



**MINUTES**

**ORDINARY COUNCIL MEETING**

**19 November, 2013**

## TABLE OF CONTENTS

1	PERSONS PRESENT .....	4
2	APOLOGIES AND LEAVE OF ABSENCE.....	5
3	DECLARATION OF INTEREST OF MEMBERS OR STAFF.....	6
4	PETITIONS AND DEPUTATIONS .....	7
5	CONFIRMATION OF MINUTES .....	7
5.1	CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 15 OCTOBER, 2013.....	7
6	OPERATIONS MANAGER’S REPORTS .....	8
6.1	OPERATIONS REPORTS .....	8
6.2	ANIMAL MANAGEMENT OFFICER’S REPORT.....	10
6.3	POOL REPORT.....	11
7	CHIEF EXECUTIVE OFFICER’S REPORTS.....	11
7.1	INCOMING AND OUTGOING CORRESPONDENCE .....	11
7.2	REVIEW OF ACTION ITEMS LIST NOVEMBER - 2013.....	13
7.3	COMPLAINTS REGISTER NOVEMBER - 2013.....	13
7.4	STANDING ORDER – AMALGAMATION REVIEW .....	14
7.5	CEO ACTIVITIES REPORT .....	16
7.6	WORK HEALTH SAFETY .....	19
7.7	BATCHELOR TIP – TILT TRAY TRUCK PURCHASE.....	20
7.8	COMMERCIAL TIP FEES .....	21
7.9	PETER PITCHER – ACCESSES FOR SUBDIVISION DP 09/0410.....	22
7.10	SUPPORT OF SUBDIVISION – LOTS 2190, 2196, 2197 HUNDRED OF CAVANAGH.....	24
7.11	PERMANENT BUS SERVICE .....	25
7.12	CHIN WAY – CHEENEY ROAD SUBDIVISION .....	26
7.13	BATS IN BATCHELOR.....	27
8	FINANCE REPORTS.....	28
8.1	PAYMENT REGISTER .....	28
8.2	FINANCE AND GRANT REPORT, FINANCIAL SUMMARY REPORT AND DETAILED MONTHLY SUMMARY REPORT.....	31
9	ADMINISTRATION REPORTS.....	36
9.1	USE OF COMMON SEAL.....	36
10	COMMUNITY RECREATION OFFICER’S REPORT .....	37
11	LATE REPORTS .....	39
11.1	DIGITAL TV IN ADELAIDE RIVER.....	39
12	COUNCIL REPORTS .....	39
13	CONFIDENTIAL ITEMS.....	40
13.1	CHIEF EXECUTIVE OFFICER .....	<b>Error! Bookmark not defined.</b>

14	GENERAL BUSINESS .....	40
14.1	BATCHELOR SWIMMING POOL COMPLAINTS .....	40
15	NEXT MEETING .....	41

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Signed: Melissa Kerr Acting Chief Executive Officer

# MINUTES

## ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 19<sup>th</sup> November, 2013 AT 6.10PM

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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	Sue Bulmer
Councillor	Max Corliss
Councillor	Dave Gray (via telephone)

#### **STAFF PRESENT**

Acting Chief Executive Officer	Melissa Kerr
Administration Manager	Jasmine McGinness

#### **PERSONS PRESENT**

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Nil

### SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held 19 November, 2013.

Apologies from Councillor Ewan Crook received on 14<sup>th</sup> November 2013.

### BACKGROUND

Not applicable.

### COMMENT

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

### CONSULTATION

Not applicable.

### STATUTORY ENVIRONMENT

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

### POLICY IMPLICATIONS

Not applicable.

### FINANCIAL IMPLICATIONS

Not applicable.

### VOTING REQUIREMENT

Simple majority

### RESOLUTION 19/11/2013/001

That Council receive and notes elected member, Councillor Ewan Crook's apology and grants a leave of absence for the Ordinary General Meeting held 19 November, 2013.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried 5/5**

### 3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	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

### **NOTED**

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 19 November, 2013.

## **4 PETITIONS AND DEPUTATIONS**

Nil

## **5 CONFIRMATION OF MINUTES**

### **5.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 15 OCTOBER, 2013.**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Jasmine McGinness Senior Administration Officer
<b>Attachments:</b>	Copy of Minutes will be tabled at the meeting

## **SUMMARY**

Minutes of the Ordinary General Meeting held 15<sup>th</sup> October 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 19/11/2013/002

That the minutes of the Ordinary General Meeting held 15<sup>th</sup> October 2013 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried 5/5**

## 6 OPERATIONS MANAGER'S REPORTS

### 6.1 OPERATIONS REPORTS

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\Operations Manager
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Robert Bright, Operations Manager
<b>Attachments:</b>	Nil

### SUMMARY

Operations Manager's report for the Ordinary General Meeting held 19<sup>th</sup> November, 2013.

#### **Operations Manager's report November 2013**

##### Roads:

No major works were undertaken this month with roads. I am having trouble getting 10mm stone for the reseals so still waiting to reseal Chinner and Haynes Roads. Once the contractor has secured enough 10mm stone we will start with Chinner Road, then onto Haynes Road. Centre line marking on Solomon Road will commence by the end of the month. The water, grade and roll will start at the end of the month; we should have enough moisture in the roads by then.

##### Swimming Pool:

The new electrical works in the pump room are operating efficiently, the toilet floors have been tiled and the plumbing work has also been completed. The surrounds of the sides and deep end of the pool have been concreted with what money we had remaining from the SPG. The last WHS requirements now for the pool is to purchase and install an eyewash station, and make a caged storage room area to keep the chemicals in.

##### Adelaide River Toilets:

We have engaged a contractor to upgrade the Myrtle Fawcett Park toilets. He will be fitting the new doors to the showers, and re-swinging the toilet doors. Painting will commence this week, and when completed NT Coating Specialists will come in and do the floors. They will be closed from Monday the 18<sup>th</sup> November 2013 until the works are complete. The public will have to use the Adelaide River Oval toilets in the interim.

##### Batchelor Oval Toilets:

Both male and female floors have been tiled. A quote has been accepted to paint and these will be completed by the end of November. A bit more plumbing is required and will be completed with what money remains.



#### Batchelor Dump:

The concrete pad is complete on the top face of the tip and the bottom section for the bins, the seal is complete and some local hoons decided to try it out and have torn a circle in the top section. This has been reported to the Police. The fencing contractor starts Saturday, and the CEO has invited Councillors to a site inspection before the meeting. We only picked up 5 bins from Litchfield Council as they needed the rest, we have started putting a steel floor and lining in one bin to see how they tip out with the radial arm tilt tray. This should be completed by the meeting.

If Council are taking over the operation of the dumps in January, as previously resolved, then quotes will need to be sought as purchasing the backhoe will need to be considered at the December meeting.

#### Community Centre access route to the swimming pool toilets:

Please see below a costing to erect the fenced walkway from the Bruce Jones Community Centre across the top of the bowling green to the public toilets behind the pool as per Council resolution from October meeting:

Fence Materials	\$5576.00	(pool type fence)
Council Labour	\$2000.00	
Prison Labour	\$ 0.00	
Move water/lights	\$1500.00	
TOTAL	\$9076.00	

If we erect a chain mesh fence 1200 high with pipe and top rail it is approximately \$65 per m x 50M = \$3657.00. Total cost would be \$7157.00.

#### Lawns Ovals:

Staff are replacing sprinklers as required within budget, the areas that will require extra funds for 2014/15 budget are Havlik Park, Batchelor and Pioneer Cemetery at Adelaide River. Both of these sites have water pipe problems and the entire system needs to be replaced.

#### Staff:

Council Staff are now responsible for an extra 9 areas of parks and gardens maintenance that were previously covered by contractors. Combining this with maintaining the tips from January onwards will likely require an extra staff member. As you will all be aware, the position of Leading Hand has been vacated. Mick Renshaw resigned last week and a Casual Works Services Officer will be employed until January 2014.

#### Other:

A works program has been established between the CEO and the Works Crew for December, as I go on holidays at the end of November and return in January.

Cyclone cleanup – Road side pickup Batchelor Monday 18<sup>th</sup> November at 8.00am

Cyclone cleanup – Roadside pickup Adelaide River Wednesday 20<sup>th</sup> November 8.00am

#### Prisoners:

Prisoners will start coming down 1 day a week as of Tuesday 19<sup>th</sup> November and a program has been sent to the Prison Officers for confirmation of works.

#### Gamba Grass Program:

The free chemical program supported by NT Government and Weeds Branch is going ahead, Coomalie Council and Bush Fires Batchelor will be distributing the chemicals effective as of the 20<sup>th</sup> November 2013.

**RECOMMENDATION:**

Nil

**VOTING REQUIREMENT**

Simple majority

**RESOLUTION 19/11/2013/003**

That Council receives and note the Operations Managers Report for November 2013.

That Council seek quotes on purchasing a backhoe for use at the tips to be considered at the December meeting.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried 5/5**

**DIRECTIONS**

That Havlik Park and Pioneer Cemetery water system upgrades be included in the 2014/15 budget deliberations.

That Council requests CEO to obtain quotes to install lights at the Bowls Club toilets.

That the CEO confer with Leigh Ashford in regards to traffic counter, advertising, signage, operating hours for the Batchelor Transfer Station and present to Council when practical, and flyers with this information to be provided to the Community.

Break for dinner 7:15pm - recommenced at 7:36pm

**6.2 ANIMAL MANAGEMENT OFFICER'S REPORT****SUMMARY**

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

**Animal Management Officer's report October/November 2013**

Three dogs were caught over the month, all were unregistered. All three dogs were collected from the pound, with impoundment and registration fees paid.

Territory Housing representatives came down to Batchelor to assist with inspection of problem houses under the control of Territory Housing. We attended the following properties;

- 27 Flynn Crescent, 3 unregistered dogs plus puppies were found at the property.
- 28 Flynn Crescent, 4 unregistered dogs were found. In the past I have removed 12 dogs in total from this property and destroyed them after they have been in the pound for over 3 days. The resident continues to get new dogs and refuses to register them.
- 29 Flynn Crescent, 2 unregistered dogs were found and I was also threatened at this property. The resident verbally abused me and threatened to assault me if I entered the property.
- 32 Flynn Crescent, 2 unregistered dogs were found and I was also threatened at this property.
- 39 Kirra Crescent, 6 unregistered dogs were found. The Police were called to this property as both myself and the Territory Housing representatives were threatened.
- Red brick flats and white brick flats, threats and ongoing abuse was received.

All of the above are Territory Housing properties.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/004**

That Council receives and note the Animal Management Officers Report for October/November 2013.

That Council continues to strongly enforce its dog bylaws for the benefit of residents and liaise with Territory Housing in this regard.

**Moved:** Clr. Turner

**Seconded:** Clr. Jones

**Carried 5/5**

#### **DIRECTION**

That Council asks the CEO to thank The Animal Management Officer for his efforts in enforcing the dog bylaws.

### **6.3 POOL REPORT**

#### **SUMMARY**

Pool, Supervisor's report for the Ordinary General Meeting held 19<sup>TH</sup> November, 2013.

#### **Pool Supervisor's report October/November 2013**

The pool is running well and I received a lot of good feedback about the concrete works.

Pool attendant numbers are steady and should increase over the school holidays.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/005**

That Council receives and note the Pool Report for October/November 2013.

**Moved:** Clr. Corliss

**Seconded:** Clr. Gray

**Carried 5/5**

## **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:** 19 November, 2013

**Author:** Melissa Kerr, Acting Chief Executive Officer

## SUMMARY

Council is provided with items of correspondence both received and sent during the months of October/November, 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

Darryl Butler	Thank you to Council Re October Function
Ken Jones Director Poatina PTY LTD	Subdivision 2190 Boundary Road
Jacinda Brown	Rocks for Chin Subdivision
NT Planning Commission	Review of Coomalie Planning Concepts
NTLC	Proposed Road Opening – Cheeney Road
Superintendent Arafura Division	Police Presence – Friday Night Fun
Ombudsman	NT Annual Report
Dept of Primary Industry and Fisheries	NT Banana Freckle Detection
Leigh Ashford	Acceptance CEO Position
Heritage Grants	Final Air Raid
Senator Scullion	Final Air Raid Inability
Australian Local Government Association	Constitutional Recognition Campaign
Chief Minister	Contribution to Final Air Raid
Australian Communication and Media Authority	Apparatus License

### Correspondence Out

TIO	Signatory Document
TIO	Signatory Document
Dept of Infrastructure	Signage Crater Lake Road
Jasmine McGinness	SOA Probationary Letter
Marg Hodgetts	Reception Probationary Letter
Dept of Mines and Energy	Rum Jungle Lake
Environment Centre NT	Rum Jungle Lake
LGANT	Response to LGANT Budget
Place Names Northern Territory	Naming of Extension to Otto Creek Road
Minister of Veteran Affairs	Invitation to the Final Air Raid Commemoration
Minister Nigel Scullion	Meeting Re Native Land Titles
Minister Nigel Scullion	Invitation to the Final Air Raid Commemoration
Tony Tappsell LGANT	LGANT budget submission
Leigh Ashford	CEO Position
Lake Bennett Wilderness Resort	660 Litre Rubbish Bin Agreement
All Councillors	Councillor Payment Summaries
Commonwealth Bank	Signatory Document
Chief minister	ANZAC Day Grant
Commonwealth Bank	Signatory Document

Adelaide River Inn	Request of Catering For the Final Air Raid Commemoration
Darryl Butler	Response to October Function Email

#### **CONSULTATION**

Not Applicable.

#### **STATUTORY ENVIRONMENT**

Not Applicable.

#### **POLICY IMPLICATIONS**

There are no specific policies that apply to this report.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/005**

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

**Moved:** Clr. Gray

**Seconded:** Clr. Corliss

**Carried 5/5**

#### **7.2 REVIEW OF ACTION ITEMS LIST NOVEMBER - 2013**

<b>Applicant:</b>	Nil
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Action Items List November, 2013

#### **7.3 COMPLAINTS REGISTER NOVEMBER - 2013**

<b>Applicant:</b>	Nil
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Complaints Register November, 2013

## 7.4 STANDING ORDER – AMALGAMATION REVIEW

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	Coomalie Councillors
<b>File Ref:</b>	CC/66
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Map of Area

### 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 ClrGray, Seconded ClrTurner 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 GovernmentDepartment have not tested the water in respect to the amalgamation of Council's
- Local Government Advisory Board has been formed which is made of representatives from Local government and others. Coomalie Council is not represented.
- The Advisory Board will be reviewing the smaller Councils over the next 2 months.

- CCGC Requested financial assistance from the Dept. of Local Government to undertake an in house investigation into the possibilities of including the unincorporated land into the Coomalie Shire. The area did not include Dundee.
- Recommended that Council prepare a financial model for consideration by the Dept. of Local Government by the end of January 2013. The model to include the financial advantages and disadvantages of including unincorporated land into the Coomalie Shire. Dept. advised they will advise Council if funding is available.

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

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

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

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

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

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

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

##### **Amalgamations**

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

##### **ACTION:**

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

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

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

#### **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.

### **October 2013**

There are 71 properties in option 1 – Dorat Road only. If they are all charged only the minimum rate for rural landholders, it would raise \$58,000 in general and rural waste levy revenue.

There are about a dozen larger properties included in the data that would recover more than the minimum, but until we have a UCV we cannot calculate the general rate.

### **November 2013**

Investigation of additional subdivision of one parcel into 20 blocks will bring total blocks along Dorat Road to 91, if charged at minimum rate, total revenue is \$75,075.

Please see map of area of additional properties in Attachments.

### **CONSULTATION**

Shire President – Andrew Turner  
Finance Manager – Melissa Kerr  
Department of Local Government NT

### **STATUTORY ENVIRONMENT**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **VOTING REQUIREMENT**

Simple majority

### **NOTED**

## **7.5 CEO ACTIVITIES REPORT**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\CEO
<b>Date:</b>	19 November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer.
<b>Attachments:</b>	Nil

### **SUMMARY**

Chief Executive Officer's report for the Ordinary General Meeting held 19 November, 2013.

### **VOTING REQUIREMENT**

Simple majority



### **AUDIT COMMITTEE CHAIRPERSON**

I have had five people decline the position to date. I have two more contacts so will approach them to see if they are interested.

### **RUM JUNGLE BOWLS CLUB – INSURANCE CLAIM**

Received a quote to inspect for asbestos for \$2700 which will also include a report to comply with Worksafe NT guidelines of having an Asbestos Register. The Asbestos report was received 12/11/13 and is available for Council perusal. There is asbestos at the Rum Jungle Bowls Club, Swimming Pool and Playgroup in Batchelor.

The builder will be advised of the asbestos and will have to quote accordingly.

### **TOPROC**

The next TOPROC meeting is 21<sup>st</sup> November 2013 at Darwin City Council. The Police Commissioner and a Fracking expert will be attending.

### **TERRITORY HOUSING**

Spoke with Rochelle from Territory Housing re number of dogs in housing commission houses. She and a colleague attended with Trevor all the houses that have more than two dogs on 6<sup>th</sup> November 2013. Trevor has been verbally abused and threatened when previously attending these houses. They are willing to enforce the two dogs per household rule in line with the By-laws. The majority of the visits were ok, they were threatened by one resident and Territory Housing is taking this further within their Department.

### **BANANA FRECKLE**

The area has been widened from 1km to a 2km radius.

### **BATCHELOR TRANSFER STATION**

The Batchelor Transfer Station end wall on the Southern side had to be altered after the concrete slab on top was laid. This will not affect the operation of the site.

Concrete pads have been laid above and below the face walls, the top concrete lip painted yellow and the turnaround area on top sealed. A fence around the new site will be erected so access is only to the transfer station area. There will be 3 big bins for household waste, green waste (trial basis to record quantities), and cardboard (trial basis to record quantities). There will be 3 pods for recycling for glass, aluminium and plastic.

The transfer station will be operational in November and will need to be manned on a regular basis to assist and educate the community members about using the facility; particularly in sorting their rubbish to the designated bins.

Operating hours and charges will need to be determined for the future operations of the transfer station.

The Council has a strategy in place to provide a transfer station under the Small Communities Waste Management Guidelines, and we expect there will be hiccups along the way. We will have to deal with them and keep the end goal in mind at all times.

Council's budget for the Batchelor Transfer Station is \$383,000. Expenditure to 12/11/13 is \$119,619. Approximate costs for works to complete are fencing \$12,000, gateways \$2,800, seal \$16,000, compaction \$6,000 and concreting \$4,000. Total costs approximately \$160,419. Budget ex plant and bins \$168,000.

Council to consider the days of operation and operating hours for future use of the tip from 2014 onwards. We will have a better idea in the New Year after over a month of operating what these should be.

### **NT OPS GRANT REDUCTION**

Correspondence received from the Department of Local Government and Regions dated 27<sup>th</sup> September 2013,

*“Regarding the calculation of council’s budget after receipt of Ms Hoods letter of 19 June 2013 stating the prepayment represented approximately 40% of the NT Ops Grant. It is concerning that based on the content of the letter, Council would amend it’s budget without any consultation with this department, and more particularly the Local Government Grants Unit.”*

I have contacted LGANT regarding Council’s loss of \$100,000 this year to clarify if it was only Coomalie that was affected or it was across the board. It seems that Coomalie, Belyuen and Wagait are on a sliding scale over four years as per advice received from Minister Rob Knight in 2009. Coomalie’s Operational Grant is to decline from \$590,016 in 2009-10 to \$320,169 in 2013-14. We have been topped up, supplemented and increased due to increase of \$5m in NT Operational Subsidies for the last few years.

I have also raised this for discussion at the TOPROC meeting in November.

#### **CHEENEY ROAD SURVEY**

The survey plan has been lodged and approved by the Surveyor General.

The Place Names Committee will meet late November to discuss if we can keep the road as Cheeney Road or whether it requires a new name. I have advised our preference would be to have Cheeney Road as in the future it may go from Fowler Road in the North to Milton Road in the South.

#### **TREE RUM JUNGLE TAVERN**

A big tree was removed from near the Rum Jungle Tavern in Anzac Park. It seems the tree was poisoned as it died very quickly. RS Gardening Care removed the tree as it was over our limits.

#### **LB BIN AT BUS STOP**

I spoke to Herb Backers at Dept of Infrastructure and Ian George from the Department of Transport re Lake Bennett bus stop. At present Cookes Tours do the school run and pick up an average of 2 students per day. The Department of Transport do not have any funding for a bin at the Lake Bennett bus stop, particularly for such a small number of children. If at such time there were more school children then we could approach them again.

Council could consider putting a bin there to be emptied by Fin Bins on their way to Lake Bennett.

#### **BATCHELOR POOL**

Batchelor Pool Upgrade – the concrete aprons are complete around the sides and deep end of the pool. The grant was \$50,000 and we have spent \$44,701 to 31/10/13.

#### **REMEMBRANCE DAY**

Remembrance Day was held at the Adelaide River War Cemetery on Monday 11<sup>th</sup> November. There were about 60 people in attendance, with a bus load of National Servicemen from Darwin. I had the honour of laying a wreath on behalf of Council. The service was beautiful under the trees and morning tea was provided by local Member for Daly, Gary Higgins.

#### **FINAL AIR RAID ADELAIDE RIVER**

The Final Air Raid will be held at the Adelaide River Railway Precinct Tuesday 12<sup>th</sup> November. The works crew have erected all the signage and Adelaide River Inn have kindly catered for the event.

#### **PRISON WORKERS**

Alan Tunney and Scott Groth from the Correctional Centre met here at Council on 12/11/13 to discuss utilising prisoners until Christmas. They have available 2 teams (up to 23 prisoners) with 2 supervisors available one day a week (Tuesday at this stage).

I have suggested the following works for each Tuesday until the Christmas break –

- Cyclone Clean Up
- Maintain vacant blocks
- Maintain ARSS Club and Race Track
- Maintain low level crossing Adelaide River

### **COTA**

COTA are seeking Council's approval for the Santa Route around Batchelor on Sunday 22<sup>nd</sup> December 2013 as per attached document. Santa will start and finish at the Men's Shed followed by a sausage sizzle. The Batchelor Police have approved the route.

COTA have also donated \$500 to the Seniors Christmas Party for 2014.

#### **RESOLUTION 19/11/2013/006**

That Council receives and notes the CEO's Activity Report October - November, 2013.

That Council advise COTA that Santa's route is approved.

**Moved:** Clr. Gray

**Seconded:** Clr. Jones

**Carried 5/5**

### **7.6 WORK HEALTH SAFETY**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/38

**Disclosure of Interest:** Nil

**Date:** 31 October, 2013

**Author:** Melissa Kerr, Acting Chief Executive officer

**Attachments:** Agreement – Local Government Safety  
WHS Framework

### **SUMMARY**

Council must comply with the Worksafe NT legislation and we still have certain elements we have not completed yet to ensure we have a safe work place. Local Government Safety has visited recently to review our framework and has prioritised the work to be done to ensure we comply. I would like to continue using their services for this year within the budget provided for 2013/14.

### **BACKGROUND**

See the attached framework for detail of what we have, what we need and what needs to be done in the future.

Council have completed certain aspects of the framework but have a fair way to go to be fully compliant.

### **COMMENT**

Not applicable

### **CONSULTATION**

Melissa Kerr, Acting CEO

Jasmine McGinness, Senior Administration Officer

Martyn Hill, Local Government Safety

## STATUTORY ENVIRONMENT

Transitional Arrangements were put into place with the *Work Health and Safety (National Uniform Legislation) Act and Regulations* on 1 January 2012. The transitional arrangements were designed to help a Person Conducting a Business or Undertaking (PCBU) by providing a period of adjustment to enable them to gain an understanding of the new requirements under the new legislation and assess their current practice against changed or new requirements and make changes as necessary. The expiry date for first round of transitional arrangements which were due to expire on 1 January 2013 have been extended to 1 January 2014.

## POLICY IMPLICATIONS

Not applicable.

## FINANCIAL IMPLICATIONS

\$5000 budgeted in GL Safety Equipment and Supplies 110.4301

## VOTING REQUIREMENT

Simple majority

### RESOLUTION 19/11/2013/007

That Council engage Local Government Safety to assist in completing the ten items in the framework that are needed within the budget of \$5000 for 2013/14, and that Council approve the Common Seal to be on the agreement.

**Moved:** Clr. Corliss

**Seconded:** Clr. Gray

**Carried 5/5**

## 7.7 BATCHELOR TIP – TILT TRAY TRUCK PURCHASE

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/9

**Disclosure of Interest:** Nil

**Date:** 31 October, 2013

**Author:** Melissa Kerr, Acting Chief Executive Officer

**Attachments:** NIL

## SUMMARY

Council previously resolved to consider purchasing a Tilt Tray Truck from Higgle Mechanical Engineering after one month's trial.

## BACKGROUND

The Tilt Tray Truck has been used for three weeks in October with varying degrees of success in emptying the new bins with waste carted from Adelaide River to Batchelor. The recycling bins taken to Darwin have been successful trips.

#### **COMMENT**

Not applicable

#### **CONSULTATION**

Melissa Kerr, Acting CEO

Robert Bright, Operations Manager

Glen Higgie, Higgie Mechanical Engineering

#### **STATUTORY ENVIRONMENT**

Not Applicable.

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

\$215,000 allocated to plant and equipment for a truck and backhoe in the budget of \$383,000 for Batchelor Transfer Station GL 211.4068.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/008**

That Council agree to hire the Tilt Tray Truck from Higgie Mechanical Engineering until the end of January 2014, pending result of trial.

**Moved:** Clr. Jones

**Seconded:** Clr. Turner

**Carried 5/5**

#### **7.8 COMMERCIAL TIP FEES**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/9

**Disclosure of Interest:** Nil

**Date:** 11 November, 2013

**Author:** Melissa Kerr, Acting Chief Executive Officer

**Attachments:** NIL

#### **SUMMARY**

Council have previously had a commercial tipping fee of \$35/m3. With the inception of the new transfer stations we will require commercial tipping fees for both Adelaide River and Batchelor transfer stations to be added to our fees and charges for 2013/14.

## BACKGROUND

Commercial fees for Darwin City Council are \$75.50/tonne and for Litchfield Council \$120/tonne. As we do not have a weigh bridge at either tip, we will have to implement a charge per vehicle size eg. Ute, trailer, truck.

## COMMENT

Litchfield National Park is currently utilising Council's tip at no cost. I have spoken to Julie Heron from Parks and Wildlife and based on their estimates of 6 bins a day in the Dry and 2 bins/day in the Wet they are putting approximately 117 tonnes of waste into the Batchelor Tip.

## CONSULTATION

Melissa Kerr, Acting CEO

Darwin City Council – Shoal Bay

Litchfield Council – Humpty Doo Transfer Station

## STATUTORY ENVIRONMENT

Not Applicable.

## POLICY IMPLICATIONS

Not applicable.

## FINANCIAL IMPLICATIONS

Not applicable.

## VOTING REQUIREMENT

Simple majority

### RESOLUTION 19/11/2013/009

That Council implement a commercial tipping fee of \$50/cubic metre including GST.

That Council charge Parks and Wildlife – Litchfield National Park \$11583.00 for the 2013/14 year based on estimates provided by Parks and Wildlife.

That domestic residents in cars, panelvans, stationwagons, and up to 1 tonne utes and single axle trailers being towed by the above tip for free.

That domestic non residents in cars, panelvans, stationwagons, and up to 1 tonne utes and single axle trailers being towed by the above tip for \$15.00 per load.

That commercial users pay \$50/cubic metre on the estimated mass advised by the Authorised Attendant at the tip.

**Moved:** Clr. Gray

**Seconded:** Clr. Jones

**Carried 5/5**

## 7.9 PETER PITCHER – ACCESSES FOR SUBDIVISION DP 09/0410

**Applicant:** P Pitcher Subdivision DP 09/0410

**Location/Address:** Cheeney Road

<b>File Ref:</b>	AN1197 &AN 393
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 <sup>th</sup> September, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Nil

## SUMMARY

The following letter was written by the previous Chief Executive Officer, Lee Farrell to Mr Peter Pitcher on 5<sup>th</sup> September, 2013.

***Re: Agreement in relation to your warranty of Roads and accesses made on the 26<sup>th</sup> August, 2011.***

*I refer to Councils letter of 6<sup>th</sup> June, 2012 regarding the above agreement and in particular the following;*

***Clause 9 – Compacted gravel access structures.*** *That an agreement between the parties to be reached ensuring that the access to each property now meets the Development Permit and conditions of DP 09/0410. A final inspection of the gravel access contained within this subdivision to be undertaken between the parties. This will enable the subdivision file to finalised.*

***Road Signage*** – *That an agreement between the parties to be reached ensuring that the appropriate signage has been erected that now meets the Development Permit and conditions of DP 09/0410.*

*Please contact the undersigned to enable a time and date to be selected for this final inspection by Council's Operation manager Mr R Bright and myself.*

The final inspection by Council's Operation Manager Robbie Bright and Lee Farrell was carried out on 12<sup>th</sup> September 2013 and three (3) accesses do not comply with the original agreement (lots 1421, 1422, 1425).

## BACKGROUND

This matter has been going on for over 26 months now and nothing has changed in respect to the crossovers. The gravel access into the properties although not considered satisfactory are being utilised and have not appeared to be any worse than first inspected. In view of this, and to avoid a lengthy legal battle, it was recommended that Council accept the crossover but note on the rate records that should a landowner purchase this land then it is done on an "as is basis". Should they require a new crossover then it will need to meet Councils current Policy: **"5.1 Subdivision and Development of Unzoned Land – Work within a Road Reserve"** in relation to access off Council roads.

## COMMENT

The subdivision occurred prior to the introduction of Council policy and to pursue it to the end will cost Council money in legal fees.

Several signs have still to be erected and Mr Pitcher stated that these will be erected by 31<sup>st</sup> October 2013.

## CONSULTATION

Mr Peter Pitcher, Landowner  
Mr Robert Bright, Operations Manager  
Mr Lee Farrell, previous Chief Executive Officer

## STATUTORY ENVIRONMENT

The Dept. of Land, Planning and the Environment have signed off on the road.

#### **POLICY IMPLICATIONS**

5.1 Subdivision and Development of Unzoned Land – Work within a Road Reserve.

#### **FINANCIAL IMPLICATIONS**

Legal Fees if applicable.

#### **VOTING REQUIREMENT**

**Simple Majority**

#### **DIRECTION**

That Council requests the CEO seek legal advice in regards to enforcing the warranty period, issuing caution notices on titles and erecting warning signage.

#### **7.10 SUPPORT OF SUBDIVISION – LOTS 2190, 2196, 2197 HUNDRED OF CAVANAGH**

<b>Applicant:</b>	Ken Jones Director Poatina PTY LTD
<b>Location/Address:</b>	NA
<b>File Ref:</b>	AN
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	31 <sup>st</sup> October, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Email Correspondence

#### **SUMMARY**

Lots 805, 795, 796, 2196, 2197, 2190 Boundary Road and Hundred of Cavenagh were recently sold and the new owner (Poatina PTY LTD) has now contacted Council requesting a letter of support each allotment to be separated and given an individual land title.

#### **BACKGROUND**

The above allotments were purchased at the recent land sale and the new owner Poatina Pty Ltd have now lodged an application with Planning for individual land titles to be issued for each of the separate allotments. As all of the individual lots have existing survey plans and have individual lot numbers. No actual change to anything will take place other than separate new individual land titles will be issued rather than having the Historical existing land title that had all six independent lots under the one land title.

#### **COMMENT**

Nil

#### **CONSULTATION**

Nil

#### **STATUTORY ENVIRONMENT**



Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **VOTING REQUIREMENT**

Simple Majority

#### **RESOLUTION 19/11/2013/010**

That Council supports Poatina Pty Ltd subdivision application to the Dept of Lands and Planning requesting the recently purchased allotments (lots 805, 795, 796, 2196, 2197, 2190 Boundary Road and Hundred of Cavenagh) be given individual land titles.

**Moved:** Clr. Gray

**Seconded:** Clr. Corliss

**Carried 5/5**

#### **7.11 PERMANENT BUS SERVICE**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/15

**Disclosure of Interest:** Nil

**Date:** 1<sup>st</sup> November, 2013

**Author:** Melissa Kerr, Acting Chief Executive officer

**Attachments:** Nil

#### **SUMMARY**

The Senior Administration Officer attended a Mental Health Meeting on behalf of the Council on the 1<sup>st</sup> of November. The meeting was between local doctors, the local psychologist and staff members from different departments of Team Health NT. At the meeting an update was requested on the progress of arranging a permanent bus service for the community.

#### **BACKGROUND**

At a meeting attended by the previous CEO Lee Farrell a request was put forward to Council to look into a permanent bus service for the community which Mental Health participants could utilise to for appointments in town. The previous CEO was given information and statistics by the group, however the group have not received a response.

#### **COMMENT**

Not applicable

#### **CONSULTATION**

TeamHealth NT

Batchelor Medical Centre Staff

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Not applicable.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/011**

That Council write a letter to the Minister for Transport, Peter Styles requesting a regular public bus service be provided from Adelaide River and Batchelor to Darwin and return for residents within the Coomalie Shire.

**Moved:** Clr. Jones

**Seconded:** Clr. Gray

**Carried 5/5**

#### **7.12 CHIN WAY – CHEENEY ROAD SUBDIVISION**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/19

**Disclosure of Interest:** Nil

**Date:** 11<sup>th</sup> November, 2013

**Author:** Melissa Kerr, Acting Chief Executive Officer

**Attachments:** Nil

#### **SUMMARY**

Council will need to arrange a new lease with NT Land Corp for Chin Way 29/02/2016 when original agreement expires and should consider the future access for Cheeney Road North to Fowler Road and Chin Way.

#### **BACKGROUND**

The survey plan for Cheeney Road has been lodged and approved. On the original lease agreement between Coomalie Council and NT Land Corp that expires in 2016 the original land leased was Cheeney Road North and Chin Way to the West along blocks 24, 13, 12.

#### **COMMENT**

Not applicable

#### **CONSULTATION**

FYFE Pty Ltd

NT Land Corp

Robert Bright, Operations Manager

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Not applicable.

#### **FINANCIAL IMPLICATIONS**

Cost of potentially surveying Chin Way and remainder of Cheeney Road North.

#### **VOTING REQUIREMENT**

Simple majority

#### **RESOLUTION 19/11/2013/012**

That Council consider surveying Chin Way and Cheeney Road North to Fowler Road in the 2014/2015 budget deliberations.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried 5/5**

#### **7.13 BATS IN BATCHELOR**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CC/160B

**Disclosure of Interest:** Nil

**Date:** 11<sup>th</sup> November, 2013

**Author:** Melissa Kerr, Acting Chief Executive officer

**Attachments:** Email from Rhiannon Alexander

#### **SUMMARY**

Bats are roosting in Bicentennial Park and causing a nuisance to neighbours and residents in Batchelor.

#### **BACKGROUND**

Previously in 2004 Council applied for a permit to interfere on behalf of the community. I have had two residents approach Council to apply for the permit to interfere again this year. Conditions are released with the permit and Council must act within those conditions. If the conditions are breached then Council is responsible as the permit holder.

#### **COMMENT**

From Jardine Lloyd Thompson Office: (please see attachments for entire email)

*Further, if a resident does act negligently and causes injury or damage, but has no insurance, it is pretty obvious that council will be the target in litigation. The residents will also be creating nuisance, so how are complaints between residents to be resolved?*

*We would suggest council undertake a detailed and documented risk assessment to be able to provide evidence it has acted reasonably if a claim arises.*

*In short, I suspect council will be increasing its risk exposure. Would it be possible for council to do the work, but charge a fee from the residents? Probably not? Fee for service? Or can it only charge fees for things stipulated under the legislation, e.g. rates etc.?*

*Liability scenarios are not always clear cut unfortunately and are more often than not areas of grey as opposed to being black and white. However, it should be noted that the onus is always on Council to ensure that they act reasonably in preventing any injury or damage from occurring.*

## **CONSULTATION**

WALGA

Jardine Lloyd Thompson

Parks and Wildlife NT

## **STATUTORY ENVIRONMENT**

Nil

## **POLICY IMPLICATIONS**

Not applicable.

## **FINANCIAL IMPLICATIONS**

Possible if a claim arises.

## **VOTING REQUIREMENT**

Simple majority

### **RESOLUTION 19/11/2013/013**

That Council apply for a permit to “interfere” for the Bats in Batchelor.

**Moved:** Clr. Bulmer

**Seconded:** Clr. Jones

**Not Carried 2/3**

**Clr Gray, Clr Corliss and Clr Turner against**

## **8 FINANCE REPORTS**

### **8.1 PAYMENT REGISTER**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** N/A

**Disclosure of Interest:** Nil

**Date:** 19<sup>th</sup> November, 2013

**Author:** Melissa Kerr, Finance Manager

<b>Attachments:</b>	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 for October 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

October  
2013

Date	Reference	Details	Amount
1/10/2013	G/L Consolidate	Payroll FE 01/10/13	20,028.71
1/10/2013	Merch Fee	Commonwealth Bank of Australia	1,622.24
2/10/2013	231	PowerWater	5,397.25
2/10/2013	POS Fee	Commonwealth Bank of Australia	263.79
3/10/2013	Visa	CBA - Basketball Grant, CEO Rent Van Park	1,138.77
4/10/2013	5521	Animal Care Equip. & Services	3,000.80

4/10/2013	5522	Adelaide River Towing &Mechan	1,050.00
4/10/2013	5523	Dept of Lands Planning & the E	6,327.96
4/10/2013	5524	B Evans	1,920.00
4/10/2013	5525	Fin Bins	5,347.60
4/10/2013	5526	DT & MG Kerr	2,557.50
4/10/2013	5527	Local Govt Managers Australia	250.00
4/10/2013	5528	Maneroo Cattle Co P/L	411.00
4/10/2013	5529	Bruce Mason	2,541.00
4/10/2013	5530	Norsign NT	4,389.11
4/10/2013	5531	Diedre Pickering	1,356.53
4/10/2013	5532	RS Gardening Care	12,279.66
4/10/2013	5533	St John Ambulance Australia	200.00
8/10/2013	5534	Air Liquide WA Pty Ltd	82.75
8/10/2013	5535	AJ Couriers & Haulage Pty Ltd	27.50
8/10/2013	5536	Area IT Solutions	715.00
8/10/2013	5537	Attache Software Australia Pty	38.55
8/10/2013	5538	Dannah Pty Ltd	338.40
8/10/2013	5539	Batchelor Service Centre	591.96
8/10/2013	5540	B P Australia Limited	1,337.30
8/10/2013	5541	Bunnings Building Supplies P/L	475.00
8/10/2013	5542	Cridlands	322.30
8/10/2013	5543	Stephen Deveraux	3,100.00
8/10/2013	5544	Lindsay Grundon	4,428.00
8/10/2013	5545	Litchfield Springs Water Pty L	120.00
8/10/2013	5546	Nair Watkins Chartered Account	12,512.50
8/10/2013	5547	Intergrated Land Information S	42.00
8/10/2013	5548	OfficeMax	462.00
8/10/2013	5549	Oolloo Investments Pty Ltd	16,676.00
8/10/2013	5550	Riverland Marketing &Promotio	513.92
8/10/2013	5551	Rum Jungle Tavern	208.00
8/10/2013	5552	Rural & Remote Services	5,918.00
8/10/2013	232	Motor Vehicle Registry	768.45
8/10/2013	233	PowerWater	1,342.78
14/10/2013	458666	Petty Cash Reimbursements	1,652.85
15/10/2013	G/L Consolidate	Payroll FE 15/10/13	22,797.16
15/10/2013	214	Commonwealth Bank of Australia	8.58
15/10/2013	215	Commonwealth Bank of Australia	28.16
15/10/2013	216	Commonwealth Bank of Australia	244.96
18/10/2013	5553	Darwin Office Technology	132.51
18/10/2013	5554	Lindsay Grundon	11,628.00
18/10/2013	5555	Higgie Mechanical Engineering	999.48
18/10/2013	5556	HSS NT Pty Ltd	8,448.00
18/10/2013	5557	Limitless Promotions	200.00
18/10/2013	5559	NDELEC Electrical Contracting	184.25
18/10/2013	5560	NT News – CEO Advertisement	3,214.00
18/10/2013	5561	Phoenix Foundry Pty Ltd	849.20
18/10/2013	5562	Portner Press Pty Ltd	77.00
18/10/2013	5563	Rum Jungle Tavern	748.30
18/10/2013	5564	Rural Fire Protection	22.00
18/10/2013	5565	Statewide Superannuation Trust	1,228.64
18/10/2013	5566	NT Rural Pty Ltd TA Territory	689.70
18/10/2013	5567	Tradelink - Darwin Plumbing S	358.58
18/10/2013	5568	Veolia Environmental Services	6,295.96
18/10/2013	5569	Worksense Darwin	193.74

18/10/2013	234	Australian Communications Auth	41.00
18/10/2013	235	PowerWater	7,300.66
21/10/2013	217	Commonwealth Bank of Australia	1.10
29/10/2013	G/L Consolidate	Payroll FE 29/10/13	21,379.78
31/10/2013	5570	Leigh Ashford	933.33
31/10/2013	5571	Attache Software Australia Pty	2,398.00
31/10/2013	5572	Bunnings Building Supplies P/L	1,432.10
31/10/2013	5573	Darwin Business Machines	492.30
31/10/2013	5574	Fawcett Cattle Co	1,452.00
31/10/2013	5575	Fin Bins	5,347.60
31/10/2013	5576	Go Hire Pty Ltd	198.00
31/10/2013	5577	Hanson Construction Materials	7,716.28
31/10/2013	5578	Higgie Mechanical Engineering	1,496.00
31/10/2013	5579	HSS NT Pty Ltd	13,068.00
31/10/2013	5580	LJ Hooker	1,000.00
31/10/2013	5581	Intergrated Land Information S	84.00
31/10/2013	5582	NT Quality Hay & Contracting P	660.00
31/10/2013	5583	OfficeMax	1,060.21
31/10/2013	5584	Oolloo Investments Pty Ltd	23,113.20
31/10/2013	5585	OutbushPitchas	500.00
31/10/2013	5586	Rum Jungle Tavern	250.00
31/10/2013	5587	RS Gardening Care	15,216.66
31/10/2013	5588	Rural Formwork	11,880.00
31/10/2013	5589	Rural Fire Protection	1,085.70
31/10/2013	5590	Rural & Remote Services	1,628.00
31/10/2013	5591	The Aust. LG Job Directory	1,089.00
31/10/2013	5592	WA Local Super	2,955.69
31/10/2013	236	Australian Super	419.11
31/10/2013	237	Hostplus Superannuation Fund	126.06
31/10/2013	238	PowerWater	3,476.66
31/10/2013	239	Rest Industry Super	340.96
31/10/2013	240	Telstra	2,022.69
31/10/2013	241	TelstraSuper	40.04
31/10/2013	242	TWU Nominees Pty Ltd	301.90
<b>Total</b>			<b>\$ 310,609.43</b>

#### RESOLUTION 19/11/2013/014

That Council approve and pass for payment the October 2013 payment register totalling **\$ 310,609.43**

**Moved:** Clr. Gray

**Seconded:** Clr. Jones

**Carried 5/5**

#### 8.2 FINANCE AND GRANT REPORT, FINANCIAL SUMMARY REPORT AND DETAILED MONTHLY SUMMARY REPORT

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

<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Detailed Monthly 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 31<sup>st</sup> October 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

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### **Coomalie Community Government Council**

### **Financial Report for the period ending 31st October 2013**

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<b>Cash at Bank</b>	
<b>Cash on Hand</b>	\$ 2,000.00
<b>Cheque Account</b>	\$ 67,556.53
<b>Investment Account</b>	\$ 1,234,827.26
<b>Total Cash at Bank</b>	<b>\$ 1,304,383.79</b>



<b>Debtors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
<b>Trade</b>	-		-	2,500.00	\$ 6,787.00
		4,287.00			
<b>Rates</b>			-	129,526.88	\$ 260,457.97
		130,931.09			
<b>Total Debtors</b>					<b>\$ 267,244.97</b>
<b>Creditors</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90 Days</b>	
<b>Trade</b>		-	-	1,228.64	\$ 2,300.14
	1,071.50				
<b>Total Creditors</b>					<b>\$ 2,300.14</b>
<b>Reconciliation of Funds</b>					
<b>Balance as per General Ledger</b>					\$ 69,556.53
<b>Add outstanding Debtors</b>					\$ 267,244.97
<b>Less outstanding Creditors</b>					\$ 2,300.14
<b>Add Investment Account</b>					\$ 1,234,827.26
<b>Total Cash &amp; Receivables Available</b>					<b>\$ 1,569,328.62</b>

**Coomalie Community Government Council**

**Grant Report for the period ending 31st October 2013**

<b>Date Received</b>	<b>Grant</b>	<b>From</b>	<b>Amount</b>	<b>Expended to date</b>	<b>Amount Remaining</b>	<b>Acquittal Due</b>
<b>1/03/2013</b>	Batchelor Swimming Pool Upgrade	SPG - Dept Local Government	\$ 50,000.00	\$ 33,580.01	\$ 16,419.99	30/06/2014
<b>3/05/2013</b>	Boundary Expansion Project	SPG - Dept Local Government	\$ 10,000.00	\$ -	\$ 10,000.00	30/06/2014
<b>3/05/2013</b>	Footpaths Adelaide River	SPG - Dept Local Government	\$ 247,500.00	\$ 124,841.51	\$ 122,658.49	30/06/2014
<b>31/05/2013</b>	Youth Week - History Rocks 1953	Dept of Chief Minister - OYA	\$ 2,000.00	\$ 1,801.64	<b>Acquitted</b>	31/08/2013
<b>19/06/2013</b>	Seniors Week 2013	Dept of Chief Minister - OST	\$ 1,800.00	\$ 1,800.00	<b>Acquitted</b>	31/10/2013
<b>25/06/2013</b>	Lingalonga Festival	Dept of Arts and Museums	\$ 14,124.00	\$ 14,156.40	<b>Acquitted</b>	5/11/2013
<b>2/08/2013</b>	Back to Batchelor - 60 years	Community Benefit Fund	\$ 3,569.00	\$ 3,390.82	<b>Acquitted</b>	12/02/2014
<b>21/08/2013</b>	Gamba Grant	NTEPA	\$ 10,000.00	\$ -	\$ 10,000.00	30/06/2014
<b>23/09/2013</b>	Basketball Championship Grant	Dept of Sport and Recreation	\$ 2,500.00	\$ 600.00	\$ 1,900.00	30/11/2014
<b>15/10/2013</b>	School Holiday Grant Dec/Jan 13/14	Dept of Chief Minister	\$ 2,000.00		\$ 2,000.00	7/03/2014
<b>11/10/2013</b>	Final Air Raid Grant	Dept Lands Planning Environment	\$ 5,000.00		\$ 5,000.00	31/01/2014
				<b>\$ 348,493.00</b>	<b>\$ 180,170.38</b>	<b>\$ 167,978.48</b>
					<b>Cash and Receivables</b>	<b>\$ 1,569,328.62</b>
					<b>Unspent Grants &amp; Subsidies</b>	<b>\$ 167,978.48</b>
					<b>Cash Available to Council</b>	<b>\$ 1,401,350.14</b>

**Coomalie Community Government Council**
**Monthly Financial Summary**
**October 2013**

Acc Code	Account Description	Month Actual	YTD Actual	13/14 Budget	12/13 Actual
<b>110 ADMINISTRATION</b>					
110 3899	TOTAL INCOME	4,550	1,048,255	1,225,785	1,286,857
110 4999	TOTAL EXPENSES	84,832	298,478	767,403	705,179
110 5000	SURPLUS / (DEFICIENCY) 110	-80,282	749,777	458,382	581,678
<b>210 PUBLIC CONVENIENCES</b>					
210 3899	TOTAL INCOME	0	0	0	-16,667
210 4999	TOTAL EXPENSES	8,452	39,117	102,004	74,746
210 5000	SURPLUS / (DEFICIENCY) 210	-8,452	-39,117	-102,004	-91,413
<b>211 SANITATION AND GARBAGE</b>					
211 3899	TOTAL INCOME	1,693	305,261	695,890	275,853
211 4999	TOTAL EXPENSES	118,462	209,652	690,890	219,345
211 5000	SURPLUS / (DEFICIENCY) 211	-116,704	95,674	5,000	56,508
<b>212 CEMETERIES</b>					
212 3899	TOTAL INCOME	3,818	4,045	250	2,136
212 4999	TOTAL EXPENSES	1,905	2,047	4,800	4,112
212 5000	SURPLUS / (DEFICIENCY) 212	1,913	1,998	-4,550	-1,976
<b>310 PARKS AND GARDENS</b>					
310 3899	TOTAL INCOME	337	1,074	2,450	5,757
310 4999	TOTAL EXPENSES	24,084	53,574	162,865	201,670
310 5000	SURPLUS / (DEFICIENCY) 310	-23,747	-52,500	-160,415	-195,913
<b>311 LIBRARY</b>					
311 3899	TOTAL INCOME	48,858	48,858	48,000	48,858
311 4999	TOTAL EXPENSES	4,634	14,826	48,000	48,144
311 5000	SURPLUS / (DEFICIENCY) 311	44,224	34,032	0	714
<b>312 SPORT AND RECREATION</b>					
312 3899	TOTAL INCOME	120	358	820	60,860
312 4999	TOTAL EXPENSES	11,232	27,731	133,531	119,867
312 5000	SURPLUS / (DEFICIENCY) 312	-11,112	-27,373	-132,711	-59,007
<b>313 SWIMMING POOL</b>					
313 3899	TOTAL INCOME	305	1,140	56,000	56,843
313 4999	TOTAL EXPENSES	20,437	65,535	152,060	99,185
313 5000	SURPLUS / (DEFICIENCY) 313	-20,132	-64,395	-96,060	-42,342
<b>314 COMMUNITY RECREATION</b>					
314 3899	TOTAL INCOME	32,854	35,865	34,900	35,737
314 4999	TOTAL EXPENSES	7,271	21,693	70,830	72,410
314 5000	SURPLUS / (DEFICIENCY) 312	25,583	14,172	-35,930	-36,673
<b>410 ROADS</b>					
410 3899	TOTAL INCOME	21,500	275,757	746,948	737,316
410 4999	TOTAL EXPENSES	40,409	344,074	1,360,197	793,630
410 5000	SURPLUS / (DEFICIENCY) 410	-18,909	-68,317	-613,249	-56,314
<b>510 STREETLIGHTING</b>					
510 4999	TOTAL EXPENSES	2,898	2,898	21,000	10,269
510 5000	SURPLUS / (DEFICIENCY) 510	-2,898	-2,898	-21,000	-10,269
<b>511 TOURISM, PARKING AND OTHER</b>					
511 3899	TOTAL INCOME	5,200	9,306	29,409	33,479
511 4999	TOTAL EXPENSES	707	24,889	58,349	54,210
511 5000	SURPLUS / (DEFICIENCY) 511	4,493	-15,583	-28,940	-20,731

Acc Code	Account Description	Month Actual	YTD Actual	13/14 Budget
<b>512 DOG MANAGEMENT</b>				
512 3899	TOTAL INCOME	418	898	3,000
512 4999	TOTAL EXPENSES	4,302	5,791	7,900
512 5000	SURPLUS / (DEFICIENCY) 512	-3,884	-4,893	-4,900
<b>513 GLYPHOSATE</b>				
513 3899	TOTAL INCOME	0	200	10,000
513 4999	TOTAL EXPENSES	0	0	10,000
513 5000	SURPLUS / (DEFICIENCY) 513	0	200	0
<b>514 GAMBA AND WEED MANAGEMENT</b>				
514 3899	TOTAL INCOME	0	11,000	10,000
514 4999	TOTAL EXPENSES	0	0	10,000
514 5000	SURPLUS / (DEFICIENCY) 514	0	11,000	0
900 3899	TOTAL INCOME	119,653	1,742,017	2,863,452
900 4999	TOTAL EXPENSES	329,625	1,110,305	3,599,829
900 5000	SURPLUS / (DEFICIENCY)	-209,972	631,712	-736,377

#### RESOLUTION 19/11/2013/015

That Council receive and note the financial and grant report, financial summary report and detailed monthly financial summary to 31<sup>st</sup> October 2013.

Moved: Clr. Jones

Seconded: Clr. Corliss

Carried 5/5

## 9 ADMINISTRATION REPORTS

### 9.1 USE OF COMMON SEAL

Applicant:	N/A
Location/Address:	N/A
File Ref:	CC / 104
Disclosure of Interest:	Nil
Date:	19 <sup>th</sup> November, 2013
Author:	N/A
Attachments:	Common Seal Correspondence

#### SUMMARY

The Common Seal was affixed to the DSR Grant Funding Agreement.

#### BACKGROUND

Nil

#### COMMENT

Nil

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT

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

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

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### VOTING REQUIREMENT

Simple majority

#### RESOLUTION 19/11/2013/016

That Council approve the use of the common seal the DSR Grant Funding Agreement.

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried 5/5**

#### 10 COMMUNITY RECREATION OFFICER'S REPORT

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** CCGCDocs\ CRO

**Disclosure of Interest:** Nil

**Date:** 19<sup>th</sup> November, 2013

**Author:** Marilyn Morris, Community Recreation Officer

**Attachments:** NIL

#### SUMMARY

Community Recreation Officer reports for the Ordinary General Meeting 19<sup>th</sup> November, 2013.

#### CRO Report –October/November

**Friday Night Fun** – We decided to take a bus load of children to Adelaide River on 1<sup>st</sup> November for a Halloween disco. Had a quick sausage sizzle, then took a scary looking crew down – very well behaved and the event at ARSS was well run and great fun. Held FNF at Community Centre on 15<sup>th</sup> and will be on 29<sup>th</sup> November. John Holland Group has recently made a financial contribution of \$2000 to Friday Night Fun and basketball programs for the kids of Batchelor. **No Friday Night Fun through December.**

**Aussie Hoops program** – Basketball Australia owns the program and the Coomalie Council have joined as a club under Basketball NT. Aussie Hoops is for 5 - 12 year olds and is about kids having FUN and learning new basketball skills, with a range of resources to help parents, coaches and teenagers run the program. Fred Murphy from Indigenous Sport and Rec came to Batchelor on 11<sup>th</sup> November and coached six of us from Batchelor and Adelaide River Schools – we now have our coaches O level ticket (beginners). Am discussing with both Schools when they would like to see the program run – either in school or as an Active After School

program. The Batchelor Area School has 'sports voucher funding' which will pay for approx 80% of each child's registration and join up fees. I went to assembly at Adelaide River School to ascertain interest and times with parents and teachers. Good interest there too. Will have a registration /sign up day before the holidays for BAS – as the sports voucher funding needs to be expended. Probably begin the program after the holidays.

**Batchelor Monthly Markets** – November markets were very quiet with customers - I hope to have more interest in the 'Christmas Market' or we will struggle with stallholders next April when we begin again. We will hold the Christmas market on 8<sup>th</sup> December. Please let locals know that we need their support.

**Final Air Raid Commemoration on 12<sup>th</sup> November**– Coomalie Council and the Adelaide River Railway Heritage Precinct coordinated this significant event. Dr Tom Lewis attended Adelaide River School at 11am on the 12th to talk with the children, along with Ron Baker and John (94 yr old Veteran) in a military jeep. The commemoration was attended by close to 200 guests and was very rewarding for all who came along. The speakers were wonderful, the sandwiches were excellent and our thanks must go to the Adelaide river Inn. The presence of approximately 50 Scouts and Girl Guides was a highlight, as were our two Veterans from Sydney. Wing Commander Pete Mitchell OAM and Dr Tom Lewis spoke very well and the company of Her Honour was most appreciated. The Heritage signs were designed by Aussie Signs at a reduced cost and the Works Crew did a fabulous job erecting all signs. Funding was helped along by several Members of Parliament who contributed and the RAAF F 18 Hornet really woke everyone up. Goosebumps whenever I think about that!!

**Coomalie Seniors Christmas Luncheon** – Invitations being sent out this week for the luncheon, which will be held at Mt Bundy Homestead (air conditioned) on Tuesday 10<sup>th</sup> December. Cost is \$35 head and will be covered by Council's budget of \$1500, fundraising \$445 and COTA donation of \$500. Thanks to COTA. Limit of 70 seniors – due to seating limitations.

**School Holiday Program** – Grant funding was successful so program will be held three days a week from January 6<sup>th</sup> to 24<sup>th</sup>. Participation forms for sign up will be available at schools, Council and Post Offices by 26<sup>th</sup> November.

**Australia Day** - Nomination forms will be available at Post Offices, Council and on website from 29<sup>th</sup> November. Still waiting to see if grant submission for Oz Day Big Breakfast is approved by Australia Day committee.

**Coomalie Swim Group** – Continuing dependant on weather. Woolaning students are joining us again.

**Wednesday Yoga** – Held at a local residence by Kanchana Garrioch at 6pm Wednesdays. Kanchana is a qualified teacher and has an ABN. Cost is \$10 p/p. Under 15's free.

**Anzac Day 2014** – Will we set a charge of \$5 per adult for the Gunfire Breakfast?? Discussions with Wing Commander Pete Mitchell have resulted in the possibility of a flyover by three Tindal F18 Hornets as they are returning to Tindal after the Darwin flypast at 9.06am. This would mean they would fly over the ARSS club at approx 9.15 / 9.30am. I am submitting an application to Canberra within the next month – with the support of WC Pete Mitchell OAM.

## **VOTING REQUIREMENT**

Simple majority

### **RESOLUTION 19/11/2013/017**

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

**Moved:** Clr. Jones

**Seconded:** Clr. Corliss

**Carried 5/5**

**DIRECTION**

That Council support the CEO and CRO in arranging viable options to secure \$5,000 to go towards Anzac day Commemoration.

**11 LATE REPORTS****11.1 DIGITAL TV IN ADELAIDE RIVER**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 <sup>th</sup> November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Nil

**SUMMARY**

Council received two complaints that residents in Adelaide River have not had working TV Channels for the past five days.

**BACKGROUND**

Analogue TV is being switched off in Adelaide River on the 10<sup>th</sup> December 2013. Last month it cost \$700 for the last specialist call out to correct the analogue aerial issue, which were beyond our local call out officers capabilities.

**COMMENT**

Nil

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

\$700.00 for a specialist call out

**VOTING REQUIREMENT**

Simple majority

**DIRECTION**

That the Council requests the CEO to contact the two complainants and advise that due to analogue TV being switched off and no longer being available the current analogue aerial issue will not be corrected.

**12 COUNCIL REPORTS**

Nil

### 13 CONFIDENTIAL ITEMS

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

### 14 GENERAL BUSINESS

#### 14.1 BATCHELOR SWIMMING POOL COMPLAINTS

<b>Applicant:</b>	Anna Reynolds
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CC / 18
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	12 <sup>th</sup> November, 2013
<b>Author:</b>	Melissa Kerr, Acting Chief Executive Officer
<b>Attachments:</b>	Email Correspondence 2 x photos

#### SUMMARY

Community member and mother Anna Reynolds has written to Council with concerns relating to the water treatment procedures of the Batchelor Swimming Pool as well as the gardens surround the swimming pool.

#### BACKGROUND

Nil

#### COMMENT

Nil

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT

Nil

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### VOTING REQUIREMENT

Simple majority

#### NOTED

Complaint should be included in the complaints register and addressed by the CEO.



## **15 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 10<sup>th</sup> December, 2013.

Meeting closed 9:53pm