Columbarium to dispose of Ashes</b>	<b>\$250</b> 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
<b>Plaques</b> 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.	
<b>Ashes Garden</b> is an area allocated for the interment of Ashes. Plaques can be erected as a memorial – plaques 150mm long x 120mm high	
<b>Garden of Angels:</b> 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

### **RESOLUTION 23/10/12/012**

That Council set the fee for a plot in the Ashes Garden at \$250.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

## 8.9 BATCHELOR MUSEUM – FINANCIAL CONTRIBUTION

<b>Applicant:</b>	Batchelor Museum – Ms J Hill
<b>Location/Address:</b>	Batchelor Town site
<b>File Ref:</b>	CC/40
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	1 <sup>st</sup> October, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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

Council's budget review shows savings in Insurance Premiums of \$6379.00 to assist in offsetting this additional budget expense.

### VOTING REQUIREMENT

Simple majority

**RESOLUTION 23/10/12/013**

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. Bulmer**

**Seconded:**              **Clr. Jones**    **Carried**



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

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	AN 686
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 October 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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

**RESOLUTION 23/10/12/014**

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. Jones**

**Seconded:**              **Clr. Corliss**                                      **Carried**

## 8.11 REMOVAL OF COMMERCIAL GARBAGE CHARGE AN 580

<b>Applicant:</b>	Steve McNamee for Norvest Projects P/L
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	AN 580
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 October 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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 3<sup>rd</sup> 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

**RESOLUTION 23/10/12/015**

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

**Moved:**                      **Clr. Colver**

**Seconded:**              **Clr. Jones**    **Carried**

## 8.12 LOCATION OF MOBILE JOURNALISM (MOJO) INTO BATCHELOR

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

**RESOLUTION 23/10/12/016**

That Council approve the location of Darwin Regional Indigenous Advancement & CDEP Inc's Mobile Journalism Unit (MOJO) in Batchelor next to Rum Jungle Bowling Club and that they are billed bi-monthly for power. To offset water and cleaning costs Darwin Regional Indigenous Advancement & CDEP Inc's be charged at the rate of \$60.00 per quarter.

**Moved:** **Clr. Bulmer**

**Seconded:** **Clr. Jones**

**Carried**

**8.13 BATCHELOR COMMUNITY CENTRE**

**Applicant:** Councillors Coomalie Council

**Location/Address:** N/A

**File Ref:** N/A

**Disclosure of Interest:** Nil

**Date:** 2<sup>nd</sup> 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 4<sup>th</sup> 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.**

**Deferred to the next meeting as Clr. Jones declared an interest and Council did not have a quorum to discuss this item.**

## 8.14 REVIEW OF MOWING AND RUBBISH TIP CONTRACTS

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

### SUMMARY

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

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

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



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

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

#### 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
• Depreciation for tractor & truck	\$23100
<b>Total</b>	<b>\$89518</b>

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 31<sup>st</sup> 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

Simple majority

**RESOLUTION 23/10/12/017**

That Council continue with the contractor R S Gardening Care for 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 and this be reviewed by Council at 30<sup>th</sup> June 2013.

**Moved:** **Clr. Colver**

**Seconded:** **Clr. Jones**

**Carried**

## 8.15 DRAFT INVESTMENT POLICY

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

#### **RESOLUTION 23/10/12/018**

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

**Moved:** Clr. Bulmer

**Seconded:** Clr. Jones

**Carried**

## 8.16 DRAFT CORPORATE CREDIT CARD POLICY

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

**RESOLUTION 23/10/12/019**

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

**Moved:**                      **Clr. Bulmer**

**Seconded:**              **Clr. Corliss**

**Carried**

## 8.17 DRAFT CUSTOMER COMPLAINTS HANDLING POLICY

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

**RESOLUTION 23/10/12/020**

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 24<sup>th</sup> October 2012 with the inclusion of process for dealing with unacceptable, unreasonable, aggressive or abusive conduct towards councillors and Council staff members as per page 19 of the Governance Charter.

**Moved:** **Clr. Bulmer**

**Seconded:** **Clr. Jones**

**Carried**



## 8.18 PURCHASING POLICY –UPDATE V1.4

<b>Applicant:</b>	Council August 2012 Meeting
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDOCS\Policies and Procedures\CCGC Policy 2012
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	17 <sup>th</sup> September, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	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 21<sup>st</sup> August, 2012.

## **FINANCIAL IMPLICATIONS**

Not applicable.

## **VOTING REQUIREMENT**

Simple majority

### **RESOLUTION 23/10/12/021**

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 24<sup>th</sup> October 2012.

**Moved:** **Clr. Bulmer**

**Seconded:** **Clr. Corliss**

**Carried**

## 8.19 CEO ACTIVITIES REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\CEO
<b>Date:</b>	12 <sup>th</sup> September – 11 <sup>th</sup> October
<b>Author:</b>	Lee Farrell Chief Executive Officer.
<b>Attachments:</b>	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

### RESOLUTION 23/10/12/022

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

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

## CEO Activities Report 12<sup>th</sup> September, 2012 to 11<sup>th</sup> 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 taking on the mowing of the Greens at a saving cost of \$1124 month x 12 = \$13488.

#### RESOLUTION 23/10/12 /023

That Council contribute \$2000 towards the cost of mowing equipment for the Rum Jungle Bowling Green subject to the acquisition of a grant for Bowling Green equipment totalling \$14000.

**Moved** Clr .Jones

**Seconded** Clr Bulmer **Carried**

### 2. Meeting with J Page – 21<sup>st</sup> 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 22<sup>nd</sup> October, 2012.

### 5. Cyclone Rubbish Collection times

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

### 6. Batchelor Tourist Information meeting – 1<sup>st</sup> 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 **Rum Jungle Tavern on 13<sup>th</sup> 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 "*

**Note: CEO to check as to whether the ADF is still operating as this matter should be considered by this organisation.**

## **8. Adelaide River Tourist Meeting**

- Clr Max Corliss and I met with Mr Jack Cosby from the Minister Warren Snowdon office on Friday 12<sup>th</sup> 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.
  - Construction of footpath from Town Centre to Cemetery

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 23<sup>rd</sup> 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 – 12<sup>th</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> October, 2012.**

**12. TOPROC Meeting – 20<sup>th</sup> September, 2012**

Cr Colver and I attended the TOPROC meeting in Darwin on 20<sup>th</sup> 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**

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

**14. Digital satellite TV**

- a. I met with representatives from the Commonwealth Government re the introduction of digital satellite into the Coomalie area. The service will commence on 7<sup>th</sup> 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.
- b. 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.- 4<sup>th</sup> October, 2012**

- a. The following matters were discussed;
  - i. Regional waste site – recommended council submit a letter of interest.
  - ii. Marrakai road – Gary Higgins to submit a report on the closure of this road and direction onto Council road.
  - iii. Council representation – appeared happy with the suggestion to defer to February
  - iv. 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 2102. 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.

#### **19. Complaints Register submitted for Councillors to review**

Council raised no issues from the register

## **9 FINANCE REPORTS**

### **9.1 PAYMENT REGISTER**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	16 October 2012
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	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 1<sup>st</sup> – 30<sup>th</sup> 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

### RESOLUTION 23/10/12/024

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

Moved: Clr. Corliss

Seconded: Clr. Colver

Carried

### 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
			<b>\$ 84,441.43</b>

## 9.2 FINANCIAL AND GRANT REPORT, FINANCIAL SUMMARY REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	16 October 2012
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	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 30<sup>th</sup> 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

**RESOLUTION 23/10/12/025**

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

**Moved:** Clr. Corliss

**Seconded:** Clr. Jones **Carried**

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

<b>Cash at Bank</b>					
Cash on Hand					\$ 2,000.00
Cheque Account					\$ 597,859.77
Investment Account					\$ 413,250.51
<b>Total Cash at Bank</b>					<b>\$ 1,013,110.28</b>
<b>Debtors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade	-	18,605.00	220.00	1,011.30	\$ 19,836.30
Rates	-	285,108.27	-	160,321.43	\$ 445,429.70
<b>Total Debtors</b>					<b>\$ 465,266.00</b>
<b>Creditors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
Trade		1,671.24	-	-	\$ 1,671.24
<b>Total Creditors</b>					<b>\$ 1,671.24</b>
<b>Reconciliation of Funds</b>					
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
<b>Total Cash &amp; Receivables Available</b>					<b>\$ 1,476,705.04</b>

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	<b>Acquitted</b>
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	<b>Acquitted</b>
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
			<b>\$ 251,491.82</b>	<b>\$ 129,632.21</b>	<b>\$ 121,859.61</b>	
		<b>Cash and Receivables</b>			<b>\$ 1,476,705.04</b>	
		<b>Unspent Grants &amp; Subsidies</b>			<b>\$ 121,859.61</b>	
		<b>Cash Available to Council</b>			<b>\$ 1,354,845.43</b>	

**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
<b>110 ADMINISTRATION</b>					
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
<b>210 PUBLIC CONVENIENCES</b>					
210 4999	TOTAL EXPENSES	364	15,295	81,150	67,359
210 5000	SURPLUS / (DEFICIENCY) 210	-364	-15,295	-81,150	-67,359
<b>211 SANITATION AND GARBAGE</b>					
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
<b>212 CEMETERIES</b>					
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
<b>310 PARKS AND GARDENS</b>					
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
<b>311 LIBRARIES</b>					
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
<b>312 SPORT AND RECREATION</b>					
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
<b>313 SWIMMING POOL</b>					
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
<b>314 COMMUNITY RECREATION</b>					
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
<b>410 ROADS</b>					
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
<b>510 STREETLIGHTING</b>					

510 4999	TOTAL EXPENSES	0	2,255	9,200	6,795
510 5000	SURPLUS / (DEFICIENCY) 510	0	-2,255	-9,200	-6,795
<b>511 TOURISM, PARKING AND OTHER</b>					
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
<b>512 DOG MANAGEMENT</b>					
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
<b>513 GLYPHOSATE</b>					
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
<b>514 MAJOR FIRE HAZARD/GAMBA</b>					
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
<b>900 3899</b>	<b>TOTAL INCOME</b>	<b>71,354</b>	<b>1,010,493</b>	<b>2,099,584</b>	<b>2,187,113</b>
<b>900 4999</b>	<b>TOTAL EXPENSES</b>	<b>88,306</b>	<b>461,242</b>	<b>2,589,384</b>	<b>2,860,497</b>
<b>900 5000</b>	<b>SURPLUS / (DEFICIENCY)</b>	<b>-16,952</b>	<b>549,251</b>	<b>-489,800</b>	<b>-673,384</b>

### 9.3 QUARTERLY BUDGET REVIEW JULY-SEPTEMBER 2012

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



**RESOLUTION 23/10/12/026**

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

**Moved:**                      **Clr. Jones**

**Seconded:**              **Clr. Corliss**                                      **Carried**

## 9.4 ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2011/2012

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

**RESOLUTION 23/10/12/027**

That Council receive and note the annual report and audited financial statements for the year ending 30<sup>th</sup> June 2012 and submit to the Department of Local Government and Grants Commission after insertion of the President's report.

That Council receive and note the Independent Auditor's Report for Roads to Recovery funding 2011/2012.

**Moved:** **Clr. Corliss**

<b>Seconded:</b>	<b>Clr. Jones</b>	<b>Carried</b>
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Carried

## 10 ADMINISTRATION REPORTS

### 10.1 USE OF COMMON SEAL

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

#### SUMMARY

The Common Seal will need to be affixed to the Environment Grant Agreement for \$10,000 and Form 25A Transfer and Form 47 Notice of Exercise of Power of Sale pursuant to Statutory Charge for sale of s.866 Hundred of Cavanagh, FJ Townend.

#### BACKGROUND

Nil

#### 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

**RESOLUTION 23/10/12/028**

That Council authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Environment Grant Agreement and Form 25A Transfer and Form 47 Notice of Exercise of Power of Sale pursuant to Statutory Charge for sale of 866 Hundred of Cavenagh; FJ Townend.

**Moved:**                      **Clr. Corliss**

**Seconded:**              **Clr. Jones**

**Carried**

## 10.2 COMMUNITY RECREATION OFFICER'S REPORT

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

### SUMMARY

Community Recreation Officer's report for the Ordinary General Meeting held 23<sup>rd</sup> 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

### RESOLUTION 23/10/12/029

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

**Moved:** Clr. Corliss

**Seconded:** Clr. Jones

**Carried**

## October Monthly Report



**Youth NT Conference** – This was a two day conference on 1<sup>st</sup> and 2<sup>nd</sup> 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 8<sup>th</sup> and 9<sup>th</sup> 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 4<sup>th</sup> 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 14<sup>th</sup> 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 9<sup>th</sup> 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.

### 10.3 BATCHELOR MARKETS - BRUCE JONES COMMUNITY CENTRE

<b>Applicant:</b>	Community Recreation Officer
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC/224
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 <sup>th</sup> October, 2012
<b>Author:</b>	Marilyn Morris, Community Recreation Officer
<b>Attachments:</b>	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

### **RESOLUTION 23/10/12/030**

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. Jones**

**Seconded:**                **Clr. Corliss**

**Carried**

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

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

**RESOLUTION 23/10/12/031**

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 11<sup>th</sup> November each year.

**Moved:**                      **Clr. Jones**

**Seconded:**              **Clr.Corliss**

**Carried**

**11 LATE REPORTS**

NIL

## 12 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

### 12.1 RESULTS OF THE CHIN SURVEY

<b>Applicant:</b>	Clr. Sue Bulmer
<b>Location/Address:</b>	Batchelor Town Ward
<b>File Ref:</b>	CC/222
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 <sup>th</sup> October 2012
<b>Author:</b>	Administration Manager – Jo’Anne Kinter
<b>Attachments:</b>	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 2<sup>nd</sup> 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

A summary of the information relating to the survey has been recorded on the white board for Councillors viewing and is as follows:

16 surveys were completed

2 letters received

5 Landowners did not respond being Lot 6, 7, 9 16 and 18,

#### Survey Results:

Route 1 East Yes 7

Route 2 East Yes 12

Route 1 West Yes 12

Route 2 West Yes 7

#### CONSULTATION

Chin Subdivision Land Owners

#### STATUTORY ENVIRONMENT

NIL

#### POLICY IMPLICATIONS

NIL

## **FINANCIAL IMPLICATIONS**

**NIL**

## **VOTING REQUIREMENT**

Simple majority

### **RESOLUTION 23/10/12/032**

That Council accept the majority of the votes recorded on the Chin Estate survey and adopt Route 2 for Eastern side and Route 1 for Western side and report the results of the survey back to the Chin Subdivision landowners.

That Council prepare a submission for consideration by the NT Government for the development of a road network through the Chin Subdivision as per the above routes that will be spread over a 4-5 year road construction program funded by NT Government and or Federal Government.

That Council make application to the NT Government for the gazettal of Cheeney Rd and Chin Rd as public Roads.

That Council deposit 100 tons of crushed concrete on Chin Rd opposite Lot 13 in the Chin Subdivision with the intention that the landowners use this material to upgrade roads within the Subdivision at their discretion

**Moved**                      **Clr Bulmer**

**Seconded**                      **Clr Jones**    **Carried**

## **COUNCIL REPORTS**

Nil

### **13 CONFIDENTIAL ITEMS**

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

#### **RECOMMENDATION**

**Deferred until next meeting**

## **14 GENERAL BUSINESS**

### **14.1 RUM JUNGLE CREEK**

Clr Bulmer requested that the CEO write to NT Government to get Rum Jungle Creek on Litchfield Park Rd sign posted.

### **14.2 MILES ROAD CAUSEWAY**

Complaint was not on complaints register.

### **14.3 ABATTOIR**

Proposed to be constructed on Section 169 Hundred of Howard 190 Ringwood Rd Tortilla Flats.

**President declared the meeting closed at 11.15pm**

## **15 NEXT MEETING**

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