



MINUTES

ORDINARY COUNCIL MEETING

16 July, 2013

TABLE OF CONTENTS

1	PERSONS PRESENT	4
2	APOLOGIES AND LEAVE OF ABSENCE	5
3	DECLARATION OF INTEREST OF MEMBERS OR STAFF	5
4	PETITIONS AND DEPUTATIONS	6
5	CONFIRMATION OF MINUTES	6
5.1	CONFIRMATION OF PREVIOUS MINUTES for ORDINARY GENERAL MEETING 18 JUNE, 2013.....	6
6	OPERATIONS MANAGER’S REPORTS	7
6.1	OPERATIONS REPORTS	7
6.2	ANIMAL MANAGEMENT OFFICER’S REPORT.....	9
6.3	POOL REPORT	9
7	CHIEF EXECUTIVE OFFICER’S REPORTS.....	9
7.1	INCOMING AND OUTGOING CORRESPONDENCE	9
7.2	New COUNCIL POLICIES	11
7.3	AMENDMENT TO BATCHELOR SWIMMING POOL POLICY	12
7.4	AMENDMENT TO RATES AND CHARGES POLICY	13
7.5	ANIMAL MANAGEMENT DIRECTIONS PLAN.....	15
7.6	EXPRESSIONS OF INTEREST – ANNUAL AUDIT 2012/2013	17
7.7	COOMALIE COMMUNITY GOVERNMENT COUNCIL STAFF PLAN – ORGANISATIONAL STRUCTURE ...	18
7.8	REGIONAL DEVELOPMENT AUSTRALIA FUND – ROUND 5	19
7.9	COUNCIL COMMITTEES – LINGALONGA FESTIVAL COMMITTEE.....	20
7.10	REVIEW OF ACTION ITEMS LIST JULY - 2013	23
7.11	BEATRICE BUFFALO PTY LTD	23
7.12	STANDING ORDER – AMALGAMATION REVIEW	24
7.13	CEO ACTIVITIES REPORT	27
8	FINANCE REPORTS	31
8.1	PAYMENT REGISTER	31
8.2	FINANCE AND GRANT REPORT, FINANCIAL SUMMARY REPORT	34
9	ADMINISTRATION REPORTS.....	39
9.1	USE OF COMMON SEAL.....	39
9.2	COMMUNITY RECREATION OFFICER’S REPORT	39
10	LATE REPORTS	40
11	COUNCIL REPORTS	40
12	CONFIDENTIAL ITEMS	40
12.1	CONTRACT OF EMPLOYMENT – ANNUAL PERFORMANCE REVIEW.....	Error! Bookmark not defined.
12.2	MOWING CONTRACT 2013/2014.....	Error! Bookmark not defined.
12.3	KYLIE TURNER.....	Error! Bookmark not defined.

13	GENERAL BUSINESS.....	40
14	NEXT MEETING.....	40

COOMALIE COMMUNITY GOVERNMENT COUNCIL

DISCLAIMER

No responsibility is implied or accepted by the Coomalie Community Government Council for any act, omission or statement or intimation occurring during Council or committee meetings.

The Coomalie Community Government Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Coomalie Community Government Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Coomalie Community Government.

The Coomalie Community Government Council advises that anyone who has any application lodged with the Coomalie Community Government Council shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Coomalie Community Government Council in respect of the application



Signed: Lee Farrell Chief Executive Officer

Minutes

ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 16th July, 2013 AT 6.02PM

RESOLUTION 16/07/2013/001

That due to extenuating circumstances Council agrees for the Deputy President Clr Bruce Jones to chair the July 16th Meeting of Council.

Moved: Clr Gray

Seconded: Clr Turner

Carried

Vice President of the Council Clr Bruce Jones declared the meeting open at 6.02pm and welcomed all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

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

STAFF PRESENT

Chief Executive Officer	Lee Farrell
Administration Manager	Jo'Anne Kinter

PERSONS PRESENT

Nil

2 APOLOGIES AND LEAVE OF ABSENCE

Nil

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	
Date:	16 July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

Clr Bulmer and CEO advised that they are members of the Lingalonga Committee which is listed for discussion under Item 7.9 of tonight's meeting.

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/ she shall remain in the Chambers and/ or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 &s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/001

That Council receives and notes the declarations of interest as listed for the Ordinary General Meeting held 16 July, 2013.

Moved: Clr. Turner

Seconded: Clr. Gray

Carried

4 PETITIONS AND DEPUTATIONS

NIL

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 18 JUNE, 2013.

Applicant: N/A

Location/Address: N/A

File Ref: N/A

Disclosure of Interest: Nil

Date: 16 July, 2013

Author: Jo'Anne Kinter Administration Manager

Attachments: Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held 18th June 2013, are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

BACKGROUND

Not applicable.

COMMENT

Not applicable

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/002

That the minutes of the Ordinary General Meeting held 18th June 2013 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr. Turner

Seconded: Clr. Corliss

Carried

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Date:	11 July, 2013
Author:	Robert Bright, Operations Manager
Attachments:	Quotes and Information from Gary West

SUMMARY

Operations Manager's report for the Ordinary General Meeting held 18th June, 2013.

Operations report for June/July 2013 – (Lee Farrell)

Staff

The Operations manager Robbie Bright has been on leave since 1st July, 2013 returning to work on 15th July, 2013.

Road Grading

Oolloo Investments have continued with the Maintenance Grading program and the following roads have been graded since the last report:

Coach, Milton, Cheeney, Fowler, Heather Lagoon, Owen Lagoon Roads with Cadogan and Echidna commencing Friday 12/7/2013.

Road Construction

Quotes have been requested for the completion of work under the Flood damage grant. These will be discussed at the August meeting.

Adelaide River Footpath

Work on the Footpath has been completed for the present as the prisoners have been moved to another location until the end of August 2013. When they return the work on the Footpaths will be completed including the new section. From reports the official opening went very well.

Note: Cllrs Corliss and Crook agreed that the additional footpath in Adelaide River be constructed on the east side of Swannel Street between Memorial Terrace and Hopewell Street. Council raise NO objection to this proposal.

Adelaide River Playground

The playground has been erected, fencing and soft fall installed. The shade cover will be erected the week commencing 15th July, 2013

Roadside Slashing

Roadside slashing has been completed on the following roads – Strickland, Crater Lake and Miles Road. Chinner road will be completed week commencing 15th July, 2013.

Note: Cr Bulmer requested that Council staff slash the road verges in the Chin/ Cheeney Road area.

Recycling Bins

The new bins and signs have arrived and will be erected in the forthcoming weeks, The sites selected for these recycling centres are **Batchelor** – in front of the practice wicket (near the Ezy Dump facility) **Adelaide River** – near the Council PT office, **Lake Bennett** – the site selected by the management group (on the first access road into the bungalows.)

Street Trees

I have been taken on an inspection of dead trees in the parks in the Batchelor town site and also Trees that need to be pruned on town site streets. This has been listed for discussion under my CEO's report.

Motor Vehicles

Quotes will be obtained for the replacement of Councils two utilities as per the Plant replacement program (ie two for one) and presented to the August meeting.

Cheeney North Road

Quotes from Surveyors have been requested to carry out the survey work to enable the advertising for the opening of Cheeney road north of Solomon road. These quotes are as follows:

Arafura Surveying Consultants	\$9625
Fyfe Pty Ltd	\$8789

Council has \$5000 for consultants in its 2013/2014 budget so will require a resolution to amend the budget and accept the quotation.

The quotes above and information from Gary West Dept of Land is attached.

RESOLUTION 16/07/2013/003

That Council accept the quote from Fyfe Pty Ltd of \$8789 for the survey work required on Cheeney Rd and that council amend its 2013/14 budget account No: 410 4045 from \$5000 to \$9000 to meet the cost of this work.

Moved: Clr Bulmer

Seconded: Clr Turner

Carried

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/004

That Council receives and note the Operations Managers Report for June/July 2013.

Moved: Clr. Turner

Seconded: Clr. Crook

Carried

6.2 ANIMAL MANAGEMENT OFFICER'S REPORT

No report this month – Animal Management Officer is on annual leave

6.3 POOL REPORT

No report this month – pool closed and Pool Supervisor on annual leave

7 CHIEF EXECUTIVE OFFICER'S REPORTS**7.1 INCOMING AND OUTGOING CORRESPONDENCE**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

Council is provided with items of correspondence of note both received and sent during the months of June/July, 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

FRRR	Back to Batchelor – Celebrating 60 years
Elton consulting	Finalisation of Council Planning Documents
LGANT	Minutes – Wednesday 26 th June 2013
Australian Local Government Association	National campaign for September referendum
NHVR	Heavy vehicle access decision making
Kerr Trust	Driveway proposed lot 8 subdivision 845 Cheeney Road
Darwin Regional Indigenous Adv. CDEP	Support in endeavours to train, place & mentor job seekers in the Shire.
Dept of Local Government	2013-14 NT Operational Subsidy – Pre-payment advice
Attorney-General Minister for Justice	Batchelor & Adelaide River waste sites.
Minister for Senior Territorians	“Get out of town” grant \$1800.00 approval.
Sheryl Murray	Proposed Historic Railway – Snake Gully Creek and Adelaide River River.

Correspondence Out

Kel Pearce	Adelaide River WW11 Cemetery/Toilets/Car Park
Jan Hills	Batchelor Museum – Approval of \$5000 establishment grant.
Hon Alison Anderson MLA	Change of Council Name.
Mr Peter Morton	Coomalie Caravan Park
Mr S McWilliams	Hire of Council Facilities
Giovina D’Alessandro & John De Koning	Local Government Software
Ms D Pickering	Tender – Period Contract 2013/005
Weedinfo	Weed Management Plan – Gamba Grass

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 16/07/2013/005

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

Moved: Clr. Turner

Seconded: Clr. Gray

Carried

7.2 NEW COUNCIL POLICIES

Applicant:	N/A
Location/Address:	N/A
File Ref:	G/POLICIES AND PROCEDURES CCGC Policies
Disclosure of Interest:	Nil
Date:	8 th July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	CCGC Policies

SUMMARY

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

Policy
SECTION 1 GOVERNANCE AND ADMINISTRATION
1.13 Privacy Policy
1.14 Employees Gifts and Benefits
1.15 Elected Members Gifts and Benefits
1.16 Recruitment and Probation
SECTION 2 FINANCE
2.5 Statement of Significant Accounting Policies
2.7 Fraud Protection Plan
SECTION 4 COMMUNITY, AMENITIES AND RECREATION
4.4 Annual Recognition of Council and Community

BACKGROUND

Nil

COMMENT

Nil

CONSULTATION

Chief Executive Officer Lee Farrell
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 16/07/2013/006

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

Policy	Review time frame
1.13 Privacy Policy	April 2016
1.14 Employees Gifts and Benefits	April 2016
1.15 Elected Members Gifts and Benefits	April 2016
1.16 Recruitment and Probation	April 2016
2.5 Statement of Significant Accounting Policies	Annual/ September
2.7 Fraud Protection Plan	April 2016
4.4 Annual Recognition of Council and Community	April 2016
Moved: Cllr Turner	
Seconded Cllr Corliss	Carried

7.3 AMENDMENT TO BATCHELOR SWIMMING POOL POLICY

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	8 July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Swimming Pool Policy

SUMMARY

The Batchelor Swimming Pool Policy has been submitted to Council with an amendment to the supervision of swimmers of Council approved "Swim Clubs".

BACKGROUND

After consultation with the Royal Life Saving Society the CEO attended a meeting with Ryan Martin Principal Batchelor Area School and Adrian Mitchell Director BITTE to discuss the level of supervision required for the Swim Club groups using the pool outside of opening hours.

COMMENT

The policy has been amended to read:

Two people are responsible for each Club and must have a Bronze Medallion, First aid and undertake training in the taking and reading of water samples and emergency evacuation. **When there are more than 8 swimmers in the pool there must be one person supervising from the side of the pool at all times. When**

there are less than 8 swimmers a qualified responsible person may swim with the group while supervising swimmers and is not required to supervise from the side of the pool.

CONSULTATION

Floss Roberts RLSS NT Branch
Ryan Martin Principal Batchelor Area School
Adrian Mitchell Director BITTE

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council's policy to be amended as above.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

NOTE: Council agreed that No change is to be made to current Batchelor Swimming Pool policy

7.4 AMENDMENT TO RATES AND CHARGES POLICY

Applicant:	N/A
Location/Address:	N/A
File Ref:	Gdrive/CCGC Policies and Procedures
Disclosure of Interest:	Nil
Date:	9th July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Rates and Charges Policy

SUMMARY

As per Council's Rates Declaration 2013/2014 an amendment to the current Rates and Charges Policy is required and is submitted to Council for approval.

Annual Garbage Charges

There are 4 categories of annual waste management charges in the shire:

1. Domestic

All premises within the Wards of Batchelor Town and Adelaide River Town, the service is a kerbside collection service of one garbage collection visit per week with a maximum of one 240 litre mobile bin per garbage collection. Additional bins are available at the relevant charge.

2. Commercial

All commercial premises within the Wards of Batchelor Town and Adelaide River Town, the service is a kerbside collection service of two garbage collection visits per week with a maximum of one 240 litre mobile bin per garbage collection. In relation to commercial premises the garbage service shall

consist of two clearances per week by the number of 240 litre bins registered in Council's records to be emptied from those premises. Additional bins are available at the relevant charge.

3. Commercial

In relation to all commercial premises within the shire that utilise 660L garbage bins the service is a kerbside collection service of two garbage collection visits per week with a maximum of one 660 litre mobile bin per garbage collection. Additional bins are available at the relevant charge.

4. Rural and Vacant land

In relation to all properties in the Wards of Coomalie/Tortilla, Adelaide River Rural, Lake Bennett, Batchelor Rural, Batchelor Town and Adelaide River Town the annual waste management charge shall be set by Council and multiplied by the number of separate residential parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act 2008) on each allotment of land or the number 1; whichever is greater. **Vacant land will also be charged at this rate.**

BACKGROUND

NIL

COMMENT

The Rates and Charges Policy has been amended to include the Annual Garbage Charges as listed above

CONSULTATION

Finance Manager Melissa Kerr

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS.

Nil

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/007

That Council amend the Rates and Charges Policy to include the Annual Garbage Charges as per Council's Rates Declaration 2013/2014.

There are 4 categories of annual waste management charges in the shire:

Domestic

All premises within the Wards of Batchelor Town and Adelaide River Town, the service is a kerbside collection service of one garbage collection visit per week with a maximum of one 240 litre mobile bin per garbage collection. Additional bins are available at the relevant charge.

Commercial

All commercial premises within the Wards of Batchelor Town and Adelaide River Town, the service is a kerbside collection service of two garbage collection visits per week with a maximum of one 240 litre mobile bin per garbage collection. In relation to commercial premises the garbage service shall consist of two clearances per week by the number of 240 litre bins registered in Council's records to be emptied from those premises. Additional bins are available at the relevant charge.

Commercial

In relation to all commercial premises within the shire that utilise 660L garbage bins the service is a kerbside collection service of two garbage collection visits per week with a maximum of one 660 litre mobile bin per garbage collection. Additional bins are available at the relevant charge.

Rural and Vacant land

In relation to all properties in the Wards of Coomalie/Tortilla, Adelaide River Rural, Lake Bennett, Batchelor Rural, Batchelor Town and Adelaide River Town the annual waste management charge shall be set by Council and multiplied by the number of separate residential parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act 2008) on each allotment of land or the number 1; whichever is greater. **Vacant land will also be charged at this rate.**

Moved: **Clr. Turner**

Seconded: **Clr. Gray**

Carried 5/1

Clr Bulmer voted against

7.5 ANIMAL MANAGEMENT DIRECTIONS PLAN

Applicant: Batchelor Community Submission – May 2013

Location/Address: Batchelor

File Ref: CC / 209

Disclosure of Interest: Nil

Date: 8th July, 2013

Author: Lee Farrell, Chief Executive Officer

Attachments: Animal Management Directions Plan

SUMMARY

The May, 2013 meeting Council received a submission from concerned residents regarding the need to discuss and develop a Coomalie Animal Management Plan (including cats).

BACKGROUND

The submission presented to Council requested Council to work towards the development of this plan with emphasis on the following;

- Resolving and improving the overall health and well-being of the animals in the community
- Educating community member's on better animal management and care
- Increasing animal registration
- Reducing excessive dog barking at night allowing community member better sleep
- Increasing the resources for more effective Animal Management and the monitoring of the community animal welfare.
- Reducing the risk of community member , student or tourist being menaced and injured by roaming dogs
- Providing bi-yearly Vet visits
- Encouraging owners to desex their animals
- Assisting community members to work with the dog catcher to trap and remove/dispose of feral and troublesome animals.

COMMENT

The management of Dogs (and cats) is limited by the equipment and time spent in the field. Currently the Dog officer spends 4 hours a week on Dog management which includes the feeding/watering of dogs on weekends.

Council 2013/14 budget allows for additional equipment to be purchased, however any additional hours undertaking the functions contained within the management plan have not been included. The Plan now needs to go out to the Community for comment and for submissions to be received prior to it being adopted by Council. The Plan should have a proviso that the Plan cannot be fully funded. I am investigating the possibility of a “special rate” being applied to the town sites of Batchelor and Adelaide to enable the plan to be fully implemented. No costings have been carried out at this stage.

CONSULTATION

Local Government department

STATUTORY ENVIRONMENT

Local Government Act – Section 156 Special rates

- Section 11 (b) (d) Principal role of Council
- Section 12 (c) Functions of Council

Dog By- laws

POLICY IMPLICATIONS

Councils Dog Officer is engaged for 4 hours a week as part of his contact of employment.

FINANCIAL IMPLICATIONS

Council’s 2013/14 Budget estimate is \$7,600.00. No further costs have been calculated as it depends to the extent Council wish to implement this plan.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/008

That the Coomalie Animal Directions Plan is noted by Council and that public submissions are invited for a period of 21 days from the date of advertising.

Moved: Clr. Turner

Seconded: Clr. Crook

Carried

Council Comment: Residents and ratepayers to note that;

1. That the Animal Directions Plan forms only one part of Councils deliberations and the financial cost of implementing this plan must also be given careful consideration.
2. Change all reference to Animals in the plan to Dogs and Cats.

7.6 EXPRESSIONS OF INTEREST – ANNUAL AUDIT 2012/2013

Applicant:	Council Admin Manager
Location/Address:	CCGC
File Ref:	CC / 81
Disclosure of Interest:	Nil
Date:	4 th July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

As part of Councils overall review, expressions of interest were called for various functions/ services of Council.

BACKGROUND

Expressions of Interest were received from the following Companies; Lowrys, Nair Watkins, BDO, Barry Hansen to carry out Councils 2012/13 Audit.

The following quotations were received:

Lowrys	\$12,500
Nair Watkins	\$11,000
BDO	\$10,832
Barry Hansen	\$13,200

COMMENT

Expressions of interest were reviewed by Council staff and it has been recommended that Council accept Nair Watkins quotation of \$11,000 to undertake Councils 2012/13 Audit. Nair Watkins is Councils current auditor and has undertaken this task for the past 4 financial years. The contract is for two years only as Council will hopefully be implementing a new software system for 2013/14.

CONSULTATION

Finance Manager: M Kerr

STATUTORY ENVIRONMENT

The Local government Act requires Council

- To appoint an Auditor for a term between 2 – 5 years. (Section 133 4 (a))
- Fix the auditors remuneration (Section 133 4 (b))

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Budget cost for 2013/14 was \$15k – saving of \$4k

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/009

That Nair Watkins quotation of \$11,000 to provide an Audit service to the Coomalie Council for the financial year ending 30th June, 2013 be accepted.

Moved: Clr. Turner

Seconded: Clr. Gray

Carried

Council Comment: The appointment of Council's Auditor for the next 2/5 years is considered in March of 2014.

Vice President B Jones declared the meeting closed for dinner at 6.55pm

Meeting reconvened at 7.15 pm.

7.7 COOMALIE COMMUNITY GOVERNMENT COUNCIL STAFF PLAN – ORGANISATIONAL STRUCTURE

Applicant: Coomalie Council Meeting 18th June, 2013

Location/Address: G Drive /Employment

File Ref: CC / 103

Disclosure of Interest: Nil

Date: 4th July, 2013

Author: Lee Farrell, Chief Executive Officer

Attachments: Organisational Structure Plan

SUMMARY

The June meeting of Council it was requested that a Staff Plan be provided as per Section 103 of the Local Government Act.

BACKGROUND

Contact was made with the Department of Local Government and the Staff Plans refers to Councils organisational structure. Council has a current organisational plan in place and the attached document is an update of this plan. All employment positions have a position description and staff are employed on 3 year contracts with the exception of the Swimming Pool Supervisor who is a permanent employee. 3 year contracts were introduced to protect staff should Council be amalgamated.

COMMENT

The changes to the organisational structure are as follows

- Community Recreation Officer reports to the CEO (previously the Administration Manager).
- The new created position of Accounts Officer/Reception reports to the Finance Manager (previously the Administration Manager).

CONSULTATION

Administration Manager: Jo'Anne Kinter

Finance Manager: Melissa Kerr

STATUTORY ENVIRONMENT

Part 9.2 Other Staff. Section 103 of the Local Government Act states "the CEO is responsible for the appointment of staff in accordance with a staffing plan approved by the Council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The additional staffing will increase the wage cost by \$4000 pa

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/010

That in accordance with Section 103 of the Local Government Act, Council adopts the Coomalie community Government Council Organisational Structure dated 4th July, 2013.

Moved: Clr. Turner

Seconded: Clr. Crook

Carried

7.8 REGIONAL DEVELOPMENT AUSTRALIA FUND – ROUND 5

Applicant: Regional Development Australia Fund – Round 5

Location/Address: Upgrade of Bruce Jones Community Centre.

File Ref: CC / 163

Disclosure of Interest: Nil

Date: 5th July, 2013

Author: Lee Farrell, Chief Executive Officer

Attachments: Financial Costs for BJ Community Centre Upgrade

SUMMARY

The Regional Development of Australia (RDAF) has advised that Round 5 has been announced and that applications are required to be submitted by 21st July, 2013. Council allocation is \$31,694.

BACKGROUND

The upgrade of the Bruce Jones Community centre has been included as a high priority by Council with \$10K being allocated in the 2013/14 budget to undertake this work. I have obtained quotes to also purchase and erect toilets on this site as the only toilet in close vicinity is at the bowling Club (1). With the Community centre being used on a regular basis and with the scouts group being established the need for additional toilets in this area is needed.

COMMENT

Council's strategic plan provides for the upgrade of this facility to occur.

CONSULTATION

Scout Group
Rum Jungle Bowling Club
Community Recreation Officer.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The funding of this project will be as follows;

- Grant of \$31694 ,
- Council Cash Contribution \$10,000 (Budget amount)
- and Council in kind contribution.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/011

That Council endorse the CEO's action in submitting a RDAF grant application of \$31694 to undertake the upgrade of the Kitchen, Servery, Storage and toilet facilities at Bruce Jones Community Centre in Batchelor.

Moved: Clr. Turner

Seconded: Clr. Bulmer

Carried

Council Comment: Council acknowledges that there will be an ongoing cost for maintenance and repairs to this building once these improvements have been completed and these costs need to be included in the Long term Financial Plan.

7.9 COUNCIL COMMITTEES – LINGALONGA FESTIVAL COMMITTEE

Applicant:	Lingalonga Festival Committee
Location/Address:	Batchelor
File Ref:	N/A
Disclosure of Interest:	Member of the Committee
Date:	9 th July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

The establishment of Community Committees has been on the Agenda of Council since March 2013 – The groups under consideration were Lingalonga, Batchelor Museum and Adelaide River Museum

BACKGROUND

I have discussed the establishment of a Committee of Council with all the above Community groups and they are in support of being a Committee of Council to ensure that they are covered under Councils Public Liability and our personal Accident Insurance cover .To formalise this will require a resolution of Council and that it must conform with the requirements of Part 5.2 of the Local government Act.

The Lingalonga festival committee is made up of representatives from the Community and Council employees. The role of the Committee is to organise the annual Lingalonga festival which involves

COMMENT

The Committee members are:

Marilyn Morris (staff), Ros Jones, Judy McGinn, Denise Grecian-Wright, Jan Jewell, Rose Skinner, Julia Moriarty, Hilary Brett, Jan Thompson, Stacie Selwood, Sue Bulmer (Councillor), Elva Pearce, Deb Moyle, Lisa Wain and Lee Farrell (staff)

The functions of the Committee will be;

- Organise and manage the Lingalonga festival which include but not limited to the following;
 - Apply for grant funding.
 - Organise and carry out fund raising activities.
 - Conduct regular meetings with recorded minutes (copy to Council to be provided)
 - Conduct own bank account with an audited statement at the end of each festival.
 - Organise Volunteers to undertake specific tasks before, during and after the festival.
 - Coordinate and allocate sites for all stall holders. Monitor and ensure all holders, artists and workshop facilitators have the appropriate insurance cover.
 - All changes to Committee members to be approved by Council.
 - Volunteers Insurance cover –
 - Provide a list on the names of volunteers and ages (18-65yrs is insurance cover)
 - Ensure the activities to be carried out by the volunteer are within their capabilities
 - Record times and locations of when and where volunteers are performing their duties.
 - Conduct a tool box meeting at the commencement of the event.
 - Any other functions that are in accordance with the needs of the festival
 - Prepare an annual festival budget for the information of Council.
 - Expend monies in accordance with the festival committee annual budget.

CONSULTATION

Lingalonga Festival Committee Coordinator.

STATUTORY ENVIRONMENT**Part 5.2 Council committees*****Section 54 Council committees***

- (1) A council may establish council committees.
- (2) A council committee consists of the persons appointed by the council to be members of the committee.
- (3) The members of a council committee may consist of, or include, persons who are not members of the council.
- (4) The terms and conditions on which a person holds office as a member of a council committee are to be as determined by the council.
- (5) The council may abolish a council committee.

Section 55 Nature of committee's functions

- (1) A council committee has the functions assigned to the committee by the council.
- (2) The assigned functions may be of an executive or advisory nature.
- (3) An executive committee carries out, on behalf of the council, functions delegated to it by the council.

Section 56 Control and direction by the council

A council committee is subject to control and direction by the council.

Section 57 Procedure

Subject to any direction by the council, a council committee may determine its own procedures. Council members may be appointed to such committees but need not necessarily be so appointed. There are no ex officio members (that is no members are automatically members simply by virtue of being a council member or holding some other office).

185 This, together with section 32 of the Act, indicates that council committees are capable of exercising the delegated powers and functions of the council and are not just advisory.

186 Also refer to section 32 of the Act for further detail on delegations and the limitations thereon.

Note

A member of the council's staff is eligible for appointment as a member of a council committee (even though staff members may be disqualified from membership of the council itself).

Section 32 – Delegation power of Council to Committees

POLICY IMPLICATIONS

The Committees of Council come under Councils Code of Conduct

FINANCIAL IMPLICATIONS

The Community Committees will come under Councils Public Liability insurance and personal Accident.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/012

That in accordance with Part 5.2 of the Local Government Act, Council establishes the Lingalonga Festival Committee as a Committee of Council. Further the following people be appointed members of this Committee: Marilyn Morris (Council staff), Ros Jones, Judy McGinn, Denise Grecian-Wright, Jan Jewell, Rose Skinner, Julia Moriarty, Hilary Brett, Jan Thompson, Stacie Selwood, Sue Bulmer (Councillor), Elva Pearce, Deb Moyle, Lisa Wain, Lee Farrell (Council staff) and that the following functions be assigned to this committee.

Organise and manage the Lingalonga Festival which include but not limited to the following:

- 1 Apply for grant funding.
- 2 Organise and carry out fund raising activities.
- 3 Conduct regular meetings with recorded minutes (copy to Council to be provided).
- 4 Conduct own bank account with an audited statement at the end of each festival.
- 5 Organise Volunteers to undertake specific tasks before, during and after the festival.
- 6 Coordinate and allocate sites for all stall holders. Monitor and ensure all holders, artists and workshop facilitators have the appropriate insurance cover.
- 7 Committee member changes to be approved by Council.
- 8 Volunteers Insurance cover:
 - Provide a list on the names of volunteers and ages (18-65yrs is insurance cover).
 - Ensure the activities to be carried out by the volunteer are within their capabilities.
 - Record the times and locations of when and where volunteers are performing their duties.
 - Conduct a tool box meeting at the commencement of the event.
- 9 Any other functions that are in accordance with the needs of the festival.
- 10 Prepare an annual festival budget for the approval of Council.
- 11 Expend monies in accordance with the festival committee annual budget.

12	Preparation of Business Plan for the future.	
13	Councils financial commitment is in accordance with the Annual Budget.	
Moved:	Clr. Turner	
Seconded:	Clr. Jones	Carried

7.10 REVIEW OF ACTION ITEMS LIST JULY - 2013

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Action Items List July, 2013

7.11 BEATRICE BUFFALO PTY LTD

Applicant:	Beatrice Buffalo Pty Ltd
Location/Address:	Humpty Doo
File Ref:	
Disclosure of Interest:	Nil
Date:	11th July, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

The following RESOLUTION 19/02/2013/20 was agreed to by Council and the lessee are seeking an amendment to such resolution;

That Council agree to lease Lot 2830 to Beatrice Buffalo Pty Ltd (Geoff and Sharon Arthur) in Hundred of Goyder in accordance with the following conditions;

- Road Access into the property (northern boundary of Lot 2830 on Gazetted but unmade road.) to be undertaken at the expense of the applicant and to be a private track and not for public access until such time as the road has been developed to Councils approved standard of construction suitable for public use.*
 - Lease that portion of land being Lot 2830 at Rum Jungle Lake and as delineated in yellow on the attached plan for a period of up to 5 years with an option of an extension at an annual fee to be negotiated between the applicant and Council.*
 - Carry out Fencing of Lot 2830 at the lessee cost in accordance with the attached plan and the fencing to be approved by Councils Operation Manager.*
 - Carry out the necessary weed management program to ensure all weeds are maintained.*
 - Erect Council approved signage on Poett roadside verge.*
- That a lease agreement is prepared by the CEO incorporating all the above conditions and the cost of preparing this lease agreement is at the applicant's expense*

BACKGROUND

The lessees have sought Council's consideration to a lease of 5 years with an option of 5 years.

COMMENT

This was not agreed to in the initial negotiations as per the above resolution of Council. The agreement has been prepared and with the following change the lessees are ready to sign. The information has been sent to all Councillors and I did receive 4 responses in favour of a 5/5 year lease. This now needs to be confirmed by Council.

CONSULTATION

Councillors by email

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/013

That Council agree to lease Lot 2830 to Beatrice Buffalo Pty Ltd (Geoff and Sharon Arthur) in Hundred of Goyder in accordance with the following amendment; The term of the lease of Lot 2830 to be five years with a five year option. The original wording in relation to the term of lease as contained within RESOLUTION 19/02/2013/20 being "*with an option of an extension at an annual fee to be negotiated between the applicant and Council*" be deleted.

Moved: Clr. Turner

Seconded: Clr. Bulmer

Carried

7.12 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/66
Disclosure of Interest:	Nil
Date:	16 July, 2013
Author:	Lee Farrell CEO
Attachments:	Nil

SUMMARY

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

Moved Clr. Turner, Seconded Clr. Crook that Boundary Consultation/Expansion be a standing item on the council agenda until resolved. Council supports making this a priority for council. Clr. Turner has undertaken to provide the initial structures for our decision making.

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

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

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

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

No action taken at 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.

14th 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

20th 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

13th 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.***

8th March 2013

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

May 2013

Information on the number of lots, roads etc in the unincorporated land area has been requested from the Dept. of Local Government.

July 2013

Information on the number of lots in the unincorporated land area has not been received.

CONSULTATION

Shire President – Andrew Turner
Department of Local Government NT

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

Council Comment: That once the 2012/13 Annuals have been completed, Councils Finance manager Mrs M Kerr will commence work on the development of Financial Plans for the inclusion of the unincorporated Land

into the Coomalie Shire. Once this has been achieved Public meetings with residents in the area will be convened. It is anticipated that these meetings will be held in mid September 2013.

7.13 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CEO
Date:	9 July, 2013
Author:	Lee Farrell Chief Executive Officer.
Attachments:	Flood damage quotes Council Owned Property Complaints Register

SUMMARY

Chief Executive Officer's report for the Ordinary General Meeting held 16 July, 2013.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/014

That Council receives and notes the CEO's Activity Report 11th June, 2013 to 11th July, 2013.

Moved: Clr.

Seconded: Clr.

CEO Activities Report 11th June, 2013 to 11th July, 2013

1. Grant Funding

Applications have been made for the following grants;

- Regional development Australia Fund – Round 5 Grant program "Upgrade of Bruce Jones Community Centre \$31,694 (max amount)
- Dept. of Sport & recreation, Capital Works. \$50,000 to continue with the upgrade work at the Batchelor Swimming Pool (max amount)
- Dept. of Sport & Recreation, Equipment Grants : \$10,000 to erect shades and seating at the Rum Jungle Bowls Club
- Received a Flood damage grant of \$99,000 for works on Coach, Cheeney and Heather- Lagoon Roads. Quotations are being received for this work.(Refer to attached spread sheet)

2. Town Planning Issues.

Meeting held with Gary Nairn Chairman of the NT planning Commission, Wendy Smith from Elton Consulting, Cr M Corliss, Robbie Bright and myself on 25th June, 2013 to discuss the new way forward in regards to Town Planning in the NT. Following this meeting Elton Consulting have submitted a new proposal which has been endorsed by Gary Nairn:

- i. Update the Council History as necessary to inform the Consultation paper.
- ii. Create a structure of the Consultation paper.
- iii. Utilise the existing Planning Concepts and updated information to write the Consultation paper.

- iv. Continue to Liaise with both the Planning Commission and Dept. of Planning to coordinate the structure and content of the Consultation paper and directions for the Land use plan.
- v. Completion of Coomalie Developer Contribution Plan.

The Consultation paper will also require community consultation to ensure all the issues have been captured.

The other discussion points at the meeting were as follows;

- Adelaide River town site – suggested the Town site boundary should remain as is.
- Batchelor town site – amend the town site boundary to include the new development. The inclusion of a clause to retain Batchelor as a “Village” may be difficult to apply and enforce. The Consultant will investigate.
- Native Title – Continue with the Planning proposals – The native title issues will be resolved in time.
- New Greater Darwin Regional plan is being developed and Council’s new plan will be incorporated into such.

3. Waste Disposal Sites – Batchelor and Adelaide River.

- i. Despite constant emails and discussions with Hon Gary Higgins the Native Title issues has not progressed.
- ii. I have sent an email to the Department of Land, Planning and the Environment seeking a 5 year lease of these two sites so that work can commence in the way of raising a Loan.

The response was No until native title is resolved. I have also sent the following email;
Since the June meeting I have made every endeavour to organise a meeting with the Minister for Lands but this has not been achieved. I believe we now just go straight to the Northern Land Council and request an immediate decision.

- iii. Contact has been made with the NLC.

4. RDAF – Meeting to fence the Snake Gully Creek Area

Despite constant emails and discussions with Hon Gary Higgins the Native Title issues has not progressed.

Will form part of the Northern land Council meeting if this can ever be arranged?

5. Darwin Correctional Centre.

Met with Phil Brown and DCC representatives in Adelaide River on 14th June, 2013. Business from the meeting;

- i. Nominations for the Community Liaison Committee (Voluntary positions) will be readvertised.
- ii. Develop a list of Projects that could be developed
- iii. Camp will be dismantled on 30th June, 2013 and return approx. 31st August, 2013.

Council Comment : The CEO to submit Clr’s Andrew Turner (Rural Area) and Dave Gray (Lake Bennett area) names to be part of the Community Liaison Committee .

6. Digital TV Changeover Adelaide River.

- a. Had a telephone meeting with representatives from Digital TV changeover re Adelaide River. They advised that 93 householders use the TV facility yet only 17 have responded to the change over proposal. The total cost will be \$250 for those households that receive the exiting analogue service. The completion of the forms needs to be undertaken now or before the 24/9/13. The changeover will be 10/1/2014 but if the applications are not completed by the September date there is NO GUARANTEE that the changeover will be completed in time for the digital service i.e. they will not receive a TV service.
- b. All the above information is being published in the Stop Press.
- c. Public meeting will be held in the Adelaide River Library on Sunday 21st July. Public Notices have been sent out.

7. Staff Changes

Interviews have been completed for the two vacant positions on Council. We received 8 applications for each position and interviewed 4 applicants for each position.

The successful applicants were;

Part time Position – Receptionist/Admin Officer Marg Hodgetts.

Part Time Position - Senior Administration Officer Jasmine McGinness

The new staff and Stacey as **Accounts Officer** will commence their roles on Wednesday 24th July, 2013.

8. Use of Tyre Bales

Clr Gray has been pursuing the use of tyre bales as a cheap alternative for the carrying out of road works in wet areas. I have forwarded the relevant information to the Department of Environment for their comments.

RESOLUTION 16/07/2013/015

That Council write to the Department of Lands, Planning and the Environment advising them of the intention to use tyre bales in the road construction and maintenance process.

Moved: Clr Turner

Seconded: Clr. Gray

Carried

9. Nomination to NT Grants Commission

I refer to my email on 24 June 2013, regarding nominations for the NT Grants Commission.

LGANT Emailed as follows

"For your information, the Minister has requested 3 nominations by the end of July. LGANT has written to the Minister explaining its protocols - that it needs at least 2 months to call for nominations as some shires only meet bi-monthly and to give them time to respond appropriately to this call for nominations, it would be handled at the Executive meeting scheduled for 20 August 2013. There is a bit of pressure on LGANT to put forward three nominations by the end of July so the earlier you can get the nominations to me, the better, just in case we are requested to meet the deadline."

Please let me know if you need any more information

10. Accounting Software Upgrade.

- a. Melissa Kerr and I have viewed Software from Civica (Practical Plus and Authority) and discussed with CouncilBiz their proposal to manage our accounting system. All companies will be submitting proposals for consideration by Council.
- b. A submission has been forwarded to the Dept. of Local Government seeking a financial contribution towards the cost of Council upgrading its Accounting Software to bring it into line with other NT Shires. The submission has sought a cash contribution of
 - i. Practical Plus \$ 126,580 with Council to meet the \$ 25,223 annual license support cost ,OR
 - ii. Authority \$ 190,494 with Council to meet the \$20,550 annual license and support cost.

11. Tree Survey – Batchelor and Adelaide River Town site.

- a. The issue of trees has gain surfaced following the tragic accident on 1st July, 2013. Council staff some 6 months ago marked numerous dead trees that are located within our park areas and on Crown and Museum Land. (Note: the 1st July tree was not marked by Council staff as it was not of concern.)
- b. Trimming of trees also needs to be undertaken on an annual basis to ensure it does not affect traffic on Council's town site streets.

I seek Council's direction as only \$5000 has been provided in our 2013/14 Budget to undertake any of the above work.

RESOLUTION 16/07/2013/016

That the CEO be instructed to carry out the tree maintenance program.

Moved: Cllr Jones

Seconded; Cllr Crook

Carried

12. Council Owned property

- a. As per a request from the June, 2013 meeting, I have attached a list of Council owned property for consideration. The attached Spread sheet depicts this information.

13 Council Functions

- August 2, 3 & 4: Lingalonga Festival – Batchelor 60th Anniversary.
- Sunday 21st July 1-2pm Digital TV Switchover information session at Adelaide River Library.

14. Complaints Register

The Complaints register is attached for Councillors information.

15. Dates to remember;

- 16th July, 2013 TOPROC Meeting.
- 26th July Rosella Fair in Adelaide River.
- NT Picnic Day – Adelaide River 5th August, 2013.

16. Tribute to Kylie Turner

The 1st July will be a date we will all remember as when one of the most tragic events that we could all experience – the news of the loss of Kylie Turner.

Kylie was one of those staff members that you would never forget, she had a bubbly personality, worked hard to ensure everything was done to a high standard, loved to laugh and enjoy everyone's company. Was conscientious and thoroughly enjoyed her role as Leading Hand for the Council. She was "everyone's go to person" – nothing was ever too much to do, whether it was working on a public holiday to clean up after an event, having the chairs and tables onsite and set up for all Council events, sitting on a mower, blowing down the Council car parks, cleaning out the sewerage pit, managing prisoners, bitumen patching, putting up signs, cooking at Council events, local schools or clubs – If the job had to be done, Kylie did it. We will miss that laugh, that offer to help, that team player approach, that never say no attitude. We look around now and it is us who have to do it or find someone else. God you took our best helper, mother and community member. Whatever you have in store for her she will be your number one.

Kylie – we all say thank you for being our friend and colleague – we love and miss you and will always remember you especially when the fireworks explode on 1st July and we look to the heavens to see your smiling face and listen for that cheeky laugh on firecracker night.

Cllr B Jones stated that Kylie Turner was a great team member of the Council and Community member and passed Councils condolences onto Cr Andrew Turner and his family in their sad loss. A minute silence was held to enable Councillors and Staff to reflect on Kyli's achievements and to remember her as a great colleague and community person.

RESOLUTION 16/07/2013/017

That Council place a remembrance plaque for Kylie Turner both outside the Tourist Information Centre in Batchelor and in the Memorial Garden.

Moved: Clr .Bulmer

Seconded: Clr. Gray

Carried

8 FINANCE REPORTS**8.1 PAYMENT REGISTER**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 July, 2013
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

As part of the monthly reporting procedures a full listing of cheques and EFT payments made is submitted to Council.

BACKGROUND

Attached is a listing of accounts paid from 1st – 30th June, 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 16/07/2013/018

That Council approve and pass for payment the June 2013 payment register totalling \$ **263,285.80**

Moved: Clr. Crook

Seconded: Clr. Gray

Carried

Coomalie Community Government Council

Payment Register

June 2013

Date	Reference	Details	Amount
2/06/2013	4896	Commonwealth Bank of Australia	4.65
3/06/2013	4897	Commonwealth Bank of Australia	47.82
4/06/2013	4899	Visa - Truck & Ute Rego, Diesel, Court Fee	1,920.87
6/06/2013	5260	Howard & Sons Pyrotechnics Pty	1,425.00
6/06/2013	4898	Commonwealth Bank of Australia	1.10
11/06/2013	G/L Consolidate	Payroll	17,244.90
11/06/2013	5261	Airpower (NT) Pty Ltd	174.78
11/06/2013	5262	AJ Couriers & Haulage Pty Ltd	60.50
11/06/2013	5263	Andrew Dudley Enterprises (ADV	2,860.00
11/06/2013	5264	Area IT Solutions	214.50
11/06/2013	5265	Adelaide River Freight Service	192.50
11/06/2013	5266	Artcraft Urban Group Pty Ltd	3,630.00
11/06/2013	5267	RWA Exact	123.75
11/06/2013	5268	Attache Software Australia Pty	197.50
11/06/2013	5269	Dannah Pty Ltd	493.00
11/06/2013	5270	Batchelor Service Centre	347.00
11/06/2013	5271	Cr. Sue Bulmer	350.00
11/06/2013	5272	Bunnings Building Supplies P/L	1,154.83
11/06/2013	5273	Cr. Max Corliss	350.00
11/06/2013	5274	Cridlands	11,023.80
11/06/2013	5275	Cr. Ewan Crook	350.00
11/06/2013	5276	Darwin Business School	1,052.00
11/06/2013	5277	Darwin & District Plumbing	313.50
11/06/2013	5278	B Evans	1,480.00
11/06/2013	5279	Fin Bins	5,196.32
11/06/2013	5280	Cr. Dave Gray	350.00
11/06/2013	5281	Higgie Mechanical Engineering	1,629.78
11/06/2013	5282	HSS NT Pty Ltd	15,840.00

11/06/2013	5283	Cr Bruce Jones	750.00
11/06/2013	5284	DT & MG Kerr	6,545.00
11/06/2013	5285	Leonie Norrington	110.00
11/06/2013	5286	Intergrated Land Information S	40.00
11/06/2013	5287	OfficeMax	289.98
11/06/2013	5288	Portner Press Pty Ltd	77.00
11/06/2013	5289	RS Gardening Care	14,424.66
11/06/2013	5290	Shadetech	3,223.00
11/06/2013	5291	NT Rural Pty Ltd TA Territory	2,607.00
11/06/2013	5292	Think Water	301.58
11/06/2013	5293	Andrew Turner	1,333.00
11/06/2013	5294	Veolia Environmental Services	2,398.44
11/06/2013	184	Australian Super	1,275.81
11/06/2013	185	Hesta Superannuation Fund	497.50
11/06/2013	186	Hostplus Superannuation Fund	74.22
11/06/2013	187	PowerWater	4,098.11
11/06/2013	188	Rest Industry Super	485.70
11/06/2013	189	Telstra	1,754.53
11/06/2013	190	TWU Nominees Pty Ltd	420.76
11/06/2013	4901	Andrew & Kylie Turner	25.00
12/06/2013	5295	Air Liquide WA Pty Ltd	81.13
12/06/2013	5296	Adelaide River Auto Port	184.74
12/06/2013	5297	Area IT Solutions	715.00
12/06/2013	5298	Bunnings Building Supplies P/L	666.71
12/06/2013	5299	Darwin Office Technology	93.32
12/06/2013	5300	Bruce Mason	2,524.50
12/06/2013	5301	NT News	832.80
12/06/2013	5302	NT Rural Pty Ltd TA Territory	4,452.80
12/06/2013	191	Australian Super	839.04
12/06/2013	192	Hesta Superannuation Fund	349.46
12/06/2013	193	Hostplus Superannuation Fund	119.52
12/06/2013	194	Motor Vehicle Registry	646.40
12/06/2013	195	PowerWater	76.88
12/06/2013	196	Rest Industry Super	329.15
12/06/2013	197	Sunsuper Pty Ltd	63.30
12/06/2013	198	TWU Nominees Pty Ltd	286.56
12/06/2013	5303	NT Rural Pty Ltd TA Territory	5,190.46
13/06/2013	5305	Artcraft Urban Group Pty Ltd	1,379.40
13/06/2013	5306	Shade and Play	47,167.00
17/06/2013	4902	Commonwealth Bank of Australia	6.16
17/06/2013	4903	Commonwealth Bank of Australia	27.72
17/06/2013	4904	Commonwealth Bank of Australia	9.24
18/06/2013	5307	Super Toyworld Darwin	606.81
18/06/2013	5308	Territory Steel	1,456.00
20/06/2013	4895	Local Govt Super Scheme	1,139.27
24/06/2013	458663	Petty Cash Reimbursements	1,215.55
25/06/2013	G/L Consolidate	Payroll	18,975.88
26/06/2013	5309	Adelaide River Towing	1,979.00
26/06/2013	5310	Adelaide River Primary School	1,210.00
26/06/2013	5311	RWA Exact	123.75
26/06/2013	5312	B P Australia Limited	2,211.68
26/06/2013	5313	Bunnings Building Supplies P/L	2,142.71
26/06/2013	5314	Dymocks Casuarina	399.76
26/06/2013	5315	Fin Bins	1,650.00

26/06/2013	5316	Victor Fox	700.00
26/06/2013	5317	Gymnastics NT Association	214.20
26/06/2013	5318	Harvey Distributors	32.89
26/06/2013	5319	Kirsty Higgins	1,348.91
26/06/2013	5320	Howard & Sons Pyrotechnics Pty	1,425.00
26/06/2013	5321	Intergrated Office Design & In	616.00
26/06/2013	5322	ISS Hygiene Services Pty Ltd	1,197.90
26/06/2013	5323	Koori Kids Pty Limited	218.30
26/06/2013	5324	Northern Revegetation	2,500.00
26/06/2013	5325	Norsign NT	314.86
26/06/2013	5326	OfficeMax	220.74
26/06/2013	5327	Shadetech	6,413.00
26/06/2013	5328	Stockwell Water and Gas PTY LT	1,173.00
26/06/2013	5329	Super Toyworld Darwin	190.91
26/06/2013	5330	WA Local Super	1,925.21
26/06/2013	5331	WA Library Supplies	3,539.00
26/06/2013	5332	Worksense Darwin	310.78
26/06/2013	199	Telstra	2,228.01
28/06/2013	5333	Adelaide River Inn	240.00
28/06/2013	5334	Cr. Sue Bulmer	350.00
28/06/2013	5335	C-MAX Cinema's Pty Ltd	240.30
28/06/2013	5336	Cr. Max Corliss	350.00
28/06/2013	5337	Cr. Ewan Crook	350.00
28/06/2013	5338	DVA Fabrications	700.00
28/06/2013	5339	Fin Bins	5,196.32
28/06/2013	5340	Gaz NT Pty Ltd	1,925.00
28/06/2013	5341	Cr. Dave Gray	350.00
28/06/2013	5342	Cr Bruce Jones	750.00
28/06/2013	5343	Mitchell Refrigeration & Air C	4,180.00
28/06/2013	5344	OfficeMax	88.40
28/06/2013	5345	RS Gardening Care	12,675.66
28/06/2013	5346	Stratco (N.T.) Pty Ltd	199.00
28/06/2013	5347	Andrew Turner	1,333.00
28/06/2013	5348	World of Sport Wholesalers P/L	431.25
28/06/2013	200	PowerWater	1,447.07
Total			\$ 263,285.80

8.2 FINANCE AND GRANT REPORT, FINANCIAL SUMMARY REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 July, 2013
Author:	Melissa Kerr, Finance Manager
Attachments:	Detailed Financial Summary

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 30th June 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 16/07/2013/019

That Council receive and note the financial and grant report and financial summary report to 30th June 2013.

Moved: Clr. Turner

Seconded: Clr. Corliss

Carried

--

Coomalie Community Government Council

Financial Report for the period ending 30th June 2013

Cash at Bank	
Cash on Hand	\$ 2,000.00
Cheque Account	\$ 279,573.67
Investment Account	\$ 985,234.31
Total Cash at Bank	\$ 1,266,807.98

Debtors	Current	30 Days	60 Days	90 Days	
Trade	2,989.20	2,200.00	-	-	\$ 5,189.20
Rates	-	-	-	131,562.47	\$ 131,562.47
Total Debtors					\$ 136,751.67

Creditors	Current	30 Days	60 Days	90 Days	
Trade	123,950.51	-	-	-	\$ 123,950.51
Total Creditors					\$ 123,950.51

Reconciliation of Funds	
Balance as per General Ledger	\$ 281,573.67
Add outstanding Debtors	\$ 136,751.67
Less outstanding Creditors	\$ 123,950.51
Add Investment Account	\$ 985,234.31
Less Grants Received in Advance	\$ 429,821.00
Total Cash & Receivables Available	\$ 849,788.14

Coomalie Community Government Council
Grant Report for the period ending 30th June 2013

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
15/06/2009	Developer Contribution Scheme	NTG	\$ 53,500.00	\$ 53,500.00	\$ -	Finalised
27/03/2012	Skate Ramp Grant - SPG	NTG	\$ 46,000.00	\$ 46,056.82	\$ -	Acquitted
27/06/2012	Adelaide River Access Playground	SPG - Dept Local Government	\$ 54,510.00	\$ 57,698.00	\$ -	Acquitted
13/07/2012	Mimosa on the Adelaide River Grant	Territory Natural Resource Mgt	\$ 19,000.00	\$ 25,204.00	\$ -	Acquitted
4/10/2012	CCCC Recycling in Coomalie Grant	Keep Australia Beautiful Council	\$ 9,090.91	\$ 4,629.00	\$ 4,461.91	30/06/2013
22/11/2012	EnvironmeNT Grant Gamba	Dept Lands Planning & Environment	\$ 10,000.00	\$ 10,000.00	\$ -	Acquitted
1/03/2013	Batchelor Swimming Pool Upgrade	SPG - Dept Local Government	\$ 50,000.00	\$ 10,925.46	\$ 39,074.54	30/06/2013
25/04/2013	Anzac Day	Dept of Chief Minister	\$ 7,700.00	\$ 10,522.22	\$ -	Acquitted
3/05/2013	Boundary Expansion Project	SPG - Dept Local Government	\$ 10,000.00	\$ -	\$ 10,000.00	30/06/2013
3/05/2013	Footpaths Adelaide River	SPG - Dept Local Government	\$ 247,500.00	\$ 76,577.65	\$ 170,922.35	30/06/2013
31/05/2013	Youth Week - History Rocks 1953	Dept of Chief Minister - OYA	\$ 2,000.00	\$ 155.99	\$ 1,844.01	31/07/2013
19/06/2013	Seniors Week 2013	Dept of Chief Minister - OST	\$ 1,800.00	\$ -	\$ 1,800.00	31/08/2013
25/06/2013	Lingalonga Festival	Dept of Arts and Museums	\$ 12,840.00	\$ -	\$ 12,840.00	31/08/2013
			\$ 523,940.91	\$ 295,269.14	\$ 240,942.81	
					Cash and Receivables	\$ 1,279,609.14
					Less Unspent Grants & Subsidies	\$ 240,942.81
					Less Grants Received in Advance for 2013/14	\$ 429,821.00
					Cash Available to Council	\$ 608,845.33

Coomalie Community Government Council					
Monthly Financial Summary					
June 2013					
Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
110 ADMINISTRATION					
110 3899	TOTAL INCOME	2,129	1,282,034	1,258,384	1,165,120
110 4999	TOTAL EXPENSES	55,509	647,404	703,250	800,249
110 5000	SURPLUS / (DEFICIENCY) 110	(53,380)	634,630	555,134	364,871
210 PUBLIC CONVENIENCES					
210 4999	TOTAL EXPENSES	9,624	59,639	80,950	83,948
210 5000	SURPLUS / (DEFICIENCY) 210	(9,624)	(59,639)	(80,950)	(83,948)
211 SANITATION AND GARBAGE					
211 3899	TOTAL INCOME	987	278,189	278,811	251,856
211 4999	TOTAL EXPENSES	37,533	219,966	243,691	187,201
211 5000	SURPLUS / (DEFICIENCY) 211	(36,546)	58,223	35,120	64,655
212 CEMETERIES					
212 3899	TOTAL INCOME	0	2,136	250	2,032
212 4999	TOTAL EXPENSES	200	2,901	7,800	4,944
212 5000	SURPLUS / (DEFICIENCY) 212	(200)	(765)	(7,550)	(2,912)
310 PARKS AND GARDENS					
310 3899	TOTAL INCOME	132	5,757	4,382	30,062
310 4999	TOTAL EXPENSES	14,447	184,312	186,470	319,023
310 5000	SURPLUS / (DEFICIENCY) 310	(14,315)	(178,555)	(182,088)	(288,961)
311 LIBRARIES					
311 3899	TOTAL INCOME	0	48,858	48,858	47,316
311 4999	TOTAL EXPENSES	10,633	47,206	47,000	47,671
311 5000	SURPLUS / (DEFICIENCY) 311	(10,633)	1,652	1,858	(355)
312 SPORT AND RECREATION					
312 3899	TOTAL INCOME	203	71,192	71,330	598
312 4999	TOTAL EXPENSES	58,712	184,061	214,497	88,927
312 5000	SURPLUS / (DEFICIENCY) 312	(58,509)	(112,869)	(143,167)	(88,329)
313 SWIMMING POOL					
313 3899	TOTAL INCOME	245	56,843	55,000	3,247
313 4999	TOTAL EXPENSES	3,840	90,817	157,190	112,416
313 5000	SURPLUS / (DEFICIENCY) 313	(3,595)	(33,974)	(102,190)	(109,169)
314 COMMUNITY RECREATION					
314 3899	TOTAL INCOME	391	35,738	34,139	86,810
314 4999	TOTAL EXPENSES	6,299	123,195	83,080	99,045
314 5000	SURPLUS / (DEFICIENCY) 312	(5,908)	(87,457)	(48,941)	(12,235)
410 ROADS					
410 3899	TOTAL INCOME	99,000	737,315	390,420	384,224
410 4999	TOTAL EXPENSES	145,285	527,211	817,730	765,196
410 5000	SURPLUS / (DEFICIENCY) 410	(46,285)	210,104	(427,310)	(380,972)
510 STREETLIGHTING					
510 4999	TOTAL EXPENSES	2,255	6,765	9,200	9,049
510 5000	SURPLUS / (DEFICIENCY) 510	(2,255)	(6,765)	(9,200)	(9,049)
511 TOURISM, PARKING AND OTHER					
511 3899	TOTAL INCOME	14,576	33,478	23,000	19,316
511 4999	TOTAL EXPENSES	7,231	38,644	55,170	64,840
511 5000	SURPLUS / (DEFICIENCY) 511	7,345	(5,166)	(32,170)	(45,524)
512 DOG MANAGEMENT					
512 3899	TOTAL INCOME	279	3,054	2,100	839
512 4999	TOTAL EXPENSES	1,317	4,768	5,200	5,455
512 5000	SURPLUS / (DEFICIENCY) 512	(1,038)	(1,714)	(3,100)	(4,616)

Acc Code	Account Description	Month Actual	YTD Actual	12/13 Budget	11/12 Actual
513 GLYPHOSATE					
513 3899	TOTAL INCOME	0	6,145	10,000	11,177
513 4999	TOTAL EXPENSES	(600)	0	10,000	10,496
513 5000	SURPLUS / (DEFICIENCY) 513	600	6,145	0	681
514 GAMBA AND WEED MANAGEMENT					
514 3899	TOTAL INCOME	0	29,000	27,091	0
514 4999	TOTAL EXPENSES	10,062	22,714	27,091	0
514 5000	SURPLUS / (DEFICIENCY) 514	(10,062)	6,286	0	0
900 3899	TOTAL INCOME	117,942	2,589,739	2,203,765	2,002,596
900 4999	TOTAL EXPENSES	362,224	2,159,603	2,648,319	2,679,031
900 5000	SURPLUS / (DEFICIENCY)	(244,282)	430,136	(444,554)	(676,435)

Please note that asset purchases, disposals, depreciation and accrual journals have not been processed in the above figures.

9 ADMINISTRATION REPORTS

9.1 USE OF COMMON SEAL

Nil

9.2 COMMUNITY RECREATION OFFICER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\ CRO
Disclosure of Interest:	Nil
Date:	17 July, 2013
Author:	Marilyn Morris, Community Recreation Officer
Attachments:	NIL

SUMMARY

Community Recreation Officer reports for the Ordinary General Meeting 17 July, 2013.

CRO Report for June/July 2013

Monthly Markets – Being held on 14th July, along with the Classic Holden Car Club coming to play cricket and also the little tackers playing some footy for an hour or two from 9am. Will be discussing with marketeers if they would like to have the usual Sunday monthly market on August 11th or come to the Lingalonga Festival on Sat 3rd instead. If really keen, we can do both.

Friday Night Fun – 12th July - a quick sausage sizzle and then trekking to Adelaide River for the Darwin Chorale performance. Next get together on 19th July or 9th August. We have been invited to attend Woolanig Homelands Christian College for a Friday night activity, which would be a good opportunity to strengthen our relationship with the College. Need to seek further sponsorship to continue to provide a bar-b-q for the local children. Any suggestions most welcome.

Lingalonga Festival and 60 years preparations - Weekly meetings and healthy attendance of committee members is ensuring that we have plans well in hand. Seeking volunteers to help monitor the giant sandpit, conduct surveys on Festival Day, general helpers and also a bus driver to pick up and return the Grey Panthers Dance Troupe on Saturday.

School Holiday Program – Progressing well with good attendance and adult volunteer helpers giving a hand. The program finishes on 19th July.

Seniors Month – Invitations were sent out on Thursday 11th July for two activities on 9th August and 21st August. First visit on 9th to the Darwin Museum and lunch at Cornucopia Restaurant. Second visit to Adelaide River ARSS Club for an early evening meal and live performance by ‘Me and Me Mates’.

VOTING REQUIREMENT

Simple majority

RESOLUTION 16/07/2013/020

That Council receives and notes the Community Recreation Officer’s reports for June/July 2013.

Moved: **Clr. Crook**

Seconded: **Clr. Turner**

Carried

10 LATE REPORTS

11 COUNCIL REPORTS

12 CONFIDENTIAL ITEMS

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

13 GENERAL BUSINESS

13.1 Ex Cr J Bligh

ACTION: Council to send ex Councillor John Bligh a get well card.

14 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 20th August, 2013.

Vice President Bruce Jones declared the meeting closed at 10.00pm