



**Minutes**

**ORDINARY COUNCIL MEETING**

**19 March, 2013**

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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 19<sup>th</sup> March, 2013 AT 6.05PM

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President of the Shire Council Andrew Turner declared the meeting open at 6.05pm and welcomed all in attendance.

### **1 PERSONS PRESENT**

#### **ELECTED MEMBERS PRESENT**

Councillor	President Andrew Turner
Councillor	Vice President Bruce Jones
Councillor	Sue Bulmer
Councillor	Max Corliss
Councillor	Dave Gray

#### **STAFF PRESENT**

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

#### **PERSONS PRESENT**

Peter Pitcher	Twin Springs
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## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Applicant:</b>	Clr Crook
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 <sup>th</sup> March, 2013
<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 19<sup>th</sup> March, 2013.

Clr Crook gave notice at the Additional meeting of Council held on 11<sup>th</sup> March, 2013 that he would require leave of absence from the 19/3/2013 Ordinary General Meeting.

### BACKGROUND

Not applicable.

### COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person:  
(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

**RESOLUTION 19/03/2013/001**

That Council receive and notes Clr Crook's apologies and approve his application for leave of absence for the Ordinary General Meeting held 19<sup>th</sup> March, 2013.

**Moved:** Clr. Corliss

**Seconded:** Clr. Jones

**Carried**

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

No Declaration of Interest received for this meeting

**4 PETITIONS AND DEPUTATIONS**

No Petitions or Deputations for this meeting

**5 CONFIRMATION OF MINUTES****5.1 CONFIRMATION OF PREVIOUS MINUTES GENERAL MEETINGS FEBRUARY 19 AND ADDITIONAL MEETING MARCH 11, 2013**

<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>	19 <sup>th</sup> March, 2013
<b>Author:</b>	Jo'Anne Kinter Administration Manager
<b>Attachments:</b>	Copies of Minutes will be tabled at the meeting

**SUMMARY**

Minutes of the Ordinary General Meeting held 19<sup>th</sup> February 2013 and Additional Meeting 11<sup>th</sup> March, 2013 submitted to Council for confirmation that those minutes are a true and correct record of the meetings.

**BACKGROUND**

Not applicable.

**COMMENT**

Not applicable

**CONSULTATION**

Not applicable.

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Not applicable.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/03/2013/002**

- 1 That the minutes of the Ordinary General Meeting held 19<sup>th</sup> February, 2013 be confirmed by Council as a true and correct record of the meeting; and
- 2 That the minutes of the Additional Meeting held 11<sup>th</sup> March, 2013 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr. Jones

**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>	13 March 2013
<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 19<sup>th</sup> March, 2013.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/03/2013/003**

That Council receives and note the Operations Managers Report for February/March 2013.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried**

## Operation Manager Report March 2013

### Rural Roads

In general the rural roads are holding up, except for **Scott Road** which is starting to become boggy and will need attention as soon as it dries out. It is not in our road program but with our staff and help from landowners we will fill in these holes. **Cheeney Road** is starting to get wash outs every time heavy rain comes across this area. **Cadogan Road** has some areas that are becoming a problem, if they get any worse there is money in the budget for these flood ways to be fixed. **Heather Lagoon Road** wash out was fixed but has scoured again and this area will have to be redesigned to stop this problem.

All of our main roads have been slashed. **Coach, Miles, Solomon, Cheeney, Milton, Haynes, Strickland** and **Chinner Road, Lake Bennett and Crater Lake Road, Bevan Lithgow** and **Poet**. The **Rum Jungle Lake** has also been slashed.

Staff have sprayed culverts, guide posts and some Gamba grass on all the roads. We will with what funds that are available start spraying Gamba on our roads. There have been some land owners that have slashed outside of their boundary to our slashed area and this has been appreciated.

### Dumps

**Adelaide River** dump, not many problems all going along ok for what we have.

**Batchelor** dump is as you all know a bloody mess and with the rain it hasn't helped. We are still dumping on a face but shortly we will be moving this to dump into the Slot when weather permits. Since cash for containers has come to an end our recycle areas in both towns has increased dramatically.

### Public Facilities

The work at the **Adelaide River** oval toilets has been finished and costings for a further upgrade for both public toilets has been done.

**Tavern Car Park** toilets are being done now and although we are having a bit of trouble with the painting contractor. We hope that all work will be finished next week.

### Council Depot

We have started putting shelving in our container as time permits, and should be able to clean up areas in the shed and move to the container by May.

### General

I am working on roads access trail on the Northern part of the Shire and it will be ready shortly.

Obtaining quotes for the Batchelor swimming pool and will try and work around doing the work when the pool is going to be shut for the dry season.

I would like to thank the staff as they have been doing an excellent job and with a routine in place all is working well.



## 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>	14 March 2013
<b>Author:</b>	Trevor Sullivan Animal Management Officer
<b>Attachments:</b>	Animal Management Officer's Report

### SUMMARY

Animal Management Officer's report for the Ordinary General Meeting held 19<sup>th</sup> March, 2013.

### VOTING REQUIREMENT

Simple majority

### RESOLUTION 19/03/2013/004

That Council receive and note the Animal Management Officers Report February/March, 2013.

**Moved:** Clr. Gray

**Seconded:** Clr. Jones

**Carried**

### Dog Report

Dogs continue to be caught but are getting harder for the more seasoned.

#### 4 Dogs Impounded

- 1 was reclaimed;
- 1 was re-homed;
- 2 were processed.

#### 5 Dog Complaints

- 3 from Mardango Crescent; two different addresses.  
Letters have been delivered to these 2 addresses regarding the number of dogs and registration.
- 1 from Turana Street.  
Letter has been delivered regarding the number of dogs and registration.
- 1 from Kirra Crescent the Batchelor Police also involved with this one.  
This is ongoing

### 6.3 POOL 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>	14 March 2013
<b>Author:</b>	Trevor Sullivan Pool Supervisor
<b>Attachments:</b>	Pool Report

#### SUMMARY

Pool Supervisor's reports for the Ordinary General Meeting 19<sup>th</sup> March, 2013.

#### VOTING REQUIREMENT

Simple majority

#### RESOLUTION 19/03/2013/005

That Council receive and note the Pool Supervisor's Reports for February/March, 2013.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

### Pool Report

#### *Swimming Pool Takings and Statistics*

<u>Period ending</u>	<u>Paying at gate swimmers and takings</u>					<u>Passes sold</u>	<u>Pool Takings</u>	<u>Pass Swimmers</u>	
	<u>Adult</u>	<u>Children</u>	<u>Families</u>	<u>Pens</u>	<u>Gate</u>			<u>Adult</u>	<u>Children</u>
WE 13/2/13	14	29	3		84.00	225.00	<b>309.00</b>	19	22
WE 20/2/13	7	6	3	4	47.50	120.00	<b>167.50</b>	15	12
WE 27/2/13	9	30	2		68.00	105.00	<b>173.00</b>	14	22
WE 6/3/13	13	24		1	62.00	75.00	<b>137.00</b>	10	13
<b>TOTALS</b>	<b>43</b>	<b>89</b>	<b>8</b>	<b>5</b>	<b>261.50</b>	<b>525.00</b>	<b>786.50</b>	<b>58</b>	<b>69</b>

Figures above include Wednesday nights Swim Groups

Numbers have been steady but not great, on really hot days or footy Saturdays and Sundays, the pool is very quiet. Big stormy afternoons, people are at the pool. The weather has been mixed, and people's reactions to this, change from day to day. There has been a steady growing swimming club and mornings are proving to be popular.

Moving the power from behind the pumps to a safer place will be carried out soon using money from the Government grant.

The shade cover will also be repaired again.

Pool is running well most of the time. The two new pumps are showing stress to the bearings and may need work soon.

## 7 CHIEF EXECUTIVE OFFICER'S REPORTS

### 7.1 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>	13 March 2013
<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 February/March, 2013.

#### 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

Sue Mornane	BP Service Station Batchelor
Department of Local Government	Commencement of Ms Diane Hood
Australian Local Government Association	Federal Election/Possible Referendum
Department of Business	Variation to Licence – RJ Tavern
Department of Corporate & Info Services	Records disposal freeze – Royal Commission into Institutional Responses to Child Sexual Abuse
Department of Transport	Application Bids – Local Area Traffic Management
Department of Sustainability, Environment, Water, Population & Communities	Television & Computer Recycling Scheme
Lee Williams – Dept of Local Government	Ward Boundaries for Gazette
Department of Land, Planning & the Environment	Notice of Consent (Section 53B of the Planning Act) Section 102 (890) Chinner Road, Hundred of Howard
Litchfield Council	Road Reserve of a section of the Old Railway Corridor
Minister of Local Government	Special Purpose Grants consideration 2012-13
Regional Development Australia - NT	Round Three - Adelaide River Community & Information Centre
Regional Development Australia – NT	Round Four – WW11 Snake Creek Armament and Rail project
Trevor Horman	Bombing of Darwin Service Meeting

Minister for Local Government	Review of Regional Governance in the NT
Minister for Local Government	Approval of Special Purpose Grant Consideration for 2012-13
Waste Management Association of Australia	Benefits of membership

**Correspondence Out**

Dr. Jan Hills President BMDA	Coffee Shop at the Museum
Beatrice Buffalo Pty Ltd	Lease of Portion Lot 2830 in the Hundreds of Goyder
Northern Territory Correctional Services	Adelaide River Prisoner Outreach Program
Mr W Parsons	Emergency Vehicle Access during major Flooding Adelaide River
Minister for Lands, Planning & the Environment	Chin Estate
Department of Lands, Planning & the Environment	Coffee Shop/proposed Aged care facility
Northern Territory Correctional Program	Adelaide River Prisoner Outreach Program
Place names Committee for the NT	Naming of Truck bay – Adelaide River
Sharzha Parker	Boundary Road
Dave Gray	Camp facilities
Department of Local Government – Grants Program	Special Purpose Grant Offer

**CONSULTATION**

Not Applicable.

**STATUTORY ENVIRONMENT**

Not Applicable.

**POLICY IMPLICATIONS**

There are no specific policies that apply to this report.

**FINANCIAL IMPLICATIONS**

Nil.

**VOTING REQUIREMENT**

Simple majority

**RESOLUTION 19/03/2013/006**

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

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried**

## 7.2 COUNCIL POLICIES

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	G/POLICIES AND PROCEDURES CCGC2012
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	Tuesday, 12 March 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Community Grants and In Kind Support Program Fees and Charges Annual and Ten Year Budgets Borrowing ( <i>note that this was not sent out previously with other policies</i> ) Batchelor Swimming Pool Coomalie Bush Cemetery Coomalie Council Community Bus Subdivision and Development of Unzoned Land - Work within a Road Reserve

### SUMMARY

Council staff have prepared the policies as listed below and they are presented to Council for adoption.

Policy	
<b>SECTION 1 GOVERNANCE AND ADMINISTRATION</b>	
1.6	Community Grants and In Kind Support Program
<b>SECTION 2 FINANCE AND ACCOUNTING</b>	
2.2	Fees and Charges
2.3	Annual and Ten Year Budgets
2.5	Borrowing
<b>SECTION 4 COMMUNITY, AMENITIES AND RECREATION</b>	
4.2	Batchelor Swimming Pool
4.6	Coomalie Bush Cemetery
4.7	Coomalie Council Community Bus
<b>SECTION 5 OPERATIONS</b>	
5.4	Subdivision and Development of Unzoned Land - Work within a Road Reserve

### BACKGROUND

Nil

### COMMENT

Nil

### CONSULTATION

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

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable

**VOTING REQUIREMENT**

Simple majority

**RESOLUTION 19/03/2013/007**

That Council adopt the Council policies with review timeframes as listed below:

<b>Policy</b>	<b>Review time frame</b>
1.6 Community Grants and In Kind Support Program	Annually
2.2 Fees and Charges	Annually
2.3 Annual and Ten Year Budgets	April 2016
2.5 Borrowing Policy	April 2016
4.2 Batchelor Swimming Pool	April 2016
4.6 Coomalie Bush Cemetery	April 2016
4.7 Coomalie Council Community Bus	April 2016
5.4 Subdivision and Development of Unzoned Land - Work within a Road Reserve	April 2016

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

**ACTION: CEO to investigate rulings on road slashing by individuals**

**President adjourned the meeting for dinner at 7.00 pm and the meeting reconvened at 7.20pm**

### 7.3 SPECIAL PURPOSE GRANT FOR PLAY AREA IN ADELAIDE RIVER

<b>Applicant:</b>	Nil
<b>Location/Address:</b>	Adelaide River Oval
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	11 March 2013
<b>Author:</b>	Jo'Anne Kinter Administration Manager
<b>Attachments:</b>	Letter - Manager of Grants Program Quotation from Shade and Play Quotation from Recreational Concepts Quotation from Softfall NT

#### SUMMARY

In June 2012 the then Minister for Local Government Malarndirri McCarthy approved a Special Purpose Grant to Council (2011/2012 funding) totalling \$54,510 to fund the erection of a **small fenced play area with shade structure** to the Adelaide River Access Shed.

#### BACKGROUND

Finance Manager Melissa Kerr sought three (3) quotes for:

- Play equipment suitable for 2- 10 year olds.
- Rubber softfall base.
- Fence 1200 high (black pool.)
- Supervisor to assist CCGC staff with installation.

The following quotes have been received:

1. **Shade and Play:** \$46, 357.00 supply of playground equipment, fence panels, gate and supply and installation of rubber softfall base. **Freight and Supervision of installation not costed.**
2. **Recreational Concepts:** \$54,000.00 supply of playground equipment, safety pool fence and rubber softfall base. **Includes supervision of installation.**
3. **Softfall NT:**
  - a \$51,733.71 (SS3990) labour and supply of play equipment and softfall. **No fencing included in costing.**
  - b \$55,004.56 ( SS4988) labour and supply of play equipment and softfall. **No fencing included in costing.**

#### COMMENT

Finance Manager, Melissa Kerr met with some of the mothers from the Adelaide River School whose children will use the playground in the future and in consultation with Operations Manager Robert Bright they decided on the preferred position to erect the play equipment which is between the Tennis Court and the Adelaide River Access Shed.

CEO Lee Farrell has previously discussed the installation of the equipment with Correctional Services who have indicated they could undertake this work for Council.

A shade structure is to be constructed from the grant funds remaining after payment of playground equipment, rubber softfall base and fencing.

The play equipment quote recommended meets requirements and allows additional funds for freight and erection of shade over the equipment.

#### **CONSULTATION**

Mothers from Adelaide River School  
Operations Manager, Robert Bright  
Melissa Kerr; Finance Manager  
Lee Farrell Chief Executive Officer

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

All costs for supply of equipment and associated structures will be covered by the grant funding and Correctional Services will do the installation.

#### **VOTING REQUIREMENT**

Simple

#### **RESOLUTION 19/03/2013/008**

That Council accept the quote from Shade and Play of \$46, 357.00 for the supply of playground equipment, (LIB-052) flat top fence panels and gate and the supply and installation of rubber softfall base as per quote.

**Moved:**                      **Clr. Gray**

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

**Carried**



## 7.4 PETER PITCHER ROAD LICENCE APPLICATION

<b>Applicant:</b>	Peter Pitcher
<b>Location/Address:</b>	Solomon Road
<b>File Ref:</b>	CC 19C
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	12 <sup>th</sup> March, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Current Agreement P Pitcher Letter of Support – adjoining landowner

### SUMMARY

Mr Peter Pitcher has discussed with me the extension of the Current agreement on Solomon road

### BACKGROUND

The following email has been received from Mr Peter Pitcher;

*"I write today further to that discussion with particular reference to the mooted extension of the lease I currently hold over Solomon Road to a point approximately 400 M west of the Solomon Cheeney Roads intersection (approximately 50 M beyond the traditional point of access of Section 113). No other change of conditions is required or requested. I have attached the relevant document for your convenience.*

*I have contacted an owner of Section 1326 Solomon Road, Gerry McCormack (CCd to this communication for his and your information) who has previously expressed concerns to me regarding trespassers and have received verbal confirmation of support for the proposed extension (which I expect will be confirmed in writing soon).*

*I note your advice that this will need to be put to Council and hope that you would do this at the next ordinary meeting next week as this situation is getting worse (I had another incursion on the weekend, this time I was able to identify the person and will be speaking directly to them as a courtesy soon).*

*I would expect a letter of support from Gerry before that meeting however should that letter not be forthcoming before that meeting a motion approving the extension subject to written confirmation of the owners of Section 1326 Solomon Road would assist in progressing the matter.*

### COMMENT

The new approval will take the License extension to 400 Meters west of the Solomon Cheeney Roads intersection (approximately 50 M beyond the traditional point of access of Section 113). No other change of conditions is required or requested.

I have read the agreement and have forwarded such onto the Department of Local Government for comment. They like me do not understand what the agreement is referring to as it is not clear. Council can allow a fence across a road but it cannot be locked, or prevent anyone else from using the road unless the road has been temporarily or permanently closed in accordance with the Regulations.

### CONSULTATION

Department of Local government:

I have spoken to the Department of Local government who suggested that Council should seek legal advice on this issue, as if a gate is placed across the road and an accident occurs, Council could be liable. The gate cannot be locked as people have the right of access along a Public Road.

## **STATUTORY ENVIRONMENT**

### **Local Government Administration Regulations**

#### **19. Permanent closure of road**

- (1) Before a council submits for the Minister's consent a proposal to close a road in its area on a permanent basis, it must give public notice of the proposal.
- (2) The proposal (which must include a plan delineating the road to be closed with reasonable accuracy and detail) must be accessible on the council's website.
- (3) The notice must include an invitation to any person who may object to the proposal to lodge a written objection to the proposal within a reasonable period (at least 28 days) stated in the notice.
- (4) The council must consider any objections lodged in accordance with the invitation.
- (5) If, after publishing a notice under this regulation, the council substantially modifies its proposal (either as a result of objections or for some other reason), the council must publish a fresh notice under this regulation of the modified proposal.
- (6) When the council submits a proposal for permanent road closure to the Minister for consent, the proposal must be accompanied by:
  - (a) a report setting out the steps taken by the council to comply with this regulation; and
  - (b) copies of written objections (if any) received by the council to its proposal.

#### **20 Substantial temporary road closure**

- (1) If a council proposes to close a road temporarily but for a substantial period (at least 1 month), the council must, before proceeding with its proposal, consult with the Minister (or the Minister's nominee) and the MLA for the electoral division in which the road is situated.
- (2) The council:
  - (a) must carefully consider written submissions made by the Minister (or the Minister's nominee) and the MLA in the course of the consultation; and
  - (b) must not proceed with the closure unless satisfied that the reasons for the closure justify the disruption to traffic resulting from the closure.
- (3) However, this regulation does not apply if:
  - (a) the road to be temporarily closed is a laneway; or
  - (b) the road closure is urgently necessary in the interests of safety.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

The cost of a Legal opinion if considered necessary.

## **VOTING REQUIREMENT**

Simple majority

**ACTION: CEO to seek legal advice in respect to Council's capacity to close the road. CEO to present findings to the April Ordinary General Meeting of Council for consideration and respond to the applicant; Mr Peter Pitcher.**

## 7.5 VEHICLES-BP SERVICE STATION BATCHELOR

<b>Applicant:</b>	Rum Jungle Bungalows
<b>Location/Address:</b>	Meneling Road Batchelor
<b>File Ref:</b>	NIL
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13th March, 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	NIL

### SUMMARY

The owner of Rum Jungle Bungalows has been concerned for some 6 months over the number of vehicles in and around the BP service Station in Batchelor. Council has been communicating with the Department of Lands and Planning over this matter and they have been corresponding with the owner.

### BACKGROUND

The current email brings Council up to date with the issues being raised.

On 8<sup>th</sup> March, 2013 I have again spoken to the owners of the BP service Station and he has advised as follows;

1. Has been taking vehicles out to his rural property from his Batchelor business.
2. The cars outside his property are cars waiting for service and the owners have yet to get back to him to confirm they are happy to pay the cost of repairs.
3. Requested that **NO vehicles be parked** on the Road reserve. He will remove the vehicles but sometimes vehicles will be parked their by customers.
4. Have requested that the City of Darwin provide information on their Abandoned vehicle regulation (see below). This will be submitted to Council for deliberation.

### Abandoned Vehicles

*City of Darwin has regulations in place to remove, or force owners to remove, vehicles abandoned within the Municipality. Council will begin proceedings to serve notice on the owner of an abandoned vehicle within 24-48 hours of receiving a complaint about the vehicle's presence.*

*The owner will be served with a notice to remove a registered vehicle within seven days or an unregistered vehicle within 24 hours. Any vehicle found within a restricted parking zone or parked in a dangerous manner will be removed immediately.*

**The following response has been received from the owner of the Rum Jungle Bungalows to the 8<sup>th</sup> March email above.**

*Thank you so much for your email and for all you and the Council are doing to try to find a solution to this serious problem which continues to affect the amenity of the whole town, not only the businesses in the immediate area.*

*In response to the numbered Points in your email I offer these comments:*

**Point 1:** *There has been no obvious reduction of vehicles on the BP property. New and different cars continue to appear on the Meneling Road and Rum Jungle Road verges. There have been no vehicles removed from the adjoining Lot on Meneling Road. (Antecdotal: Neighbours near his rural block have asserted that his rural block has for years been completely overstocked with stored vehicles).*

**Point 2:** Surely an owner temporarily leaving their registered vehicle at the Garage for the short duration of service or repair would expect it to be housed within the safety of the BP property, and not parked on the road verges. The proprietor of the BP is responsible for these vehicles being on the verges and for not being housed within his property. Many of these vehicles on the verges have no registration plates and have been brought there by the proprietor of the BP.

**Point 3:** There is sufficient space in the immediate area of the petrol pumps and the Shop for customers to park for the short period needed to pay for petrol or making purchases. We are not talking about the very few cars of shop/petrol customers who occasionally park their car very briefly on the verges rather than in the immediate area of the pumps and the Shop as most customers do.

**Point 4:** In accordance with the regulations for abandoned vehicles that you have provided, all the cars stored or parked by the proprietor on his properties and on Council and Roads Division land, would therefore qualify to be removed within 7 days or 24 hours and most of them for immediate removal.

*I know a lot of these questions and observations have been made before but I offer these additional comments for Council's consideration at their meeting:*

*Why would the owner of the BP continue to bring and keep cars for many years and continue to increase the innumerable vehicles on his BP site, on his rural property, on his adjoining Lot on Meneling Road and especially to continue to illegally store these excess vehicles, unable to fit on his BP site, on Council and Roads Division verges.*

*When an owner of a registered vehicle brings their vehicle in for legitimate service or repair, surely their expectation would be that it was placed safely within the fenced boundary of the BP property. The size of this property has more than adequate space for the few registered vehicles actually brought in by owners requiring servicing or repair to be temporarily parked within the boundary of the BP property; this would be more than possible if all the obsolete stored vehicles were removed from the site.*

*It would then be completely unnecessary for any vehicle, including his truck, at any time to be left/parked/stored on the verges of both sides of Meneling Road or on the Rum Jungle Road verges as is now the case.*

***This continuing situation caused by the owner is not rational from any perspective. With the great advantage of having his business on this very unique location, he is missing a chance at the enormous potential for his business to improve, for it to be very prosperous and for it also to be a great asset to the community.***

**The following is the action taken by the City of Darwin in respect to Abandoned Vehicles;**

The following document is the procedures we follow when actioning an abandoned vehicle. It is built around the steps from PART 5 (Abandoned Vehicles) Northern Territory Traffic Regulations.

#### **Abandoned Vehicles**

- *On receiving an abandoned vehicle request customer is to be phoned. The maximum time period for this to happen is within 24 hours excluding weekends or public holidays. Advise customer who you are and what action you are going to be carrying out and see if there is additional information that may be obtained that was missed out when complaint was lodged.*
- *Physically ascertain where the vehicle is meant to be abandoned. Only the competent authority is permitted to deal with abandoned vehicles, (Traffic Regulation 65(1)). If the vehicle is on Transport & Works road or in a shopping centre car park or private property then City of Darwin is unable to act on the customer request. (If the vehicle is on Transport and Works land or Crown Lands forward the complaint onto them with the complainants details.) Advise customer of this and write off the complaint.*
- *Once established that the vehicle is on a Council controlled public place then immediate enquiries need to be made in the general area of the vehicle, (Traffic Regulation 65(2)(b)). Step 1 on the abandoned vehicle report*

*allows for the input of information on the result of the enquiries. The information needed is the houses or units that you have canvassed and any information the occupiers have given on the vehicle itself.*

- *Notice needs to be served. The definition of an abandoned vehicle is derived from the Traffic Regulations (63). In short a vehicle is abandoned if it is:-*

*Registered and left where there are time zone restrictions or at a place where the regulations prohibit a vehicle from parking, in this case 24 hours to remove is given.*

*Registered and there are no restrictions, 7 days to remove.*

*Unregistered, 24 hours to remove. Unsure, 24 hours to remove.*

*The notice needs to start off with,*

*TO: Owner / Driver,*

*and have as much information on it as possible, e.g. rego number, vin number, color, make, model, expiry date and the location of the vehicle.*

#### *Information On Notice*

*"City of Darwin has received a complaint regarding the above mentioned vehicle being abandoned in a public place. Please be aware that this is an offence under the NT Traffic Regulations and the vehicle may be removed from a public place at the owners expense."*

*The vehicle will need to be removed within 24 hours or 7 days, (see Traffic Regulation 63)*

*The original notice is to be retained with the complaint and the copy is to be placed on the vehicle or given to the owner of the vehicle.*

*The complaint including the report can be handed over to TLPG for a rego check. The check can be done before the 7 day time period has elapsed.*

*If there has been no further developments with the registered owners details, hand the complaint back to TLPG for an abandoned vehicle letter to be sent to the last registered owner.*

*The letter will be sent by registered post to the registered owner of the vehicle. The post office will send out a card to the owner for collection and to sign for the letter, if there is no reply to the card the post office will send out the card 2 more times 1 week apart before returning the letter back to Council, this process could take up to 4 weeks.*

*Customer should be contacted at this stage to be informed of either,*

- 1. Vehicle has been removed, or*
- 2. Vehicle still there, and the level of difficulty of removal (approx time frame of removal)*

- *Vehicles with interstate registrations will not have a letter sent out but will be advertised in the local newspaper stating the vehicle will be removed, after it has been removed another add is placed in the paper telling the owner where the vehicle is located. Traffic Regulation 65(6).*

- *When the registered post card has been returned to Council it will have a follow up date on it. The complaint will then be placed in the follow up file. The vehicle will be checked after that date.*

*If the letter is returned the vehicle is ready for removal by Council.*

- *Follow up on vehicle, contact the customer, and write complaint off.*

*If the vehicle is still there complaint is to be given to TLPG to go on the tow list for the removal of the vehicle.*

- *A vehicle can not be towed unless it is accompanied by a Council officer.*

- *Photos are to be taken before the vehicle is moved, when it is on the truck, and in the depot on the truck.*

- *The complaint number and date is painted on the windscreen, front or rear, with surveyors paint and another photo is taken with all the details.*

- After 28 days in the compound the vehicle can then be disposed of to the recommended auction house.
- GARY WRIGHT  
TEAM LEADER PARKING/GENERALS

## COMMENT

The following is the response from The Dept of Lands & Planning

Dear Mrs Mornane,

See the response below that I sent you on 1 March 2013.

See attached the process that has to be followed for disposal of abandoned vehicles or vehicles left with a person who is not the registered owner. There is a similar process that can be followed by councils and roads division when cars or other items are left on verges. You can often see these ads in the NT News where the City of Darwin advertises vehicles left on their property and we had to follow the same process when I worked in Crown Land Administration and cars were left on Crown land.

Development Assessment Services does not have the legislative ability to impose "Infringement Notices". We have to follow a course of action which involves, advising the landowner, giving them a period to comply, follow up on their compliance with the aim to resolve the matter. If the landowner does not show that they are willing to comply then we can refer the matter to the DCA for a resolution on further action. We have only just begun this process.

MrKubasiewicz is the rural manager. He has been to the property, spoken to the landowner and authorized the letter to the owner. DAS also sent information advising the landowner of who to contact in the Dept of Justice regarding selling more than 3 cars a year without a dealer's ticket so he is able to get rid of the excess vehicles. There is also the private process as attached. It is now up to the landowner to use this information in order to sell off or dispose of the vehicles on his property. As I said above, the vehicles on the verge can be dealt with through council or roads division.

I hope this information is of assistance.

Regards

Sharon Reid  
DAS

**From:** Sharon Reid]

**Sent:** Friday, 1 March 2013 3:02 PM

**To:** 'Rum Jungle Bungalows'

**Subject:** RE: re proposed call in to BP Service Station on 27 Rum Jungle Road - car body storage.

Dear Ms Mornane,

DAS has written to the landowner, visited him on site and sent him a post meeting letter and other information in order for him to get rid of excess vehicles on the site over the next twelve months. We intend to follow up with him every two months to see how he is progressing. **As far as I am aware, if cars are left parked on council verges they can be removed after a sticker is placed on their window and a notice placed in the paper advising that they have to be claimed by the owner in a certain timeframe. If unclaimed they then become the property of council or government (if on a main/non government road).**

**DAS cannot deal with cars placed on the verge but will deal with reducing the number of cars kept at the service station and adjoining spare block sites.**

*Can you clarify if the cars are on the verge or on the above mentioned properties?*  
*Regards*

*Sharon Reid*  
*DAS*

## **CONSULTATION**

Development Assessment Services  
Rum Jungle Bungalows  
Owners of BP Service Station

## **STATUTORY ENVIRONMENT**

Not Applicable

## **COOMALIE COMMUNITY GOVERNMENT BY-LAWS**

"litter" includes garbage, rubbish, refuse, waste matter and a dead animal and vehicle bodies, machinery, implements and any other things that have been discarded  
public place" includes:-

c) Every road, street, footway, court, alley, thoroughfare or cul-de-sac which the public are allowed to use, notwithstanding that the road, street, footway, court, alley, thoroughfare or cul-de-sac may be formed on private property; and

### **Requirement to carry out work**

- (1) Where the council requires work to be carried out under these By-laws by the owner or occupier of land, the council, whether by an authorised person or an officer or employee of the council authorised for that purpose, may, by written notice served on the owner or occupier, require the owner or occupier at his or her own expense to execute the work and to do anything incidental to the work –
- (a) in or of the materials;
  - (b) within the period;
  - (c) in the manner; or
  - (d) in the area,
- specified in the notice.

### **Where notice not complied with**

- (1) The council may carry out work required by or under these By-laws to be executed if the person required to execute the work fails to do so.
- (2) Where the council carries out work under clause (1), the cost to the council of carrying out the work is a debt due and payable by the person who was required to execute the work.

## **LOCAL GOVERNMENT ACT**

The other action point is under **Part 13.2 Regulatory Orders** where Council decides that "Visual Pollution exists on the land - Section 193(2) states "visual pollution exist on land if;

- 1. The land itself is in a an unsightly condition or
- 2. There is an unsightly structure on the land.

**Section 194** – Council may make a regulatory order requiring the owner of land to remove or mitigate a hazard or nuisance or potential hazard or nuisance.

## **POLICY IMPLICATIONS**

Coomalie Community Government By-laws could apply

## **FINANCIAL IMPLICATIONS**

Nil

## **VOTING REQUIREMENT**

**RESOLUTION 19/03/2013/009**

That Council coordinate a meeting between representatives from the NT Development Assessment Services, Rum Jungle Bungalows, BP Service Station, Butterfly Farm, Shire President Clr. Turner, Clr. Jones and the CEO to reach an amicable resolution in reference to vehicles being stored on road verges and private property within the vicinity of the BP Service Station in Meneling Road and Rum Jungle Road, Batchelor.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried**

**7.6 FIRE TRAIL: WILDMAN RIVE STOCK CONTRACTORS, JOHN WHEELER AND IAN FULTON**

<b>Applicant:</b>	Wildman River Stock Contractors Pty Ltd, John Wheeler & Ian Fulton.
<b>Location/Address:</b>	Sections 2127, 2128 & 2172 Hundred of Goyder & section 866 Hundred of Cavenagh & Lot.
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	12 <sup>th</sup> November, 2012
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Draft Access plan for Northern Roads & Wheelers Proposed Subdivision Plan Letter from the Dept. of Land Resource Management Landowner Agreements for Fire Trail

**SUMMARY**

Three landowners have requested road access into their properties. One for a subdivision upgrade, one for farming practices in the Collett Creek area and the other to gain access to their property on Boundary Road.

**BACKGROUND**

**The following emails have been received in respect to these applications;**

**WILDMAN RIVER STOCK CONTRACTORS PTY LTD**

*Hi Lee,*

*My brother Jeffrey and I own 4 blocks North of Batchelor being sections 2127, 2128 & 2172 Hundred of Goyder & section 866 Hundred of Cavenagh.*

*These blocks fall within your jurisdiction.*

*We require road access to these blocks so that we can develop them into an agriculture enterprise. We have been in discussion with your two predecessors about this issue. As part of our day to day business we own & operate earthmoving equipment. To achieve our property access goal we would like to work with the Coomalie Community Government Council. We'd be willing to clear at our expense the length of Letchford road south from Spencer / Boundary road to the Finniss River. This would run down the eastern boundaries of our blocks 2128 & 2172.*

*This cleared line would allow us to get equipment, materials and supplies in and out of our blocks to develop a viable property. The secondary benefit of this clear line is a firebreak to manage fires in the region.*



*I'm sure once this line is established we'd see activities commence on other blocks in the area.*

*Input from the council would include:*

- *Locate the existing Letchford road survey pegs and or survey the areas with nil markers. (Some of the properties in the area have cleared boundaries).*
- *Arrange a lease with the Northern Territory Government for the area at the southern end of Letchford road down to the River.*
- *Council operations manager supervise the clearing process.*

*Please call should you require any further information.*

*Cheers,*

*Michael Swart*

*Wildman River Stock Contractors Pty Ltd*

**JOHN WHEELER**

*Hi Lee*

*Just a note in regards to access to the blocks in the northern part of our Coomalie region , I own 4 blocks being 860 861 862 and 883, the northern side of these blocks has been surveyed ,by the council in the past and has been cleared, at that time the part of letchford road between 862 and 883 was also surveyed and cleared. what I would like to see happen now is a resurvey of the mira road south easement from boundary road to the unnamed road on the northern side of my property, as I spend quite a bit of time and money doing maintenance to a road that is in the wrong place . I have had lengthy discussions with other land owners in the area and am happy to assist them with any work in our area, as i own my own dozer, tip trucks etc. . These access roads also help in fire control and are extremely important for the growth and viability of the area; I am presently working in town as my hay has been burnt every year for the last three years.*

*Regards John Wheeler*

**Ina Fulton and Sharzha Parker**

*Good Afternoon,*

*I am seeking clarification / information as to providing an access road to an allotment on Boundary Road, Darwin River.*

*Currently, at the end of Mira Road South, there is an easement for Boundary Road. The allotment in question is located along Boundary Road as you turn Right from Mira Road South onto Boundary Road and travel approximately 1.8km. The Owners wish to live on the property as soon as possible however, there is no access provided (the existing 2 x wheel bush track is not accessible during the wet season).*

*My query is what provisions can the council make in order to provide reasonable access for the owners to their property.*

*Any information you can provide is greatly appreciated.*

*I can be contact on the details below.*

*Regards,*

*Sharzha Parker*

*B&G Building Certifiers Pty Ltd*

## **COMMENT**

These applications have now being under consideration for some time. Action to date is as follows;

- Inspection of the road network has been undertaken by Dept. of Lands & Planning Staff, Litchfield Council, Clrs Turner & Crook.

- Letter has been sent to Dept. of Lands & Planning to approve the northern corridor route (old railway line) – No response to date.
- Have identified the best routes for all possible users and these have been delineated on a plan.
- Approval has been sort from the Dept. of Lands & Planning for road access through Crown land as a road access and fire break in this area.
- Have indicated to the landowners that Council has NO funds to construct roads in this location.
- Landowners advised that Roads will have to be built to a standard that meets Coomalie Council minimal requirements.
- Litchfield Council has advised that they support the Northern Corridor route (old railway line) but have no funds to develop Boundary Road. The auction that will be held to sell land along this road a statement to this effect will be distributed.
- Emails from the three landowners acknowledging and approving the development of a fire access trail are included in this item.
- Letter from the Dept. of Land Resource Management – Bushfire Unit approving the construction of fire trails is attached.
- All land owners have agreed to undertake the cost of constructing the fire trails at their expense.

#### **CONSULTATION**

Michael Swart – Wildman River Stock Contractors Pty Ltd  
 John Wheeler  
 Operations Manager, – R Bright.  
 Bush Fires NT  
 Litchfield Council  
 Dept. of Lands and Planning

#### **STATUTORY ENVIRONMENT**

Section 186 of the Local government states that all roads within an area are under the care, control and management of the Council.

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple Majority

**RESOLUTION 19/03/2013/010**

That Council approve the use of the following roads as fire access trails and that an agreement be undertaken between Council and the landowners stating that it is their responsibility to maintain the fire trails at all times along the roads described under 1-4 below;

1. Boundary Road: Commencing from Mirra Road South and in a westerly direction to terminate with the intersection of Letchford Road.
2. Letchford Road: Commencing from Boundary Road and in a southern direction along the unmade road to terminate at the Finniss River.
3. Unnamed Road: Commencing from Letchford Road and in an easterly direction along the unmade road to terminate at the Railway corridor.
4. Mirra Road South: Commencing from Boundary Road and in a southern direction along the unmade road to terminate at the Northern section of Section 860, 100 of Cavenagh.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried**

**7.7 REVIEW OF ACTION ITEMS LIST MARCH - 2013**

<b>Applicant:</b>	Nil
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 March 2013
<b>Author:</b>	Lee Farrell, Chief Executive Officer
<b>Attachments:</b>	Action Items List March, 2013

**7.8 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 March 2013
<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 November 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**

15/11/12 Invitation sent to the Minister for Local Government to attend the December meeting of Council.

4/12/12 Cr A Turner and the CEO met with Giovina D'Alessandro Director Local government and Community Services, John DeKoning Deputy Chief Executive, John Tobin Director – Shires Sustainability Project. The points of interest from the meeting were as follows;

- Local Government Department have not tested the water in respect to the amalgamation of Council's
- Local Government Advisory Board has been formed which is made of representatives from Local government and others. Coomalie Council is not represented.
- The Advisory Board will be reviewing the smaller Councils over the next 2 months.
- CCGC Requested financial assistance from the Dept. of Local Government to undertake an in house investigation into the possibilities of including the unincorporated land into the Coomalie Shire. The area did not include Dundee.
- Recommended that Council prepare a financial model for consideration by the Dept. of Local Government by the end of January 2013. The model to include the financial advantages and disadvantages of including unincorporated land into the Coomalie Shire. Dept. advised they will advise Council if funding is available.

## **14<sup>th</sup> December, 2012**

Letter received from Minister for Local Government advising of the establishment of a Regional Governance Working Group to provide advice on the future of local government in the Northern Territory. Refer attached letter

## **20<sup>th</sup> December, 2012**

CEO wrote to Minister for Local Government requesting the President of CCGC be invited to sit on the Local Government Advisory Board.

CEO applied for funding from Department of Local Government for a Special Purpose Grant of \$30,000.00 to assist the Council in undertaking financial modelling relating to viable boundary expansion options. Refer attached letter

**13<sup>th</sup> February, 2013**

Clr Turner and CEO met with the Minister for Local Government to discuss this issue. Report is as follows

#### **Amalgamations**

The Government's position in relation to Amalgamations, Unincorporated land and where you see the Coomalie Council position in relation to Government's policy.

#### **ACTION:**

Council seeks the Minister's comments and suggested action for Coomalie to remain a Shire in its own right. The Regional Governance Working Group has met on 4 occasions and a report will be released in the immediate future. Is Coomalie to be considered a Regional Council or a Shire? This decision is important in relation to Item 2 below and how the Coomalie Shire is to move forward. ***Minister's Comment: If Council can get the unincorporated landowners to agree to join Coomalie Shire he will sign off on those areas of land being incorporated into the Shire of Coomalie.***

**8<sup>th</sup> March 2013**

The Minister for Local Government has approved a SP Grant of \$10k to assist with financial modelling and review of boundary changes.

#### **CONSULTATION**

Shire President – Andrew Turner  
Department of Local Government NT

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/03/2013/011**

That Council commence investigations including consultation with the landowners in the Dorat Road "unincorporated areas" with a view to incorporate this land into the Coomalie Shire and council staff prepare a long term financial model that will include the rates and charges potential and ongoing expenses for management of this additional area.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

#### **7.9 CEO ACTIVITIES REPORT**

**Applicant:** N/A

**Location/Address:** N/A

<b>File Ref:</b>	CCGCDocs\CEO
<b>Date:</b>	13 March 2013
<b>Author:</b>	Lee Farrell Chief Executive Officer.
<b>Attachments:</b>	Complaints Register

## SUMMARY

Chief Executive Officer's report for the Ordinary General Meeting held 19<sup>th</sup> March, 2013.

## VOTING REQUIREMENT

Simple majority

## RESOLUTION 19/03/2013/012

That Council receives and notes the CEO's Activity Report 15 February, 2013. TO 14 March, 2013.

**Moved:** Clr. Gray

**Seconded:** Clr. Jones

**Carried**

## CEO Activities Report 15<sup>th</sup> February, 2013 to 14<sup>th</sup> March, 2013

### 1. TOPROC Meeting 21<sup>st</sup> February, 2013

Attended the TOPROC meeting on the 21<sup>st</sup> February, 2013 (A Turner was an apology because of work commitments). The following matters were discussed;

- Received a presentation from SLR outlining their waste management services.
- Darwin waste site will take asbestos at \$330 tonne.
- Natasha Griggs MP was in attendance and answered questions in relation to federal issues. I raised the following with her and forward an email requesting comment on such:
  - The issues which are pending are as follows;
  - No official car park at the WWII Cemetery – with now in excess of some 70,000 visitors to the Cemetery annually; the development of a Car park is essential – Estimated cost \$250k.
  - Memorial Drive – road access into the WWII Cemetery – The road is failing and the cost of repairs is estimated to be in the vicinity of \$200k.
  - Cost of Cleaning Toilets – Council cost is \$18k annually. These toilets are used solely by the tourists – no contribution is received from any other source. Council is considering placing a coin operated system on these toilets to recoup the cost of cleaning.
  - RDAF funding – Snake Creek Armament Depot & Rail. A Grant application has been submitted but was not approved under round 4. This area needs to be restored and maintained before it is lost for forever. It is unique as there is no other type of facility such as this in Australia.
  - RDAF funding – Adelaide River Tourist centre. A grant application was submitted but was not approved under round 3. Adelaide River is the entrance to the tourist precinct for travellers coming from the South. This facility is essential to assist Tourist entering this part of the NT.
  - Happy to take the Hon. Natasha Griggs on a tour of the above facilities to highlight our concerns.
- Federal Election – Natasha made an interesting statement that the federal election will be held in late June, 2013 not September.
- Darwin developments – Formal plan proposed by Tony Abbott for Darwin will be out in approx. 6 weeks.
- Next Meeting 4<sup>th</sup> April, 2013

## 2. LGANT Meeting 6<sup>th</sup> & 7<sup>th</sup> March, 2013

### a. CEO Forum.- 6<sup>th</sup> March, 2013

- i. Civica Pty Ltd – The Company is looking to set up a group of Local Authorities on which to supply an Accounting service based in Darwin. They currently support the “Authority software” which is used by Litchfield Council.
- ii. Cultural Development Network: Development of Cultural Arts in remote and Indigenous areas.
- iii. Blaze Advertising – Company offer an advertising service that undertakes all Councils advertising on a discounted rate. They also prepare and publish Annual reports. Councils to advise if they are interested.
- iv. Anzac Centenary Advisory Committee: Provided a detailed presentation on the celebrations planned for 2015. The main one is the Borelli Ride which commences at Tennant Creek and finishes in Darwin. Grants are available through the local Federal MP. Grants are for WWI projects. This information and contacts have been given to CRO.
- v. Local Government Management Association has 6 teams from the NT undertaking the Municipal Challenge. Need \$60k a year to operate. Looking for Corporate contributions from Councils to allow the LGMA Branch to continue to operate in the Territory. Coomalie contribution would be \$250.
- vi. Community Engagement: Some of the interesting points from this presentation were as follows; Why Consult ? – It brings people with you, It provides for better decision making, it reduces political and media criticism, It informs people, It involves people in the decision making process, it empowers people. The most important aspect *“You cannot consult when you have already decided”*.
- vii. Regional Governance Working Group – The report will be released in the next 2 weeks for Councils comments and input.

### b. LGANT Meeting – 7<sup>th</sup> March, 2013

- i. **Minister for Local Government Address:** Acknowledged the need for a Regional Waste Site, Regional Governance Working Group have finished their report – Councils will have 3 months to comment and LG staff will visit all Councils to discuss this paper. There are 32 recommendations. The structure of NT Councils will not change – we will not be going back to the future. Will be looking at Road Funding for Local Authorities and Rating changes.
- ii. **Australian President of LGA** – Stated that they were placing a lot of effort into Constitutional recognition of Local government in Australia. Having input into changes in relation to the FAGs grants. Looking at the RDAF funding and changes to allow for additional funding to be allocated to more projects. Support the National Can deposit system. RTR funding will extend to 2019.
- iii. **Grants Commission Chairperson NT – Bob Beadman:** Looking at current statics as they have been operating from the 2008/09 statistics. Minimum grants to Councils – NT have 5. Now considering disabilities associated with all-weather roads, airport access. **An invitation has been sent to the NT Grant Commission to meet with Council prior to 30/6/2013**

## 3. Grant Funding

### Special Purpose Grants

The Minister for Local government has advised that he has approved the following;

- a. \$10,000 to assist with financial modelling to review the financial implications of extending the Coomalie Shire Boundary.
- b. \$247,500 for the construction of footpath from Stuart Highway to WWII Cemetery in Adelaide River.
- c. The other two applications were not approved – i.e. Batchelor footpaths and purchase of a Grader.
- d. Planning and tender documents will now be prepared to undertake item b and Item a will be discussed under our Standing Order agenda item relating to Boundary changes.

#### 4. Town Planning Issues.

- a. **Have met with Dept. of Land and Planning** re the following issues;

i. **Coffee shop proposed by Batchelor Museum**

Lot 292, and establishment of an ancillary coffee shop at the Batchelor Museum which is subject to Crown Lease Term 2099. It would appear that the coffee shop would fit within the purpose of the lease provided it is ancillary to the facility. A letter advising of details of what is proposed and seeking confirmation that the use is appropriate will ensure there is a record of what has been agreed to. The letter should be sent to:

Clinton Baylis, Senior Project Officer  
Land Administration  
Department of Lands Planning and the Environment  
GPO Box 1680  
DARWIN NT 0801

ii) **Lot 313 Aged/Retirement Housing**

In relation to the Council's interest in development of a retirement facility on the southern part of lot 313 Town of Batchelor, this matter can be progressed via an application for Crown Land. Although resolution of native title will be required before any allocation of the land can be made, the Department is keen to commence the necessary investigations. As discussed yesterday, which part of the site would be appropriate for the use will be influenced by what is actually proposed? An application including specifics of the proposal will be required to start the investigations. Ann Marie Dooley whose contact details are below would be the most appropriate contact in relation to this matter.

Ann-Marie Dooley | Senior Project Officer | Land Administration advised as follows;

*"L12003/19/45 refers to a notation placed on ILIS in Dec 2003. It simply illustrates the possible location for an aged care facility, no formal application was ever lodged.*

*If Native Title was not an issue, Council would still need to provide the information requested.*

*As Del noted, formally lodging an application will allow the Department to investigate the suitability of the site and determine if there are any other issues which need to be addressed.*

*I hope this is helpful, please do not hesitate to contact me if you require further clarification. "*

#### **RESOLUTION 19/03/2013/013**

That Council make application to Dept of Lands and Planning for the purchase of Crown Land at Lot 313 Batchelor Township for the purpose of the development of a retirement/aged care facility at a cost of approximately \$1700.

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

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

**Carried**

- b. **Met with Representatives from Flanagan Consulting Group** on 8<sup>th</sup> March, 2013 to discuss the following issues;

- i. Coomalie Planning Concepts and Land Use Objectives
- ii. Coomalie Developer Contribution Plan,
- iii. Batchelor and Adelaide River Town site boundaries
- iv. Batchelor Airstrip development
- v. Flanagan Consulting will look at this brief and submit to Council an estimate figure for items i) ii) to be completed - Council has unspent Grant funding available to complete this work.



**ACTION: CEO to contact Flanagan Consulting Group to provide their fee proposal for the completion of town planning services and this information together with Elton Consulting be submitted to the April meeting of Council for consideration. Further CEO write to the Minister for Lands and Planning seeking a 50/50 contribution towards the cost of finalising Councils town planning documents**

## **5. Northern Roads – Boundary Roads – Meeting with Litchfield Council**

- a. The following email has been received from the CEO of Litchfield Council:

*“Litchfield Council has supported Coomalie’s request to seek developing the old rail corridor as a road. A letter to the President is being drafted.  
At the auction all bidders will be advised that No road access is to be provided to their lots by the Council’s.  
We need to discuss further joint funding of road construction to identify the road and costs before seeking Council’s agreement.  
Regarding the transfer station plans and costing, I am of little help. All were built 20 years ago with engineering supervision.  
We have left the old Humpty Doo transfer station on crown land and you may wish to look at relocating it?”*

- b. I discussed a joint meeting between the Councils with Mayor Allan McKay and CEO Russell Anderson. They were very receptive to the idea of Councillors getting together to discuss issues of a similar nature - such as Waste, Boundary roads, Subdivisions, different rating systems to name a few.

**Action: CEO set up dates and venue to meet with Litchfield Council.**

## **6. Meeting with Gary Higgins Member for Daly**

- a. On 12<sup>th</sup> March, Clr Turner, representatives from R&S Gardening and myself met with Gary Higgins to discuss the following issues:
- i. Government contracts – CLP election promise to give Local Business Government contracts. Linda (R&S Gardening) stated that the last contract was awarded to a company that was \$420k more than their tender. The contract still has a further 2 years to run. **Gary will discuss with the Minister for Transport**
  - ii. Native Title – **Gary will follow up with his Federal counterparts.**
  - iii. Rum Jungle Road – The issues associated with this road have been ongoing. **Gary to discuss with the Minister for Transport.**

## **7. Waste Disposal Sites – Batchelor and Adelaide River.**

- a. Discussions with the Dep’t of Lands and Planning on 11<sup>th</sup> January, 2013 revealed the following issues:
- i. Batchelor Waste Site - Proposed transfer to Coomalie Shire has not been completed – No action can be taken until the Native Title issue is resolved.
  - ii. Adelaide River site – Proposed transfer to Coomalie Shire has not been completed. No action can be taken until the Native title issue is resolved.
  - iii. The Land Officer at the Dept. will follow up each application and will have to issue an occupation license for both the sites until Native Title has been resolved. Maximum period is 5 years – can be renewed for a further 5 years on application.

## **8. Meeting with Kel Pearce Office of Australian War Graves – 12<sup>th</sup> March, 2013**

- a. Clr Turner, Clr Corliss and CEO met with Mr Kel Pearce and the following issues were raised;
- i. Toilets: His Office does not want paid toilets and would like to discuss several proposals to assist Council to reduce the financial burden on cleaning and maintaining these facilities. The suggestions were a paid invoice (approx. 1/3 contribution and an overhead arrangement to cover maintenance costs. The

- engagement of an Interpretation Service Officer with part of this positions job description to clean the toilets. The period would be April to September.
- ii. Car park: The area continues to flood (i.e. 2009 & 2011) and the bitumen area would not survive the continuous flooding especially if the park was extended down to the river area. Suggested several alternatives regarding bus parking to be in and out, more verge parking etc. Would be happy to fund and develop a parking concept plan and would need input from Council and Robert Evans. The plan could also be incorporated into the Adelaide River Funded Footpath project.
- iii. Memorial Drive: Did not form part of their brief and they would have no input into road issues.

#### **RESOLUTION 19/03/2013/014**

That Cllr Corliss, Cllr Crook and the CEO prepare a development plan as a means of funding the cost of toilets, an Interpretation Service Officer, the long term establishment of a car/bus parking facilities and tourist centre at the Adelaide River War Cemetery.

**Moved:** Cllr. Jones

**Seconded:** Cllr. Corliss

**Carried**

#### **9. Batchelor / BIITE Library**

- a. Jo & I met new Executive Officer Lea Giles-Peters from the BIITE Library to discuss alternative ideas to engage younger people to use the Library. Mazz will be meeting with Lea to discuss various ideas. Some of the suggestions that were put forward were:
  - i. Producing a recycling movie.
  - ii. Interviews of elders.
  - iii. Producing a tourism document utilising the facilities at the BIITE.
  - iv. Grant funding on a joint basis.

#### **10. RDAF – Meeting**

I met with the Executive officer RDAF Kate Peake to discuss where to from here in relation to Council not receiving any funding for RDAF Rounds 3 & 4 being the Tourist Information Centre and Snake Creek WWII & Rail projects. She suggested that we submit a Grant application under the Regional Economic Development Fund to fence out the Snake Creek historic area. The grant funding is \$20k.

**Action: CEO to submit an application under the Regional Economic Development Fund to fence out the Snake Creek historic area.**

#### **11. Council Functions**

- a. **Bombing of Darwin – 20<sup>th</sup> February, 2013.** Congratulations are extended to Marilyn Morris and the Darwin City Council on the 71<sup>st</sup> Anniversary of the Bombing of Darwin at the Adelaide River War cemetery. The event was very well presented and organised and I have received excellent comments from those in attendance. A special mention to the MC Tala Turner for an excellent first up job.
- b. **Opening of The Rum Jungle Bowling Green** – This is programmed for Sunday 21<sup>st</sup> April 2013. An invitation has been sent to the Minister for Sport and Recreation to undertake this task or Gary Higgins MLA, if the Minister is unavailable.

#### **12. Complaints Register**

The Complaints register is attached for Councillors information.

#### **10. Dates to remember**

- a. **21st April** – Opening of the Renovated Rum Jungle Bowling green.

- b. **25<sup>th</sup> March** – Public meeting Batchelor
- c. **26<sup>th</sup> March** – Public meeting Lake Bennett
- d. **27<sup>th</sup> March** – Public meeting Adelaide River.

## 8 FINANCE REPORTS

### 8.1 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>	5 <sup>th</sup> March, 2013
<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> – 28<sup>th</sup> February 2013.

#### 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 19/03/2013/015

That Council approve and pass for payment the February 2013 payment register totalling \$156,512.75

Moved:                      Clr. Gray

Seconded:                Clr. Jones

Carried

### COOMALIE COMMUNITY GOVERNMENT COUNCIL

#### PAYMENT REGISTER

FEBRUARY  
2013

DATE	REFERENCE	DETAILS	AMOUNT
1/02/2013	4839	Commonwealth Bank of Australia	82.95
4/02/2013	4838	Gordon & Debra Gale	600.00
4/02/2013	4840	Commonwealth Bank of Australia	15.83
4/02/2013	4841	Commonwealth Bank of Australia	93.85
5/02/2013	G/L Consolidate	Payroll	16,129.11
6/02/2013	145	Australian Super	788.75
6/02/2013	146	Hesta Superannuation Fund	294.22
6/02/2013	147	Hostplus Superannuation Fund	110.85
6/02/2013	148	PowerWater	5,140.73
6/02/2013	149	Rest Industry Super	331.83
6/02/2013	150	Sunsuper Pty Ltd	67.75
6/02/2013	151	Telstra	2,012.93
6/02/2013	5065	Adamant Property Services P/L	705.99
6/02/2013	5066	Air Liquide WA Pty Ltd	81.13
6/02/2013	5067	AJ Couriers & Haulage Pty Ltd	163.35
6/02/2013	5068	Adelaide River Freight Service	286.00
6/02/2013	5069	RWA Exact	123.75
6/02/2013	5070	Attache Software Australia Pty	46.50
6/02/2013	5071	Dannah Pty Ltd	1,384.51
6/02/2013	5072	Batchelor Service Centre	1,017.49
6/02/2013	5074	B P Australia Limited	1,902.02
6/02/2013	5075	Cr. Sue Bulmer	350.00
6/02/2013	5076	C-MAX Cinema's Pty Ltd	171.00
6/02/2013	5077	Cr. Max Corliss	350.00
6/02/2013	5078	Cridlands	7,929.12
6/02/2013	5079	Cr. Ewan Crook	350.00
6/02/2013	5080	Darwin Office Technology	231.05
6/02/2013	5081	B Evans	840.00
6/02/2013	5082	Fin Bins	5,196.32
6/02/2013	5083	Golf & Bowling Machinery	13,450.00
6/02/2013	5084	Stacie Selwood	1,370.00
6/02/2013	5085	Kirsty Higgins	1,459.46
6/02/2013	5086	Higgie Mechanical Engineering	1,162.26
6/02/2013	5087	Howard Springs Bakery (Cloverd	200.00
6/02/2013	5088	Cr Bruce Jones	750.00
6/02/2013	5089	DT & MG Kerr	6,105.00

6/02/2013	5090	Bruce Mason	2,678.50
6/02/2013	5091	Intergrated Land Information S	100.00
6/02/2013	5092	NT Police, Fire & Emergency Se	425.00
6/02/2013	5093	OfficeMax	451.00
6/02/2013	5094	ROYAL WOLF TRADING AUSTRALASIA	5,178.25
6/02/2013	5095	RS Gardening Care	18,846.66
6/02/2013	5096	Territory Bitumen Service PTY	4,257.00
6/02/2013	5097	Transpacific Industries Pty Ltd	247.50
6/02/2013	5098	Andrew Turner	1,333.00
6/02/2013	5099	Veolia Environmental Services	5,996.10
6/02/2013	5100	Bruce Verberg	770.00
6/02/2013	5101	WA Local Super	1,911.31
7/02/2013	4850	Commonwealth Bank of Australia	1.10
8/02/2013	152	PowerWater	6,728.19
8/02/2013	5102	Air Liquide WA Pty Ltd	81.13
8/02/2013	5103	Bunnings Building Supplies P/L	1,502.64
8/02/2013	5104	Darwin Office Technology	82.60
8/02/2013	5105	Litchfield Springs Water Pty L	70.00
8/02/2013	5106	Stockwell Water and Gas PTY LT	5,280.00
8/02/2013	5107	NT Rural Pty Ltd TA Territory	543.40
11/02/2013	11/02 PAY 0	Payroll	735.20
14/02/2013	153	Local Govt Super Scheme	1,185.08
15/02/2013	4852	Commonwealth Bank of Australia	11.88
15/02/2013	4853	Commonwealth Bank of Australia	18.48
15/02/2013	4854	Commonwealth Bank of Australia	8.80
18/02/2013	4855	Gordon & Debra Gale	600.00
19/02/2013	G/L	Payroll	17,117.18
	Consolidate		
21/02/2013	458658	Petty Cash Reimbursements	1,312.00
26/02/2013	154	Australian Taxation Office	7,747.00
		<b>Total</b>	<b>\$ 156,512.75</b>

## 8.2 FINANCE 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>	5 <sup>th</sup> March, 2013
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	NIL

### SUMMARY

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

### BACKGROUND

Attached is a finance and grant report and financial summary report to 28<sup>th</sup> February 2013.

### 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 19/03/2013/016**

That Council receive and note the financial and grant report and financial summary report to 28<sup>th</sup> February 2013.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried**

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**Coomalie Community Government Council**


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**Financial Report for the period ending 28th February 2013**


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**Cash at Bank**

Cash on Hand	\$ 2,000.00
Cheque Account	\$ 169,872.48
Investment Account	\$ 854,493.48
<b>Total Cash at Bank</b>	<b>\$ 1,026,365.96</b>

Debtors	Current	30 Days	60 Days	90 Days	
Trade	-	3,550.35	345.40	-	\$ 3,895.75
Rates	-	-	-	167,004.88	\$ 167,004.88
<b>Total Debtors</b>					<b>\$ 170,900.63</b>

Creditors	Current	30 Days	60 Days	90 Days	
Trade		3,490.06	-	-	\$ 3,490.06
<b>Total Creditors</b>					<b>\$ 3,490.06</b>

**Reconciliation of Funds**

Balance as per General Ledger	\$ 171,872.48
Add outstanding Debtors	\$ 170,900.63
Less outstanding Creditors	\$ 3,490.06
Add Investment Account	\$ 854,493.48
<b>Total Cash &amp; Receivables Available</b>	<b>\$ 1,193,776.53</b>

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**Coomalie Community Government Council**


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**Detailed Trade Debtors Report for the period ending 28th February 2013**


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Debtor	30 days	60 days	Total	Comment
CDEP – John McLean	792.00	22.00	814.00	Rent and electricity connection. Will pay this fortnight
Department of Housing	275.00		275.00	Rent Jan 2013. Pay monthly.
Power Water	290.40	290.40	580.80	Mowing Dec 2012 & Jan 2013.
Rum Jungle Bowls Club	2192.95		2192.95	Equipment contribution. Cheque to be signed.
Andrew Turner		33.00	33.00	Hire Community Centre. Pay from Feb Councillor fees

**Coomalie Community Government Council**

**Grant Report for the period ending 28th February 2013**

<b>Date Received</b>	<b>Grant</b>	<b>From</b>	<b>Amount</b>	<b>Expended to date</b>	<b>Amount Remaining</b>	<b>Acquittal Due</b>
<b>15/06/2009</b>	Developer Contribution Scheme	NTG	\$ 53,500.00	\$ 40,112.65	\$ 13,387.35	30/06/2010. Put towards 2013 review of DCS?
<b>27/03/2012</b>	Skate Ramp Grant - SPG	NTG	\$ 46,000.00	\$ 35,776.82	\$ 10,223.18	30/06/2012
<b>27/06/2012</b>	Adelaide River Access Playground	SPG - Dept Local Government	\$ 54,510.00	\$ -	\$ 54,510.00	30/06/2013
<b>13/07/2012</b>	Mimosa on the Adelaide River Grant	Territory Natural Resource Mgt	\$ 19,000.00	\$ 3,501.82	\$ 15,498.18	15/06/2013
<b>4/10/2012</b>	CCCC Recycling in Coomalie Grant	Keep Australia Beautiful Council	\$ 8,181.82	\$ -	\$ 8,181.82	30/06/2013
<b>3/10/2012</b>	Oh What a Community Feeling	Office of Youth Affairs - NTG	\$ 2,000.00	\$ 1,493.05	\$ 506.95	18/03/2013
<b>3/10/2012</b>	Teddy Bears Picnic	NAPCAN	\$ 1,000.00	\$ 1,066.21	\$ -	28/11/2012
<b>22/11/2012</b>	EnvironmeNT Grant Gamba	Dept Lands Planning & Environment	\$ 10,000.00	\$ 950.00	\$ 9,050.00	1/08/2013
<b>13/11/2012</b>	Australia Day Grant 2013	Australia Day Council NT	\$ 1,500.00	\$ 1,590.96	\$ -	31/03/2013
<b>30/01/2013</b>	Rum Jungle Bowls Club Equipment	Dept Sport and Recreation	\$ 10,000.00	\$ 11,818.18	\$ -	<b>Acquitted</b>
			<b>\$ 205,691.82</b>	<b>\$ 96,309.69</b>	<b>\$ 111,357.48</b>	
					<b>Cash and Receivables</b>	<b>\$ 1,193,776.53</b>
					<b>Unspent Grants &amp; Subsidies</b>	<b>\$ 111,357.48</b>
					<b>Cash Available to Council</b>	<b>\$ 1,082,419.05</b>



**COOMALIE COMMUNITY GOVERNMENT COUNCIL**
**MONTHLY SUMMARY REPORT**
**FEBRUARY 2013**

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
<b>110</b>	<b>ADMINISTRATION</b>				
<b>110 3899</b>	TOTAL INCOME	5,090	1,364,043	1,258,384	1,165,120
<b>110 4999</b>	TOTAL EXPENSES	42,489	466,567	712,250	800,249
<b>110 5000</b>	SURPLUS / (DEFICIENCY) 110	-37,399	897,476	546,134	364,871
<b>210</b>	<b>PUBLIC CONVENIENCES</b>				
<b>210 4999</b>	TOTAL EXPENSES	5,205	39,151	80,950	83,948
<b>210 5000</b>	SURPLUS / (DEFICIENCY) 210	-5,205	-39,151	-80,950	-83,948
<b>211</b>	<b>SANITATION AND GARBAGE</b>				
<b>211 3899</b>	TOTAL INCOME	81	276,755	278,811	251,856
<b>211 4999</b>	TOTAL EXPENSES	19,263	125,431	243,691	187,201
<b>211 5000</b>	SURPLUS / (DEFICIENCY) 211	-19,182	151,324	35,120	64,655
<b>212</b>	<b>CEMETERIES</b>				
<b>212 3899</b>	TOTAL INCOME	0	227	250	2,032
<b>212 4999</b>	TOTAL EXPENSES	0	2,630	7,800	4,944
<b>212 5000</b>	SURPLUS / (DEFICIENCY) 212	0	-2,403	-7,550	-2,912
<b>310</b>	<b>PARKS AND GARDENS</b>				
<b>310 3899</b>	TOTAL INCOME	872	4,064	4,382	30,062
<b>310 4999</b>	TOTAL EXPENSES	16,045	119,322	186,470	319,023
<b>310 5000</b>	SURPLUS / (DEFICIENCY) 310	-15,173	-115,258	-182,088	-288,961
<b>311</b>	<b>LIBRARIES</b>				
<b>311 3899</b>	TOTAL INCOME	0	48,858	48,858	47,316
<b>311 4999</b>	TOTAL EXPENSES	3,738	25,868	47,000	47,671
<b>311 5000</b>	SURPLUS / (DEFICIENCY) 311	-3,738	22,990	1,858	-355
<b>312</b>	<b>SPORT AND RECREATION</b>				
<b>312 3899</b>	TOTAL INCOME	2,290	70,501	71,330	598
<b>312 4999</b>	TOTAL EXPENSES	22,175	93,859	214,497	88,927
<b>312 5000</b>	SURPLUS / (DEFICIENCY) 312	-19,885	-23,358	-143,167	-88,329
<b>313</b>	<b>SWIMMING POOL</b>				
<b>313 3899</b>	TOTAL INCOME	329	5,160	55,000	3,247
<b>313 4999</b>	TOTAL EXPENSES	10,372	63,469	157,190	112,416
<b>313 5000</b>	SURPLUS / (DEFICIENCY) 313	-10,043	-58,309	-102,190	-109,169
<b>314</b>	<b>COMMUNITY RECREATION</b>				
<b>314 3899</b>	TOTAL INCOME	183	2,160	34,139	86,810
<b>314 4999</b>	TOTAL EXPENSES	6,072	100,290	83,080	99,045
<b>314 5000</b>	SURPLUS / (DEFICIENCY) 312	-5,889	-98,130	-48,941	-12,235
<b>410</b>	<b>ROADS</b>				
<b>410 3899</b>	TOTAL INCOME	47,072	343,597	390,420	384,224
<b>410 4999</b>	TOTAL EXPENSES	18,406	332,605	808,730	765,196
<b>410 5000</b>	SURPLUS / (DEFICIENCY) 410	28,666	10,992	-418,310	-380,972

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
<b>510</b>	<b>STREETLIGHTING</b>				
<b>510 4999</b>	TOTAL EXPENSES	0	4,510	9,200	9,049
<b>510 5000</b>	SURPLUS / (DEFICIENCY) 510	0	-4,510	-9,200	-9,049
<b>511</b>	<b>TOURISM, PARKING AND OTHER</b>				
<b>511 3899</b>	TOTAL INCOME	0	9,000	23,000	19,316
<b>511 4999</b>	TOTAL EXPENSES	3,301	18,151	55,170	64,840
<b>511 5000</b>	SURPLUS / (DEFICIENCY) 511	-3,301	-9,151	-32,170	-45,524
<b>512</b>	<b>DOG MANAGEMENT</b>				
<b>512 3899</b>	TOTAL INCOME	417	2,322	2,100	839
<b>512 4999</b>	TOTAL EXPENSES	388	1,867	5,200	5,455
<b>512 5000</b>	SURPLUS / (DEFICIENCY) 512	29	455	-3,100	-4,616
<b>513</b>	<b>GLYPHOSATE</b>				
<b>513 3899</b>	TOTAL INCOME	0	5,509	10,000	11,177
<b>513 4999</b>	TOTAL EXPENSES	50	7,925	10,000	10,496
<b>513 5000</b>	SURPLUS / (DEFICIENCY) 513	-50	-2,416	0	681
<b>514</b>	<b>GAMBA AND WEED MANAGEMENT</b>				
<b>514 3899</b>	TOTAL INCOME	3,182	29,000	27,091	0
<b>514 4999</b>	TOTAL EXPENSES	3,182	4,452	27,091	0
<b>514 5000</b>	SURPLUS / (DEFICIENCY) 514	0	24,548	0	0
<b>900 3899</b>	<b>TOTAL INCOME</b>	<b>59,516</b>	<b>2,161,196</b>	<b>2,203,765</b>	<b>2,002,596</b>
<b>900 4999</b>	<b>TOTAL EXPENSES</b>	<b>150,686</b>	<b>1,406,097</b>	<b>2,648,319</b>	<b>2,679,031</b>
<b>900 5000</b>	<b>SURPLUS / (DEFICIENCY)</b>	<b>-91,170</b>	<b>755,099</b>	<b>-444,554</b>	<b>-676,435</b>

## 9 ADMINISTRATION REPORTS

### 9.1 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>	
<b>Author:</b>	Jo'Anne Kinter, Administration Manager
<b>Attachments:</b>	Grant Funding Agreement for Sport and Recreation Officer Position

#### SUMMARY

The Grant Funding Agreement Round 2012/2013 for Sport and Recreation Officer Position funding requires signing and the common seal to be affixed.

#### BACKGROUND

This Grant Funding Agreement is an annual grant that subsidises the salary of Councils Community Recreation Officer.

#### 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

Simple majority

#### RESOLUTION 19/03/2013/017

That the President and CEO be empowered to sign the Grant Funding Agreement 2012/2013 for Sport and Recreation Officer Position Funding of \$30,594.00 plus GST and affix the common seal.

**Moved:** Clr. Gray

**Seconded:** Clr. Corliss

**Carried**

## 9.2 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>	13 March 2013
<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 19<sup>th</sup> March, 2013.

### VOTING REQUIREMENT

Simple majority

### RESOLUTION 19/03/2013/018

That Council receives and notes the Community Recreation Officer's report for February/March, 2013.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried**

### Community Recreation Officer Report February / March

**Clean Up Australia Day** – There were five Clean up Sites throughout the Coomalie Shire which was a '*top effort*'. Batchelor and Adelaide River townships were both very clean compared to past years – thanks to the help from Darwin Correctional Services in Adelaide River and the CDEP participants working under John McLean in Batchelor. Max Corliss had a huge team of helpers in Adelaide River and they enjoyed their bar-b-q at the School afterwards. Council employee Ian Middleton volunteered his time to drive the Council truck to Adelaide River and take rubbish to the tip. A small crew looked after Batchelor township and were joined by three HAR employees who cleaned from the town grid up to the Litchfield Park road turnoff. Ros and Bruce Jones coordinated the Litchfield Park crew and covered a lot of land. Sue Bulmer took care of the Eva Valley region with half a dozen locals and even met some new neighbours. Kylie Turner volunteered her time to drive the truck between Eva Valley, Litchfield and Batchelor town. Dave Gray and a small band of locals, along with Andrew and Billie Turner took on the challenge of Chinner Road from the Stuart Highway in through the hills and past the Resort. The weather in Batchelor was rainy – so no bar-b-q as everyone wanted to go home and dry off. Instead we held the bar-b-q at Lake Bennett and fed the eight starving teenagers that helped out through the area. Totals – 84 bags, 2 tyres, 2 rims, planks of wood and a door, 8 guide posts, 1 muffler, trailer parts, metal and hoses.

**Swimming** – the Swim Group is maintaining its popularity and many little ones are becoming more confident in the water. Rana and Laura are doing a great job, assisted by many parents and Bronze Medallion holders. With the increased interest – it is vital that I have Kylie Turner and myself as the Bronze supervisors to watch over the forty or so people in the Pool area. Kylie does the water testing and if I am handling the paperwork, queries and payments, she is always on the lookout while I am occupied.

**Friday Night Fun** – Since the Hoops 4 Health Basketball Clinic – approx 50 kids have been very enthusiastic on the courts and in the craft corner with Noessa Bulsey. Night Patrol monitor the Basketball zone and coordinate fun shooting games and work with the older kids who are umpiring and playing. I have approached Basketball NT with the proposal they bring

down a coach once a fortnight to coach and then umpire a game. Response back is that they have a tight budget and two employees who look after a large area. I have discussed with Ryan Martin (Principal at BAS) about utilizing some of the NT Govt \$75 sports voucher funding which was sent to the school in a bulk amount, to be used with sports affiliated groups. We are working together to bring down someone from an affiliated club each fortnight. This is hoped to integrate Woolanin College teenagers, Coomalie teenagers and interested adults into a small social sports evening. Through the bulk funding the under 9's and under 12's boys and girls will be heading to Darwin to play in the 'Junior Thunder' comp for 11 weeks from end of March. This is a Friday night competition and will therefore reduce numbers at the Centre that evening, which may work in with opening on a fortnightly basis for basketball with older kids through April, May and June.

**Youth Week event** – Coomalie Council are partners in a grant with Batchelor Area School to hold an event on Wed 10<sup>th</sup> April at the Batchelor Pool. The grant is for youth from 12 to 25, however we will cater for younger children too. Council as partners in the grant provide the bus, venue, equipment and my time to help organize and implement the event. The event is from 10am to 4pm with NT Cricket, NT Thunder and NRL NT coming down to hold clinics and organize games. Also a bar-b-q, hip hop duo Kyle and Lunchbox creating music and youth service providers attending. Any help would be appreciated.

**Anzac Day** – Letter sent to the Chief Minister seeking funding and email sent to Dept of Transport querying buses from Darwin, plus letters to businesses and organizations in our region regarding wreath orders and reserved seating. Various volunteer groups organized – St John's, Batchelor FERG (14 already confirmed), A.R. FERG (Dyaane Allport is coordinator of traffic management), NT Scouts to sell poppies and candles.

Ablution block, lighting towers, sound and lighting technician, security, bugler, MC, accommodation, singers, piper, Chaplain and ARSS Club Gunfire Breakfast all booked. Her Honour The Administrator is arriving in Batchelor on the 24<sup>th</sup> and will meet with the Shire President Andrew Turner at the Council Chambers. Her Honour is staying in Adelaide River for the night and will be met by Andrew and escorted to her seat on arrival at the War Graves.

**Monthly Markets** – At the Christmas Market it was agreed we would look at starting after the wet, dependant on rain being early or late. As we have not had much rain, I plan to begin markets again on Sunday 14<sup>th</sup> April. Unless it pours for the next 4 weeks, of course.

**Upcoming Grants** – Applying for a Youth Vibe Holiday Grant to implement in the June/July School Holidays.

Also in discussions with Kerry Crosbie regarding grants for Playgroup.

The Lingalonga Festival Committee are working toward a grant for the Lingalonga Festival and incorporating the 60 year celebrations too. Ros Jones and I are gathering information and getting quotes for Lisa Wain.

## **10 LATE REPORTS**

No Late Reports

## 11 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

<b>Applicant:</b>	Clr Jones
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 March 2013

### SUMMARY

Clr Jones sought clarification of Council policy on travel allowance for Elected Members. Members reviewed the resolution passed in July 2012 in which there is no reference to travel allowance being available.

### RESOLUTION 2012/07/17/009

That Council adopts Base Allowance for Council Members other than the President and Deputy President shall be set at the rate of \$350 per calendar month payable in arrears applicable from 1st July 2012, subject to Ministerial Guidelines and any Council Policy adopted on or after 17th August 2012.

The Base Allowance for the President shall be set at the rate of \$16,000 per calendar year payable monthly in arrears applicable from 1st July 2012, subject to Ministerial Guidelines and any Council Policy adopted on or after 17th August 2012.

The Base Allowance for the Deputy President shall be set at the rate of \$9,000 per calendar year payable monthly in arrears applicable from 1st July 2012, subject to Ministerial Guidelines and any Council Policy adopted on or after 17th August 2012.

It is Council Policy effective from 1st July 2012 the following :

- 1) Council members may only claim an extra meeting allowance for meetings referred to in the council policy.
- 2) An extra meeting allowance may be claimed for up to a maximum of two meetings per day.
- 3) Council members must not claim for an extra meeting more than once for the same meeting.
- 4) When a council member is required to travel in order to attend an approved extra meeting, the council member may claim an extra meeting allowance for each full day of travel, unless that travel falls on the same day on which the meeting is held. In this context, a full day of travelling means at least four hours of travelling, which may include time in transit.
- 5) Claims must be made using the forms approved by council.
- 6) Forms must include the date on which the meeting was held and indicate the period of time the member was present at the meeting.
- 7) The member must have attended at least 75 per cent of the duration of the meeting to claim an extra meeting allowance.
- 8) Claims for extra meeting allowance must be consistent with the Ministerial Guidelines.
- 9) Extra meeting allowance shall not be applicable to attendance at any meeting unless the attendance of a Council member at the said meeting is endorsed by Council for the express purpose of allowing extra meeting allowance to be paid to the member(s) concerned.
- 10) The payment of Base Allowance and Electoral Allowance provides for attendance at least one (1) extra meeting by a Council Member each month. Extra meeting allowance for the first extra meeting attended by a Council member in any given month would only attract extra meeting allowance in exceptional circumstances.
- 11) For the President, acting President and Deputy President, extra meeting allowance is not paid separately. It is provided for and included in the base allowance.
- 12) Extra meeting allowance shall be at the rate of \$NIL per member per meeting subject to a maximum of \$NIL per Council member in any financial year.

## 12 COUNCIL REPORTS

No Reports for this meeting

### **13 CONFIDENTIAL ITEMS**

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

### **14 GENERAL BUSINESS**

Clr Gray sought information on analogue TV.

<b>ACTION: CEO to investigate Self Help TV analogue to digital in the Coomalie Shire and report back to Clr Gray</b>
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Clr Gray reported on the upcoming event “Blood Sweat and Fears” which will be at Lake Bennett (Clr Gray’s property) on the May long weekend , 3-6 May 2013. Over 1500 entrants at this time and expected to be around 2500. There will be 5 bands at the After Party. 200 people have already booked to camp on the property. The organisers are inviting local organisations to sell refreshments and manage parking etc.

**President closed the meeting at 10.15 pm**

### **15 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 16<sup>th</sup> April, 2013.