



AGENDA

ORDINARY COUNCIL MEETING

17 September, 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 its right.

Signed: Lee Farrell Chief Executive Officer

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 17th September, 2013 AT 6.00PM

President of the Shire Council Andrew Turner declared the meeting open at 6.00pm 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

Acting Chief Executive Officer	Melissa Kerr
Administration Manager	Jasmine McGinness

PERSONS PRESENT

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held 17 September, 2013.

Clr Bruce Jones apologies in advance for his absence from the September OGM.

BACKGROUND

Not applicable.

COMMENT

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

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receive and notes elected member Clr Bruce Jones apologies and grants a leave of absence for the Ordinary General Meeting held 17 September, 2013.

Moved: Clr.

Seconded: Clr.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	
Date:	17 September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

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

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

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

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 &s74 (Elected Members).

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

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 17 September, 2013.

Moved: Clr.

Seconded: Clr.

4 PETITIONS AND DEPUTATIONS

Nil

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 20 AUGUST, 2013.

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 September, 2013
Author:	Jasmine McGinness Senior Administration Officer
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held 20th August 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

RECOMMENDATION

That the minutes of the Ordinary General Meeting held 20th August 2013 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr.

Seconded: Clr.

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Date:	17 September, 2013
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

Operations Manager's report for the Ordinary General Meeting held 17th September, 2013.

Operations Manager Report – 11th September 2013

Roads:

Cheeney Roads floodway's seals have been done, the re sheet work is also completed, Coach Road re sheeting 1.3km has been finished also, 200m still to be done at the Adelaide River end and this will be done when the machinery gets back down that end.

Poet and Scott Roads still to do, will be done while the gear is at this end. Shoulder work on Miles Road will also be completed in this period of work. Water grade, roll will start when the rain starts.

Dumps:

Adelaide River dump is working well, and when I complete the Batchelor Transfer Station, Adelaide River's transfer station will be put in, I would like to wait until prisoners get back as I will need labour for this work.

Batchelor – the transfer station pad has gone in and the walls should be finished by the time you read this, the approach to the pad is ready for 150 compacted top to go on. Had to dig a new slot to get enough fill for job, would like councillors to have a look at this.

Toilets:

The town toilet block near Batchelor Tavern have been connected to the sewer main and seems to be working okay.

Adelaide River toilets will be closed the end of the month for repairs and upgrade if contractors are available.

Sprinklers:

Working on fixing the sprinkler system around oval so the grass will grow back.

Swimming Pool:

All the new electrical and safety work on the pump room has been completed and is running well, the pool toilets have had the new system installed, floors done and all is working okay. Still have to work out what we will do around the pool with what money is left, as the pebble create is too expensive.

Recycling Bins:

Lake Bennett which is working okay the others are still being used for anything that can fit into the holes.

Other:

Bruce Jones Centre: Upgrade subject to new Federal Government approving RDA funding.

New Leading hand, Michael Renshaw starts on Monday 16.9.13.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and note the Operations Managers Report for August/September 2013.

Moved: **Clr.**

Seconded: **Clr.**

6.2 ANIMAL MANAGEMENT OFFICER'S REPORT

Nil

6.3 POOL REPORT

Swimming Pool Takings and Statistics

<u>Period ending</u>	<u>Adult</u>	<u>Paying at gate swimmers and takings</u>				<u>Passes sold</u>	<u>Pool Takings</u>	<u>Pass Swimmers</u>	
		<u>Children</u>	<u>Families</u>	<u>Pens</u>	<u>Gate</u>			<u>Adult</u>	<u>Children</u>
WE 1/10/2012	20	67			150.50	295.00	445.50	12	18
WE 8/10/2012	13	41	2		104.00	-	104.00	10	12
WE 15/10/2012	15	41	7	4	140.00	165.00	305.00	21	13
WE 22/10/2012	14	21	3		81.50	0.00	81.50	24	32
WE 29/10/2012	8	13	2		49.50	55.00	104.50	42	43

WE 5/11/12	17	27	4	1	104.50	-	104.50	35	53
WE 12/11/12	13	21	2		74.00	165.00	239.00	28	23
December agenda									
WE 19/11/12	7	15	4		60.00	0.00	60.00	10	23
WE 26/11/12	14	26	2		84.00	0.00	84.00	17	25
WE 5/12/12	4	7			20.50	0.00	20.50	17	20
January agenda									
WE 12/12/12	12	26	7		97.00	0.00	83.00	32	35
WE 19/12/12	8	10	1		40.00	0.00	40.00	11	14
WE 26/12/12	1	16	3		41.50	0.00	41.50	5	12
WE 2/1/13	7	10	2		42.50	0.00	42.50	12	21
WE 9/1/13	7	20	3		59.50	225.00	284.50	12	19
WE 16/1/13	13	20	5		82.00	0.00	61.00	14	17
WE 23/1/13	6	19	4		55.00	0.00	55.00	6	8
WE 30/1/13	7	27	7		84.50	150.00	234.50	20	24
WE 6/2/13	15	33	3		88.00	225.00	313.00	33	24
WE 13/2/13	14	29	3		84.00	225.00	309.00	19	22
WE 20/2/13	7	6	3	4	47.50	120.00	167.50	15	12
WE 27/2/13	9	30	2		68.00	105.00	173.00	14	22
WE 6/3/13	13	24		1	62.00	75.00	137.00	10	13
WE 13/3/13	14	30	4	1	93.50	0.00	93.50	13	11
WE 20/3/13	15	44	3	1	107.50	145.00	252.50	21	21
WE 27/3/13	3	16	0	0	23.50	0.00	23.50	2	
WE 3/4/13	9	7	5	0	58.00	150.00	208.00	13	11
WE 10/4/13	10	8	2	3	51.50	0.00	51.50	12	13
WE 17/4/13	11	23	2	3	71.00	260.00	331.00	8	9
WE 24/4/13	6	6	1	2	32.00	55.00	87.00	15	12
WE 1/5/13	9	7	1	1	44.50		44.50	-	-
WE 8/5/13	8	7	1		34.00		34.00	9	12
WE 15/5/13	6	17	2		43.50	0.00	43.50	14	4
WE 22/5/13	3	11	2	2	31.50	0.00	31.50	11	2
WE 29/5/13	2	4	0	0	11.00	0.00	11.00	9	0
WE 5/6/13	2	5		3	17.00	0.00	17.00	11	0
WE 12/6/13	2	40	1	0	50.00	0.00	50.00	11	0
WE 19/6/13	4	2	2	0	23.00	0.00	23.00	6	0
WE 26/6/13	4	0	2	0	20.00	0.00	20.00	6	0
TOTALS	352	776	97	26	1134.00	1125.00	3263.00	580	600

1251

1180

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:	17 September, 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 August/September, 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

From	Subject
LGANT	Minutes from 20 th August Meeting
Dept of Lands, Planning & the Environment	Planning Scheme Amendment
TOPROC	Submission in Response to the Briefing Note on the Greater Darwin Regional Land Use Plan
Melanie Thomas	TOPROC – LGANT Policies Waste
Lee Farrell	Resignation
Rose Phillips & Ros Jones	Thank you regarding 60 th Anniversary
Minister for Families, Community Services & Indigenous Affairs	Native title issues
Myra Skinner	Proposed Retirement Village
Minister for Arts & Museums	Public Library funding
NT Grants Commission	NT Grants Commission allocations 2013/14
NT Planning Commission	Review of the Coomalie Planning Concepts & Land Use Objectives
Myra Skinner	Storm Water Drains

Correspondence Out

To	Subject
Gary Higgins	2013/14 Operational Subsidy
Ms Avril Beattie	Cheaney Road washouts
CEO – Litchfield Council	Part time CEO
Mr MD Higgins & Ms KP Higgins	Rates on assessment AN183

Ms D Hood – Deputy Chief Executive	2013/14 NT Operational Subsidy
Mr G Higgins	Small Grants Program: The Final Air Raid – Adelaide River
Lauren Mellor, Helen Bishop & Michael Fonda	Geiger counter readings taken from RJ Lake
Councillors	LGGE Report
Gary Higgins	Grant Applications: The Final Air Raid – Adelaide River
Peter Pitcher	Agreement in relation to your warranty of Roads and accesses
Ms D Hood Deputy Secretary	2013/14 NT Operational Subsidy
Sharon Reid & Steven Kubasiewicz	BP Service Station
Terry & Rex Wright	Rates and payment agreement
John Oakley	Savings
Steve Batancs	Trade in Quotes, Motor Vehicles
Ralph Wiggins	Trade in Quotes, Motor Vehicles
Richard Merritt	Trade in Quotes, Motor Vehicles
Marilyn Morris	RJ Lake
Mr R Fereday – NT Work Safe	Tree Survey

CONSULTATION

Not Applicable.

STATUTORY ENVIRONMENT

Not Applicable.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

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

Moved: **Clr.**

Seconded: **Clr.**

7.2 NEW COUNCIL POLICIES

Applicant:	N/A
Location/Address:	N/A
File Ref:	G/POLICIES AND PROCEDURES CCGC Policies
Disclosure of Interest:	Nil
Date:	17 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	CCGC Policies

SUMMARY

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

Policy
Smoking in the Workplace Policy DRAFT
1.6 Community Grants and in Kind Support Program (review)
5.4 Parks and Gardens

BACKGROUND

Nil

COMMENT

Nil

CONSULTATION

Chief Executive Officer Lee Farrell
Finance Manager Melissa Kerr
Operations Manager Robert Bright
Senior Administration Officer Jasmine McGinness

Heart Foundation – Tobacco Initiative Forum

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

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

Policy	Review time frame
1.6 Community Grants and in Kind Support Program	April 2016

5.4	Parks and Gardens	April 2016
	Smoking in the Workplace Policy Draft	April 2016
Moved:	Clr.	
Seconded	Clr	

7.3 WATER USAGE IN COUNCIL PARKS AND GARDENS

Applicant:	Water Usage Comparison
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	11 th September 2013
Author:	Stacey Shooter, Accounts Officer
Attachments:	Water Usage Spreadsheet

SUMMARY

Water usage comparison report of all Council operated parks from the month of April 2012 to August 2013

BACKGROUND

Nil

COMMENT

Nil

CONSULTATION

Stacey Shooter Accounts Officer
Melissa Kerr Finance Manager

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simply Majority

RECOMMENDATION

That the water usage comparison report be noted by Council.

Moved: **Clr.**

Seconded:	Clr.
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7.4 ANIMAL MANAGEMENT PLAN

Applicant:	Batchelor Community Submission – May 2013
Location/Address:	Batchelor
File Ref:	CC / 209
Disclosure of Interest:	Nil
Date:	20 th August, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Animal Management Plan– DRAFT One Community Feedback

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 de-sex 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 costing has 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

Council's 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

RECOMMENDATION

That the Coomalie Animal Directions Plan and submissions received now be put forward for public consultation and discussion.

Council deferred this matter until the September meeting of Council.

Moved: Clr.

Seconded Clr

7.5 REVIEW OF ACTION ITEMS LIST JULY - 2013

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	17 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Action Items List September, 2013

7.6 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/66
Disclosure of Interest:	Nil
Date:	17 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

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

Moved Clr. Turner, Seconded Clr. Crook that Boundary Consultation/Expansion be a standing item on the council agenda until resolved. Council supports making this a priority for council. 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.

August 2013

Melissa Kerr will commence the preparation of costing and income in relation to the unincorporated land on Dorat Road as Proposal No 1 and the area of unincorporated land on the eastern side of Adelaide River as Proposal No 2.

September 2013

Land information received, no UCV's (Unimproved Capital Values) as land is unincorporated. Melissa will have to base exercise on another form of information.

CONSULTATION

Shire President – Andrew Turner
Department of Local Government NT

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

Moved: Clr.

Seconded: Clr.

7.7 WASTE COLLECTION – HIRE OF EQUIPMENT

Applicant:	Batchelor and Adelaide River waste site maintenance.
Location/Address:	Batchelor & Adelaide River
File Ref:	
Disclosure of Interest:	Nil
Date:	10 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Nil

SUMMARY

The following resolution was carried at the August meeting

RESOLUTION 20/08/2013/07

That Council authorise the following;

Hire of 8 skip bins from Fin Bins at \$144.80 each per month for recycling use for duration of one month.

The Wet hire of a tilt truck for the duration of one month to enable Council to transport skip bins from Adelaide River to Batchelor and recycled skip bins to Darwin.

Council give consideration to the purchase of this unit following the one month hire of the tilt truck. In addition Council will consider the cost and availability of used shipping containers.

BACKGROUND

Council staff has researched the above and the following discussions are agreements in principal have been reached

- Skip Bins – Will be ordered for delivery on 1st October, 2013 once the site has been better prepared.
- The wet hire of a tilt truck has been discussed with Glen Higgie and he has agreed to the following
 - Cartage of waste from Adelaide River to Batchelor. Hire charge is \$110 per hour (would take approx. 3 hours)
 - Load recycle bins and transport such to Darwin, unload recycle containers and return @\$3.00 kilometre.
 - Commence on 30th September, 2013 for a one month period.
 - Council to then give consideration to the purchase of this truck and tray as per his quotation.
- The purchase of the larger skip bins is currently with the Litchfield Council for a decision and price. This decision hopefully will be made at their September Council meeting.

COMMENT

The implementation of the above will allow Council and Council staff to analyse the operations and issues associated with the pickup, transport and dumping of rubbish utilising the above waste bins and truck.

CONSULTATION

Litchfield Council CEO
Glen Higgle
Operations manager R Bright

STATUTORY ENVIRONMENT

Council can still manage its waste sites under the current Authority guidelines as the population of each waste site is under 1000 people.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Cost of the Project is as follows-	Waste site construction	\$168,000 (From Loan)
-	Plant & Equipment	\$215,000 (From Loan)
-	Waste management - Slots	\$ 15,000
-	Recycle	\$30,000
-	Loan Repayment	\$48,744 (\$383K over 10 years)
-	Service waste sites	\$75,140
-	Collection	\$70,000

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council accept Glen Higgle's quotation as follows;

- The charge of \$110 per hour for the wet hire of a tilt truck to cart the waste from Adelaide River to Batchelor.
- Load recycle bins and transport such to Darwin, unload recycle containers and return @ \$3.00 Kilometre.
- Commence on 30th September, 2013 for a one month period.
- Council to then give consideration to the purchase of this truck and tray as per his quotation.

Further – Council terminate Veola contract from the budget for the waste removal from Adelaide River waste site, effective 1/10/2013.

NOTE: The purchase of the larger skip bins is currently with the Litchfield Council for a decision and price. This decision hopefully will be made at their September Council meeting.

Moved: Clr

Seconded: Clr

7.8 PURCHASE OF 660 LITRE WASTE BINS

Applicant:	Purchase of 660 litre waste bins
Location/Address:	Local Businesses.

File Ref:**Disclosure of Interest:** Nil**Date:** 2nd September, 2013**Author:** Lee Farrell, Chief Executive Officer**Attachments:** Nil**SUMMARY**

Council at its budget meeting agreed to the purchase of 660 litre waste bins for use by Commercial business in the 2013/14 financial year.

BACKGROUND

Prices have been obtained for the purchase of 40 x 660 litre waste bins from two suppliers. These are detailed in the attached email and listed below under the comment section. With rate notices being distributed the cost of the purchase of these bins has been include in the new waste charges.

COMMENT**Copy of the email sent to Councillors on 28th August, 2013.**

"In accordance with our new waste collection policy we need to purchase 40 x 660 litre green waste bins . These new bins have been included in our waste collection charges and need to be onsite asap. I have obtained two prices for the purchase of these bins as follows;

Company	No of Bins	Price	Freight	GST	Total		
Fin Bins	40	\$323.40	included	include	\$12936 Inc. GST		
MastecAust P/L	40	\$255.00 plus Gst	\$2400 plus GST	\$1260	\$13860 Inc. GST		

Can you please authorise the purchase of these Bins from Fin Bins for \$12936 IncGST . The Budget allowed for the purchase of 49 @ \$315 (Ex GST) each = \$15435"

CONSULTATION

Community meetings at Lake Bennett, Batchelor & Adelaide River
Councillors
Fin Bins

STATUTORY ENVIRONMENT

Council Policy 1.10 in parts states as follows;

(e) Purchases between \$5,000 and \$30,000

- (i) For purchases between \$5,000 up to \$30,000, a minimum of three written quotations must be sought where possible.
- (ii) All quotations / tenders received for the acquisition of a Contractual or Capital Nature must be submitted to Council for approval.
- (iii) All written quotations obtained must be attached to the Purchase Order form prepared for the purchase.

- (iv) Items of a Contractual or Capital Nature will include but not limited to
 - a. Period contracts
 - b. Motor vehicles and plant
 - c. Buildings
 - d. Office equipment
 - e. Consultant services

NOTE: Three quotations were sought but only two received.

POLICY IMPLICATIONS

New Waste removal system now in place.

FINANCIAL IMPLICATIONS

The purchase of these Bins from Fin Bins for \$12936 Inc GST. The Budget allowed for the purchase of 49 @ \$315 (Ex GST) each = \$15435.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That the CEO action in submitting an order to Fin Bins , Howard Springs for the supply and delivery of 40 x 660 litre waste bins for use in the collection of waste at nominated Commercial properties within the shire at a total cost of \$12,936 Inc. GST be endorsed by Council.

Moved: Clr.

Seconded: Clr.

7.9 DARWIN CORRECTIONAL / ADELAIDE RIVER CONSULTATIVE COMMITTEE

Applicant:	Adelaide River Consultative Committee
Location/Address:	Adelaide River
File Ref:	
Disclosure of Interest:	Nil
Date:	10 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Spread sheet and Prisoners works report

SUMMARY

The Consultative members met on 10th September, 2013 and developed a draft plan for adoption by Council and the Dept. of Corrections. The persons present were Dept. of Corrections; Mr Phil Brown, Carol Fischer, Scotty Groth, Mr A Turner, Mr D Gray and CEO L Farrell.

The works programme will recommence in Adelaide River on 1st November, 2013. The service will be mobile with start time at Adelaide River around 9am with departure at around 4.00pm. In mid April, 2014 the camp will be established at Adelaide River and will remain in place until 30th September, 2014.

BACKGROUND

The Committee went through the list of projects and the CEO was requested to prepare a schedule of Works for consideration by the dept. of Corrections and the Coomalie Shire.

The list of works with priorities and the works schedule is attached. This document has been viewed by the members of the Committee for their input and changes. Mr Brown also sought the consideration of Council if the relevant projects could lead to Long term employment with the Council.

COMMENT

The list of Projects is attached and work on these will commence in November, 2013. The first being a Cyclone clean up and a date needs to be set and advertised.

CONSULTATION

Dept. of Corrections
Consultative Committee members
Coomalie Council

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The work being undertaken assist Council in the various projects

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council endorse the propose Darwin Correctional / Adelaide River Consultative Committee works project and timetable.

Moved: Clr.

Seconded: Clr.

7.10 STRATEGIC PLAN ADOPTION

Applicant:	Strategic Plan Adoption
Location/Address:	
File Ref:	
Disclosure of Interest:	Nil
Date:	21 st August 2013
Author:	Melissa Kerr, Finance Manager
Attachments:	Strategic Plan

SUMMARY

Coomalie Community Government Council 2013/2014 – 2017/2018 Strategic Plan and Council Annual Plan 2013 -2014, Summary of Regional Management Plan, Long Term Financial Plan, Annual Budget, Service Delivery Plan.

BACKGROUND

The Strategic Plan has been on council website for comment for 21 days, expired and we received no comments.

COMMENT

24 Annual review of municipal or shire plan

(1) A council must adopt its municipal or shire plan (or revisions to its municipal or shire plan) between 1 April and 31 July in each year and forward a copy of the plan (or the revised plan) to the Agency by the latter date.

(2) Before the council adopts its municipal or shire plan (or revisions to its municipal or shire plan) for a particular year, the council must:

(a) Prepare a draft of the plan (incorporating any proposed revisions); and

(b) make the draft plan accessible on the council's website and make copies available for public inspection at the council's public offices; and

(c) publish a notice on its website and in a newspaper circulating generally in the area inviting written submissions on the draft plan within a period (at least 21 days) from the date of the notice; and

(d) Consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.

(3) Although the council's budget forms part of its municipal or shire plan, this section does not apply to the adoption of the budget or of amendments to it.

(4) The adoption of a budget, or of amendments to it, operates to amend the municipal or shire plan so that it conforms to the most recent text of the council's budget.

CONSULTATION

Lee Farrell Chief Executive Officer
Melissa Kerr Finance Manager
General Public for consultation

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simply majority

RECOMMENDATION

That the 2013/2014 Coomalie Community Government Council Strategic Plan be adopted by Council.

Moved: Clr.

7.11 ACTING CEO

Applicant:	CEO Replacement
Location/Address:	Batchelor
File Ref:	
Disclosure of Interest:	Nil
Date:	5 th September, 2013
Author:	Lee Farrell, Chief Executive Officer
Attachments:	Advert for CEO Position / Selection Criteria / Costing for engagement of consultant and appointment of relieving CEO

SUMMARY

The Council meeting held on 20th August, 2013 the following resolution was carried;

RESOLUTION 20/08/2013/019

That Council obtain quote from both WALGA / LGANT to undertake the recruitment process and assist with the appointment of a new CEO, which is to include a scope of the process required, the time required to complete this process, recommended remuneration to be paid to the CEO and that this information be submitted to the Councillors. Further, all Councillors receive a copy of the current CEO's contract of employment.

BACKGROUND

Prices were obtained from WALGA and LGANT to undertake the recruitment process for the replacement of the CEO. This information was collated and emailed to all Councillors' for their comments and response. Two responses were received requesting a Special meeting of Council be called. That week only 2 Councillors were available so following discussion with three Councillors it was agreed that advertising commence and information be sent to Litchfield Council re the sharing of their staff to act as CEO for 2/3 months. This will then enable Council to discuss all options at its Council meeting on 17th September, 2013.

COMMENT

The information letter has been sent to the CEO of Litchfield Council for discussion by his Council on 12th September, 2013.

Litchfield have advised that they can supply an officer to assist with the CEO role for two days a week. The hourly rate which includes all cost is \$75 hour

CONSULTATION

Councillors Turner, Corliss & Bulmer
Finance Manager M Kerr
CEO & Mayor Litchfield Council
Mr D Tranter.

STATUTORY ENVIRONMENT

Part 9.1 Council's CEO

100 CEO

- (1) A council must have a CEO and may have a Deputy CEO.
- (2) If the CEO is absent or unavailable to carry out official duties:
 - (a) The Deputy CEO, if there is a Deputy who is available to act, acts as CEO; and

- (b) If there is no Deputy CEO, or the Deputy is absent or unavailable to act, a person nominated by the CEO to act in that situation acts as CEO.
- (3) The CEO must notify the principal member of the council of a nomination made by the CEO under subsection (2) (b).
- (4) Appointments to the office of CEO are to be made, as occasion requires, by the council in accordance with the relevant Ministerial guidelines.

POLICY IMPLICATIONS

The Selection Criteria and advertisement are attached.

FINANCIAL IMPLICATIONS

The attached report identifies the costing for the engagement of a relieving CEO both PT and full time. The utilisation of D Tranter and Council staff will not increase costs over the Budget estimate.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council appoint Mr D Tranter to the position of Acting CEO for 2 days a week effective from 22nd September to 18th November, 2013. The appointment be in accordance with the contact rate and conditions as contained within the Litchfield's Councils letter of 12th September, 2013.

Moved: Clr.

Seconded: Clr.

RECOMMENDATION

That Council appoint the following **Councillors** to review all applications received for the CEO position , conduct referee checks and organise a short list of candidates to be interviewed by full Council.

Moved: Clr.

Seconded: Clr.

7.12 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\CEO
Date:	17 th September, 2013
Author:	Lee Farrell Chief Executive Officer.
Attachments:	Scope of Works

SUMMARY

Chief Executive Officer's report for the Ordinary General Meeting held 17 September, 2013.

VOTING REQUIREMENT

CEO Activities Report 10th August, 2013 to 11th September, 2013

1. Town Planning Issues.

Councils Consultant Elton Consulting have provided the following update in relation to Councils Town Plan. I have also attached a copy of the scope of works for Councils information.

- a. Over the last couple of months we have been working on researching and updating the background information for the revision of the Coomalie Planning Concepts and Land Use Objectives document.
- b. After several meetings with the Department of Lands, Planning and the Environment (DLPE) and the Planning Commission, we have come to a joint understanding of the best way to proceed with planning for the Coomalie region. This process will involve collaboration between Elton Consulting and DLPE. DLPE will mainly be carrying out the mapping portion of the project, with Elton Consulting cross checking concepts with the Department's plans for the region as part of their development of the Greater Darwin Region Land Use Plan. It has been noted, however, with DLPE, that Elton's client is Coomalie Council, and as such, we will be representing to DLPE the concerns and desires of the local Council and community. Hopefully, all of these ideas will mesh together easily into one strategic direction, but Elton will uphold the community's objectives should there be a conflict of directions.
- c. For the most part, the scope within the attached document remains the same as our latest scope to you, in that it includes updating the planning principles for the whole of the Coomalie region, including providing background discussion where helpful, and the development of area plans and associated planning principles for Batchelor, Adelaide River and potentially the Lake Bennett area. We will also make recommendations on any further planning changes we see the need for as the plan develops.
- d. We are maintaining our focus on the community's desire to increase the industrial area around the airport and provide provision for development of smaller lots. We will also be exploring options with the Department for maintaining the heritage characteristics of the existing Batchelor town centre.
- e. At this time, the Department has expressed interest in having the Minister initiate any amendments to the NT Planning Scheme to formally adopt the recommendations that result from this planning process. That would potentially be of benefit to the Council, to go into an amendment process with government support.
- f. As we explained previously, the changes in scope may have the potential to impact upon the hours available in our original budget; however, we will carry the project forward as far as possible toward completion of works proposed.

2. Adelaide River WW2 Cemetery

A meeting with Mr Kel Pearce and Damian McKinnon from the Australian war Grave was held on 21st August. Cr M Corliss was also in attendance. The meeting discussed the following Issues;

- Cost of cleaning the toilets - suggested they would contribute with maintenance up to a maximum of 50%. Suggested Council contact the NT government to seek a contribution.
- Car Park – Will be completed by year end 2016 to coincide with the 100 year celebrations of WW1. The approx. sum to be contributed would be in the vicinity of \$350K. They will only contribute towards the cost of the Car park not the roads (i.e. in and out sections and shown on the draft plan.)

- Kiosk at Cemetery – the suggestion to have a Kiosk /Van at the cemetery with an annual lease charge was suggested as a means of reducing costs.

3. Rum Jungle Lake

- I have agreed for the Scout group to Camp at Rum Jungle Lake over the weekend of 21st – 22nd September, 2013.

4. Waste Disposal Sites – Batchelor and Adelaide River.

- Despite constant emails and discussions with Hon Gary Higgins the Native Title issues has not progressed.
- I have sent emails to the Northern land Council seeking an urgent meeting – still NO response.
- Have not heard the outcome of the 3rd September, 2013 meeting

5. 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?

I met with RDAF staff in August, 2013 to show them the project. They were very excited of the potential of this venture.

A suggested site for the Tourist information bay in Adelaide River (adjacent to the Train) was also discussed and they felt that this would be a good location. They have also met with Trevor Horman to become better informed of the scope and history of the project.

6. Darwin Correctional Centre.

Meeting was held in the AR Part Time Office on Tuesday 10th September, 2013.

The suggested project list has been taken from the Minutes of the Public Meetings;

- Adelaide River Oval – levelling and sprinkler upgrade.
- Clean-up of Adelaide River town sites and entrances prior to the Darwin Bombing and Anzac day events.
- Recycling of cans, bottles, picking up of cans etc. from recycled areas.
- Works at Adelaide River show ground and race track.
- Mowing of Council areas not under contract.
- Working on Museum Projects – Adelaide River and Batchelor.
- Tree lopping and cutting off roots in ovals and Parks.
- Erection of white posts.
- Cleaning of culverts – rural roads.
- Cleaning of town streets and sumps.
- Mowing of pensioners lawns.
- Cleaning up vacant blocks.
- Clean up around Rubbish Tip sites.
- Assist in the development of Council waste sites.
- Keep Australia Beautiful Council town clean up.
- Paint and repair the old railway bridges in Adelaide River.
- Projects if approved: concrete footpaths in Adelaide River, Batchelor , Snake Creek Project
- Rum Jungle Bowling Club – assisting with sanding and levelling.
- Walking Track along railway line

7. Staff Changes

Interviews have been held for the position of leading hand. Mr Michael Renshaw has been appointed on a 3 months probationary period.

8. Accounting Software Upgrade.

- A submission under the SPG 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. Copy of the email submission is as follows;

Practical	13/14	14/15	15/16	Total NT Gov.
Initial License fee	\$30000		0	
Implementation fee	\$29790	\$29790 + Int	0	
Total Paid by NT Govt	\$59790	\$29790 + INT		\$89580
Annual Lic fee BY Coomalie Shire	\$25223	\$25223	\$25223	
Authority				
Initial License fee	\$28045		0	
Implementation fee	\$70950	\$70950 + Int.	0	
Total Paid by NT Govt	\$98995	\$70950		\$169945
Annual Lic fee BY Coomalie Shire	\$20550	\$20550	\$20550	

The following proposal is submitted for consideration based on the above figures

Practical Software

NT Government contribution: Total of \$89580 over the two years as stated above

Coomalie Council: Will pay the AL Fee every year.

Authority Software

NT Government contribution: Total of \$169,945 over the two years as stated above

Coomalie Council: Will pay the AL Fee every year.

I look forward to your favourable response to Councils request and advise that both Melissa Kerr and I are happy to meet with the Department of Local Government to discuss this proposition on a one to one basis. "

NOTE: This has been listed as Priority No 2 on Councils Grant application list

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

- a. Tree Survey – Dead trees that need to be removed have been assessed and this has been included in Council works program. Copy of this program has been sent to NT work safe. This work will be done by Council staff in the immediate future.

The value of this work will be in accordance the funds provided in our 2013/14 Budget.

10. Last bombing of Australia

- a. The last bombing of Australia took place on 12 November 1943 at Adelaide River. (70th Anniversary)
- b. Grant applications to the value of \$10K have been submitted for consideration by two different Government Departments.

11. Introduction of New Rubbish Charges

- a. The final two businesses have been visited and the new charges have been levied.
- b. A new waste charge information paper has also been sent out to those businesses, schools etc. Informing them on how our charges were assessed.

12. CEO Forum Meeting Darwin 30th August, 2013

The following matters were discussed at the forum

a. Local Government Structural Reform

The following information was presented to the CEO forum meeting held in Darwin on 30th August, 2013 on Local Government Structural Reform.

Discussion

CEOs were told that the legislation document handed out only lists all amendments being proposed but it is not put in a way you can see where the changes apply. The issue was discussed with the following outcomes:

- the word “shire” will be retained but it also mentions “regional and municipal councils”
- municipal councils will not change but may set up local boards
- it will be mandatory for shires to have local authorities
- all shires, except Tiwi Islands Shire, could potentially be affected by changes in boundaries although this will not be fully known until financial sustainability assessments have been completed later this year
- there is mention of the unincorporated areas
- legislation has now been introduced
- a report on the financial sustainability assessments is expected in January 2014 (tentative) and the NT government will then decide on the next steps
- 1 July 2014 would be the obvious starting date for any changes
- councils need to work out how they will respond to the governance report that has been released
- discussions have commenced with most of the eight large shires and discussions will be held with all councils affected
- it seems highly unlikely that Jabiru will be taken out of the West Arnhem Shire
- there will obviously be some political play and some decisions will be based on this
- it is good that historical information on shires is included in the report
- shires need to look at the report and prepare for changes although the Chief Minister has said there will not be any changes unless the majority want it
- there has been discussions on which outstations will be included
- there are no changes to the inclusion of pastoralists being on local authorities
- there has been nothing further on the issue of conditional rating
- council core services were included in regional management plans which have now been abolished – these services will now be determined by gazette with little or no change to the current list
- shires will have to do some planning around the requirements for local authorities and maybe even give consideration for wider areas to be included
- there is lot of talk about the possibility of local authorities taking in ward boundaries and not just individual towns

CEOs were asked to submit information to LGANT for the drafting of a submission.

RESOLUTION

That the CEO Forum endorse councils providing LGANT with details of what they intend doing in response to this matter.

Carried

b. Street Lighting

A review of the proposed cost shifting of street lights is to be undertaken by LGANT with the assistance of the Dept. of Local government.

c. Proposed Legislative Amendments to do with Local Government

Outcomes from discussion include:

- Reduction in red tape for approvals for rating conditionally ratable land would be beneficial for councils. ALAC has written a letter to the Minister on this issue but has not received a reply

yet. Essentially it is the same recommendation LGANT has been making all the way through which is seeking repeal to section 142.

- Clarification of the period of time that documents must be kept on websites looks like it will go through.
- a caretaker policy will now be legislated for
- ALAC is getting traction with formal recognition that local government rates are a tax
- ALAC is also seeking other amendments and suggestions can be sent to the LGANT CEO who will have it put on the ALAC agenda
- LGANT has also been making suggestions to the annotated version of the *Act* and received input from councils on section 103 (council approving workforce plans) recently
- electoral amendments have also been pursued through ALAC with the Electoral Commission – these will be addressed when the report comes out, which should be soon
- Changes to the *Electoral Act* need to be made within the next 12 months or we will miss the boat for the next local government elections in 2016.

13. Council Functions

- a. September 26th : TOPROC meeting 10am Coomalie Council (Council to provide Lunch)
- b. October 4th : Recognition of Local Achievements – Batchelor Council Chambers

14. Complaints Register

The Complaints register is attached for Councillors information. No complaints have been received since the August OGM.

15. The Final Word

- a. As this will be my final report for the Coomalie Council as I finish up on Friday 13th September, 2013 I would like to say thank you to Council and staff for the confidence shown in my 14 months with Council. I apologise for not completing the three years but things and circumstance change as you move on in life.
- b. The success stories are excellent and this would not have been achieved without the diligent of Councillors and staff and in particular the excellent work and commitment of staff to achieve the goals that were set. (Great team effort!!)
 - i. Councillor representation completed (9 to 6 councillors and 6 to 3 wards)
 - ii. The Review of all Councils operations completed – extensive savings were made. Council commenced year with a operating loss in 11/12 of \$676,431 to an operating surplus in 13/14 of \$130,838
 - iii. Long term Financial Asset and financial management plans put in place
 - iv. Strategic plan reviewed and implemented
 - v. Government Grants received for Bowling Club equipment, Council Footpaths , Playground equipment, Swimming Pool and Community events
 - vi. Community meetings held for Councillor representation, Prisoner camp and Financial management
 - vii. New Waste charges implemented and the upgrade of waste sites at Batchelor and Adelaide River and recycling projects commenced.
 - viii. 90 % of Council Policies reviewed and now in operation.
 - ix. NT Grant received for boundary extension and work will commence this month
 - x. 1.2km of Footpath laid and additional 500m will be finished in 13/14 financial year in Adelaide River.
 - xi. Solid relationship established with the Darwin Correctional centre and projects have emanated from this association for the benefit of the Coomalie Community.
 - xii. Engagement of Consultant to progress Councils Town Planning issues.

- xiii. Schedule of works prepared and implemented resulting in 90% of Councils road construction programmed completed by end of August.
- xiv. User Pays principal introduced for Rum jungle Bowling Club, Swimming Pool use by external sources and waste management.
- xv. Council functions to recognise community achievers, official opening of Bruce Jones Community centre and Adelaide river footpath and opening of New Bowling Green.
- xvi. Staff –
 1. Community: Mazz: excellent work in community and sporting events held within the Shire. 100% effort and results
 2. Finance: Melissa: Her development of Long term asset and financial management plans and everything in between now enables Council to make decisions with confidence – 100% effort with results.
 3. Governance: Jo provides the back drop to bring all the governance into line. Her review of Policies, management plans, occupational health & safety were just some of her achievements. Jo with the assistance of Stacey (who has now gone onto higher responsibilities) has provided an excellent administration team. This work is now carried on by Jazz and Marg. All 100% effort and results.
 4. External Staff: Robbie and his crew: have lifted the bar for achieving results and the team was achieving 110% results until the 1st July occurred. This provide a setback for all staff but the team commitment has enabled work programs to be completed early with Road programmes all but completed , Toilet upgrades done, vehicles purchased, swimming Pool equipment and services completed and waste site projects now under construction. Very commendable effort by Robbie, Billy, Middy, Kylie and Trevor.
 5. Library staff – do a wonderful job that provides an excellent community service. Well done to Prue, Nanette, Pam, Rex & Kathy.

To all concerned I say thank you and wish the entire team all the best for the future development of the Coomalie shire. The Coomalie “can do Attitude” by Councillors and staff has made being part of this team an excellent experience.

RECOMMENDATION

That Council receives and notes the CEO’s Activity Report 10th August, 2013 to 11th September, 2013.

Moved: Clr.

Seconded: Clr.

8 FINANCE REPORTS

8.1 PAYMENT REGISTER

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

Attachments:	Nil
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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 6th August– 9th September, 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

COOMALIE COMMUNITY GOVERNMENT COUNCIL

PAYMENT REGISTER

AUGUST 2013

DATE	REFERENCE	DETAILS	AMOUNT
6/08/2013	5383	Area IT Solutions	715.00
6/08/2013	5384	Adelaide River Freight Service	49.50
6/08/2013	5385	Adelaide River Inn	120.00
6/08/2013	5386	RWA Exact	123.75
6/08/2013	5387	Corrugated Iron Youth Arts Inc	396.00
6/08/2013	5388	Darwin Business Machines	823.01
6/08/2013	5390	Entry Point Knifemaking	700.00

6/08/2013	5391	Fawcett Cattle Co	759.00
6/08/2013	5392	Fin Bins	1,650.00
6/08/2013	5393	Jeannie Gadambua	500.00
6/08/2013	5394	Golf & Bowling Machinery	95.25
6/08/2013	5395	Wendy Hart	500.00
6/08/2013	5396	Higgie Mechanical Engineering	154.00
6/08/2013	5397	DT & MG Kerr	14,465.00
6/08/2013	5398	Norsign NT	72.05
6/08/2013	5399	OfficeMax	771.06
6/08/2013	5400	Paradise Group (Tree Services)	671.00
6/08/2013	5401	Rum Jungle Tavern	1,000.00
6/08/2013	5402	Spuds Sound Services	2,000.00
6/08/2013	5403	Territory Regional Weekly	495.00
6/08/2013	5404	The Entertainer	750.00
6/08/2013	G/L Consolidate	PAYROLL	17,097.88
9/08/2013	207	Australian Taxation Office	891.91
9/08/2013	208	Motor Vehicle Registry	106.50
9/08/2013	209	PowerWater	6,758.78
9/08/2013	210	Telstra	1,919.58
9/08/2013	5405	Adelaide River Freight Service	99.00
9/08/2013	5406	RWA Exact	1,039.50
9/08/2013	5407	Attache Software Australia Pty	51.50
9/08/2013	5408	Dannah Pty Ltd	239.81
9/08/2013	5409	Batchelor Service Centre	1,166.79
9/08/2013	5410	B P Australia Limited	1,524.77
9/08/2013	5411	Cr. Sue Bulmer	350.00
9/08/2013	5412	Classic Holden Car Club	100.00
9/08/2013	5413	Cr. Max Corliss	350.00
9/08/2013	5414	Cridlands	4,417.71
9/08/2013	5415	Cr. Ewan Crook	350.00
9/08/2013	5416	B Evans	3,060.00
9/08/2013	5417	Fin Bins	5,347.60
9/08/2013	5418	Cr. Dave Gray	350.00
9/08/2013	5419	Stacie Selwood	550.00
9/08/2013	5420	Jackie Izod Entertainment	600.00
9/08/2013	5421	Cr Bruce Jones	750.00
9/08/2013	5422	Local Govt Assoc of NT	8,156.26
9/08/2013	5423	Litchfield Springs Water Pty L	120.00
9/08/2013	5424	Bruce Mason	2,458.50
9/08/2013	5425	NT Electoral Commission	487.68
9/08/2013	5426	Intergrated Land Information S	189.00
9/08/2013	5427	OfficeMax	513.93
9/08/2013	5428	Oolloo Investments Pty Ltd	23,793.59
9/08/2013	5429	Performance Improvement Confer	594.00
9/08/2013	5430	RS Gardening Care	14,193.66
9/08/2013	5431	Martin Selwood	500.00
9/08/2013	5432	NT Rural Pty Ltd TA Territory	1,069.71
9/08/2013	5433	Tracks Inc	330.00
9/08/2013	5434	Andrew Turner	1,333.00
9/08/2013	5435	Veolia Environmental Services	4,407.17
12/08/2013	5436	Air Liquide WA Pty Ltd	82.75
12/08/2013	211	PowerWater	11,632.71
13/08/2013	Rev 5438	Commonwealth Bank of Australia	1.10
14/08/2013	212	Local Govt Super Scheme	1,228.64
15/08/2013	Rev 5439	Commonwealth Bank of Australia	8.58
15/08/2013	Rev 5440	Commonwealth Bank of Australia	19.36
15/08/2013	Rev 5441	Commonwealth Bank of Australia	7.04
20/08/2013	20/08 PAY 0	PAYROLL	2,862.42

20/08/2013	PAY F/E	PAYROLL	17,865.00
	20/8/13		
21/08/2013	213	Australian Super	1,380.27
21/08/2013	214	Hesta Superannuation Fund	85.02
21/08/2013	215	Hostplus Superannuation Fund	117.92
21/08/2013	216	Rest Industry Super	340.96
21/08/2013	217	TWU Nominees Pty Ltd	301.90
21/08/2013	5438	WA Local Super	1,941.00
21/08/2013	220	Local Govt Super Scheme	1,303.54
26/08/2013	458665	Petty Cash Reimbursements	1,560.05
28/08/2013	5439	Cridlands	1,249.44
28/08/2013	5440	Darwin Human Resource & Comput	790.00
28/08/2013	5441	David Pollock Films	1,600.00
28/08/2013	5442	EcoAir AirConditioning	845.00
28/08/2013	5443	HSS NT Pty Ltd	20,592.00
28/08/2013	5444	Q Framing	800.00
28/08/2013	218	PowerWater	7,476.12
28/08/2013	219	Telstra	1,767.77
3/09/2013	G/L Consolidate	PAYROLL	16,626.38
3/09/2013	5445	Bridge Toyota	7,894.45
3/09/2013	5446	DT & MG Kerr	6,270.00
3/09/2013	5447	Oolloo Investments Pty Ltd	107,899.99
3/09/2013	5448	Shadeworks Hire	1,239.20
3/09/2013	5449	Bruce Verberg	1,560.00
TOTAL			349,426.06

RECOMMENDATION

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

Moved: Clr.

Seconded: Clr.

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 September, 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 31st August 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

Coomalie Community Government Council Financial Report for the period ending 31st August 2013

Cash at Bank					
Cash on Hand					\$ 2,000.00
Cheque Account					-\$ 102,227.67
Investment Account					\$ 829,271.70
Total Cash at Bank					\$ 729,044.03
Debtors	Current	30 Days	60 Days	90 Days	
Trade	-	3,332.70	-	-	\$ 3,332.70
Rates	960,854.75	-	-	129,878.18	\$ 1,090,732.93
Total Debtors					\$ 1,094,065.63
Creditors	Current	30 Days	60 Days	90 Days	
Trade		53,113.97	-	-	\$ 53,113.97

Total Creditors		\$ 53,113.97
Reconciliation of Funds		
Balance as per General Ledger		-\$ 100,227.67
Add outstanding Debtors		\$ 1,094,065.63
Less outstanding Creditors		\$ 53,113.97
Add Investment Account		\$ 829,271.70
Total Cash & Receivables Available		\$ 1,769,995.69

**Coomalie Community Government Council
Grant Report for the period ending 31st August 2013**

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
4/10/2012	CCCC Recycling in Coomalie Grant	Keep Australia Beautiful Council	\$ 9,090.91	\$ 6,045.25	\$ 3,045.66	30/01/2014
1/03/2013	Batchelor Swimming Pool Upgrade	SPG - Dept Local Government	\$ 50,000.00	\$ 18,405.46	\$ 31,594.54	30/06/2014
3/05/2013	Boundary Expansion Project	SPG - Dept Local Government	\$ 10,000.00	\$ -	\$ 10,000.00	30/06/2014
3/05/2013	Footpaths Adelaide River	SPG - Dept Local Government	\$ 247,500.00	\$ 111,270.00	\$ 136,230.00	30/06/2014
31/05/2013	Youth Week - History Rocks 1953	Dept of Chief Minister - OYA	\$ 2,000.00	\$ 1,801.64	\$ 198.36	31/08/2013
19/06/2013	Seniors Week 2013	Dept of Chief Minister - OST	\$ 1,800.00	\$ 886.36	\$ 913.64	31/10/2013
25/06/2013	Lingalonga Festival	Dept of Arts and Museums	\$ 12,840.00	\$ 12,404.73	\$ 435.27	5/11/2013
2/08/2013	Back to Batchelor - 60 years	Community Benefit Fund	\$ 3,569.00	\$ 2,327.27	\$ 1,241.73	12/02/2014
21/08/2013	Gamba Grant	NTEPA	\$ 10,000.00	\$ -	\$ 10,000.00	30/06/2014
			\$ 346,799.91	\$ 153,140.71	\$ 193,659.20	
		Cash and Receivables			\$ 1,769,995.69	
		Unspent Grants & Subsidies			\$ 193,659.20	
		Cash Available to Council			\$ 1,576,336.49	

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
MONTHLY SUMMARY
AUGUST 2013**

Acc Code	Account Description	Month Actual	YTD Actual	13/14 Budget	12/13 Actual
110	ADMINISTRATION	0	0	0	0
110 3899	TOTAL INCOME	904,108	928,375	1,320,547	1,286,857
110 4999	TOTAL EXPENSES	43,886	183,966	762,143	705,179
110 5000	SURPLUS / (DEFICIENCY) 110	860,222	744,409	558,404	581,678
210	PUBLIC CONVENIENCES				
210 3899	TOTAL INCOME	0	0	0	-16,667
210 4999	TOTAL EXPENSES	10,768	12,578	97,720	74,746
210 5000	SURPLUS / (DEFICIENCY) 210	-10,768	-12,578	-97,720	-91,413
211	SANITATION AND GARBAGE				
211 3899	TOTAL INCOME	299,828	304,028	343,845	275,853
211 4999	TOTAL EXPENSES	35,965	40,552	338,096	219,345

211 5000	SURPLUS / (DEFICIENCY) 211	263,863	263,476	5,749	56,508
212	CEMETERIES				
212 3899	TOTAL INCOME	227	227	250	2,136
212 4999	TOTAL EXPENSES	0	142	3,000	4,112
212 5000	SURPLUS / (DEFICIENCY) 212	227	85	-2,750	-1,976
310	PARKS AND GARDENS				
310 3899	TOTAL INCOME	737	737	1,700	5,757
310 4999	TOTAL EXPENSES	14,805	25,831	141,905	201,670
310 5000	SURPLUS / (DEFICIENCY) 310	-14,068	-25,094	-140,205	-195,913
311	LIBRARIES				
311 3899	TOTAL INCOME	0	0	48,000	48,858
311 4999	TOTAL EXPENSES	4,222	8,426	48,000	48,144
311 5000	SURPLUS / (DEFICIENCY) 311	-4,222	-8,426	0	714
312	SPORT AND RECREATION				
312 3899	TOTAL INCOME	24	56	820	60,860
312 4999	TOTAL EXPENSES	8,658	13,871	133,595	119,867
312 5000	SURPLUS / (DEFICIENCY) 312	-8,634	-13,815	-132,775	-59,007
313	SWIMMING POOL				
313 3899	TOTAL INCOME	0	0	31,000	56,843
313 4999	TOTAL EXPENSES	27,169	38,888	125,260	99,185
313 5000	SURPLUS / (DEFICIENCY) 313	-27,169	-38,888	-94,260	-42,342
314	COMMUNITY RECREATION				
314 3899	TOTAL INCOME	204	350	34,900	35,737
314 4999	TOTAL EXPENSES	8,279	12,218	70,830	72,410
314 5000	SURPLUS / (DEFICIENCY) 314	-8,075	-11,868	-35,930	-36,673
410	ROADS				
410 3899	TOTAL INCOME	205,725	206,029	497,760	737,316
410 4999	TOTAL EXPENSES	212,598	247,262	1,118,207	793,630
410 5000	SURPLUS / (DEFICIENCY) 410	-6,873	-41,233	-620,447	-56,314
510	STREETLIGHTING				
510 4999	TOTAL EXPENSES	-3,505	0	21,000	10,269
510 5000	SURPLUS / (DEFICIENCY) 510	3,505	0	-21,000	-10,269
511	TOURISM PARKING AND OTHER				
511 3899	TOTAL INCOME	3,933	4,015	18,000	33,479
511 4999	TOTAL EXPENSES	11,322	21,308	47,300	54,210
511 5000	SURPLUS / (DEFICIENCY) 511	-7,389	-17,293	-29,300	-20,731
512	DOG MANAGEMENT				
512 3899	TOTAL INCOME	213	480	3,000	3,053
512 4999	TOTAL EXPENSES	1,083	1,244	7,900	4,948
512 5000	SURPLUS / (DEFICIENCY) 512	-870	-764	-4,900	-1,895
513	GLYPHOSATE				
513 3899	TOTAL INCOME	200	200	10,000	6,145
513 4999	TOTAL EXPENSES	0	0	10,000	0
513 5000	SURPLUS / (DEFICIENCY) 513	200	200	0	6,145
514	GAMBA AND WEED MANAGEMENT				
514 3899	TOTAL INCOME	11,000	11,000	10,000	29,000
514 4999	TOTAL EXPENSES	0	0	10,000	22,714
514 5000	SURPLUS / (DEFICIENCY) 514	11,000	11,000	0	6,286
900 3899	TOTAL INCOME	1,426,199	1,455,497	2,319,822	2,565,227
900 4999	TOTAL EXPENSES	375,250	606,286	2,934,956	2,434,396
900 5000	SURPLUS / (DEFICIENCY)	1,050,949	849,211	-615,134	130,831

RECOMMENDATION

That Council receive and note the financial and grant report and financial summary report to 31st August 2013.

Moved: Clr.

Seconded: Clr.

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:	11 September, 2013
Author:	Marilyn Morris, Community Recreation Officer
Attachments:	NT Cricket Email Budget Spreadsheet

SUMMARY

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

CRO Report August/September 2013

Friday Night Fun – Continuing on each fortnight with ongoing support from Noressa Bulsey and also Night Patrol. Parent attendance is very poor and I am now drafting up a roster, as more help is essential. There was an incident on 23rd August and a CCGC incident report was filed. The Police have a statement from several people, including the young girl who was hurt. I also filed a trespass order and this has been served. We have since held our regular Friday evening on 6th Sept and were supported by Police, Night Patrol and several parents. The 20th September will be supported by Fred Murphy from NT Govt Sport and Recreation. Fred will train up adults and kids in basketball rules and fun games. Fundraising at monthly markets is continuing to raise much needed funds.

Monthly Markets – Continuing to hold markets, finishing with Christmas market on 8th December. Combining Junior Footy and a Cricket match with each market to attract locals and entice more sports events on the Oval.

Lingalonga Festival and 60 years – See attached budget sheet. Still finalizing other budget reports.

Final Air Raid Event – Grants were submitted by CEO in first week of September. I will carry on with plans for the event, which will be held in Adelaide River on 12th November. Exciting developments are afoot for this event.

See attachment re NT Cricket establishing an annual regional cricket carnival at the Lingalonga Festival.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the Community Recreation Officer's reports for August/September 2013.

Moved: Clr.

Seconded: Clr.

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

14 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 15th October, 2013.