



AGENDA

ORDINARY COUNCIL MEETING

20TH APRIL 2021

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COOMALIE COMMUNITY GOVERNMENT COUNCIL DISCLAIMER

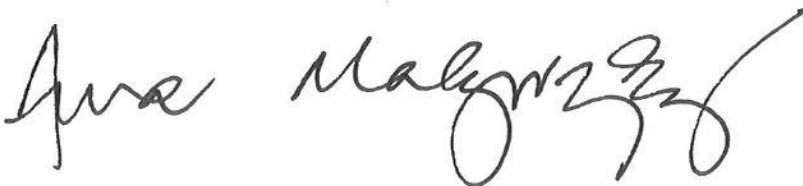
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A handwritten signature in black ink, appearing to read 'Anna Malgorzewicz', with a stylized flourish at the end.

Signed: Anna Malgorzewicz, Chief Executive Officer

AGENDA

ORDINARY GENERAL COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 20th APRIL 2021

President of the Shire Councillor Andrew Turner will declare the meeting open at 5:00pm and welcome all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Andrew Turner
Councillor	Vice President Max Corliss
Councillor	Sharon Beswick
Councillor	Sue Bulmer
Councillor	Deborah Moyle

STAFF PRESENT

Chief Executive Officer	Anna Malgorzewicz
Senior Admin Officer	Aleyshia McGrigor
Accounts Officer	Stacey Shooter

VISITORS PRESENT

CCGC Audit Committee Chair	Russell Anderson
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2 APOLOGIES AND LEAVE OF ABSENCE

Date: 20th April 2021
Author: Anna Malgorzewicz, Chief Executive Officer
Attachments: Nil

PURPOSE

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 on 20th April 2021.

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.

STATUTORY ENVIRONMENT/ POLICY IMPLICATIONS

Local Government Act 2008

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

That Council receives and notes Clr McElwee's apology of absence for the Ordinary General Meeting held 20th April 2021:

Moved: Clr.

Seconded: Clr.

3 ELECTRONIC MEETING ATTENDANCE

Date: 20th April 2021
Author: Anna Malgorzewicz, Chief Executive Officer
Attachments: Nil

PURPOSE

This report is to table, for Council's record, any requests and permissions for Electronic Attendance.

BACKGROUND AND PREVIOUS DECISIONS

In order to ensure Council remains compliant with the current and future *Local Government Act* as it responds to current restrictions imposed as a result of COVID-19 arrangements and beyond, amendments to Council Policy 1.12 Meetings of Council were made to enable Elected members and Council to meet via electronic attendance.

COMMENT

The *Local Government Act* 2008 and 2019 provides for a member who is not physically present at a meeting is taken to be present at the meeting if:

(a) the member's attendance at the meeting by means of an audio or audio-visual conferencing system is authorised in accordance with a council resolution establishing a policy for attendance in such a manner.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2008 s61 (Procedure at meeting).

Local Government Act 2019 s95 (Procedure at meeting).

Council Policy 1.12 Meetings of Council

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

That Council acknowledges and accepts Clr xxxxxx to attend the meeting of 20th April 2021 via electronic means.

Moved: Clr.

Seconded: Clr.

4 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Nil

PURPOSE

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. 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 CEO or Acting CEO expressly directs him or her to do so.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act s73 & s74 (Elected Members).

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

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 20th April 2021.

Moved: Clr.

Seconded: Clr.

5 PETITIONS, DEPUTATIONS AND QUESTIONS WITH NOTICE

Russell Anderson, Chair of Audit Committee

To update Council on Audit Committee as of 1 July 2021

6 CONFIRMATION OF MINUTES

6.1 CONFIRMATION OF ORDINARY GENERAL MEETING MINUTES 16TH MARCH 2021

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Nil

PURPOSE

Minutes of the Ordinary General Meeting held on 16th March 2021 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

BACKGROUND AND PREVIOUS DECISIONS

N/A

COMMENT

N/A

CONSULTATION

N/A

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 16th March 2021 be confirmed by Council as a true and correct record of the meeting.

Moved: **Clr.**

Seconded: **Clr.**

7 OPERATIONAL REPORTS

7.1 WORKS AND SERVICES MANAGER REPORT

Date:	20 th April 2021
Author:	Emma Dunne, Works and Services Manager
Attachment:	Waste Management Survey

PURPOSE

To provide Council with a monthly report of infrastructure and general operational performance matters.

BACKGROUND AND PREVIOUS DECISIONS

Nil

COMMENT

Roads

Weight restrictions

2 permit received for weight permit.

1 for cattle movement 12 decks

1 for a demountable 2x tailers and 1 x crane

Roads permits

1 application and permit has been issued to Power and Water and its contractor to perform minor works to their infrastructure on Chinner Road.

Roads maintenance

Contractors have placed rock material on a washout on Boundary Road. Removed a large amount of debris at Niks Crossing. Laid material on Miles Road, Eva Valley to improve access on boggy section of road.

Staff and Council's road contractor's have been undertaking road patching of pot holes.

Traffic counter program has now commenced and will be on going on various roads. They are currently on Echidna and Cadogan Roads.

Slashing and Spraying

Spraying has been completed in the Rum Jungle area, Lake Bennett and Rural Adelaide River by contractors. Spraying is still ongoing in the rural Batchelor area by staff.

Slashing completed on Milton and Coach Road starting again on Miles Road. Slashing will continue on Council's other roads.

A second touch up spray on the Bellyache bush along Memorial Tce in Adelaide River has been completed.

Letter's have gone out to residents where the option of aerial spraying is being considered. Have received positive feedback from residents so far.

Collett Creek

CEO and WSM had a meeting with multi-agencies in regards to the issues surrounding access in the Collett Creek area.

A separate meeting was held with Ian Sloan's office to inform them of the issues.

Waste

Data from waste surveys are attached.

The gatehouses have now been installed, solar panels are installed with minor works required for the Batchelor site to complete the installation. Water and sewer quotations will be accepted shortly.

Another quote will be sought for mulching of green waste at both facilities.

Adelaide River

Adelaide River landfill is running okay, average of 50m³ a week this month.

Batchelor

Batchelor landfill is running okay, with 80m³ a week this month.

Council officers still exploring the costs of tyre removal.

Parks and Gardens

Usual palm frond pick up, footpaths are progressively being treated for mould. 100% of Batchelor path has been pressure washed, Adelaide River paths have also been tended to. This will continue throughout this period. Weather will be monitored and sprinklers will be progressively turned on as required.

WHS

1 minor hand injury.

2 minor vehicle incidents.

1 major vehicle incident- Councillors were notified and briefed at time of incident. All formal paperwork has now been completed through NT Worksafe.

One Incident was recorded when an aerosol can exploded at Batchelor WMF when staff were pushing up the waste, causing a broken windscreen. Officers will investigate if any changes are required to our procedures to prevent a recurrence.

One incident at the Batchelor swimming pool. Valve to fill the pool was accidentally left on resulting in the pool overflowing and Council was notified by a member of the public the following day. The pool required further water releasing to bring the water height to level. Chemical adjustments were required to the value of \$450 and we are yet to receive the water bill.

On Sunday 11th April 2021 a fire was reported at the Batchelor Waste Management Facility at 06.20am. The cause of the fire is unknown – it is possible it was deliberately lit or resulted because of combustible

matter being deposited amongst general waste. The incident was reported to the Northern Territory Police and the NT EPA. Contractors were engaged to assist in containing and extinguishing the fire.

All incidents are investigated, procedures are reviewed and practices are improved in the event of incidents including further training if necessary.

Training

Two staff members have undertaken Auschem training.

Training booked in for outside staff to attend First Aid courses.

Cemetery

Ongoing maintenance work at cemetery for upcoming service and Anzac Day.

Events

Preparations are well advanced for the Anzac Day service.

Grant Projects

Irrigation projects. Quotations for the irrigation of various reserves closed on the 15/4/21.

Special Purpose Grant – Waste Management Facilities.

Solar panels have been installed, with tanks and septic systems to follow in due course.

Special Purpose Grant – Installation of LED lights

There were funds available for the installation of additional streetlights. The funds only allowed for the installation of lights on existing poles. An audit was undertaken and 8 sites were identified as requiring additional lights. With the funds available only 6 lights could be installed, 2 at Adelaide River and four at Batchelor. The local Police were consulted and agreed to the new streetlights. Lights are currently being designed and will be submitted to PW for approval.

Energy, Efficiency and Sustainability Grant

The EES grant amount was \$110,000.00 with a Council contribution of \$14,361.82. This money was granted for the construction of solar panels at the Council Offices and the Batchelor Pool.

Batchelor Pool solar system has been installed and is now generating electricity.

The CEO wrote to the NTG on 23/2/21 to obtain permission to utilise the balance of funds for installation of LED lights in Council's buildings, upgrading the pool filtration system with more energy efficient pumps and purchase of an electric bike. Approval has not yet been received.

CONSULTATION

Project Manager

NT Police

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council receives and notes the Works and Services Manager report for the March 2021 period.

Moved: **Clr.**

Seconded: **Clr.**

7.2 COUNCIL RANGER REPORT

Date:	20 th April 2021
Author:	Glenn Galvin, Council Ranger
Attachment:	Nil

PURPOSE

To provide Council with a report on activities regarding the regulation of dogs within the Shire and efforts to engage with and support the community through information and education. This report also details general compliance and regulation matters as these relate to the *Coomalie Community Government By-Laws 1998*.

BACKGROUND

Previous Decisions

RESOLUTION 2021/03/16/017

That Council receives and approves new Vet Clinic Day fees and amends the Fees and Charges 2020/21.

Moved: **Clr. Moyle**

Seconded: **Clr. Turner** **Carried**

COMMENT

Council Ranger has been conducting patrols, responding to enquiries regarding animal management matters, investigating complaints, completing entry of dog registration into Council's system and following up of By-Law breaches.

AMRRIC Vet days were conducted on 24th and 25th March 2021. Cat trapping was done on the nights of 23rd and 24th March 2021.

Statistics from the visit (total over both days):

Cats euthanised	25 (9 Female adults; 4 Male adults; 12 kittens)
Female dogs desexed	11
Male dogs desexed	3
Female cats desexed	3
Male cats desexed	3
Other surgery	1 lump removal (while dog was being desexed)
Other treatments	7x nail clips; 1x sore toe/foot (antibiotics); 1x sick dog (referred to Litchfield Vet for further treatment); 1x lump check (old dog, no treatment); 1x lump check (removed, per above); 2x skin checks; 3x C3 vaccinations (parvo); 30+ antiparasitic treatments administered

A scale of Fees and Charges was agreed to by Council that included free services for concession card holders and subsidised charges for other clients. Total revenue raised from the two Vet Clinics Days were

Registrations- \$50

Consultations, Vaccinations and surgery-\$300

Dog Regulation Statistics for the period were:

Impounded	6
Returned to owner	5
Rehomed	1
Euthanised	0

2 Complaints from Rural residents concerning dogs both informed that we do not regulate Rural dogs.

Do we start charging dog registration for Rural dogs as another revenue source and if so what services are we going to support.

The Council Ranger also oversighted the following:

- Starting set up and prep works for ANZAC Day Dawn Service
- Yard clean up nearing completion
- Liaised with a number of residents over dogs at large;
- Road patching ongoing
- Slashing and Roadside Spraying ongoing

During the reporting period a complaint was received regarding wastewater encroachment on Council's road reserve, Lake Bennett. The matter was reported to the Environmental Health Unit, Department of Health. Initial investigations and sample taking indicated the presence of E-Coli in water samples. Environmental Health Unit are pursuing the matter and will keep Council updated. Whilst this matter is a By-Law breach, as the matter relates to broader issues at the Lake Bennett Bungalows regarding onsite wastewater management systems, Council Officers will continue to work with the Northern Territory Government regarding the matter.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Coomalie Dog Management By-Laws 2002

Coomalie Community Government By-Laws 1998

FINANCIAL IMPLICATIONS

The Vet Clinic Days are funded by a Commonwealth Communities Environment Program Grant.

RECOMMENDATION

That Council receives and notes the Council Ranger's Report.

Moved: **Clr.**

Seconded: **Clr.**

8 CHIEF EXECUTIVE OFFICER'S REPORTS

8.1 INCOMING AND OUTGOING CORRESPONDENCE

Date:	20 th April 2021
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachments:	Nil

PURPOSE

Council is provided with items of correspondence both received and sent during the months of March and April 2021.

BACKGROUND AND PREVIOUS DECISIONS

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 issue.

The Items of Correspondence are as follows:

Correspondence In

Incoming Correspondence OGM April 20 th 2021			
10/03/2021	461	LGANT	Executive Meeting Agenda for 16-3-2021
11/03/2021	462	TOPROC	Annual Local Government PD Conference presentations
11/03/2021	463	Coomalie Private Engineer & Surveyor	Chin Subdivision Access
11/03/2021	464	Family Representative Cemetery Matters	Confidential Certificate
11/03/2021	465	Batchelor Ratepayer	Response to overgrown property notice
12/03/2021	466	BOEC	Contact tracing requirements
12/03/2021	467	Perreau Road Ratepayer	Perreau Road Complaint
12/03/2021	468	Telstra Complaint Resolution Coordinator	Telstra Complaint Internet Service
15/03/2021	469	Department of Tourism, Sport & Culture	Variation Schedule - NT Library Funding Agreement - NTL00003
15/03/2021	470	Power and Water Corporation	Water & Sewerage Accreditation List
16/03/2021	471	Department of the Chief Minister & Cabinet	Vaccine Communications Resources COVID Indigenous Advisory Group
16/03/2021	472	Minister for Parks & Rangers	Waste Management Litchfield National Park
17/03/2021	473	Department of Industry Tourism & Trade, ED Mines Branch	Rum Jungle Mine Rehabilitation Project - Presentation

17/03/2021	474	LGANT	Minutes of Executive Meeting 16-3-2021
18/03/2021	475	Executive Director, Local Government & Community Development	EE&S Grant 2018-19 Request for Variation
17/03/2021	476	CCGC Councillor	Letter from Minister Uibo
18/03/2021	477	Batchelor Tourism Business Owner	Waste Management survey
18/03/2021	478	Executive Director, Local Government & Community Development	New Senior Director, Legislation & Policy, Local Government & Community Development
21/03/2021	479	Batchelor Resident	Feral cats in Batchelor
19/03/2021	480	LGANT	Local Government Officer Long Service Awards
19/03/2021	481	COTA NT	WHO Global Report on Ageism
19/03/2021	482	Batchelor Area School	Green waste management
18/03/2021	483	Batchelor Business owners	River crossing flood markers
19/03/2021	484	Libraries & Archives NT	Community Heritage Grants
22/03/2021	485	BIITE Facilities & Infrastructure Manager	BIITE library procedures
21/03/2021	486	Friends of Robin Falls	Robin Falls meeting postponed - April 28th
23/03/2021	487	Batchelor Institute Facilities & Infrastructure Manager	Staff Library procedures
23/03/2021	488	Mayor of Inner West Council	Support for raising the rate of JobKeeper
23/03/2021	489	NTG	NTG - Construction Snapshot Update
26/03/2021	490	AMRRIC	Successful Batchelor Vet Days
26/03/2021	491	NTEC	2021 Local Government Election estimated costs
24/03/2021	492	Local Contractor	Walkways in Batchelor
25/03/2021	493	Adelaide River resident	Proposed memorial table & playground
29/03/2021	494	COTA Coomalie	Community bus service to funeral
26/03/2021	495	AMRRIC	Proposed Adelaide River Vet clinic days
25/03/2021	496	Executive Director Local Government & Community Development	Local Government Amendment Bill 2021 to the Legislative Assembly
25/03/2021	497	Coomalie Ratepayer	Update on Perreau Road
29/03/2021	498	Department of Industry Science Energy & Resources	Premises Standards Webinar
29/03/2021	499	Coomalie Ratepayer	Access to Lots fronting the Old Northern Railway Line
30/03/2021	500	LGANT	Business Case for Used Tyres in the NT
30/03/2021	501	LGANT	General Meeting Agenda & Minutes from 5th November 2020
30/03/2021	502	Chin Estate Ratepayer	Chin Way & Cheeney Road Chin Estate
31/03/2021	503	Batchelor Ratepayer	Landfill survey comments
30/03/2021	504	Milton Road Ratepayer	Professional Advice re Capital Gains Tax

31/03/2021	505	Department of Chief Minister and Cabinet	Transitioning to 2019 Act
31/03/2021	506	Eva Valley Ratepayer	Dangerous and or Nuisance dogs rural areas
1/04/2021	507	Lake Bennett Ratepayer	Lake Bennett Access
1/04/2021	508	Batchelor Resident	AMRRIC Animal Management program
1/04/2021	509	Minister for Infrastructure Planning & Logistics	Waste Management Litchfield National Park
5/04/2021	510	Adelaide River Primary School Principal	Feral pig damage Adelaide River
6/04/2021	511	DIPL Crown Land Estate	Surrender of Crown Lease 1711
6/04/2021	512	Eva Valley Ratepayer	Aerial spraying gamba grass management
6/04/2021	513	LGANT	Draft NT Local Government Elections pamphlet
8/04/2021	514	ATO	Fringe benefit tax
8/04/2021	515	DIPL Program Development	Installation of solar lights Batchelor Aerodrome
9/04/2021	516	Adelaide River Resident	Proposed playground location
9/04/2021	517	Adelaide River Resident	Proposed playground location
13/04/2021	518	Adelaide River Resident	Proposed playground location
12/04/2021	519	Chin Estate Resident	Chin Way & Cheeney Road proposal
12/04/2021	520	COTA NT	Proposed aged care reform plan
9/04/2021	521	Department of Chief Minister & Cabinet	Voting at Council meetings
12/04/2021	522	Department of the Chief Minister & Cabinet	SPG 2018-2019 Transportable Buildings
12/04/2021	523	NT EPA	Section 14 Incident Report

Correspondence Out

Outgoing Correspondence April 20 th , 2021 OGM				
11/03/2021	477	CEO	Coomalie Private Surveyor	Chin Subdivision Access
11/03/2021	478	CEO	Eva Valley Ratepayer	Perreau Road
11/03/2021	479	CEO	Milton Road Ratepayers	Professional Advice re Capital Gains Tax
11/03/2021	480	CEO	Batchelor Ratepayer	Response to overgrown property notice
12/03/2021	481	CEO	Perreau Rd Ratepayer	Perreau Rd Complaint
16/03/2021	482	CEO	Coomalie Ratepayers and NT Land Corporation	Chin Estate & Cheeney Road North Roads
16/03/2021	483	CEO	Northern Land Council	Establishment of New Roads - Chin Estate
16/03/2021	484	CEO	Department of Territory Families Housing & Communities	Schedule of Variation Public Library Grant Agreement
16/03/2021	485	CEO	Elected Members	Minister for Parks & Rangers, Litchfield National Park Waste Management
17/03/2021	486	CEO	Project Manager Rum Jungle Rehabilitation	Rum Jungle Mine Rehabilitation
16/03/2021	487	CEO	NT Electoral Commissioner	2021 Local Government Election Costs and Service Level Agreements

17/03/2021	488	CEO	34 Coomalie Business Owners	Public Opening Hours Waste Facilities
17/03/2021	489	CEO	Elected Members	Rum Jungle Mine Rehabilitation Project
17/03/2021	490	CEO	Local Government Grants	Request for Variation Energy Efficiency & Sustainability Grant
17/03/2021	491	CEO	Elected Members	Letter from Minister Uibo, invitation to next meeting
18/03/2021	492	CEO	Coomalie Business Owner	River Crossings
19/03/2021	493	CEO	Elected Members	Coomalie School Bus services
22/03/2021	494	CEO	Batchelor Resident	Cat control Batchelor township
22/03/2021	495	CEO	BIITE Facilities Manager	Library Incident Report
23/03/2021	496	FIN	Construction Snapshot NTG	Construction Snapshot Updated
23/03/2021	497	SAO	Adelaide River residents	Permit for Internment
23/03/2021	498	CEO	LGANT	Local Government Officer Long Service Award Guidelines
26/03/2021	499	CEO	Milton Road Ratepayers	Professional advice re Capital Gains Tax
24/03/2021	500	CEO	Batchelor Contractor	Walkways in Batchelor
25/03/2021	501	W&SM	NT Work Safe	Incident Notification Form
26/03/2021	502	CEO	AMRRIC	Successful Batchelor vet clinic days
25/03/2021	503	CEO	Batchelor Ratepayer	Update on Perreau Road
26/03/2021	504	CEO	Batchelor business owner	Dogs at large Batchelor Road
29/03/2021	505	CEO	LGANT	LGANT General Meeting & Conference
30/03/2021	506	CEO	LGANT	Business case for used tyres in NT
30/03/2021	507	CEO	Elected Members	LGANT General Meeting Agenda
31/03/2021	508	CEO	Milton Road Ratepayers	Professional advice re Capital Gains Tax
31/03/2021	509	Ranger	DIPL Crown Land Department	Fallen timber on Crown Land
31/03/2021	510	Ranger	DIPL Crown Land Department	Crown Land parcels Batchelor
1/04/2021	511	W&SM	5 Rum Jungle Ratepayers	Consultation for proposed aerial spraying Bevan & Scott Roads
1/04/2021	512	W&SM	7 Eva Valley Ratepayers	Consultation for proposed aerial spraying Perreau & Solomon Roads & Chin Way
1/04/2021	513	CEO	Elected Members	Letter from Minister for Infrastructure Planning & Logistics, waste management Litchfield National Park
6/04/2021	514	CEO	Principal Adelaide River Primary School	Feral pig damage Adelaide River
6/04/2021	515	CEO	DIPL Crown Land Estate	Documents relating to partial surrender of Crown Land Lease 1711
6/04/2021	516	CEO	Miles Road Landowner	Dangerous and or Nuisance dogs Coomalie Council
6/04/2021	517	CEO	LGANT	Draft NT Local Government Elections pamphlet
7/04/2021	518	W&SM	Rum Jungle Contractor	RFQ Irrigation of Various Reserves
8/04/2021	519	CEO	Maree De Lacey	SPG 2018-2019 Transportable Buildings
12/04/2021	520	CEO	NT EPA	Section 14 Incident Report
12/04/2021	521	CEO	Batchelor Police	Fire at Batchelor Waste Management Facility

CONSULTATION

N/A

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled for the March and April 2021 period.

Moved: Clr.

Seconded: Clr.

8.2 REVIEW OF ACTION ITEMS LIST TO MARCH 2021

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Action Items List to April 2021

RECOMMENDATION

That Council receives and notes the Actions Items List to April 2021.

Moved: Clr.

Seconded: Clr.

8.3 COMPLAINTS REGISTER TO APRIL 2021

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Complaints Register to April 2021.

RECOMMENDATION

That Council receives and notes the Complaints to April 2021.

Moved: Clr.

Seconded: Clr.

8.4 CEO ACTIVITIES REPORT

Date:	20 th April 2021
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Nil

PURPOSE

To brief Council on the monthly activities of the Chief Executive Officer (CEO) and key staffing and operational information.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2021/03/16/009

That Council;

a) receives and notes the Chief Executive Officer's Activities Report for the period February to March 2021;

b) pursuant to Clause 7.3 of the LGANT Constitution, in the event President Turner is unable to attend the General Meeting of Thursday 22nd April 2021, appoints Clr. Moyle as the delegate to act as a substitute at the General Meeting and will advise the LGANT Chief Executive Officer accordingly in writing;

c) agrees the following Elected Members will attend the Conference with the Acting Chief Executive Officer –

Clr. Beswick

Clr. Moyle

d) notes the attached three Motions relating to Invasive Weeds (Gamba Grass), Connectivity and Community Safety were submitted to LGANT for assessment for putting to the General Meeting on Thursday 22nd April 2021.

Moved: *Clr. Moyle*

Seconded: *Clr. Beswick*

Carried

RESOLUTION 16/02/2021/013

That Council puts forward the following Call for Policy & Action Motions:

- 1. Telecommunications and Connectivity – the impacts that unreliable, or lack thereof, of connectivity is having on rural and remote communities to conduct business, educational pursuits, governance, health and community safety.*
- 2. Gamba Grass – continued lobbying to ensure all levels of government assume responsibility and that the management of gamba grass does not become the sole responsibility of the local government sector.*

3. *Community Safety – this is a significant behavioural issue in our communities and detracts from the development and growth and sustainability of communities. This issue requires a multi-agency response across all levels of government.*

Moved: Clr. Beswick

Seconded: Clr. McElwee Carried

RESOLUTION 19/01/2021/010

That Council defers putting forward Policy & Action Motions until February 2021 OGM.

Moved: Clr. Moyle

Seconded: Clr. Corliss Carried

COMMENT

The Chief Executive Officer is a member of the LGANT Constitution & Incorporation Working Group. The Working Group is comprised of Elected Members from the City of Darwin, Litchfield Council and Wagait Shire Council and the Chief Executive Officers of Coomalie Community Government Council, City of Palmerston, MacDonnell Regional Council and West Arnhem Council. The Working Group is provided executive support from the Senior Policy Advisor, LGANT. The purpose of the Working Group is to review the current LGANT Constitution and type of Incorporation given the implementation of the new *Local Government Act 2019* and the exclusion of LGANT from the new Act. The Working Group will engage with all member councils over the next twelve months and will provide a recommendation to the LGANT Executive regarding the type of incorporation (Company Limited by Guarantee or Incorporated Association) and relevant constitution.

Meetings were also co-ordinated to engage Northern Territory Government agencies to discuss the status of Council's road network and options available to improve access and connectivity throughout the Shire. A multi-agency meeting was held that concluded with very promising outcomes and results. A first step in the development of a Road Network Strategy is the completion of an audit. This will be undertaken with the assistance of Officers from the Department of Planning, Infrastructure and Logistics. There are a number of roads or road corridors that have been excluded from Council's Grants Commission returns and the audit is the first step in ensuring Council's data sets are current and accurate.

The public comment period for the "opening of Chin Way and Cheeney Road" commenced during the month and concludes on 14th April 2021. The intent of the process is to formalise legal access for residents of the Chin Subdivision across a Section managed and controlled by the NT Land Corporation. A report will be presented to Council at its May 2021 meeting for consideration.

During the month planning continued regarding the Anzac Day Dawn Service to ensure all is in readiness for this important public event.

There were also a number of serious incidents during the month that are discussed in relevant reports in this agenda.

Meetings and activities at which the Chief Executive Officer participated in for the period included the following:

Week commencing 15th March 2021

Meetings	<ul style="list-style-type: none"> • Fortnightly Meeting re Infrastructure, Works and Compliance • Mr Bob Shewring, with Community Recreation Development Officer re ANZAC Day Dawn Service Master of Ceremonies • Weekly ANZAC Day Dawn Service Planning Meeting • Briefing with Vice President re Agenda Papers • Ordinary General Meeting • Monthly General Staff Meeting • Multi-agency meeting (DIPL, Power Water, Crown Land, NT Land Corporation) re Railway Corridor and “paper roads” Collett Creek • Chief Executive Officer Belyuen and Wagait Shire Council re sharded issues • TOPROC with Clr. Beswick
Other	<ul style="list-style-type: none"> • N/A

Week commencing 22nd March 2021

Meetings	<ul style="list-style-type: none"> • Video-conference LGANT Constitution & Incorporation Working Group • Internal staff meeting re Myrtle Fawcett Park Proposal • BIITE Library Incident – BIITE and Community Library staff members • Regular meeting re RFT12 WMF Management • Weekly ANZAC Day Dawn Service Planning Meeting • Teleconference with ratepayer re “paper roads” and other roads Collett Creek • Teleconference with Executive Director, Local Government Division, Department of the Chief Minister and Cabinet re grants and variation request • Big Rivers Region Waste Management Working Group • Potential applicant re employment and recruitment opportunities
Other	<ul style="list-style-type: none"> • N/A

Week commencing 29th March 2021

Meetings	<ul style="list-style-type: none"> • Fortnightly Meeting re Infrastructure, Works and Compliance • Regular meeting re RFT12 WMF Management • Weekly ANZAC Day Dawn Service Planning Meeting • Department of the Chief Minister and Cabinet re Litchfield National Park Waste Management • Internal Audit Committee meeting • Site inspection with Elected Members and staff members, re options per Myrtle Fawcett Park enhancements • Internal meeting re Local Government Industry Award provisions re casual staff
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Other	<ul style="list-style-type: none"> Easter Weekend Public Holiday
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Week commencing 5th April 2021

Meetings	<ul style="list-style-type: none"> Weekly ANZAC Day Dawn Service Planning Meeting Video-conference LGANT Constitution & Incorporation Working Group Meeting and site inspection, Executive Director, Local Government Division, Department of the Chief Minister and Cabinet Discussion re “paper roads” and Railway Corridor, Member for Daly, Mr Ian Sloan MLA with Works & Services Manager Internal planning meeting re Batchelor Swimming Pool Accessibility Upgrades
Other	<ul style="list-style-type: none"> Easter Weekend Public Holiday Elected Member Asset and Infrastructure Tour with CCGC staff members Budget Workshop with CCGC staff members

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

LGANT Constitution

FINANCIAL IMPLICATIONS

Attendance at the LGANT General Meeting and Conference totals \$110.00 per attendee. Attendance at the Conference Dinner is \$90.00 per person.

Due to COVID 19 restrictions, the 2020 General Meeting was held via videoconference at no cost to participants.

RECOMMENDATION	
That Council receives and notes the Chief Executive Officer’s activities report for the period March to April 2021.	
Moved:	Clr.
Seconded:	Clr.

9 REPORTS REQUIRING DECISION OF COUNCIL

9.1 POLICY 1.4 CORPORATE CREDIT CARD (COUNCIL STAFF)

Date:	20 April 2021
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Council Policy 1.4 Corporate Credit Card (Current) Council Policy 1.4 Corporate Credit Card (Revised Draft)

PURPOSE

To present for Council endorsement the revised Draft Policy 1.4 Corporate Credit Card (Council Staff).

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 16/02/2016/010

That Council approve the recommended changes to the Investment Policy, Annual and Ten Year Budget Policy, Borrowing Policy, Surplus Funds Policy, Financial Reserves Policy and Credit Card Policy.

Moved: **Clr. Gray**

Seconded: **Clr. Corliss** **5/5**

COMMENT

Council Policy 1.4 Credit Card is overdue for review. The Draft policy has been revised to be consistent with Regulation 6(1)(f) of the *Local Government Regulations 2021* and has drawn considerably from the sample model policy that was provided by the Department of the Chief Minister and Cabinet.

The Draft Policy was reviewed at the Audit Committee meeting of 1st April 2021 where the Audit Committee endorsed the Draft Policy and recommended its adoption by Council.

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Regulation 6(1)(f) *Local Government Regulations 2021*

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council endorses and adopts the revised Policy 1.4 Corporate Credit (Council Staff).

Moved: **Clr.**

Seconded: **Clr.**

9.2 POLICY 1.7 COUNCILLOR CONFERENCE ATTENDANCE, PROFESSIONAL DEVELOPMENT AND EXTRA MEETING ALLOWANCE

Date:	20 April 2021
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Council Policy 1.7 Councillor Attendance to Conferences, Training and Development (Current) Council Policy 1.7 Councillor Conference Attendance, Professional Development and Extra Meeting Allowance (Revised Draft)

PURPOSE

To present for Council endorsement the revised Draft Policy 1.7 Councillor Conference Attendance, professional Development and Extra Meeting Allowance.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 16/08/2016/009

That Council adopt the amended versions of Policy 1.5 Publications, Regalia & Equipment- issue to Councillors and Policy 1.7 conferences, training & development expenses – members.

That Council rescind Policy 1.8 Policy Development & Adoption.

That Council defer the adoption of the amended Policy 1.3 Complaint Handling to the September OGM to allow further time for review and feedback.

Moved: Clr. Turner

Seconded: Clr. Gray **5/5**

COMMENT

Council Policy 1.7 is overdue for review. The Draft revised Policy 1.7 has been prepared to be consistent with Regulation 66(6) and 67(2) of the *Local Government Regulations 2021* and has drawn considerably from the sample model policy that was provided by the Department of the Chief Minister and Cabinet.

The Draft Policy was reviewed at the Audit Committee meeting of 1st April 2021 where the Audit Committee endorsed the Draft Policy and recommended its adoption by Council.

If Council agrees to proceed with an Extra Meeting Allowance it will be required to agree on a nominated percentage of the annual maximum extra meeting allowance for the financial year. For example, if Council anticipates a total of four extra meetings are to be held within one financial year, then an amount of 25% of the total allocation per eligible member for example, would be payable per extra meeting attended by Ordinary Members.

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council;

- a) endorses and adopts the revised Policy 1.7 Councillor Conference Attendance, Professional Development and Extra Meeting Allowance; and
- b) nominates an amount of __ % of the annual maximum extra meeting allowance for the financial year.

Moved: Clr.

Seconded: Clr.

9.3 POLICY 1.30 CASTING VOTE

Date: 20th April 2021
Author: Anna Malgorzewicz, Chief Executive Officer
Aleyshia McGrigor, Senior Admin Officer
Attachment: DRAFT 1.30 Casting Vote

PURPOSE

To seek Council's endorsement and adoption of 1.30 Casting Vote Policy

BACKGROUND AND PREVIOUS DECISIONS

Council has previously not held a Casting Vote policy. However, Council Policy 1.12 Meetings of Council contains information on casting vote. Council should review Policy 1.12 meetings of Council once Policy 1.30 Casting Vote comes into effect on 1 July 2021.

COMMENT

Whilst transitioning to the *Local Government Act 2021* Council has been and will continue to review and adopt policies to ensure compliance. It is appropriate that Council reviews and adopts a casting vote policy to ensure compliance. An aim to have an array of recently updated Council policies is on track to line up with the implementation of the new *Local Government Act 2021* on 1 July 2021.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council adopts Council Policy 1.30 Casting Vote.

Moved: Clr.

Seconded: Clr.

9.4 INTRODUCTION OF THE LOCAL GOVERNMENT AMENDMENT BILL 2021

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment: Email Correspondence, Hansard Extract and Local Government Amendment Bill 2021

PURPOSE

To brief Council on recent proposed amendments to the *Local Government Act 2019*.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 17/11/2020/012

That Council receives and notes the report entitled Transition to the Local Government Act 2019 and the requirement to review existing policies and introduce new policy, procedure and registers, to ensure compliance with the new legislation from 1st July 2021.

Moved: Clr. Moyle

Seconded: Clr. Turner

Carried

COMMENT

On 24th March 2021 the Minister for Local Government introduced the Local Government Amendment Bill 2021 to the Legislative Assembly. Two significant amendments have been proposed to the *Local Government Act 2019*, prior to its introduction from 1st July 2021.

The first is provisional voting or 'on the day' voting. This provision will enable electors to vote for local government elections if they are not enrolled at the time of voting but are entitled to be enrolled. This amendment harmonises voting provisions for local government elections with Legislative Assembly voting processes.

The second proposed amendment refers to the donation and loan disclosure requirements for candidates. The amendment includes;

- removal of the requirement for candidates to submit a 'nil' return;
- amendments to the donation disclosure period for general and by-elections; and
- amendments to the donation and loan threshold amounts for disclosure purposes.

In addition, the commencement of Part 8.6 Donation Disclosure of the *Local Government Act 2019*, will be deferred until 1st July 2022. Consequently, disclosure requirements will not apply for the local government election to be held on Saturday 28th August 2021.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

FINANCIAL IMPLICATIONS

A separate report is presented in this agenda regarding polling options for the August 2021 local government election that will have budgetary implications for Council.

RECOMMENDATION

That Council receives and notes the report entitled Introduction of the Local Government Amendment Bill 2021.

Moved: Clr.

Seconded: Clr.

9.5 MOBILE POLLING OPTIONS LOCAL GOVERNMENT ELECTIONS AUGUST 2021

Date: 20 April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment: 2021 Local Government Elections Timetable

Email correspondence re Mobile Polling Options

Correspondence re 2021 Local Government Election Costs

2017 NT Council Election Report (CCGC)

PURPOSE

To seek Council's direction regarding the number and timing of mobile polling booths for the Local Government elections to be held Saturday 28th August 2021.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 18/09/2017/021

That Council receives and notes the CEO's Activity Report for the period August to September, 2017

Moved: Clr. Moyle

Seconded: Clr. McElwee

CARRIED

NOTE

Neighbourhood Watch NT will be visiting Batchelor on Wednesday 4th October at 6:00pm at the Bruce Jones Community Centre.

DIRECTION

CEO to provide feedback to the Northern Territory Electoral Commission regarding the recent elections. CEO to provide the following direct comment;

1 – That any future service agreement between the Northern Territory Electoral Commission and Coomalie Community Government Council must clearly state the polling booths that will be proposed for future elections.

2 - Council requires a polling booth to be open on official polling day, eg August 26th

3 – That due to lower turnouts and some confusion amongst electors with turning up on August 26th to vote, that Council does not support the imposition of fines for non-voters in relation to the 2017 elections.

COMMENT

The Northern Territory Local Government Elections will be held on Saturday 28th August 2021. Below is the legislated timeframe for the election process:

Key dates:

- Nominations open: Friday, 16 July
- Close of electoral roll: Tuesday, 27 July at 5:00 pm
- Close of nominations: Thursday, 5 August at 12:00 noon
- Early voting commences: Monday, 16 August
- Election day: Saturday, 28 August

Early voting will be available for electors from Monday 16th August 2021. Council is being asked to make a decision regarding the most accessible and equitable arrangement for early voting and/or on the day voting for the electors of the Coomalie Shire. It should also be noted that “provisional voting” will also be available to eligible electors at the Local Government Elections in August 2021. That is, a provision will be available that enables electors to vote for local government elections if they are not enrolled at the time of voting but are entitled to be enrolled.

Council can determine to provide mobile polling as well as, on the day (mobile) voting options for electors. There are 612 (as at July 2020) electors enrolled to vote within the Coomalie Shire. As at the close of the electoral roll in July 2017, there were 614 electors enrolled to vote for Coomalie Community Government Council.

Attached for Council’s information is the Coomalie Community Government Council Election Report (the Report) 2017. It should be noted only two Wards were contested during the 2017 Local Government Elections. For the 2017 election, two mobile voting booths were made available, one each in Batchelor (Wednesday 16th August 2017) and in Adelaide River (Thursday 17th August 2017). No voting facility was

available for electors on election day, Saturday 26th August 2017. Coomalie Shire electors did utilise early voting centres in Coolalinga Shopping Centre, Casuarina Library and the Darwin Central Business District.

One of the recommendations from the Report was “that in future general elections an election day voting centre in Batchelor Township is established regardless of what wards are being contested”.

NTEC has advised that an on the day polling centre, due to NTEC resourcing and capacity, will take the form of a mobile polling centre rather than a fixed polling centre. That is, it will not operate between the hours of 8.00am and 6.00pm but will have reduced hours of operation.

It is at Council’s discretion to request further mobile polling centres in the townships prior to election day.

CONSULTATION

Northern Territory Electoral Commission

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2008

FINANCIAL IMPLICATIONS

A preliminary estimate for election services from NTEC is in the order of \$9,890. If Council wishes to offer further polling opportunities, costs will need to increase.

RECOMMENDATION

That Council;

- a) receives and notes the report entitled Mobile Polling Options Local Government Elections August 2021;
- b) agrees to proceed with NTEC establishing an on the day polling booth option in Batchelor; and
- c) agrees to request a further mobile polling booth in Adelaide River to be hosted in the week prior to the Local Government Elections to be held on Saturday 28th August 2021.

Moved: **Clr.**

Seconded: **Clr.**

9.6 MYRTLE FAWCETT PARK PLAYGROUND PROPOSAL - UPDATE

Date: 16 March 2021

Author: Carol Gaulke, Project Manager
 Andrew Roberts, Community Recreation Development Officer
 Anna Malgorzewicz, Chief Executive Officer

Attachment: Site plan Myrtle Fawcett Park

PURPOSE

To provide an update on progress regarding the Myrtle Fawcett Park Playground Proposal.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2021/03/16/012

That Council approves the proposed playground at Myrtle Fawcett Park, Adelaide River to be located as per Option 1, that is on the north-west side of the existing path adjacent to current seating and notes current trees will require removal and pruning.

Moved: Clr. Moyle

Seconded: Clr. McElwee Carried

RESOLUTION 15/09/2020/011

That Council authorise the Chief Executive Officer to provide a list of projects with a value totalling \$216,000 to the Australian Government for approval as required under the LRCIP Grant with emphasis on water efficiency initiatives (irrigation), public safety and mobility enhancements (footpaths), enhanced community amenity (playground and shade structure), and asset consolidation and improved public safety (pool fence and deck repairs).

Moved: Clr. Moyle

Seconded: Clr. McElwee CARRIED

RESOLUTION 21/04/2020/020

That Council;

- a) provides in principle support for the request from the Kear Family to install a memorial double seat table in Myrtle Fawcett Park, Adelaide River;*
- b) requests the Chief Executive Officer consult with the community regarding the proposal; and*
- c) requests a further report, inclusive of ongoing maintenance and management procedures, be provided at a future meeting.*

Moved: Clr. Corliss

Seconded: Clr. Bulmer Carried

RESOLUTION 18/09/2018/010

That Council approve the structural assessment funding of up to \$1000 for the analysis of root encroachment upon buildings in the vicinity of the Myrtle Fawcett Park raintree.

Moved: Clr. Moyle

Seconded: Clr. Turner CARRIED

RESOLUTION 19/06/2018/003

That Council receives and notes the Operations Manager's Report for May/June 2018.

Moved: Clr. Moyle

DIRECTION

That Council direct the CEO to provide a report to Council on the costs associated with retaining and maintaining the Myrtle Fawcett Park Tree and a cost for the removal of the tree.

COMMENT

At Council’s meeting of 16th March 2021 two options for the location of a memorial table setting, swing set and shade structure were presented for consideration. The report incorrectly stated that the Kear Family had been provided with information regarding both options. This error was rectified, and the Family was provided with information regarding both Option 1 and Option 2.

Option 1 is located on the north west side of the path. There is an existing concrete table set located north of the proposed location of the playground. This option will include locating the new memorial seating set in proximity to an existing table setting and will require removal of two trees and the pruning of a large tree.

Option 2 is located to the rear of the park on the south east of the site. This site has been cleared and no tree removal will be required. It is also further removed from existing seating. The structure will be located very close to the title boundary so a Title re-establishment would be required.

On Thursday 1st April 2021 Council Officers met with some Elected Members on site to discuss the advantages and disadvantages of both options and the constraints of the site. This includes a services easement along the northern boundary and an existing concrete footpath that transects the Park diagonally. The complete installation requires a total footprint of 10m x 10m, that is a shade structure covering both the memorial table setting and the swing set.

Attached is a site plan of Myrtle Fawcett Park indicating the location of the two options and a Title Search illustrating the existing easement. As previously noted, the adjacent property fence line is located within the adjacent property and not along the boundary between the two parcels.

CONSULTATION

Works and Services Manager

Kear Family.

Council staff have consulted with the Kear Family once more regarding the two proposed locations. The family has advised their preference is for Option 2.

When the memorial seating setting was first proposed to Council in April 2020, Council agreed for Officers to consult the community regarding the proposal. Consultation letters were distributed through post office boxes and information posters placed on notice boards during May 2020. There was a low-level response received. One stakeholder sought assurance from Council that the proposal did not impact on the naming of Myrtle Fawcett Park. Another stakeholder, representing the collective voice of businesses in the township, expressed concerns regarding the specific location of the setting and sought assurance

that it would not advantage or disadvantage all stakeholders in the community. Stakeholders requested that the location be determined from a perspective of what would meet the needs of the general community and visitors best.

As Option 1 requires the pruning of an established tree and the removal of an insignificant, compromised specimen, there is no requirement to consult the community regarding its removal. These works would sit within the general tree maintenance program. In addition, there are established weed tree species in the Park, and these will be removed during the installation of the shade structure, memorial seating set and swing set.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Kear Family have confirmed they will donate the table and seating, including the cost of the required concrete slab.

The current funds remaining under the LRCIP Phase 1 Grant is \$86,844.80.

The total cost of Option 1 is **\$41,000**, which would leave a balance of LRCIP Grant funds of \$45,844.80.

The total cost of Option 2 is **\$41,970** which would leave a balance of LRCIP Grant funds of \$44,874.80.

RECOMMENDATION

That Council receives and notes the Myrtle Fawcett Park Playground Proposal Update report.

Moved: Clr.

Seconded: Clr.

9.7 MINUTES OF THE AUDIT COMMITTEE MEETING 1ST APRIL 2021

Date: 20 April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment: Draft Minutes of the Audit Committee Meeting 1st April 2021

PURPOSE

To present for Council's information the DRAFT Minutes of the Audit Committee Meeting held on Thursday 1st April 2021.

BACKGROUND AND PREVIOUS DECISIONS

The Audit Committee (the Committee) was established as an advisory committee in accordance with the *Local Government Act 2008* Part 4, and section 10.3 of the *Local Government (Accounting) Regulations 2008*.

The Committee provides independent assurance and assistance to the Coomalie Community Government Council (the Council) and the Chief Executive Officer on the internal control processes for the effectiveness of the financial and corporate governance practices and compliance with legislative and regulatory requirements.

COMMENT

The Audit Committee held its meeting on Thursday 1st April 2021 and discussed the 2021-22 Budget deliberation process with recommendations and reviewed a number of policy considerations.

The Minutes remain Draft until the Audit Committee's next meeting which is to be held on 7th May 2021.

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2008

Local Government (Accounting) Regulations 2008

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council receives and notes the DRAFT Audit Committee Minutes

Moved: Clr.

Seconded: Clr.

9.8 SUPPORT FOR RAISING THE RATE OF JOBSEEKER

Date: 20th April 2021

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment: Email Correspondence from Mayor Inner West City Council

PURPOSE

To seek Council's support of a motion for consideration at the National General Assembly of Local Government regarding revisions to the Jobseeker rate.

BACKGROUND AND PREVIOUS DECISIONS

Mayor, Clr. Darcy Byrne wrote to Council on 23rd March 2021 (refer attachment) seeking Council's support for a motion the Inner West Council has submitted for consideration at the National General Assembly of Local Government regarding the level of the Jobseeker payment.

COMMENT

The National General Assembly (NGA) of Local Government is convening in Canberra between 20th – 23rd June 2021.

The Australian Local Government Association (ALGA) convenes the NGA on an annual basis. It is the peak annual event for Local Government, attracting in excess of 800 Mayors and Councillors. The event provides opportunity for Local Government to engage directly with the Federal Government, to develop

national policy and to influence the future direction of councils and the communities the sector represents.

The Inner West Council, NSW has proposed for consideration at the NGA a motion regarding the rate of the Jobseeker payment. The proposed motion follows:

The Federal Government's revised rate of the Jobseeker payment of \$44 per day is inadequate and will result in millions of Australian citizens being unnecessarily trapped in poverty. After 25 years with no increase to the incomes of unemployed Australians an increase of just \$3.57 per day above the previous rate of the Newstart payment is insufficient.

The motion does not propose an alternative rate of payment or proposes any call for action. Whilst the matter is of national importance, it is not recommended that Council propose a motion of support at this time. The motion will be put to the NGA for consideration and through the process of debate, may be reworded to include a call for action or suggest a value to the proposed increase or level of payment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council;

- a) receives and notes the report entitled Support for Raising the Rate of Jobseeker; and
- b) directs the Chief Executive Officer to write to the Mayor, Inner West Council commending Council on its advocacy on behalf of unemployed citizens at the National General Assembly of Local Government in Canberra.

Moved: Clr.

Seconded: Clr.

9.9 VOTING AT COUNCIL MEETINGS

Date:	20 April 2021
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Correspondence from Executive Director, Local Government and Community Development, Department of the Chief Minister and Cabinet

PURPOSE

To present for Council's information and noting correspondence from the Department of the Chief Minister and Cabinet regarding voting at Council meetings.

BACKGROUND AND PREVIOUS DECISIONS

Nil

COMMENT

The Department of the Chief Minister and Cabinet forwarded correspondence to the Chief Executive Officer regarding queries from councils regarding the requirements for voting at council meetings. (Attached).

Council is requested to note the contents of the correspondence.

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2008 s. 61(6)

Local Government Act 2019 s95(5)

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council receives and notes correspondence from the Executive Director, Local Government and Community Development, Department of the Chief Minister and Cabinet regarding voting requirements at council meetings.

Moved: **Clr.**

Seconded: **Clr.**

10 COMMUNITY RECREATION AND SERVICES REPORT

10.1 COMMUNITY RECREATION AND REMOTE SPORTS PROGRAM

Date:	20 th April 2021
Author:	Andrew Roberts, Community Recreation Development Officer
Attachment:	Nil

PURPOSE

To provide Council with a monthly update of activities and programs provided to the community through the sport, recreation and community development program.

BACKGROUND AND PREVIOUS DECISIONS

Nil

COMMENT

ANZAC Day Dawn Service planning is complete for this annual event. Hoping to have a larger event than normal due to the COVID cancelled event last year. 36 accepted RSVPs to invitations have been received at time of writing.

Seniors Mystery Bus Tour was cancelled for the trip on Monday 12th April 2021 due to insufficient numbers. The next tour was scheduled for Monday 10th May 2021 however the day of the week may change to get greater numbers attending.

After School Sports have been running for the month, attendance figures are below.

Week Start	Adelaide River	Batchelor
15/03/2021	4	5
22/03/2021	5	1
29/03/2021	4	6
05/04/2021	5	N/A
Total	18	12

Youth Week 2021 is being held on 15th of April with a trip to Territory Wildlife Park; full details will be in next month's report. There were 26 bookings for the day, which necessitated an additional bus. This was supplied by the Adelaide River Primary School, with the cost being the bus was returned with a full tank of fuel. The children were entertained on the day with 'Creature Feature' close encounters as well as morning tea and lunch provided by the park café. The activity was fully funded by a Youth Week grant.

July School Holiday Program planning is also underway with a planned program of 9 days of activities over the 3 weeks of school holidays. Grant funding has been applied for to assist with the cost of the program.

Territory Day 2021 planning has not commenced at this stage. As this day was not held last year due to COVID-19 restrictions, past practice has been for Howard & Sons, who are contracted by NT Major Events, to stage a display in Batchelor. If Council were to proceed with an event officers would be required to advertise and market the event, obtain security, and provide a BBQ with refreshments for the event. Council is also responsible for clean up after the event. In previous years, approximately 300 people have attended the event in Batchelor.

On top of this, due to the loud nature of the event, Council staff would be required to be on-call for collection of escaped domesticated animals and wildlife, and house these animals in the Council pound until they are reunited with their owners.

An amount of \$3,500 has previously been set aside for the event, and of this funding, \$500 has been set aside to be provided to the Adelaide River Show Society to purchase pyrotechnics for a small event in Adelaide River.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council entered into a Five-Year Funding Agreement with the Northern Territory Government and receives an annual allocation of \$44,000 for the provision of sport and recreation activities to the Coomalie community.

RECOMMENDATION

That Council;

- a) receives and notes the Community Recreation Development Report;
- b) proceeds with hosting a Territory Day event in Batchelor; or
- c) does not proceed with hosting an event at Batchelor; and
- d) agrees to provide an increased cash contribution to the Adelaide River Show Society to assist with their event.

Moved: Clr.

Seconded: Clr.

10.2 BATCHELOR SWIMMING POOL REPORT

Date: 20th April 2021

Author: Andrew Roberts, Community Recreation Development Officer

Attachment: Nil

To provide Council with a monthly report of the operations and activities of the Batchelor Swimming Pool.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions.

RESOLUTION 16/02/2021/012

That Council;

a) receives and notes the RLSSANT Batchelor Swimming Pool Aquatic Facility Safety Assessment Report;

b) refers an amount of \$5,000 to the second quarter budget variation of the 2020-2021 Budget to undertake necessary training, installation of statutory signage, acquisition of safety equipment and IT requirements; and

c) agrees to prioritise the design & construction of necessary infrastructure to the next grant funding opportunity.

Moved: Clr. Moyle

Seconded: Clr. McElwee **Carried**

COMMENT

Pool Statistics

Week Start	Adult	Child	Concession	Family	Schools	Pass Swimmers	Swimming Lessons
08/03/2021	3	6	3	0	35	3	23
15/03/2021		3					28
22/03/2021	5	13	6	2	177		
29/03/2021			5	1	145	2	
05/04/2021		3	3	5	65	2	
Totals	8	25	17	8	422	7	51

*Note that Schools total does not visit during opening hours.

Pool Safety Audit Outcomes

Regarding Council's decision at its February meeting, Council Officers have made headway regarding making the facility compliant with current industry guidelines. Spinal rescue equipment has been delivered and is on site. Pool signage for depth and gradient changes within and around the pool has been ordered and is awaiting delivery.

Regarding staff training for upskilling the current Pool Supervisor, in discussions with Royal Life, they can run a course for us with a minimum of participants, options for this are currently being explored.

Pool Grants – Access Lift

The Healthy Lifestyle Grant has been secured by Council to provide an access hoist, as well as facility improvements for disabled/wheelchair access. Council has confirmation that full grant funding is to be received (\$22,900 ex GST), and this will be used to purchase and install the hoist, as well as make some grounds improvements to make the facility wheelchair/accessible friendly.

Swimming Lessons

The intensive 4-week swimming lessons program was completed on Sunday 28th March 2021. In total there was 65 lessons provided to 21 children.

Royal Life provided an Active Family Fun Day to conclude the program, offering free entry to people at the pool between pool opening and 2:30pm. In all, a total of 50 people attended the Fun Day, which was reimbursed by Royal Life.

On the back of this, Council Officers are exploring options for setting up a Council run program of swimming lessons out of the pool to be held on a regular basis. This could take the format of partnering with Royal Life to run their Swim & Survive program or creating our own program.

Target market for the program is those that have just completed the Royal Life program as well as those within the community that would benefit from regular on-going lessons. The benefits of continuous education with water safety are substantial and can be evidenced by reduced risk of drowning within communities. As children require continual reinforcement of safe water practices, the quick 4-week program just completed, whilst providing basic water safety, does not easily translate to water safe communities.

It is envisaged that Council run swimming program will be undertaken during current pool opening hours. Currently Council has 1 qualified swim teacher on staff that could run on-going swimming lessons for the community.

Swimming Lessons Budget

Income

30 Individual lessons \$15pw \$450.00 per week

Expenses

4 Swim Teacher hours \$40ph \$160.00 per week
\$290.00 per week

Council staff would need to market the program through posters, and Facebook, as well as directly engaging with both schools in the area.

Pool Flooding

During the period covered by this report, a reportable incident occurred at the pool, please see the Works and Services report for further details.

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council;

- a) receives and notes that Batchelor Swimming Pool Report;
- b) approves the exploration of providing further swimming lessons with full budget evidence supporting the proposal; and
- c) proceeds with partnering with Royal Life NT to deliver an ongoing swimming lesson program during pool opening hours at the Batchelor Swimming Pool.

Moved: **Clr.**

Seconded: **Clr.**

10.3 COMMUNITY LIBRARIES REPORT

Date:	20 th April 2021
Author:	Hilary Brett, Adelaide River Community Library Officer
Attachment:	Nil

PURPOSE

To provide Council with a monthly report of programs, activities and patron participation in the Adelaide River and Batchelor Community Libraries.

BACKGROUND AND PREVIOUS DECISIONS

Council receives annual funding from the Northern Territory Government through the Northern Territory Library and Archives Service for the provision of library programs and services at the Adelaide River and Batchelor Libraries.

COMMENT

Both libraries are continuing to get busier each week as more Community children visit and stay for extended hours. A small cohort of children are in the Adelaide River library for 13 hours a week.

The four new casual library officers have had their inductions and have started their training at both Libraries. Facility opening and closing procedures have been reviewed and included in the inductions. A temporary part time Team Leader position will be created to coordinate the rosters, compile the monthly statistics, provide Council OGM reports, Stop Press articles and the Library & Archives NT annual report. Prue King has kindly delayed her planned retirement until the end of April while recruitment for this position is underway. Council is still waiting for information about the new BIITE Librarian

Adelaide River Library Statistics

Number of patrons visits this month 165 (last month 105)

Total hours of child supervision this month 445 (last month 252.5)

Batchelor Library Statistics

Community Use	Children	Com Adults	Staff/students	Visitors
Community Hours	79 (last month 68)	17	6	
Out of Community Hours	23 (last month 5)	98		2
Total	98	115	6	2

During Council Hours 102 patrons Computer bookings 59 Open 26 hrs

CONSULTATION

Prue King, Batchelor Community Librarian

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council receives an annual grant allocation of \$49,000.

Be Connected is funded through a Commonwealth Government Program.

For Noting

11 FINANCE REPORTS

11.1 PAYMENT REGISTER

Date:	20 th April 2021
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

PURPOSE

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

BACKGROUND AND PREVIOUS DECISIONS

Attached is a listing of accounts paid for February 2021.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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.

Account Transactions

Coomalie Community Government Council

For the period 1 March 2021 to 31 March 2021

Date	Description	Reference	Amount
CBA Credit Card A Kim			
01 Mar 2021	Commonwealth Bank of Australia	Annual fee	40.00
09 Mar 2021	Payment: CV Check	Police Check R Castell	49.90
09 Mar 2021	Payment: CV Check	Police Check F Shanahan	49.90
09 Mar 2021	Payment: CV Check	Police Check H Clayton	49.90
Total CBA Credit Card A Kim			189.70
CBA Credit Card A Malgorzewicz			
01 Mar 2021	Commonwealth Bank of Australia	Annual Fee	40.00
04 Mar 2021	Payment: Everything ID	Covid safe event barriers	796.00
08 Mar 2021	Payment: Train Safe NT	Auschem J Fraser	499.00
08 Mar 2021	Payment: Australia Post	Postage stamps	110.00
08 Mar 2021	Payment: Australia Post	Post uniforms Brandit	19.40
08 Mar 2021	Payment: Bliss Bean Bags	Bean bags Bat Pool	752.00
08 Mar 2021	Payment: Train Safe NT	Auschem R Francis	499.00
09 Mar 2021	Payment: Skymesh	Internet	69.94
12 Mar 2021	Payment: Apple Pty Ltd	Ipads Building Digital Skills	2,495.00
Total CBA Credit Card A Malgorzewicz			5,280.34
CBA Credit Card S Shooter			
01 Mar 2021	Commonwealth Bank of Australia	Annual Fee	40.00
10 Mar 2021	Payment: Australia Post	Post box renewal	95.00
10 Mar 2021	Payment: Australia Post	Postage BOD Book	13.95
12 Mar 2021	Payment: Ringers Western	Uniforms	167.88
15 Mar 2021	Payment: Nespresso Club	Coffee	261.50
Total CBA Credit Card S Shooter			578.33
CCGC CBA Cheque			
02 Mar 2021	Commonwealth Bank of Australia	Bank fees	152.72
04 Mar 2021	Payment: Speedy Electrical Service NT	Repair council switchboard	3,545.00
04 Mar 2021	Payment: VTG Waste & Recycling P/L	Garbage collection	2,069.88
04 Mar 2021	Payment: NT Telco	Fibre optic connection	15,496.22
04 Mar 2021	Payment: Demountable Sales & Hire Pty Ltd	Demountable ARWMF	55,961.88
04 Mar 2021	Payment: Diedre Pickering	Cleaning AR toilets Feb 21	2,394.04
04 Mar 2021	Payment: Cr. Sharon Beswick	Councillor fees	450.00
04 Mar 2021	Payment: L & J Rural Contracting Pty Ltd	LRCIP Pool fence	6,644.00
04 Mar 2021	Payment: Jacana Energy	Electricity	24.86
04 Mar 2021	Payment: Therese Balanzategui	Aust Day Grant music	180.00
04 Mar 2021	Payment: Flip Out Darwin	SHP Jan 21	240.00
04 Mar 2021	Payment: Jacana Energy	Electricity	24.86
04 Mar 2021	Payment: NT Telco	Install new phone system	3,505.44
04 Mar 2021	Payment: Cr. Deborah Moyle	Councillor fees	450.00
04 Mar 2021	Payment: Jacana Energy	Electricity	70.35
04 Mar 2021	Payment: VTG Waste & Recycling P/L	Garbage collection	2,069.88
04 Mar 2021	Payment: IBIS Information Systems	Lynx licence fees 21/22	4,840.00
04 Mar 2021	Payment: Flowers By Elise	Wreaths BOD	750.00
04 Mar 2021	Payment: L & J Rural Contracting Pty Ltd	LRCIP Pool fence	43,607.85
04 Mar 2021	Payment: PowerWater - Bills	Water	39.95
04 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	54.86
04 Mar 2021	Payment: Australian Communications Authority	Radio licence fee	73.00

Date	Description	Reference	Amount
04 Mar 2021	Payment: Jacana Energy	Electricity	24.86
04 Mar 2021	Payment: Cr. Christian McElwee	Councillor fees	450.00
04 Mar 2021	Payment: VTG Waste & Recycling P/L	Garbage collection	2,069.88
04 Mar 2021	Payment: Diedre Pickering	ARWMF supervision	795.00
04 Mar 2021	Payment: DT & MG Kerr Trading as Kerr Trust	Accounting fees Feb 21	8,277.50
04 Mar 2021	Payment: Demountable Sales & Hire Pty Ltd	Demountable BWMF	55,961.89
04 Mar 2021	Payment: Cr. Andrew Turner	Councillor fees	2,320.67
04 Mar 2021	Payment: Cr. Sue Bulmer	Councillor fees	450.00
04 Mar 2021	Payment: Roberts Education	BDS teaching	200.00
04 Mar 2021	Payment: Cr. Max Corliss	Councillor fees	803.33
04 Mar 2021	Payment: Darwin Office Technology	Copy count Feb 21	420.07
04 Mar 2021	Payment: Chris Reynolds Transport	Freight	55.00
04 Mar 2021	Payment: Pumacard	Fuel Feb 21	1,874.86
05 Mar 2021	Payment: Ooloo Investments Pty Ltd	WGR Eva Valley roads	11,985.05
05 Mar 2021	Payment: Ooloo Investments Pty Ltd	WGR Rum Jungle roads	5,937.47
05 Mar 2021	Payment: Ooloo Investments Pty Ltd	WGR Bat roads	11,764.83
05 Mar 2021	Payment: Ooloo Investments Pty Ltd	Clear floodways AR to Bat	928.00
09 Mar 2021	SALARIES AND WAGES Coomalie Communi	Payroll	36,553.24
09 Mar 2021	PC090321-190360965 SuperChoice P-L	Superannuation	3,418.14
11 Mar 2021	Payment: PowerWater - Bills	Water	856.59
11 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	493.48
11 Mar 2021	Payment: RS Gardening Care	Mowing Bat	6,226.00
11 Mar 2021	Payment: Bruce Mason	Clean BJCC and lock up BWMF	80.00
11 Mar 2021	Payment: Remote Area Tree Services Pty Ltd	Bat museum trees	660.00
11 Mar 2021	Payment: Jacana Energy	Electricity	759.23
11 Mar 2021	Payment: Outback Batteries	Battery	604.80
11 Mar 2021	Payment: Batchelor Area School	BOEC - SHP Jan 21	235.03
11 Mar 2021	Payment: Shannon Recycling & Landcare	BWMF supervision	2,079.00
11 Mar 2021	Payment: Mitchell Refrigeration & Air Conditioning	Repair air con bus	438.46
11 Mar 2021	Payment: RS Gardening Care	Mowing AR	6,628.00
11 Mar 2021	Payment: Remote Area Tree Services Pty Ltd	LRCIP Pool tree removals	16,676.00
11 Mar 2021	Payment: Sydney Tools - Winnellie	Jumpstarter	675.00
11 Mar 2021	Payment: The Big Mower	Parts	59.80
11 Mar 2021	Payment: Bruce Mason	Clean office building	240.00
11 Mar 2021	Payment: Eva Valley Meats	Sausages Clean Up Aust Day	159.64
11 Mar 2021	Payment: JAC Embroidery TA Brandit NT	Uniforms	35.20
11 Mar 2021	Payment: Darwin Business Machines	Printing and Stationery	231.00
11 Mar 2021	Payment: Telstra	Sat phone	45.00
11 Mar 2021	Payment: Practical Safety Australia Pty Ltd	PPE	197.40
11 Mar 2021	Payment: Batchelor Service Centre	Fuel Feb 21	330.45
11 Mar 2021	Payment: HWL Ebsworth Lawyers	Legal fees EPS properties	2,248.40
11 Mar 2021	Payment: Jacana Energy	Electricity	710.58
11 Mar 2021	Payment: Integrated Land Information System	Land titles Feb 21	251.20
11 Mar 2021	Payment: Winc	Printing and Stationery	113.21
11 Mar 2021	Payment: HWL Ebsworth Lawyers	Legal fees EPS properties	1,131.90
11 Mar 2021	Payment: Rosejoy NT T/A Batchelor General Store	Consumables	56.55
11 Mar 2021	Payment: Outback Batteries	Battery	293.40
11 Mar 2021	Payment: Town & Country Plumbing Service	Repair water leak Bat depot	3,595.75
11 Mar 2021	Payment: Winc	Printing and Stationery	44.00
11 Mar 2021	Payment: Winc	Printing and Stationery	303.86
11 Mar 2021	Payment: JB Hi Fi Berrimah	SPG Gatehouses items	1,144.00
11 Mar 2021	Payment: Norsign NT	Floodway signage	2,047.71
11 Mar 2021	Payment: St John Ambulance Australia	Walkkits x 2	469.70
11 Mar 2021	Payment: Bruce Mason	Cleaning Bat toilets Feb 21	658.00

Date	Description	Reference	Amount
11 Mar 2021	Payment: NT Land Corporation	Lease Chin Way	1.00
15 Mar 2021	Commonwealth Bank of Australia	Bank fees	5.28
15 Mar 2021	Commonwealth Bank of Australia	Bank fees	55.44
15 Mar 2021	Telecom	Phone system Mar 21	300.00
15 Mar 2021	Commonwealth Bank of Australia	Bank fees	67.98
16 Mar 2021	EQUIPMENT RENTS	Photocopier Rent	227.00
17 Mar 2021	Payment: PowerWater - Bills	Water	27.03
17 Mar 2021	Payment: Bridge Toyota	Parts	376.72
17 Mar 2021	Payment: PowerWater - Bills	Water	33.27
17 Mar 2021	Payment: PowerWater - Bills	Water	486.52
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	Cleaning drains AR	528.00
17 Mar 2021	Payment: Telstra	Telephones	1,229.84
17 Mar 2021	Payment: Jacana Energy	Electricity	68.92
17 Mar 2021	Payment: PowerWater - Bills	Water	47.83
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	R&M Coach, Perreau Rds	696.00
17 Mar 2021	Payment: Flick Anticimex	Sanitary Bins AR MF/Oval	184.40
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	Emergency H/Lagoon Rd	2,148.00
17 Mar 2021	Payment: VTG Waste & Recycling P/L	Garbage collection	2,069.88
17 Mar 2021	Payment: Air Liquide WA Pty Ltd	Gas rental	83.24
17 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	201.38
17 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	107.68
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	Push up ARWMF	1,280.00
17 Mar 2021	Payment: Jacana Energy	Electricity	571.44
17 Mar 2021	Payment: JAC Embroidery TA Brandit NT	Uniforms	52.80
17 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	119.00
17 Mar 2021	Payment: NT Water Filters	Water	197.60
17 Mar 2021	Payment: Jacana Energy	Electricity	39.81
17 Mar 2021	Payment: Jacana Energy	Electricity	16.21
17 Mar 2021	Payment: Area9 IT Solutions	Service agreement Mar 21	919.60
17 Mar 2021	Payment: Total Tools	Parts	89.85
17 Mar 2021	Payment: Peter Rowlands	CCGC01 service	404.30
17 Mar 2021	Payment: PowerWater - Bills	Water	540.89
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	Fill and delivery ARWMF	3,630.00
17 Mar 2021	Payment: PowerWater - Bills	Water	27.03
17 Mar 2021	Payment: Jacana Energy	Electricity	320.43
17 Mar 2021	Payment: Bunnings Building Supplies P/L	Consumables	27.51
17 Mar 2021	Payment: St John Ambulance Australia	First aid A Roberts	180.00
17 Mar 2021	Payment: PowerWater - Bills	Water	27.03
17 Mar 2021	Payment: PowerWater - Bills	Water	39.51
17 Mar 2021	Payment: Peter Rowlands	CCGC03 service	375.45
17 Mar 2021	Payment: PowerWater - Bills	Water	60.30
17 Mar 2021	Payment: Ooloo Investments Pty Ltd	Repair causeway H/Lagoon Rd	1,570.00
17 Mar 2021	Payment: VTG Waste & Recycling P/L	Garbage collection	2,069.88
17 Mar 2021	Payment: PowerWater - Bills	Water	27.85
17 Mar 2021	Payment: PowerWater - Bills	Water	29.11
17 Mar 2021	Payment: Peter Rowlands	Roadworthy Kluger CCGC03	57.20
17 Mar 2021	Payment: MVR	Rego Kluger CCGC03	874.55
17 Mar 2021	Payment: PowerWater - Bills	Water	124.81
17 Mar 2021	Payment: HD Pumps - Humpty Doo/Winnellie	Parts	184.80
17 Mar 2021	Payment: PowerWater - Bills	Water	79.04
17 Mar 2021	Payment: Peter Rowlands	CCGC02 ute service	818.50
22 Mar 2021	Payment: Bruce Mason	Cleaning Bat toilets Mar 21	950.00
22 Mar 2021	Payment: Total Tools	Tools	399.00
22 Mar 2021	Payment: Curby's NT	Badges	54.00

Date	Description	Reference	Amount
22 Mar 2021	Payment: Bruce Mason	Clean BJCC and lock up BWMF	150.00
22 Mar 2021	Payment: Winc	Printing and Stationery	125.55
22 Mar 2021	Payment: Darwin Office Technology	Toner cartridges	891.84
22 Mar 2021	Payment: Bruce Mason	Clean office building	360.00
22 Mar 2021	Payment: Fulton Hogan Industries Pty Ltd	Ezastreet	1,122.00
22 Mar 2021	Payment: Vanderfield Darwin	Parts	276.76
22 Mar 2021	Payment: Prestons Mowing & Gardening	Spraying Rum Jungle area	3,734.50
22 Mar 2021	PC220321-191264803 SuperChoice P-L	Superannuation	3,477.73
22 Mar 2021	Payment: Shannon Recycling & Landcare	BWMF supervision	2,079.00
23 Mar 2021	Payment: Petty Cash Reimbursements	Petty Cash Reimbursment	610.55
23 Mar 2021	SALARIES AND WAGES Coomalie Communi	Payroll	27,782.38
31 Mar 2021	Payment: Signcity (NT) Pty Ltd	Pool sign	429.00
31 Mar 2021	Payment: Town & Country Plumbing Service	Plumbing works RJBC, Pool, Toilets	3,310.01
31 Mar 2021	Payment: Colemans Printing	Pull up banner	181.50
31 Mar 2021	Payment: Anna Malgorzewicz	Catering Reimbursment	110.00
31 Mar 2021	Payment: Telstra	Sat phone	45.00
31 Mar 2021	Payment: Town & Country Plumbing Service	Backflow devices Bat, AR	8,461.97
31 Mar 2021	Payment: Department of Chief Minister - OYA	Gazette Bat Oval Rugby match	165.00
31 Mar 2021	Payment: Higgle Mechanical Engineering	Trailer inspection	130.00
31 Mar 2021	Payment: MVR	Rego Dog Trailer	1,149.50
31 Mar 2021	Payment: Darwin Ice Skating Centre	SHP Jan 21	186.00
31 Mar 2021	Payment: Darwin Office Technology	Copy count Mar 21	317.97
31 Mar 2021	Payment: Eva Valley Meats	Sausages CRO Activities	121.82
Total CBA Cheque			418,033.91
Total			424,082.28

RECOMMENDATION

That Council approves and passes for payment the March 2021 payment register totalling \$424,082.28

Moved: **Clr.**

Seconded: **Clr.**

11.2 FINANCE AND GRANT REPORTS

Date:	20 th April 2021
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

PURPOSE

The purpose of this report is to provide a summary of the financial position of Council for the period ending 31 March 2021. As per the requirements of the Local Government (Accounting) Regulations 2008, there is a comparison of income and expenditure against respective budgets. There are also details of grants, investments, rate arrears, accounts payable and accounts receivable.

BACKGROUND AND PREVIOUS DECISIONS

The monthly financial report Profit and Loss compares the actual income and expenditure to budget at two levels, firstly for the month to date (YTD), and secondly for the full year budget.

Comparatives to full year are relevant if the income or expenditure is linear, otherwise the YTD budget comparison provides a clearer position.

Ideally the budget is accurately phased so that the amount allocated each month will match the pattern of income and expenditure earned.

COMMENT

For the end of quarter three, Council's income is \$34k above budget and expenditure is \$610k below budget, resulting in a \$644k better net profit.

Income is slightly above budget due to small increase in Federal Assistance Grant, higher interest on rate arrears and recovery of statutory charges.

The below budgeted expenditure is mainly attributable to the major capital works projects of gatehouses and solar projects being partially completed and road maintenance delayed due to the wet season.

An analysis of major income and expenditure items for this month as presented includes –

Income

- Commercial rates replenishment grant \$6k

Expenses

- Employee costs and payroll underspent by \$80k, but all positions are now filled
- Motor vehicles expenses \$11k less than budgeted
- Roadworks is underspent by \$230k due to the early onset of the wet and road maintenance program not started as yet
- Work in Progress – capital works under expended \$230k as works have commenced but projects not complete yet as waiting on variation approvals

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

The financial report is at 31 March 2021. The preparation of this report requires a detailed process of reconciliations and journals to ensure the accounts conform to accrual accounting standards and enable an accurate comparative to budget.

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.

Profit and Loss - Council OGM

Coomalie Community Government Council

For the 9 months ended 31 March 2021

Account	YTD Actual	YTD Budget	Budget Var	Var %	2020/21 Budget	2019/20 Actual
Trading Income						
Grant Commonwealth FAG	477,865	473,089	- 4,776	-1%	537,910	538,383
Grant Commonwealth RTR	216,000	216,000	-	0%	216,000	-
Grant Commonwealth - Recurr	122,943	123,000	57	0%	123,000	-
Grant NTG Community Sport Re	44,395	44,674	279	1%	44,674	44,674
Grant NTG Library	48,592	49,000	408	1%	49,000	48,886
Grant NTG Operational Subsidy	645,052	645,052	-	0%	645,052	645,052
Grant NTG Other	40,599	35,100	- 5,499	-16%	35,100	490,129
Grant NTG Special Purpose	545,364	538,700	- 6,664	-1%	538,700	238,857
Interest - Interest Received	8,519	7,200	- 1,319	-18%	10,000	36,894
Interest - Rates Penalties	39,779	29,700	- 10,079	-34%	40,000	52,187
Net Gain/Loss Assets	-	-	-	0%	-	69
Other Revenue	70,119	63,625	- 6,494	-10%	74,635	66,597
Rates Charged - Garbage	392,732	394,945	2,213	1%	394,945	387,253
Rates Charged - General Rates	927,336	928,012	676	0%	928,012	933,186
Statutory Charges	7,403	5,400	- 2,003	-37%	5,700	2,937
User Charges	5,587	5,050	- 537	-11%	5,800	6,598
Total Trading Income	3,592,284	3,558,547	- 33,737	-1%	3,648,528	3,491,565
Gross Profit	3,592,284	3,558,547	- 33,737	-1%	3,648,528	3,491,565
Operating Expenses						
Depreciation	426,690	464,411	37,721	8%	619,100	648,569
Employee Costs	95,061	118,732	23,671	20%	202,877	78,247
Employee Costs Payroll	584,148	641,786	57,638	9%	852,098	821,078
Materials and Services - Other	336,408	398,088	61,680	15%	499,886	310,972
Materials and Services - Contrac	196,222	180,452	- 15,770	-9%	236,200	302,453
Materials and Services - Insuran	76,801	74,850	- 1,951	-3%	75,000	77,305
Materials and Services - Legals	10,790	15,000	4,210	28%	15,000	21,500
Materials and Services - Main Bl	109,310	56,400	- 52,910	-94%	68,800	34,318
Materials and Services - Main Rec	71,775	79,750	7,975	10%	106,000	82,485
Materials and Services - MV	41,702	52,480	10,778	21%	68,310	85,294
Materials and Services - Roads	302,145	533,000	230,855	43%	724,000	385,351
Materials and Services - St Light	3,344	4,950	1,606	32%	6,600	6,628
Materials and Services - Valuat	4,788	6,500	1,712	26%	6,500	5,371
Materials and Services - W/Sew	44,377	48,720	4,343	9%	64,960	64,551
Other Expenses - Acc,Audit,Con	93,801	99,880	6,079	6%	145,840	116,207
Other Expenses - Councillors	43,542	44,316	774	2%	59,088	45,650
Work in Progress Capital Works	310,333	542,000	231,667	43%	650,000	-
Total Operating Expenses	2,751,237	3,361,315	610,078	18%	4,400,259	3,085,978
Net Profit	841,047	197,232	- 643,815	-326%	751,731	405,586

Balance Sheet

Coomalie Community Government Council

As at 31 March 2021

Account	31 Mar 2021
Assets	
Bank	
CBA Credit Card S Shooter	345
CBA Investment 1	2,700,000
CCGC CBA Cheque	199,670
CCGC CBA Trust	13,117
Total Bank	2,913,131
Current Assets	
Accounts Receivable	1,407
Cash on Hand	1,000
Trade & Other Receivables - Rate Debtors	279,858
Total Current Assets	282,265
Fixed Assets	
Total Fixed Assets	17,497,987
Total Assets	20,693,383
Liabilities	
Current Liabilities	
Accounts Payable	92,896
CBA Credit Card A Kim	150
Current Liability - Uncleared Funds at Conversion	- 659
Hiring and Key Deposits	2,126
Provisions Current - Annual Leave	20,535
Provisions Current - Long Service Leave	38,408
Rounding	- 1
Trade & Other Payables - Bank Suspense Account	- 250
Trade & Other Payables - Clearing Account Deduction Payroll - Superannuation	- 48
Trade & Other Payables - GST	- 23,493
Trade & Other Payables - PAYG Withholdings Payable	13,804
Trade & Other Payables - Suspense Account	48
Trust Funds & Deposits - Retention Monies	13,117
Total Current Liabilities	156,631
Total Liabilities	156,631
Net Assets	
20,536,752	
Equity	
Current Year Earnings	841,047
Equity - Surplus/Deficit Prior Years	5,795,839
Equity Reserves - Asset Revaluation	12,694,014
Retained Earnings	1,205,851
Total Equity	20,536,752

Statement of Cash Flows

Coomalie Community Government Council
For the 9 months ended 31 March 2021

Account	Jul 2020-Mar 2021	
Operating Activities		
Receipts from customers		3,594,421
Payments to suppliers and employees	-	2,441,120
Cash receipts from other operating activities		139,748
Net Cash Flows from Operating Activities		1,293,050
Investing Activities		
Other cash items from investing activities	-	33,591
Net Cash Flows from Investing Activities	-	33,591
Financing Activities		
Other cash items from financing activities	-	869,629
Net Cash Flows from Financing Activities	-	869,629
Net Cash Flows		389,830
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period		2,523,151
Net change in cash for period		389,830
Cash and cash equivalents at end of period		2,912,981

Aged Receivables Summary

Coomalie Community Government Council
As at 31 March 2021

Contact	Current	1 Month	2 Months	3 Months	Total
Batchelor Institute Indigenous	250	-	-	-	250
Batchelor Outdoor Education Centre	341	-	-	-	341
Royal Life Saving NT	66	-	-	-	66
RS Gardening Care	375	375	-	-	750
Total	1,032	375	-	-	1,407

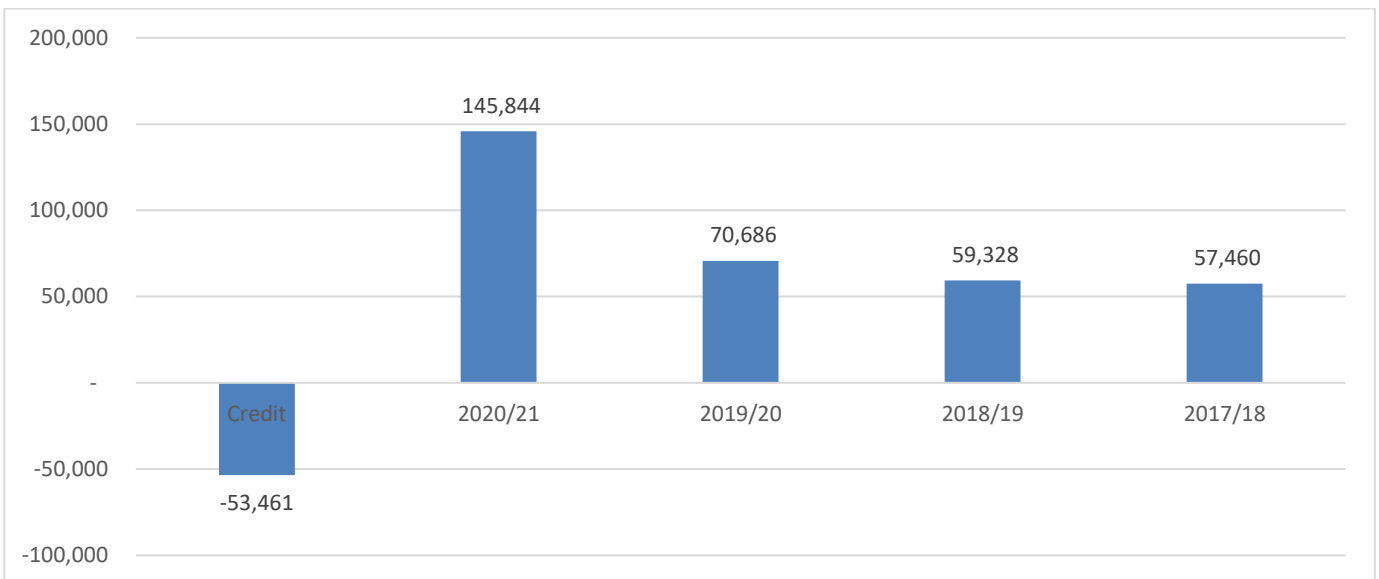
Aged Payables Summary

Coomalie Community Government Council
As at 31 March 2021

Contact	Current	1 Month	2 Months	3 Months	Total
Aged Payables					
Airpower (NT) Pty Ltd	46	-	-	-	46
Australia Post	57	-	-	-	57
Batchelor Service Centre	300	-	-	-	300
Bunnings Building Supplies P/L	239	-	-	-	239
City of Darwin	121	-	-	-	121
DT & MG Kerr Trading as Kerr Trust	9,818	-	-	-	9,818
HD Pumps - Humpty Doo/Winnellie	211	-	-	-	211
Integrated Land Information System	242	-	-	-	242
Jacana Energy	74	-	-	-	74
JB Hi Fi Berrimah	398	-	-	-	398
Kmart	77	-	-	-	77
L&V Nominees Pty Ltd	520	-	-	-	520
Microsoft	241	-	-	-	241
MVR	424	-	-	-	424
NC Electrical & Air-Conditioning Pty Ltd	52,921	-	-	-	52,921
Norsign NT	315	-	-	-	315
NTBS Consulting Engineers Pty Ltd	1,463	-	-	-	1,463
Officeworks Ltd	64	-	-	434	498
PowerWater - Bills	638	-	-	-	638
Practical Safety Australia Pty Ltd	238	-	-	-	238
Pumacard	3,439	-	-	-	3,439
Rosejoy NT T/A Batchelor General Store	85	-	-	-	85
RS Gardening Care	15,967	-	-	-	15,967
Rum Jungle Bowls Club	77	-	-	-	77
Safe NT NT Police	72	-	-	-	72
Site Skills Training	125	-	-	-	125
Techstreet-Clarivate	153	-	-	-	153
VTG Waste & Recycling P/L	4,140	-	-	-	4,140
Total Aged Payables	92,462	-	-	434	92,896
Total	92,462	-	-	434	92,896

Rate Arrears

Coomalie Community Government Council
As at 31 March 2021



Grants Summary

Coomalie Community Government Council
As at 31 March 2021

Date Received	Grant	Amount	Expended to date	Amount Remaining	Acquittal Due
14/06/2019	SPG - Gatehouses	300,000	179,987	120,013	30/06/2021
24/06/2019	EES - Solar Admin and Pool	110,000	83,248	26,752	30/06/2021
29/07/2020	Community Sport Recreation Officer	44,395	39,716	4,679	31/08/2021
3/02/2020	Anzac Day 2020 - carry over to 2021	10,606	1,017	9,589	31/07/2021
11/02/2020	Animal Management Program	15,000	3,581	11,419	30/06/2021
14/07/2020	Building Digital Skills	2,500	482	2,018	31/08/2021
29/09/2020	Community Libraries	48,592	35,993	12,599	31/08/2021
13/11/2020	Local Roads Community Infrastructure Program	107,943	63,744	-	30/06/2021
30/11/2020	Youth Vibe Holiday Grant Jan 2021	2,000	2,079	-	31/03/2021
14/12/2020	Digital Devices	5,000	3,046	1,954	31/03/2021
22/01/2021	Youth Week 2021	2,000	-	2,000	30/06/2021
		648,036	412,893	191,023	

Investments Summary

Coomalie Community Government Council
As at 31 March 2021

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$ 200,000	0.52%	At Maturity	06/04/2021
Fixed Term Deposit	\$ 300,000	0.52%	At Maturity	20/05/2021
Fixed Term Deposit	\$ 300,000	0.49%	At Maturity	7/06/2021
Fixed Term Deposit	\$ 300,000	0.52%	At Maturity	21/06/2021
Fixed Term Deposit	\$ 200,000	0.50%	At Maturity	5/07/2021
Fixed Term Deposit	\$ 250,000	0.27%	At Maturity	26/07/2021
Fixed Term Deposit	\$ 300,000	0.50%	At Maturity	4/08/2021
Fixed Term Deposit	\$ 300,000	0.38%	At Maturity	30/08/2021
Fixed Term Deposit	\$ 300,000	0.28%	At Maturity	13/09/2021
Fixed Term Deposit	\$ 250,000	0.27%	At Maturity	22/10/2021
TOTAL	\$ 2,700,000			

RECOMMENDATION

That Council receives and notes the Finance and Grant Reports for March 2021.

Moved: Clr.

Seconded: Clr.

11.3 FEES AND CHARGES 2020/21

Date: 16th March 2021
Author: Melissa Kerr, Finance Manager
Attachment: Nil

PURPOSE

Updating schedule of fees and charges 2020/21.

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2021/03/16/017

That Council receives and approves new Vet Clinic Day fees and amends the Fees and Charges 2020/21.

Moved: Clr. Moyle

Seconded: Clr. Turner

COMMENT

Added extra fees and charges for items currently sold or hired by Council including 20L Glyphosate, Old Lingalonga shade and Tractor wet/dry per hour and daily rates as per CEO.

Item	Amount	Notes
Glyphosate 20L Drum	125.00	Per 20L Drum
Shade Structure (Old Lingalonga) WET Hire	150.00	Per Day
Shade Structure (Old Lingalonga) DRY Hire	75.00	Per Day
Tractor – Per Hour WET HIRE	95.00 / 105.00	Rate Payer / Non Rate Payer
Tractor – Per Hour DRY HIRE	70.00 / 80.00	Rate Payer / Non Rate Payer
Tractor – Per Day WET HIRE	500.00 / 550.00	Rate Payer / Non Rate Payer
Tractor – Per Day DRY HIRE	400.00 / 450.00	Rate Payer / Non Rate Payer

We need to consider the tractor hire fee is not less than local contractors so as not taking away business from other local business owners. Previously Council did not hire out plant and equipment

DRY as they wanted their own employees operating the machinery to ensure it does not get wrecked by other people operating it.

CONSULTATION

Accounts Officer

Chief Executive Officer

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2008

FINANCIAL IMPLICATIONS

Nil

RECOMMENDATION

That Council receives and approves new glyphosate, shade and tractor fees and charges and amends the Fees and Charges 2020/21.

Moved: Clr.

Seconded: Clr.

12 COUNCILLOR REPORTS

13 USE OF THE COMMON SEAL

Nil

14 LATE ITEMS

Nil

15 GENERAL BUSINESS

Nil

16 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;

(b) information about the personal circumstances of a resident or ratepayer;

(d) information subject to an obligation of confidentiality at law, or in equity;

(e) information provided to the council on condition that it be kept confidential.

Moved: Clr.

Seconded: Clr.

16.1 REVIEW OF CONFIDENTIAL ACTION ITEMS LIST TO APRIL 2021

16.2 MILTON ROAD ALIGNMENT UPDATE

16.3 RFQ11 ARWMF AND AWMF PLUMBING SERVICES

16.4 WASTE MANAGEMENT FACILITIES SUPERVISION CONTRACT

16.5 PROPOSED STAFFING STRUCTURE

16.6 DRAFT 2021-22 BUDGET

16.7 DRAFT 2021-22 FEES AND CHARGES

16.8 CHIEF EXECUTIVE OFFICER PERFORMANCE EVALUATION

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.**

17 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL MEETING**18 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 18th May 2021 at 5:00pm in the Council Chambers.

19 CLOSURE OF MEETING