



**AGENDA**

**ORDINARY COUNCIL MEETING**

**15<sup>th</sup> April, 2014**

## 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 18 <sup>th</sup> MARCH, 2014.....	7
6	OPERATIONS MANAGER’S REPORTS .....	8
6.1	OPERATIONS REPORTS .....	8
6.2	ANIMAL MANAGEMENT OFFICER’S REPORT.....	9
6.3	POOL REPORT.....	10
7	CHIEF EXECUTIVE OFFICER’S REPORTS.....	11
7.1	INCOMING AND OUTGOING CORRESPONDENCE .....	11
7.2	REVIEW OF ACTION ITEMS LIST APRIL - 2014 .....	13
7.3	COMPLAINTS REGISTER APRIL - 2014.....	14
7.4	STANDING ORDER – AMALGAMATION REVIEW .....	14
7.5	CEO ACTIVITIES REPORT .....	17
7.6	ANIMAL MANAGEMENT PLAN .....	20
7.7	REVEIW OF THE STRATEGIC PLAN 2013-2018.....	21
7.8	PERIODIC TENDERS FOR THE SUPPLY OF LANDSCAPE MAINTENANCE AND ROAD WORKS .....	23
7.9	REPORTED THREAT OF GRADER GRASS IN COOMALIE SHIRE .....	25
8	FINANCE REPORTS.....	27
8.1	PAYMENT REGISTER .....	27
8.2	FINANCE AND GRANT REPORT, MONTHLY FINANCIAL SUMMARY REPORT .....	30
8.3	NT LIBRARY GRANT ACQUITTALS 2010/11, 2011/12 AND 2012/13.....	32
9	ADMINISTRATION REPORTS.....	33
10	COMMUNITY RECREATION OFFICER’S REPORT .....	33
11	LATE REPORTS .....	34
12	COUNCIL REPORTS .....	34
13	GENERAL BUSINESS.....	34
14	CONFIDENTIAL ITEMS.....	34
15	NEXT MEETING .....	35

## COOMALIE COMMUNITY GOVERNMENT COUNCILDISCLAIMER

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

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

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

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

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

A handwritten signature in black ink, appearing to read 'Leigh Ashford', written in a cursive style.

Signed: Leigh Ashford Chief Executive Officer

# AGENDA

## ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 15<sup>th</sup> APRIL, 2014 AT 6.00PM

---

Vice President of the Shire Council Bruce Jones declared the meeting open at 6.00pm and welcomed all in attendance.

### **1 PERSONS PRESENT**

#### **ELECTED MEMBERS PRESENT**

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

#### **STAFF PRESENT**

Chief Executive Officer	Leigh Ashford
Senior Administration Officer	Aleyshia Kim

#### **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>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford, 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 15<sup>th</sup> April, 2014.

### 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 Clr. Turner's apologies and grants a leave of absence for the Ordinary General Meeting held 15<sup>th</sup> April, 2014.

**Moved:** Clr.

**Seconded:** Clr.

### 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>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford, 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

### RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 15<sup>th</sup> April, 2014.

**Moved:** Clr.

**Seconded:** Clr.

## 4 PETITIONS AND DEPUTATIONS

Nil

## 5 CONFIRMATION OF MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 18<sup>TH</sup> MARCH, 2014

<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>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Aleyshia Kim, Senior Administration Officer
<b>Attachments:</b>	Copy of Minutes will be tabled at the meeting

### SUMMARY

Minutes of the Ordinary General Meeting held 18<sup>th</sup> March 2014, 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 18<sup>th</sup> March 2014 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

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\Operations Manager
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Robert Bright, Operations Manager
<b>Attachments:</b>	Nil

## SUMMARY

### Operations Manager Report March / April

Roads- As you can see from our bus tour the condition of our roads. We have commenced work on Coach/Milton road. The last of last year's flood damage money has been spent. The water grade and roll has started and where possible gravel re sheet will be ahead of the grader.

Spraying of our roads nearly finished because of staff shortage the balance will be finished off with contractors.

Slashing of roads except Lake Bennett has been completed. When the tractor is repaired Lake Bennett will be finished.

Adelaide River transfer station - The 2<sup>nd</sup> bin site has been dug out and the floor will go in while I have the cement contractor down there.

Batchelor transfer station – The dump itself has dried out fairly well and is a lot easier to try and keep clean with the resources we have. Cover material has run out again and we will start digging it out of another slot to obtain this. Rubble from the 2 building sites have commenced to be dumped on site. All asbestos is being removed and taken to Darwin. The bins are working well, the Adelaide River ones will need covers made for them.

Bowls Club- The Asbestos will be removed this week from the burnt shed and then it will be removed. A container will be out in its place.



Batchelor Play Group – The new roof area and an entrance door have been completed, I have arranged a meeting with the committee to see what they need done with the remaining money.

Pool- All OK have not installed cage as yet.

Adelaide River footpath – This has been started, working on the school area while they are on holiday.

Subdivisions- The two subdivisions on Ringwood road have gone through their exhibition period and waiting for permits. Lake Bennett 475 Owen Lagoon road are ready to construct their accesses.

**RECOMMENDATION:**

Nil

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and note the Operations Manager Report for March / April.

**Moved:** Clr.

**Seconded:** Clr.

**6.2 ANIMAL MANAGEMENT OFFICER'S REPORT**

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\Animal Management Officer
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Trevor Sullivan, Animal Management Officer
<b>Attachments:</b>	Nil

**SUMMARY**

Animal Management Officer's report for the Ordinary General Meeting held 15<sup>th</sup> April, 2014.

Animal Management Officer's report March / April

I have been patrolling and setting the trap but have not caught a dog but have been getting a lot of abuse and threats. We need Territory Housing and a review of the dog by-laws. The red brick flats and Territory Housing in Flynn and Kirra Cr are the main problem areas.

Under the dog by-laws I am only allowed to enter property's to seize dogs when it is an emergency e.g. dangerous or diseased dog's. I can only catch unregistered dogs when they are roaming etc.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and note the Animal Management Officers Report for March / April.

**Moved:** Clr.

**Seconded:** Clr.

**6.3 POOL REPORT**

**Applicant:** N/A  
**Location/Address:** N/A  
**File Ref:** CCGCDocs\Pool Supervisor  
**Date:** 15<sup>th</sup> April, 2014  
**Author:** Trevor Sullivan, Animal Management Officer  
**Attachments:** Nil

**SUMMARY**

Pool Supervisor's report for the Ordinary General Meeting held 15<sup>th</sup> April, 2014.

Pool Supervisor's report March / April

Pool is running well. Water is clear and pumps are all working. Weather has been hot and pool use is steady with regulars and outdoor education.

***Swimming Pool Takings and Statistics***

<u>Paying at gate swimmers and takings</u>							<u>Pass Swimmers</u>		
	Adult	Children	Families	Pens	Gate	Value of sold passes	Pool takings	Adult	Children
12/03/2014	5	11	5	1	55.50		55.50	12	9
19/03/2014	7	10	5		57.50		57.50	9	18
26/03/2014	6	6	2		50.00	82.50	132.50	23	15
2/04/2014	9	10	4		67.50	82.50	82.50	19	15

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receives and note the Pool Report for March / April.

**Moved:** Clr.

**Seconded:** Clr.

## 7 CHIEF EXECUTIVE OFFICER'S REPORTS

### 7.1 INCOMING AND OUTGOING CORRESPONDENCE

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford, Chief Executive Officer
<b>Attachments:</b>	Correspondence to be tabled

#### SUMMARY

Council is provided with items of correspondence both received and sent during the months of March / April.

#### 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

11DATE	CODE	SOURCE	SUBJECT
18/3	MI 1	Julie-Anne Murphy	trailers and tips
18/3	MI 2	LGANT	Street light Update
18/3	MI 2:1	PWC	Street light numbers and bill impact
18/3	MI 2:2	PWC	Street Lighting Services and Charges
18/3	MI 2:3	PWC	Power Networks Draft streetlight repairs & maintenance
18/3	MI 3	Rohan Hawthorne	Coomalie Shire Mining Tenements
18/3	MI 3:1		Coomalie Granted Titles
31/3	MI 4	LGANT	Street Light Charges
26/3	MI 5	Lee Williams	Local Gov. Amendment Bill
26/3	MI 6	Jack deVries	Subdivision – Owen Lagoon Road
31/3	MI 7	Avril Beatie	Roads
31/3	MI 8	M Higgins	Rates AN 182 183
3/4	MI 9	M Ashley	Dogs
3/4	MI 10	D Tollner	Boundaries
3/4	MI 11	D Tollner	Conditional Rating
10/4	MI 12	C Whatley	Grader Grass
10/4	MI 13	Woodbridge	Re AN 191 mess

### Correspondence Out

DATE	CODE	SOURCE	SUBJECT
14/3	MO 1	LA	Higgins Property Rates Debt
18/3	MO 2	LA	Seniors or disability grant
20/3	MO 3	LA	COTA Bus
20/3	MO 4	LA	M Brice Clinic, Bus
20/3	MO 5	LA	B Ford, Bus
21/3	MO 6	LA	N Gaden – Backhoe tender
21/3	MO 7	LA	M Edwards – Backhoe tender
21/3	MO 8	LA	P McClintock – Backhoe tender
21/3	MO 9	LA	O Kastowsky – Backhoe tender
21/3	MO 10	LA	S Lennon – Backhoe tender
21/3	MO 11	LA	J Pearson – Backhoe tender
24/3	MO 12	LA	AN 858 Subdivision (letter only)
24/3	MO 13	LA	AN 395 Subdivision
24/3	MO 14	LA	AN 990 Subdivision
25/3	MO 15	LA	Mr Joe Morrison – NLC Invitation
31/3	MO 16	LA	Mr Kel Pearce – Assistance to provide visitor services
9/4	MO 17	LA	Mary Ashley response to email various issues
10/4	MO 18	LA	I Middleton resignation

### 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 REVIEW OF ACTION ITEMS LIST APRIL - 2014

<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>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford, Chief Executive Officer
<b>Attachments:</b>	Action Items List April, 2014

### SUMMARY

The action list has been reviewed. It was found that 6 Actions had been finalised literally but the issue remained. Five of these have been identified in the Long Term Strategic Plan and it is considered that the issues relate to Council's future and that the Long term Strategic Plan is where they should be located.

Four items relating to planning issues have been superseded and no longer are appropriate. These items will be addressed with the conclusion of item 144. It is considered that the issue that arises should be included in item 144

### BACKGROUND

The Actions List has become unwieldy with 22 pages of actions to be completed. The CEO reviewed the listed and culled the actions down to 9 pages. Some Councillors raised a concern that some of that actions listed that had been removed had not been finalised.

### COMMENT

Many of Council's resolution relate to providing a specific advocacy role relating to an issue. Council has carried out its commitment to provide the advocacy, however the issue has not been resolved in council's favour. The action has remained on the Action Plan. It is considered if the issue is important it should be listed in the Long Term Strategic Plan and removed from the Action Plan.

The "Town Planning" issues Council wishes to see actioned have most often been overtaken by other events and become redundant or are superseded. These should be rolled into the last action which covers all the issues resolved.

### CONSULTATION

### STATUTORY ENVIRONMENT

### POLICY IMPLICATIONS

### FINANCIAL IMPLICATIONS

### VOTING REQUIREMENT

## RECOMMENDATION

That actions 05,009,034,0067,101,136 are removed and listed in the long term Strategic Plan and actions 029.032,042,045 are rolled into Action 144.

Moved: Clr.

Seconded: Clr.

### 7.3 COMPLAINTS REGISTER APRIL - 2014

**Applicant:** Nil  
**Location/Address:** N/A  
**File Ref:** N/A  
**Disclosure of Interest:** Nil  
**Date:** 15<sup>th</sup> April, 2014  
**Author:** Leigh Ashford, Chief Executive Officer  
**Attachments:** Nil

No complaints have been received this month.

### 7.4 STANDING ORDER – AMALGAMATION REVIEW

**Applicant:** N/A  
**Location/Address:** Coomalie Councillors  
**File Ref:** CC/79  
**Disclosure of Interest:** Nil  
**Date:** 15<sup>th</sup> April, 2014  
**Author:** Leigh Ashford, 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 Clr A Turner and the CEO met with Giovina D'Alessandro Director Local government and Community Services, John DeKoning Deputy Chief Executive, John Tobin Director – Shires Sustainability Project. The points of interest from the meeting were as follows;

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

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

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

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

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

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

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

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

#### **Amalgamations**

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

#### **ACTION:**

Council seeks the Minister's comments and suggested action for Coomalie to remain a Shire in its own right. The Regional Governance Working Group has met on 4 occasions and a report will be released in the

immediate future. Is Coomalie to be considered a Regional Council or a Shire? This decision is important in relation to Item 2 below and how the Coomalie Shire is to move forward. ***Minister's Comment: If Council can get the unincorporated landowners to agree to join Coomalie Shire he will sign off on those areas of land being incorporated into the Shire of Coomalie.***

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

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

#### **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.

A/CEO to write to Minister for Local Government and Regions and Member for Daly to meet with Council.

#### **December 2013**

Meeting with Minister for Local Government and Regions, David Tollner was scheduled for 9<sup>th</sup> December 2013 but has recently been rescheduled to Monday 3<sup>rd</sup> February 2014. Council will discuss NT Operational Funding grant, boundary expansion and long term financial sustainability.

#### **January 2014**

Boundary Expansion Opportunity document completed with options a, b, and c.

#### **February 2014**

Meeting with Minister Tollner, Local Government and Regions to discuss Boundary Expansion Opportunity Document. Option A is favourable at this point in time.



**April 2014**

The Department of Local Government were advised that Council wished to proceed immediately with the Dorat Road area and the Litchfield National Park. Council was continuing to investigate the Mt Ringwood Road and the Douglas Daly region. The areas are to be processed individually to ensure that issues arising in one area do not impact on other areas. An invitation has been forwarded to Minister Tollner's office

**CONSULTATION**

Department of Local Government NT

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

**Moved:** Clr.

**Seconded:** Clr.

**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>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford, Chief Executive Officer
<b>Attachments:</b>	LG ACT Fact Sheet LG ACT Q and A

**SUMMARY**

Chief Executive Officer's report for the Ordinary General Meeting held 15<sup>th</sup> April, 2014.

**Proposed changes to the Local Government Act**

The Department of Local Government have advised proposed changes to the Local Government Act were introduced into the Legislative Assembly on 26 March 2014. A summary of the proposed changes is as follows:

1. The Electoral Commissioner must be advised within 10 days of a vacancy occurring in the Council Membership.

2. All Council members must vote on motions requiring a decision. The chair must exercise a casting vote in the event of a tied vote.
3. The Minister will now appointment persons to a pool of eligible people to sit on a disciplinary committee. The disciplinary Committee has the power to require people to give evidence.
4. Councils must have a Caretaker Policy.
5. People working in NT Local Government are able to claim accrued long service leave from a previous Local Government Employer.
6. Changes to Councillor Allowance may be reduced during the period of the financial year.
7. The period to make submissions to rate conditional land has been moved forward from the end of February until the end of January.
8. Changes to the definition of "school" to allow assessment for exemption of rates.
9. Council must state the purpose of charges as part of the declaration of rates and charges.
10. Documents must remain on Council's website whilst they are current and for a period of three years after they are no longer current.
11. A surcharge must not exceed the loss to Council and the amount in recovering the surcharge.
12. Chair of the Audit Committee must not be a Councillor or staff member.
13. Other Acts have been amended to make references to Local Government Councils, areas and authorities consistent.

### **CEO's Meeting**

I attended a meeting of the CEOs on Wednesday 2nd April 2014 in Katherine and stayed for the presentations to the LGANT General Meeting on Thursday morning 3rd April 2014.

The items of interest were:

- The NT Government has put on hold the transfer of roads to local government, possibly until after the 2016 election. There are currently 14,000 km of local roads and there are an additional 7000kms of Government roads proposed for transfer. It appears there are none in Coomalie Community Government Council area to date. The Government allocate \$15m including Roads to recovery to maintain the roads. Transfer of the roads will also impact on FAGs as the overall criteria which include road lengths remain unaltered.
- The Department are preparing support kits for;
  1. Dealing with Confidential business.
  2. Dealing with conflict of Interest.
- Changes to the Cemetery Act are planned for later in the year
- It is possible that the Department of Local Government and Department of Community Services will be merged this year.
- Council is required to have an Archive Disposal Policy in place.
- The Department of Lands and Planning have engaged consultants to prepare subdivision division guidelines to be implemented across the Northern Territory. This has caused some consternation from the City of Darwin and Palmerston Municipal Council as they believe the existing policies support their requirements. Palmerston Municipal Council is currently inviting comment on their new proposed guidelines.
- Minister Tollner advised that Legislation had been introduced into Parliament Act to change Amend the Darwin Rates act to become the Northern Territory Rates Act. This will allow the Government to charge a flat rate on lands currently located in the unincorporated areas if it desires.

- Minister Tollner advised that Power and Water proposed street lighting charges had been put on hold until the Government resolved the current proposed splitting of the organisation. They still aim to have this in place later in the year.
- Minister Tollner suggested that it was his aim to devolve control of local government from the Department to LGANT. LGANT would have a much greater say in how council's operate.

#### **Meeting with Member for Daly.**

I had a meeting with Gary Higgins MLA Member for Daly on Monday 24 March 2014. The meeting was to update him on the expansion of the Shire and to seek his assistance in arranging a meeting with The Minister for Local Government The Hon David Tollner.

#### **Staff**

Mr Ian Middleton resigned his position as a Service Officer on Friday 4 April 2014. This has left the operations section very short staffed, particularly as Mr Bill Selems is on holidays for 3 weeks and Mr Jimmy Yuncken's is not available 5 days per week due to a family illness.

Council has advertised for two new service officer positions to fill Mr Middleton's position and for a person to be responsible for waste management. The Operations Manager is seeking to fill the vacancies with casuals in the interim.

#### **Meetings and Inspections**

I attended a morning tea with COTA on Friday 29 March 2014. A number of issues were raised mostly relating to expected levels of community respect and consideration. The meeting has generated requests from some members.

I had meetings with residents regarding the condition of Stapleton Road and drainage issues on Cheeney Rd

#### **Department of local Government Inspection.**

The Department of Local Government have advised that they will be attending the council offices on the 27th and 28<sup>th</sup> May 2014 to inspect compliance with aspects of council's governance, operational and financial performance.

#### **Local Road Weight Restrictions.**

Council implemented weight restrictions on its roads in December 2013 for the wet season. Due to the dry conditions over most of the Council area over the last 4 weeks, it is proposed to lift the restrictions for the dry season following this month's Council meeting.

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

That Council receives and notes the CEO's Activity Report for April 2014.

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

**Seconded:**                **Clr.**

## 7.6 ANIMAL MANAGEMENT PLAN

<b>Applicant:</b>	Batchelor Community Submission – May 2013
<b>Location/Address:</b>	Batchelor
<b>File Ref:</b>	CC / 209
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	20 <sup>th</sup> August, 2013
<b>Author:</b>	Leigh Ashford, Chief Executive Officer
<b>Attachments:</b>	Animal Management Plan– DRAFT

### 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).

Further submissions were received in August 2013 and April 2014 requesting that council contributes to a Dog and Cat desexing day.

The interim proposal from the Animal Welfare Group is to engage Ark Animal Hospital to carry out desexing of dogs and cats on a single day appear to have merit. Consideration of a contribution of a \$1000 to the group to carry out the program should be referred to the budget meeting. Any contribution should be linked to maximising the number of problem dogs being desexed and registered.

It is also appropriate that Council set up a small working party to review and recommend modifications to the Draft Animal Management Plan.

### BACKGROUND

The submission was presented to Council from the Animal Welfare Group in May 2013 requested Council works towards the development of an Animal Management Plan.

A further request was made in August 2013 that council match the funds raised by the group to carry out a dog and cat desexing day in Batchelor.

A Plan was obtained from Barkly Regional Council and modified to suit Coomalie Community Council needs. Council was particularly concerned about the cost of implementing the plan and it was deferred to the 2014 for budget consideration.

A further request has been made for Council to again contribute to dog and cat desexing day.

### 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.

Given the current financial climate, it is very unlikely that Council will be able to fund the implementation of such a comprehensive plan. The plan raises community expectations to levels which will be unrealised. This will ultimately reflect poorly on Council.

It is also of concern that the Plan does not present a means of engaging the section of the community that appears to be currently alienated from community discussion. It is considered that additional work needs to be carried out on the plan to estimate upfront and recurring costs, priorities, workable local strategies and consultation strategies prior to the broader community being invited to comment and consideration by Council.

It is appropriate that a very small working party max 5 including 2 from Council be set up to review the original draft plan and modify it to better align with local environment. The working party needs to reflect the broadest possible views regarding Domestic Animal Management.

#### **CONSULTATION**

Animal Management officer

Finance Manager

Representative from the Animal Welfare Group.

#### **STATUTORY ENVIRONMENT**

Dog By- laws

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

Commitment in 2014/15 Budget

#### **VOTING REQUIREMENT**

Simple majority

#### **RECOMMENDATION**

That the requested for a financial contribution by council to the proposed desexing day for dogs and cats be referred to the Council budget meeting.

**Moved:** Clr.

**Seconded:** Clr.

### **7.7 REVIEW OF THE STRATEGIC PLAN 2013-2018**

<b>Applicant:</b>	Strategic Plan Review
<b>Location/Address:</b>	G:\Strategic Plans\2013-2018
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	21 <sup>st</sup> August 2013
<b>Author:</b>	Leigh Ashford, Chief Executive Officer.
<b>Attachments:</b>	Strategic Plan 2013 -2018 Review April 2014

#### **SUMMARY**

As part of the Annual Planning Cycle council needs to review its current Strategic Plan 2013-2018 as the first stage of the preparation for the Annual Budget and Service Delivery plan.

## **BACKGROUND**

Council undertook an extensive consultation program with the community in early 2013. From the consultation a Strategic Plan 2013-2014, Long Term Financial Plan, Annual Plan and Service Delivery Plan were prepared and adopted by Council.

The plans are the documents that Council must consider when discussing the various issues that arise throughout the year.

## **COMMENT**

Council carried out an extensive consultation program in 2013. It is considered that the same level of consultation is not required this year but council should review the existing document to ensure it meets its expectations. Councillors may suggest changes prior to staff preparing the Annual Financial Plan and Service Delivery Plan. These will be presented to Council in May prior to inviting the community to comment.

On reviewing the plan there are a number of items which require funding to proceed. Whilst these are specific projects they are clearly aspirational as funds have not been provided to progress the project.

The proposed timetable for this year is:

April 2013- Review current Long term Strategic Plan.

May 2013 Incorporate Council comments into Long Term Strategic Plan, Prepare Draft Annual Budget and Annual Service Delivery Plan. Council to note plans only

Late May 2013- Invite community comment in accordance with the legislation and arrange public meetings to for community to comment.

June- Council to consider and adopt a Strategic Plan, Long Term Financial Plan, Annual Plan and Service Delivery Plan were prepared and adopted by Council.

## **CONSULTATION**

### **STATUTORY ENVIRONMENT**

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.

## **POLICY IMPLICATIONS**

Nil

#### FINANCIAL IMPLICATIONS

Will for the base document for the Annual Budget.

#### VOTING REQUIREMENT

For Noting only

#### RECOMMENDATION

That the report be received and noted.

**Moved:** Clr.

**Seconded:** Clr.

### 7.8 PERIODIC TENDERS FOR THE SUPPLY OF LANDSCAPE MAINTENANCE AND ROAD WORKS

<b>Applicant:</b>	Tender 2014-001 Tender for Road Construction, Maintenance Grading and Earthworks for Various roads.  Tender 2014-002 Tender for Landscape Maintenance
<b>Location/Address:</b>	Coomalie Community Government Council Area
<b>File Ref:</b>	CC/151
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Leigh Ashford Chief Executive Officer
<b>Attachments:</b>	Nil

#### SUMMARY

The Regulations require the tenders to be opened by Council itself as staff have not been delegated to open the tenders.

It is inappropriate for Council to immediately consider these tenders as there are number of schedules required to be completed by the tenderer. It is considered that the CEO be directed to prepare a report on the tenders for the May Ordinary General Meeting.

#### BACKGROUND

Council has regular period contracts for landscape maintenance, roadworks, garbage collection and cleaning. These have traditionally been one year contracts with an option for council to extend the contract twice for an additional 12 months.

The Contract for Landscape Maintenance and the Contract for Roadwork's will complete the three year cycle this year.

Tenders were advertised in the Northern Territory News on Saturday 22<sup>nd</sup> March 2014 and closed on Monday 7 April 2014.

The tenders were for:

- 2014-001 Road Construction, Maintenance Grading & Earthworks of Various Roads.
- 2014-002 Mowing and Landscape Maintenance.

## **COMMENT**

Tender 2014-001 is a Schedule of Contract and Tender 2014-002 is a Lump Sum Tender.

## **CONSULTATION**

Operations Manager

Finance Manager

Service Suppliers

## **STATUTORY ENVIRONMENT**

Compliance with Local Government Accounting Regulations 201 Part 13 division 1- 29

- (1) *A council must not enter into a contract for the provision of supplies to the Council at a cost of more than \$100,000, unless it has first called tenders for that contract by public notice published in a newspaper circulating in the Council's area.*
- (1A) *A notice must contain a statement to the effect that the notice of the successful tender will be published on council's website.*
- (2) *A tender received in response to the public notice may only be opened in the presence of ;*
  - (a) *The Council itself*
  - (b) *A committee of three members of the council's staff delegated by the Council to open and consider the tenders and report to the council on the tenders.*
- (3) *If a council accepts a tender for the provision of supplies to the council at a cost of more than \$100,000, it must:*
  - (a) *Accept the tender by written notice to the person who submitted the successful tender; and*
  - (b) *Give notice of the successful tender;*
    - (i) *In writing to each person who submitted a tender; and*
    - (ii) *By publishing the notice on the Council's website.*
- (4) *Notice for sub regulation (3)(b) must*
  - (a) *The name of the person who submitted the successful tender; and*
  - (b) *The supplies to be provided; and*
  - (c) *The tender price.*

## **POLICY IMPLICATIONS**

Council's Purchasing Policy 1.10

*All tenders shall be carried out in accordance with the Regulations.*

## **FINANCIAL IMPLICATIONS**

To be included in draft budget

## **VOTING REQUIREMENT**

Simple majority



## RECOMMENDATION

That Council direct the CEO prepare a report for Council's consideration at its May Ordinary General Meeting on the assessment the submissions received for Tender 2014-001 and Tender 2014-002.

**Moved:** Clr.

**Seconded:** Clr.

## 7.9 REPORTED THREAT OF GRADER GRASS IN COOMALIE SHIRE.

**Applicant:** N/A

**Location/Address:** Coomalie Community Government Council Area

**File Ref:**

**Disclosure of Interest:** Nil

**Date:** 15th April, 2014

**Author:** Leigh Ashford Chief Executive Officer

**Attachments:** Notice from Chris Whatley

Department of Land Resource Management information Sheet.

## SUMMARY

Mr Whatley has identified Grader grass (*Themeda quadrivalvis*) on his property on Ringwood Rd. He believes he has also identified it along the Adelaide River, in the Tortilla Flats area and in the Lake Bennet area. He has requested Council notify landholders of its presence in the area so they can control it before it has a major impact on the Coomalie area.

## BACKGROUND

NA

## COMMENT

Grader grass (*Themeda quadrivalvis*) is declared a class B weed under the Weed Management Act. Landholders are required to control the growth and spread of the weed.

It is appropriate that Council place an item in the next Stop Press advising the Community of the presence of Grader Grass.

## CONSULTATION

Operations Manager

## STATUTORY ENVIRONMENT

Weeds Management Act 2001

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## **VOTING REQUIREMENT**

Simple majority

### **RECOMMENDATION**

That Council directs the CEO to place an item in the next StopPress and on its website advising the community of the presence of Grader Grass in the area.

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

**Seconded:**                **Clr.**

## 8 FINANCE REPORTS

### 8.1 PAYMENT REGISTER

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Nil

#### SUMMARY

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

#### BACKGROUND

Attached is a listing of accounts paid for March 2014.

#### 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

<b>COOMALIE COMMUNITY GOVERNMENT COUNCIL</b>			
<b>PAYMENT REGISTER</b>			
<b>MARCH 2014</b>			
<b>DATE</b>	<b>REFERENCE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
2/03/2014	POS Fee	Commonwealth Bank of Australia	6.17
3/03/2014	Merch Fee	Commonwealth Bank of Australia	128.49
4/03/2014	G/L Consolidate	Payroll	22,476.30
6/03/2014	5784	Aleno NT Pty Ltd	150.00
6/03/2014	5785	Fin Bins	1,100.00
6/03/2014	5786	Fulton Hogan Industries	3,960.00
6/03/2014	5787	Glowstix Australia Pty Ltd	955.10
6/03/2014	5788	Howard Springs Bakery	100.00
6/03/2014	5789	IBIS Informaton Systems	2,475.00
6/03/2014	5790	DT & MG Kerr	5,912.50
6/03/2014	5791	Northern Territory Land Corpor	1.00
6/03/2014	5792	RS Gardening Care	15,378.00
6/03/2014	5793	The Uniform Guys	93.60
14/03/2014	5794	Air Liquide WA Pty Ltd	82.75
14/03/2014	5795	Airpower (NT) Pty Ltd	59.05
14/03/2014	5796	AJ Couriers & Haulage Pty Ltd	38.50
14/03/2014	5797	Area IT Solutions	715.00
14/03/2014	5798	Adelaide River Primary School	2,200.00
14/03/2014	5799	Dannah Pty Ltd	198.98
14/03/2014	5800	Batchelor Service Centre	879.91
14/03/2014	5801	Cr. Sue Bulmer	350.00
14/03/2014	5802	Cr. Max Corliss	350.00
14/03/2014	5803	Darwin & District Plumbing	3,584.00
14/03/2014	5804	Darwin Office Technology	114.21
14/03/2014	5805	Fin Bins	10,638.00
14/03/2014	5806	Cr. Dave Gray	350.00
14/03/2014	5807	Higgie Mechanical Engineering	2,333.76
14/03/2014	5808	Cr. Bruce Jones	750.00
14/03/2014	5809	Litchfield Springs Water Pty L	90.00
14/03/2014	5810	Darwin Bolt Supplies (Normist)	536.51
14/03/2014	5811	Norsign NT	1,226.54
14/03/2014	5812	Intergrated Land Information S	42.00
14/03/2014	5813	NT News	1,087.08
14/03/2014	5814	Rum Jungle Tavern	550.00
14/03/2014	5815	NT Rural Pty Ltd TA Territory	9,075.00
14/03/2014	5816	Top End Line Markers	3,459.50
14/03/2014	5817	Cr. Andrew Turner	1,333.00
14/03/2014	5818	Bruce Verberg	180.00
14/03/2014	5819	Worksense Darwin	254.61
14/03/2014	279	Telstra	2,258.96
17/03/2014	Bpay Fee	Commonwealth Bank of Australia	15.42
17/03/2014	CommBiz Fee	Commonwealth Bank of Australia	26.95
17/03/2014	Trans Fee	Commonwealth Bank of Australia	11.00
18/03/2014	G/L Consolidate	Payroll	22,198.55
18/03/2014	280	Australian Super	324.37
18/03/2014	281	Colonial First State	170.48
18/03/2014	282	Hostplus Superannuation Fund	110.81

DATE	REFERENCE	DETAILS	AMOUNT
18/03/2014	283	Media Super	272.88
18/03/2014	284	Rest Industry Super	181.77
18/03/2014	285	Statewide Superannuation Trust	1,854.42
18/03/2014	286	TWU Nominees Pty Ltd	323.42
18/03/2014	5820	Local Government Super NSW	1,468.86
18/03/2014	287	Australian Taxation Office	3,057.00
25/03/2014	288	Motor Vehicle Registry	340.85
25/03/2014	5821	RWA Exact	123.75
25/03/2014	5822	Attache Software Australia Pty	25.00
25/03/2014	5823	Batchelor Institute	180.00
25/03/2014	5824	Colemans Printing	245.00
25/03/2014	5825	Cridlands	1,584.44
25/03/2014	5826	Curby's NT Pty Ltd	64.90
25/03/2014	5827	B Evans	820.00
25/03/2014	5828	Fawcett Cattle Co	2,114.20
25/03/2014	5829	Higgie Mechanical Engineering	726.00
25/03/2014	5830	Bruce Mason	2,409.00
25/03/2014	5831	Darwin Bolt Supplies (Normist)	59.00
25/03/2014	5832	Rural & Remote Services	2,750.00
25/03/2014	5833	St John Ambulance Australia	180.00
25/03/2014	5834	THB Contracting Pty Ltd	5,940.00
26/03/2014	5835	Adelaide River Show Society	4,000.00
26/03/2014	5836	B P Australia Limited	2,037.26
26/03/2014	5837	Cridlands	1,443.35
26/03/2014	5838	Fulton Hogan Industries	4,950.00
26/03/2014	5839	Higgie Mechanical Engineering	2,769.69
26/03/2014	5840	Local Government Safety	1,045.00
26/03/2014	5841	Mitchell Refrigeration & Air C	8,539.08
26/03/2014	5842	Ooloo Investments Pty Ltd	6,556.00
26/03/2014	289	Australian Communications Auth	103.00
26/03/2014	290	PowerWater	3,167.27
26/03/2014	291	Telstra	2,167.24
28/03/2014	292	Australian Super	406.61
28/03/2014	293	Colonial First State	343.80
28/03/2014	294	Hostplus Superannuation Fund	116.91
28/03/2014	295	Media Super	296.00
28/03/2014	296	Statewide Superannuation Trust	1,849.29
28/03/2014	297	TWU Nominees Pty Ltd	332.48
28/03/2014	298	Zurich	34.67
28/03/2014	5843	Local Government Super NSW	2,937.72
<b>TOTAL</b>			<b>\$ 186,146.96</b>

#### RECOMMENDATION

That Council approve and pass for payment the March 2014 payment register totalling **\$ 186,146.96**.

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

**Seconded:**                **Clr.**

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

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Detailed Monthly Financial Summary – March 2014

### 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> March 2014.

### 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 MARCH 2014					
Cash at Bank					
Cash on Hand				\$	2,000.00
Cheque Account				\$	67,479.40
Investment Account				\$	1,045,445.70
Total Cash at Bank				\$	1,114,925.10
Debtors	Current	30 Days	60 Days	90 Days	
Trade	-	297.00	297.00	1,956.40	\$ 2,550.40
Rates					\$ 74,324.89
		-	-	74,324.89	
Total Debtors					\$ 76,875.29
Creditors	Current	30 Days	60 Days	90 Days	
Trade	-	-	-	-	\$ -
Total Creditors					\$ -
Reconciliation of Funds					
Balance as per General Ledger					\$ 69,479.40
Add outstanding Debtors					\$ 76,875.29
Less outstanding Creditors					\$ -
Add Investment Account					\$ 1,045,445.70
Total Cash & Receivables Available					\$ 1,191,800.39

COOMALIE COMMUNITY GOVERNMENT COUNCIL						
GRANT REPORT FOR THE PERIOD ENDING 31ST MARCH 2014						
Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
1/03/2013	Batchelor Swimming Pool Upgrade	SPG - Dept Local Government	\$ 50,000.00	\$ 49,554.19	\$ 445.81	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	\$ 124,841.51	\$ 122,658.49	30/06/2014
21/08/2013	Gamba	NTEPA	\$ 10,000.00	\$ 3,520.00	\$ 6,480.00	30/06/2014
6/12/2013	Footpaths Batchelor	SPG - Dept Local Government	\$ 151,000.00	\$ -	\$ 151,000.00	30/06/2014
6/12/2013	Backhoe	SPG - Dept Local Government	\$ 112,900.00	\$ -	\$ 112,900.00	30/06/2014
12/02/2014	Anzac Day	Dept of Chief Minister	\$ 7,000.00	\$ 4,868.27	\$ 2,131.73	30/05/2014
			\$ 588,400.00	\$ 192,783.97	\$ 395,616.03	
					Cash and Receivables	\$ 1,191,800.39
					Unspent Grants & Subsidies	\$ 395,616.03
					Cash Available to Council	\$ 796,184.36

**RECOMMENDATION**

That Council receive and note the financial and grant report and detailed monthly financial summary at 31<sup>st</sup> March 2014.

**Moved:** Clr.

**Seconded:** Clr.

**8.3 NT LIBRARY GRANT ACQUITTALS 2010/11, 2011/12 AND 2012/13**

**Applicant:** N/A

**Location/Address:** N/A

**File Ref:** N/A

**Disclosure of Interest:** Nil

**Date:** 15<sup>th</sup> April, 2014

**Author:** Melissa Kerr, Finance Manager

**Attachments:** NT Library Grant Acquittal Forms 2010/11, 2011/12, and 2012/13

**SUMMARY**

NT Libraries contacted Council on 9/4/14 regarding NT Library Grant Acquittals for 2010/11, 2011/12 and 2012/13.

**BACKGROUND**

Attached are the NT Library Grant Acquittals for the three years requested.

**COMMENT**

No additional comments are provided to this report.

**CONSULTATION**

There is no consultation that applies to this report.

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

There are no specific policies that apply to this report.

**VOTING REQUIREMENT**

Simple majority

**RECOMMENDATION**

That Council receive and note the NT Library Grant Acquittals for 2010/11, 2011/12 and 2012/13.

**Moved:** Clr.

**Seconded:** Clr.



## 9 ADMINISTRATION REPORTS

Nil

## 10 COMMUNITY RECREATION OFFICER'S REPORT

<b>Applicant:</b>	N/A
<b>Location/Address:</b>	N/A
<b>File Ref:</b>	CCGCDocs\ CRO
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	15 <sup>th</sup> April, 2014
<b>Author:</b>	Marilyn Morris, Community Recreation Officer
<b>Attachments:</b>	Nil

### SUMMARY

Community Recreation Officer reports for the Ordinary General Meeting 15<sup>th</sup> April, 2014.

#### **CRO Report – March / April**

**Aussie Hoops** – Progressing well at both Adelaide River and Batchelor Schools.

**Monthly Markets** – First market held on 13<sup>th</sup> April.

**NT Basketball Championships** – A group of children from Batchelor will be competing in the NT Championships over Easter. The CRO and two other adult volunteers will assist and transport using the Council Bus. We will be playing under the Palmerston Power Basketball Club and will be covered under their insurance.

**Friday Night Fun** – The first evening was held on the 4<sup>th</sup> April and was well received in the new Community Library Space. At 6.30pm I supplied the barbeque and we then walked to the school undercover area for basketball until 8pm. The basketball was run by Night Patrol and a couple of games were played.

**Lingalonga Festival** – A meeting was held on Thursday 3<sup>rd</sup> and was well attended. Minutes are attached. Lisa Wain is in the process of submitting a grant and I am supplying her with quotes and all necessary documents needed.

**Youth Week** – Event held on 9<sup>th</sup> April at Batchelor Pool.

**Coomalie Swim Group** – Progressing nicely with approx 10 to 15 little toddlers and children each week.

**Anzac Day** – The Order of Proceedings is in the 2<sup>nd</sup> draft stage with the final guest speaker and wreath layers yet to be finalized. All equipment, accommodation and security is booked, along with the Brass Band and singers. The Show Society now have extra helpers via the Army 1<sup>st</sup> Brigade – 8<sup>th</sup>/12<sup>th</sup> Regiment with the preparation and cooking, plus the Humpty Doo Scouts will collect the \$5 donation. Unsure of the RAAF flyover as have heard nothing from them after the submission was sent in 4 months ago.

**Grants** – The CEO and I submitted the Anzac Centenary Grant last week. Will be finalizing and submitting the Seniors Month grant and the Lingalonga Grant before end of April.

### VOTING REQUIREMENT

Simple majority

**RECOMMENDATION**

That Council receives and notes the Community Recreation Officer's reports for March / April.

**Moved:** Clr.

**Seconded:** Clr.

**11 LATE REPORTS**

Nil

**12 COUNCIL REPORTS**

Nil

**13 GENERAL BUSINESS**

Nil

Nil

**14 CONFIDENTIAL ITEMS**

**RECOMMENDATION**

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulations 8 (a, b, c, d or e)

**Moved:** Clr.

**Seconded:** Clr.

There are no confidential items this month.

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

**RECOMMENDATION**

That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act

**Moved:** Clr.

**Seconded:** Clr.

**15        NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held at Batchelor on 20<sup>th</sup> May, 2014.