



AGENDA

ORDINARY COUNCIL MEETING

16th JUNE 2020

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

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

Signed: Anna Malgorzewicz, Chief Executive Officer

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 16th JUNE 2020

President of the Shire Council 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	Christian McElwee
Councillor	Deborah Moyle

STAFF PRESENT

Chief Executive Officer	Anna Malgorzewicz
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VISITORS PRESENT

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachments:	Nil

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held on 16th June 2020.

BACKGROUND

Not applicable.

COMMENT

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

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That Council receive and note the apologies for the Ordinary General Meeting held 16th June 2020.

Moved: Clr.

Seconded: Clr.

3 ELECTRONIC MEETING ATTENDANCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Nil

SUMMARY

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

BACKGROUND

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 audiovisual conferencing system is authorised in accordance with a council resolution establishing a policy for attendance in such a manner.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 2008 s61 (Procedure at meeting).

Local Government Act 2019 s95 (Procedure at meeting).

POLICY IMPLICATIONS

Council Policy 1.12 Meetings of Council

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council gives permission for Clr/s _____ to attend the meeting of 16th June 2020 via electronic means.

Moved: Clr.

Seconded: Clr.

4 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant: N/A

Location/Address: N/A

File Ref: N/A

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Nil

SUMMARY

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

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. 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.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 & s74 (Elected Members).

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

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 16th June 2020

Moved: Clr.

Seconded: Clr.

5 PETITIONS AND DEPUTATION

Nil

6 CONFIRMATION OF MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 19TH MAY 2020

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz CEO
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held on 19th May 2020 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 19th May 2020 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr.

Seconded: Clr.

6.2 CONFIRMATION OF PREVIOUS MINUTES FOR SPECIAL MEETING 28TH MAY 2020

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz CEO
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Special Meeting held on 28th May 2020 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That the Minutes of the Special Meeting held on 28th May 2020 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr.

Seconded: Clr.

7 OPERATIONS MANAGER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	Nil
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Emma Dunne, Acting Operations Manager
Attachment:	Nil

SUMMARY

Roads

The remaining slashing of roadsides is still ongoing with a fire fighting unit in tow in case of an accidental fire starting.

Tenders for the reseal of Miles Road has closed and notification to all tenderers will occur following Council's decision at its June 2020 meeting.

Depending on available funds after Miles Road -request for quote will be called for Meneling Road and Mardango Crescent.

The water, grade and roll program will be completed once Munz road is completed.

The floodway on Cadogan Road and Heathers Lagoon Road are currently under repair.

Council's contractor will then continue on with other maintenance work as requested.

Waste

Batchelor Waste Facility

Batchelor dump has been operating satisfactorily. Council has received many compliments over the recent mulching of the green waste from residents. On this occasion, material was mulched twice, making it a better product to put on gardens.

Unfortunately, there have been a few people who have been dumping outside the gate when the facility is closed.

Adelaide River Waste Facility

Adelaide River Landfill has been operating much better, with no new fires inside the site since the last report to Council. There however was a fire outside the boundary of the facility which fortunately did not impact the site. Great effort to all involved who helped keep the fire out.

Currently sitting at approximately 10-15 cubic metres of rubbish per week. There has been an increase of rubbish deposited since COVID-19 restrictions have eased. A purchase order has been issued again for additional fill to be brought in. This will continue to be a cost to Council, and as material is not readily available, it is likely the cost will increase.

Parks

Batchelor and Adelaide River

Usual palm frond pick up and tidying up occurring weekly. Irrigation is now operational and will be regularly monitored and maintained. The Men’s Shed completed a good job repairing the Havlik Park Castle following the vandalism that was reported in the last meeting report.

Rum Jungle Lake

Visitors are enjoying the lake and its environs again, with approximately 1 bin of rubbish a week.

Other

Streetlights – new streetlight labels were also installed in partnership with PowerWater during the month. The cost of replacement labels was met from the balance in Council’s grant, at a total cost of approximately \$2,200. The new labels identify each streetlight with a unique identifier for ease of reporting faults and coordinating repairs.

Overgrown property notices continue to be followed up.

Council also cooperated with the Environmental Health Unit during the month regarding discharge from septic systems onto Council controlled land. The Environmental Health Unit are managing the actions in response to the Public Nuisance Notice.



VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receives and notes the Operations Managers Report for May/June 2020.

Moved: Clr.

Seconded: Clr.

7.1 MONTHLY POOL & DOG STATISTICS

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Emma Dunne, Acting Operations Manager
Attachment:	Nil

SUMMARY

Batchelor Swimming Pool

COVID-19 Restrictions

In compliance with COVID-19 restrictions, the Batchelor Swimming Pool was re-opened from Friday 1st May 2020, with strict hygiene and physical distancing requirements in place. Council completed the COVID-19 Checklist for Community Businesses and Organisations and received its compliance certificate for operations which is displayed at the entrance to the facility.

Pool Operations

Attendance numbers have been very low which is not unusual for this period, with only several patrons frequenting the facility daily.

Dry Season Closure

The proposed dates for the annual closure are:

6.00pm Monday, 29th June 2020 and re-opening 3.00pm Thursday, 3rd September 2020.

This is in line with the usual closure time for maintenance. During this period improvements will be made to guidelines and operational practice in readiness for the re-opening in September 2020.

The Community Recreation Development Officer has organised a Closure Pool Party for the community in conjunction with Royal Life Saving NT, and Larrakia Nation. The Pool Party will have a family friendly focus and will include art and cultural activities. Children from the Coomalie Shire will be joined by children from the Belyuen community to participate in the event. The event will be a CPOVID-19 compliant event and Council staff are also working with local NT Police to ensure responsible hygiene and distancing measures are observed. The event will take place on Sunday 28th June 2020 between 1.00pm – 4.00pm.

Animal Management

During the month Council increased the number of patrols throughout the townships that resulted in a number of letters being issued to residents regarding By-law breaches, including unregistered dogs on properties, or more than two dogs per property.

Council is also working with Territory Housing regarding the keeping of stock in one premise and the keeping of up to six dogs in another.

Statistics for the period were:

Impounded	2
Returned to owner	1
Rehomed	Nil
Euthanised	Nil

VOTING REQUIREMENTS

Simple Majority

NOTE

For the Information of Council

8 CHIEF EXECUTIVE OFFICER'S REPORTS**8.1 INCOMING AND OUTGOING CORRESPONDENCE**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachments:	Correspondence to be tabled

SUMMARY

Council is provided with items of correspondence both received and sent during the months of May/June 2020.

BACKGROUND

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

COMMENT

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

The Items of Correspondence are as follows:

Correspondence In

MI	Date	Subject	Source
1	13/05/2020	Statement on Gerry McCarthy Retiring from Politics	NTG Newsroom Chief minister of the Northern Territory
2	13/05/2020	Latest Quarterly Financial report	NTG Newsroom Nicole Manison Treasurer
3	14/05/2020	Research Partnership Opportunity- Culture Study	University of South Australia
4	14/05/2020	Helicopter Noise Batchelor	Batchelor Ratepayer
5	14/05/2020	Helicopter Noise Complaint	Major Ian Walker 1st Aviation Regiment
6	14/05/2020	Local Government COVID-19 Response CEO Meeting Notes 12/5/2020	LGANT

7	14/05/2020	NTCAT Hearing Matters Arising	HWL Ebsworth
8	15/05/2020	Special access for the swimming pool	Batchelor Area School
9	15/05/2020	Lake Bennett proposed temporary solution to pooling on Council verge	Lake Bennett Body Corporate
10	17/05/2020	Copy of email to DLGHCD Boundary Expansion- Amalgamation Discussions-Belyuen and Coomalie Councils 15-5/2020	CEO Belyuen
11	18/05/2020	Letter of introduction	Labor candidate for Daly Electorate
12	18/05/2020	Local Government Special Community Assistance and Local Employment (SCALE) program	Minister for Local Government Housing and Community Development
13	18/05/2020	Remediation of pooling from reln drains	Lake Bennett Body Corporate
14	18/05/2020	Foundation Skills for Your Future Program	CDU Director, Regional Engagement and Development
15	18/05/2020	Fed Dept of Infrastructure Reporting and Program Management System	Federal Department of Infrastructure, Transport Regional Development and Communication
16	18/05/2020	Minutes of the LGANT Executive Meeting 18/5/2020	LGANT
17	19/05/2020	Amendment of Council By-Laws CONFIDENTIAL	DLGHCD Manager Legislation and Policy
18	19/05/2020	Action on Overgrown Property Notice Turana Street	Batchelor Resident
19	20/05/2020	Action on pooling on Council verge	Lake Bennett Body Corporate
20	20/05/2020	Correspondence to Batchelor tenants re dog complaint	Advance Residential
21	20/05/2020	Respon and resolution of dog complaint	Batchelor Resident
22	20/05/2020	No increase in revenue units 2020	DLGHCD, Divisional Business Manager
23	21/05/2020	Remote Essential Worker cards	DLGHCD, Senior Manager Local Government Strategy
24	21/05/2020	NTCAT Hearing matters CONFIDENTIAL	HWL Ebsworth

25	22/05/2020	Remote Sport Program Stimulus Package agreement	Department of Tourism Sport and Culture
26	22/05/2020	Local Road and Community Infrastructure Grant	Minister Michael McCormack
27	25/05/2020	MNTCAT Matters arising TIO and JLT correspondence issues	HWL Ebsworth
28	25/05/2020	Coomalie Council and Lake Bennett Titles Act	Lake Bennet Ratepayer
29	15/05/2020	IPWEAQ Learning Hub	LGANT
30	26/05/2020	NT Flag marshal Advice for National Reconciliation Week 2020	Department of the Chief Minister
31	27/05/2020	Media Release- lack of network services in remote communities	West Arnhem Regional Council
32	27/05/2020	NTCAT Hearing Matters JLT or TIO	HWL Ebsworth
33	27/05/2020	Training needs of NT Council	Department of Local Gov, housing and Community Development
34	27/05/2020	NTCAT Hearing Matters	JLT
35	1/06/2020	Early payment of 2020-21 Financial Assistance Grants	Local Government and Community Development
36	2/06/2020	Public Messaging- Quarantine / Isolation in Remote Communities	Batchelor Police Station
37	1/06/2020	Excess Dogs on property- Surrender request	Housing Officer
38	3/06/2020	NTCAT- Report on Hearing	HWL Ebsworth Lawyers
39	3/06/2020	COVID-19 Safety plan Checklist	Enviro Health
40	3/06/2020	Covid-19 Updated statement of Commitment	Enviro Health
41	3/06/2020	Subscription and Catchup	RDANT
42	2/06/2020	Request re Order of Australia information on Batchelor Resident	Batchelor Resident
43	3/06/2020	Bio Security Area Restrictions Lifting	LGANT
44	4/06/2020	NAIDOC celebrations postponed 2020	Batchelor Primary Health Care Centre
45	3/06/2020	Covid 19- Preparation for Stage 3 Restrictions	Local Government and Community Development

46	4/06/2020	NT Sustainable Tidy Towns Communities 2020	Keep Australia Beautiful Council NT
47	4/06/2020	Covid 19- lifting Remote area Restrictions 2 June 20	LGANT
48	4/06/2020	Business Hardship Confirmation Letter	Local Business
49	4/06/2020	Local Gov and National Cabinet	LGANT
50	4/06/2020	Proposed Coomalie Amendment By-laws 2020	Local Government and Community Development
51	4/06/2020	Road Safety Community Grants 2020- applications open	DIPL
52	4/06/2020	Resignation to contest 2020 Legislative elections	Local Government, Housing and Community Development
53	4/06/2020	NT Business Hardship Package	LGANT
54	4/06/2020	LGANT local buy refresh of Solar panels	LGANT
55	5/06/2020	EOI Accounting and Financial services	Local Business
56	9/06/2020	Waste management Public Health Exemption Response- Scale Program	Department of Local Government, Housing and Community Development

Correspondence Out Table

Date	MO	SENDER	Recipient	Subject
11/05/2020	1	CEO	Lake Bennett Body Corporate	Progress update on pooling issue Lake Bennet
14/05/2020	2	CEO	University of South Australia	Initial response to Culture Study opportunity
15/05/2020	3	CEO	NTEPA	Section 14 incident report AR waste site fire, follow up
15/05/2020	4	CEO	Lake Bennett Body Corporate	LBBC interim measures to fix pooling on Council verge
15/05/2020	5	CEO	DLGHCD, Maree DeLacey	Boundary Expansion Amalgamation discussion Belyuen and Coomalie Councils
15/05/2020	6	CEO	Batchelor Area School	Special access to swimming pool proposal
15/05/2020	7	CEO	HWL Ebsworth	NTCAT Hearing matters arising
18/05/2020	8	CEO	Labor candidate for Daly Electorate	Labour Candidate Introduction response from CEO
18/05/2020	9	CEO	Lake Bennett Body Corporate	Progress of remediation pooling issue
19/05/2020	10	CEO	Batchelor Resident	Resident re overgrown property notice and pool chair funding

20/05/2020	11	CEO	Batchelor Cleaning Contractor	Contract Extension Letter - Cleaning Batchelor 2018-001
20/05/2020	12	CEO	Adelaide River Cleaning Contractor	Contract Extension Letter- Cleaning AR 2018-001
22/05/2020	13	CEO	Batchelor complainant	Response to dog complaint AN467
20/05/2020	14	CEO	Batchelor resident	Dog Management By-Law Offence_Resident AN467
20/05/2020	15	CEO	Department of Housing	Dog management by-laws offence to housing regarding AN539
21/05/2020	16	CEO	Lowrys Accountants	Lowrys Unsuccessful EOI for External Auditor
21/05/2020	17	CEO	Lloyd Nair Watkins	Lloyd Unsuccessful EOI for External Auditor
21/05/2020	18	CEO	MGI Sydney	MGI Unsuccessful EOI for External Auditor
21/05/2020	19	CEO	ARCA Global Consulting	ARCA Unsuccessful EOI for External Auditor
22/05/2020	20	Accounts	Batchelor Rate Payer	Agenda item decision Batchelor Resident hardship request
22/05/2020	21	CEO	LBBC	LBBC Further pooling Council verge request for meeting
22/05/2020	22	CEO	HWL Lawyers	Council response to NTCAT matters and settlement offer
25/05/2020	23	CEO	Department of Tourism, Sport and Culture	Remote Sport Stimulus Grant - Coomalie
25/05/2020	24	CEO	Territory Families	Youth Quick Response Grant Agreement
25/05/2020	25	CEO	Lake Bennett Rate payer	Overuse of waste management system Lake Bennett
25/05/2020	26	CEO	Now Renovations	Lake Bennett pooling from ReIn Drains
26/05/2020	27	CEO	CRO	National Reconciliation Week- Flag Marshall advice
27/05/2020	28	CEO	Nexia Edwards Marshall NT	Consideration of fraud and compliance Nexia Respose
27/05/2020	29	CEO	HWL Ebsworth	NTCAT regarding request for update between JLT and TIO
28/05/2020	30	CEO	Adelaide River Contractor	AR Waste Station Supervision Contract Extension
28/05/2020	31	AOM	Multiple Batchelor Rate Payers	Second Notice, overgrown properties
28/05/2020	32	CEO	Local Government, Housing and community Development	Acceptance of One off scale Grant CCGC
29/05/2020	33	CEO	Department of Infrastructure, planning and Logistics	10 year infrastructure Plan 2020 -2029 input due EOM may 2020
1/06/2020	34	CEO	VTG Waste	Contract 201920-001 Collection, compaction and disposal of garbage
2/06/2020	35	RECEPTION	Department of Housing	AN639 Stat Dec to surrender animals response
2/06/2020	36	CEO	Batchelor Police	Batchelor swimming pool- closing party
3/06/2020	37	AOM	Batchelor Rate Payer	AN 486 First notice overgrown property
3/06/2020	38	Reception	Rate Payer	Response re Order of Australia recommendation
4/06/2020	39	Receptio	Classic Holden Car Club	Classic Holden Car Club Event application

		n		
4/06/2020	40	CEO	JLTA	NTCAT Hearing update with JLT
4/06/2020	41	CEO	Local Government and Community Development	Draft Coomalie Amendment By-laws 2020 for public consultatio
4/06/2020	42	ACCOUNTS	Business Rate Payer	Hardship Application Response
4/06/2020	43	ACCOUNTS	Business Rate Payer	Hardship Application Response
5/06/2020	44	CEO	Local Business	EOI for Accounting and financial Services
9/06/2020	45	CEO	Finance, SAO	Waste management Public Health Exemption-Scale Program
10/06/2020	46	CEO	AR Transfer Station Key holders	Adelaide River Waster Transfer- keys
20/05/2020	47	OPM	Rate Payer	Bitumen Sealing of Fred Hardy Road response
14/05/2020	48	CEO	JLT	JLT Insurance Declaration- Crime insurance Proposal Form
15/05/2020	49	AOM	Rate Payers	Overgrown Blocks- First notice

CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

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

Moved: Clr.

Seconded: Clr.

8.2 REVIEW OF ACTION ITEMS LIST TO JUNE 2020

Applicant:	Nil
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Action Items List to June 2020

RECOMMENDATION

That Council receives and notes the Actions Items List to June 2020.

Moved: Clr.

Seconded: Clr.

8.3 COMPLAINTS REGISTER TO JUNE 2020

Applicant: Nil

Location/Address: N/A

File Ref: N/A

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Anna Malgorzewicz, Chief Executive Officer

Attachments: Complaints register

RECOMMENDATION

That Council receives and notes the Complaints to June 2020.

Moved: Clr.

Seconded: Clr.

8.4 CEO ACTIVITIES REPORT

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment: Nil

SUMMARY

Throughout the period since Council's meeting in May 2020, addressing matters relating to the COVID-19 response and recovery dominated the Chief Executive Officer's activities once again.

As restrictions were eased gradually and facilities opened, Council was required to register each public venue, including the office and Chambers, and complete COVID-19 Safety Checklists. This included the development of procedures and protocols for the regular cleaning, management of visitors and contractors, and staff safety. Council was also inspected by officers from the Environmental Health Unit, and it was not surprising that Council received the compliant tick of approval. This was because of the care, dedication and professional

manner in which all staff have addressed the requirements placed on Council during the response and recovery period.

In preparation for the lifting of restrictions for the bio-security areas, both the Adelaide River and Batchelor Local Emergency Committees conducted second wave scenarios with Northern Command, Incident Controller and Department of Health participating via tele-conference. These exercises were conducted to ensure all LEC members and stakeholders understand the response requirements and responsibilities under the Public Health situation that all members operate within.

During the month the Chief Executive Officer also interviewed a candidate to deliver outstanding infrastructure projects for Council. Ms Carol Gaulke, a qualified and experienced engineer, will commence with Council on Monday 22nd June 2020 for a period of three months to deliver the landfill gatehouse and photo-voltaic projects.

Following a series of arson incidents, the Chief Executive Officer has also been working with Northern Territory Police in an ongoing investigation. To ensure compliance with the *NT Waste Management and Pollution Control Act 1998* and compliance standards prescribed by the NT EPA, all keys issued to external parties for access to the Adelaide River Landfill site have been recalled. Whilst some key holders view this action as unreasonable, it is a temporary measure to control access and activities at the site whilst investigations continue and to also ensure Council has full control of access to the site. The Chief executive Officer has requested all parties co-operate with Council during this period.

The Chief Executive Officer's activities for the month included:

Week commencing 18th May 2020

Meetings	<ul style="list-style-type: none"> • Royal Life Saving NT • City of Darwin – Parap Pool • CCGC Ordinary General Meeting • Larrakia Night Patrol • Via video-conference NT Planning Commission Hearing • Via videoconference TOPROC • OHS Quarterly Meeting • Monthly CCGC Staff Meeting • Chief Executive Officer Wagait Shire Council • Via video-conference CEO's Monthly Meeting
Other:	<ul style="list-style-type: none"> • Telephone discussion Lake Bennett Resort re By-Law Breach • Telephone discussion Lake Bennett Body Corporate Committee • Inspection of graded roads • Animal Patrol re customer complaints • Telephone discussion Chief Executive Officer Palmerston City Council • Assisted customer with stray dog (after hours call out)

Week commencing 25th May 2020

Meetings	<ul style="list-style-type: none"> • Shannon Landcare and Recycling re contract and performance review • Tender Assessment Panel – Miles Road • Via videoconference LGANT Environment, Transport and Infrastructure Committee • Batchelor Local Emergency Committee • Special Council Meeting • Teleconference with Environmental Health Unit
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Week commencing 1st June 2020

Meetings	<ul style="list-style-type: none"> • CCGC Audit Committee
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	<ul style="list-style-type: none"> • Larrakia Nation and Chief Executive Officer Belyuen Community Government Council • CELOTTI Workforce Representatives • Adelaide River Local Emergency Committee • Via video-conference – LGANT Mayors, Presidents and CEOs with Department of the Chief Minister • Chair, Signage Sub-Committee, Litchfield Regional Tourism Inc • Adelaide River Remote Sergeant
Other	<ul style="list-style-type: none"> • NTCAT Hearing

Week commencing 8th June 2020

Meetings	<ul style="list-style-type: none"> • Manager, Transport Strategy, Department of Infrastructure, Planning and Logistics • NAIDOC Community Event Planning Committee • Via videoconference LGANT Special General Meeting
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VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receives and notes the CEO’s Activities Report for the period May/June 2020.

Moved: Clr.

Seconded: Clr.

8.5 AN371 MILES ROAD, EVA VALLEY DRAINAGE ISSUE

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Engineering Report - “Report on drainage issue at Lot 86 Miles Road, Eva Valley”.

SUMMARY

The landowner of AN371 Miles Road, Eva Valley wrote to Council in December 2018 requesting the long-standing issue of watercourse management and flow be addressed by Council to prevent further damage to the property at 86 Miles Road, Eva Valley.

This report recommends Council refer an amount of \$10,000 to its 2020/21 budget deliberations to address Stage 1 only prevention works.

BACKGROUND

PREVIOUS DECISIONS

RESOLUTION 18/02/2020/010

That Council:

- a) *proceed with developing plans and final costings for Option 1;*
- b) *direct the Chief Executive Officer to consult with the landowner regarding Option 1;*
- c) *direct the Chief Executive Officer to seek funding for a more permanent solution; and*
- d) *provide a further report to Council.*

Moved: Clr. Moyle

Seconded: Clr. Beswick CARRIED

RESOLUTION 18/06/2019/017

That Council provide delegated authority for the CEO to seek quotations for stormwater management preliminary advice including an onsite visit and discussions with affected landholders and the delivery of a concept plan and estimated costings for 86 Miles Road: and to proceed with the best value proposition.

Moved: Clr. Moyle

Seconded: Clr. Beswick CARRIED

Note estimate for stormwater management advice to be under \$3000

RESOLUTION 16/04/2019/019

That Council acknowledge the letter and photographs from the owner of 86 Miles Road and advise that research on the history of the road pre construction and sealing will continue and that Council requests the CEO to investigate potential persons and funding that would provide independent specialist storm water management advice for the water catchment in this area and to identify potential solutions.

Moved: Clr. Moyle

Seconded: Clr. Beswick CARRIED

RESOLUTION 19/02/2019/019

That Council has considered the history available to the request from the landholder at 86 Miles Road and requests the CEO meet with the landholder to seek further detail on site and that the site be included on Council's Road inspection in the Dry Season.

Moved: Clr. Moyle

Seconded: Clr. Beswick CARRIED

A written complaint was received on the 3rd December 2018 from the property owner of 86 Miles Road, Eva Valley. The landowner requested Council resolve the long-standing erosion issue at the site that also impacts other landholders on Miles Road, Eva Valley.

Council engaged the services of a qualified Engineer to undertake an investigation and provide Council with suitable options, including costings. (Refer to the attached Engineering Report – “Report on drainage issue at Lot 86 Miles Road, Eva Valley”.

Two options were recommended. These are:

Option 1

To form a swale drain along the western boundary of Lot 86. The total cost of this option is in the order of \$5,000 - \$7,000 and if executed with sound design, could serve as a long term solution.

Option 2

To construct a culvert with end walls, to pick up the water flow on the west side of Miles Road. The culvert would cut diagonally across Miles Road to the north east corner where it would discharge into the existing swale drain. This option would total approximately \$183,000.

In addition, Council also applied for a Strategic Infrastructure Fund Grant 2019/20 to undertake Option 2 works.

Following Council’s resolution in February 2020, the Chief Executive Officer consulted the landowner who advised their preference was for Options 2, and that they would wait for the outcome of the grant application.

COMMENT

As part of the COVID-19 response and recovery strategy, the Northern Territory Government advised all local government councils that all Special Purpose Grant (SPG) and Strategic Infrastructure Funds (SIF) would not be disbursed to councils and instead, utilised to fund COVID-19 programs. As a result, Council’s application for grant funding to undertake Option 2 works will not be considered until grant programs resume from 2021/22 financial year.

The landowner of AN371 has been made aware and has advised the Chief Executive Officer that they are agreeable for Option 1 works to be undertaken in lieu of the longer-term prevention works. This will involve the formation of a swale drain along the western boundary of Lot 86 Miles Road, Eva Valley. Executed with sound design, this option could serve as a long-term solution. The installation of the swale drain will also prevent any further water inundation and erosion issues for the property owner this approaching Wet season (2020). The professional engineer who undertook the investigation report and recommendations is available to oversight the works as they will be employed on a short-term contract to undertake two outstanding grant projects on Council’s behalf.

It is recommended Council refer a total amount of \$10,000 to the 2020/21 Budget Deliberations for Option 1 works to be undertaken during the 2020 Dry Season. This will prevent further erosion to the property from the 2020 Wet Season. If Council agrees to proceed in this direction, Council officers will continue to liaise with the property owner to ascertain the effectiveness of the swale drain and the requirement, if any of further works in future years, such as the installation of a culvert with end walls. This further option would be considered in future years grant application priorities.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

An amount of \$10,000 is recommended to undertake the formation of a swale drain at AN371 86 Miles Road, Eva Valley.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

a) agrees to proceed with Option 1, the formation of a swale drain on AN371; and

b) refer an amount of \$10,000 to the 2020/21 Budget Deliberations for the completion of Stage 1 drainage works at AN371 86 Miles Road, Eva Valley.

Moved: Clr.

Seconded: Clr.

8.6 DRAFT 2020/21 RATES DECLARATION

Applicant: N/A

Location/Address: N/A

File Ref: G:/Rates and Properties/2020-21

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Melissa Kerr, Finance Manager

Anna Malgorzewicz, Chief Executive Officer

Attachment: Draft Rates Declaration 2020-21

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to declare the rates that Council intends to raise for the year to be included in the Annual Shire Plan and budget for 2020-21

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

Finance Manager

STATUTORY ENVIRONMENT

Part 11.5 Imposition of rates and charges

Division 1 General and special rates

155 General rates

(1) A council must, on or before 31 July in each year, declare rates (**general rates**) on allotments throughout the area to raise the amount the council intends to raise for general purposes for the financial year.

(2) The council may, at the same time, raise an amount towards a special purpose.

(3) The declaration must state:

(a) the amount to be raised for general purposes and, if an amount is to be raised for a special purpose, the amount to be raised for the special purpose; and

(b) the basis or bases of the rates; and

(c) if the rates are to be payable in instalments – the number of instalments and when they will be payable.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Income \$1,317,622

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council declare to raise \$1,317,622 in general rates and charges for the 2020-21 financial year to be paid in one instalment due late September 2020.

Moved: Clr.

Seconded: Clr.

8.7 DRAFT 2020/21 ELECTED MEMBER ALLOWANCES

Applicant:	N/A
Location/Address:	N/A
File Ref:	G:/Budget/2020-21
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Melissa Kerr, Finance manager Anna Malgorzewicz, Chief Executive Officer
Attachment:	Table of Maximum Council Member Allowances for 2020-21

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to state the allowances for members of the Council for the 2020-21 financial year and the amount budgeted to cover payment of those allowances.

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

Finance Manager

STATUTORY ENVIRONMENT

Table of Maximum Council Member Allowances for 2020-21 issued by the Department of Local Government, Housing and Community Development

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Expense \$49,800

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council budget \$49,800 for allowances for the members of Council for the 2020-21 financial year.

Moved: Clr.

Seconded: Clr.

8.8 DRAFT 2020/21 BUDGET

Applicant:	N/A
Location/Address:	N/A
File Ref:	G:/Budget/2020-21
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Melissa Kerr, Finance Manager Anna Malgorzewicz, Chief Executive Officer
Attachment:	DRAFT Budget 2020-21

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to adopt a balanced budget for the financial year and advertise for public comment for 21 days.

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

Finance Manager

STATUTORY ENVIRONMENT

Part 10.5 Annual budgets

127 Annual budgets

- (1) A council must prepare a budget for each financial year.
- (2) The budget for a particular financial year must:
 - (a) outline:
 - (i) the council's objectives for the relevant financial year; and
 - (ii) the measures the council proposes to take, during the financial year, towards achieving those objectives; and
 - (iii) the indicators the council intends to use as a means of assessing its efficiency in achieving its objectives; and
 - (b) contain estimates of revenue and expenditure for the financial year (differentiating between operating and capital expenditure); and
 - (c) state the amount to be allocated to the development and maintenance of each class of infrastructure for the financial year; and
 - (d) state the amount the council proposes to raise by way of rates, and set out the rates structure, for the financial year; and
 - (e) contain an assessment of the social and economic effects of its rating policies; and
 - (f) state the allowances for members of the council for the financial year and the amount budgeted to cover payment of those allowances; and
 - (g) contain any other information required by any guidelines that the Minister may make.
- (3) Subject to the regulations, a council must not budget for a deficit.

128 Adoption of budget or amendment

- (1) A council must adopt its budget for a particular financial year on or before 31 July in the relevant financial year.
- (2) Subject to subsection (2A), a council may, after adopting its budget for a particular financial year, adopt an amendment to its budget.
 - (2A) An amendment cannot have the effect:
 - (a) of increasing the amount of an allowance for the financial year for the members of the council; or
 - (b) of changing the amount of an allowance for the financial year for members of a local authority established by the council except in accordance with any guidelines made by the Minister.
- (3) As soon as practicable after adopting its budget, or an amendment to its budget, for a particular financial year, a council must:
 - (a) publish the budget or the amendment as adopted on the council's website; and
 - (b) notify the Agency in writing of the adoption of the budget or amendment; and

(c) publish a notice in a newspaper circulating generally in the area informing the public that copies of the budget or amendment may be downloaded from the council's website or obtained from the council's public office.

(4) The council's budget forms part of the council's municipal, regional or shire plan.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Balanced Budget to zero with transfer of \$75,285 from reserves

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council recommend the Draft Budget 2020-21 be advertised inviting public comment for 21 days in accordance with Section 24 of the *Local Government Act 2008*.

Moved: Clr.

Seconded: Clr.

8.9 DRAFT 2020/21 FEES AND CHARGES

Applicant: N/A

Location/Address: N/A

File Ref: G:/Budget/2020-21

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Melissa Kerr, Finance Manager

Anna Malgorzewicz, Chief Executive Officer

Attachment: Nil

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to adopt the fees and charges to be included in the budget for the financial year and advertise for public comment for 21 days.

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

STATUTORY ENVIRONMENT

Part 10.5 Annual budgets

127 Annual budgets

- (1) A council must prepare a budget for each financial year.
- (2) The budget for a particular financial year must:
 - (a) outline:
 - (i) the council's objectives for the relevant financial year; and
 - (ii) the measures the council proposes to take, during the financial year, towards achieving those objectives; and
 - (iii) the indicators the council intends to use as a means of assessing its efficiency in achieving its objectives; and
 - (b) contain estimates of revenue and expenditure for the financial year (differentiating between operating and capital expenditure); and
 - (c) state the amount to be allocated to the development and maintenance of each class of infrastructure for the financial year; and
 - (d) state the amount the council proposes to raise by way of rates, and set out the rates structure, for the financial year; and
 - (e) contain an assessment of the social and economic effects of its rating policies; and
 - (f) state the allowances for members of the council for the financial year and the amount budgeted to cover payment of those allowances; and
 - (g) contain any other information required by any guidelines that the Minister may make.
- (3) Subject to the regulations, a council must not budget for a deficit.

128 Adoption of budget or amendment

- (1) A council must adopt its budget for a particular financial year on or before 31 July in the relevant financial year.
- (2) Subject to subsection (2A), a council may, after adopting its budget for a particular financial year, adopt an amendment to its budget.
 - (2A) An amendment cannot have the effect:
 - (a) of increasing the amount of an allowance for the financial year for the members of the council; or
 - (b) of changing the amount of an allowance for the financial year for members of a local authority established by the council except in accordance with any guidelines made by the Minister.
 - (3) As soon as practicable after adopting its budget, or an amendment to its budget, for a particular financial year, a council must:
 - (a) publish the budget or the amendment as adopted on the council's website; and
 - (b) notify the Agency in writing of the adoption of the budget or amendment; and
 - (c) publish a notice in a newspaper circulating generally in the area informing the public that copies of the budget or amendment may be downloaded from the council's website or obtained from the council's public office.
 - (4) The council's budget forms part of the council's municipal, regional or shire plan.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council recommend the Fees and Charges in the Draft Budget and Shire Plan 2020-21.

Moved: Clr.

Seconded: Clr.

8.10 DRAFT 2020/21 SHIRE PLAN AND LONG TERM FINANCIAL PLAN

Applicant: N/A

Location/Address: N/A

File Ref: G:/Shire Plans/2020-21

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Melissa Kerr, Finance Manager

Anna Malgorzewicz, Chief Executive Officer

Attachment: DRAFT Annual Shire Plan 2020-21

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to adopt a Shire Plan for the financial year and advertise for public comment for 21 days.

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

Finance Manager

STATUTORY ENVIRONMENT

24 Annual review of municipal, regional or shire plan

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

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

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

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

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

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

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

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council recommend the Draft Shire Plan 2020-21 be advertised inviting public comment for 21 days in accordance with Section 24 of the *Local Government Act 2008*.

Moved: Clr.

Seconded: Clr.

8.11 SCALE GRANT PROJECT PROPOSALS

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest: Nil

Date: 16th June 2020

Author: Anna Malgorzewicz, Chief Executive Officer

Attachment:

SUMMARY

This report seeks Council endorsement of a number of projects to be completed in fulfillment of the Special Community Assistance and Local Employment (SCALE) Grant offer 2019-20. All projects must be fully expended by 30th September 2020.

BACKGROUND

Previous Decisions

RESOLUTION 28/05/2020/004

That Council accepts the One-Off Special Community Assistance and Local Employment Grant for 2019-20 of \$128,700.

Moved: Clr. Beswick

Seconded: Clr. Corliss

4/1

RESOLUTION 28/05/2020/005

That Council adopts the Public Benefit Concessions Policy in fulfilment of its obligations under acceptance of the One-Off Special Community Assistance and Local Employment Grant (SCALE) Program.

Moved: **Clr. Moyle**

Seconded: **Clr. Turner**

CARRIED

COMMENT

Council was offered and accepted, a One-Off Grant totalling \$128,700 under the newly established SCALE program, part of a suite of Northern Territory Government initiatives to support the local government sector to manage the impacts of the COVID-19 pandemic. Eligibility was contingent on Council adopting the “Public Benefit Concessions Policy”, which Council adopted by resolution at a Special Meeting on 28th May 2020.

Funds are to be fully expended by 30th September 2020 however councils may request an extension on a case by case basis. Projects can include those that stimulate the local economy, assist with employment costs of Territorians to ensure the continued delivery of local government essential services, local job creation or, meet the costs of additional cleaning, handwashing and hygiene stations, as examples. If projects and supplies relate to waste management or public health issues, and there is no pre-existing contract, a new contract can be entered into for the supply of services and goods and end on or before 30 June 2021 without the requirement to go to tender.

There are a number of projects that would reduce Council’s risk exposure, address public health and safety issues and improve levels of service to the community. These are:

- Completion of perimeter fence Adelaide River Landfill and Waste Facility (approximately 580 metres);
- Completion of perimeter fence Batchelor Landfill and Waste Facility (approximately 600 metres); and
- Supply and installation of handwash and/or sanitiser dispensers at public toilet facilities at Batchelor Swimming Pool, Batchelor Oval and Adelaide River and Batchelor Public Toilets.

Preliminary quotes have been obtained and it is feasible that all projects could be achieved within the total grant amount, however, this is subject to types of fencing (stockproof or chainmesh), and final quotations received.

Perimeter fencing at both waste sites would increase compliance, prevent illegal trespass and instances of illegal dumping or arson, reduce Council’s risk exposure and improve public health and safety.

The Northern Territory Government has also advised that procurement exemptions apply for specific purpose projects. Waste management and public health initiatives fall within the scope of agreed projects eligible for tender exemption. A project to procure fencing for the landfill facilities will be exempted under waste management or public health, provided the council enters into a contract to procure such supplies from a **Territory enterprise** and the contract is entered into and ends on or before 30 June 2021. **Territory enterprise** means an enterprise operating in the Northern Territory that has significant permanent presence in the Northern Territory and employs Northern Territory residents.

Supply and installation of handwash and/or sanitiser dispensers in Council’s public toilet facilities would ensure compliance with heightened standards of public health and hygiene.

CONSULTATION

Finance Manager

Operations Supervisor

STATUTORY ENVIRONMENT

Local Government Act

Local Government (Accounting Regulations) 2008

Northern Territory Waste Management and Pollution Control Act 1998

POLICY IMPLICATIONS

Council Policy 1.24 Public Benefit Concessions Policy

FINANCIAL IMPLICATIONS

Council is required to fully expend the One-Off SCALE Grant of \$128,700 by 30th September 2020.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council approve the following projects (budget dependent) in fulfilment of its obligations under the SCALE 2019-2020 Grant Offer:

- a) completion of perimeter fence Adelaide River Landfill and Waste Facility; and
- b) completion of perimeter fence Batchelor Landfill and Waste Facility; and
- c) supply and installation of handwash and/or sanitiser dispensers at public toilet facilities controlled by Coomalie Community Government Council.

Moved: Clr.

Seconded: Clr.

8.12 LITCHFIELD REGIONAL TOURISM INCORPORATED – SIGNAGE PROPOSAL UPDATE

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Correspondence – Batchelor Signage Bay - Policy

SUMMARY

Litchfield Regional Tourism Incorporated wrote to Council with a proposal to establish four (4) Conditional Zones in the Adelaide River and Batchelor townships as part of Northern Territory Government's Advertising and Activities in Road Reserves – Management Guidelines. Following consultation with stakeholders, this update report recommends Council write to the Northern Territory Government requesting the establishment of new and/or refurbishment of existing signage bays that supports the tourism industry and complies with road safety requirements.

This report also recommends Council Policy 5.3 "Batchelor Signage Bay", be rescinded.

3 - That Council CEO commence discussions with Ms Sue Mornane currently representing tourist/business operators of Batchelor and Litchfield Regional Tourism Group in developing a self-funding workable model that clearly manages all risks and costs associated with the ongoing operation of the Batchelor Information bays.

4 - That a draft Business Case and Policy and Procedure be put to Council for later consideration as to whether it will agree to maintain operations of the facilities.

Moved: Clr. Corliss

Seconded: Clr. Turner 5/5

RESOLUTION 16/05/2017/008

That Council makes provision for \$8000 in the budget. and approves the Community Grant applications for 2017/18 as follows:

Litchfield Regional Tourism Incorporated \$1000 for Heritage Trail signage & App

Moved: Clr. Gray

Seconded: Clr. Corliss 6/6

COMMENT

The Department of Infrastructure, Planning and Logistics (DIPL) is the Road Authority responsible for the management of all Northern Territory Government controlled roads and road reserves in the Territory.

At Council's May 2020 meeting, Officers from DIPL provided Council with a presentation on the new Management Guidelines for Advertising and Activities in Road Reserves. As part of its role, DIPL needs to ensure activities conducted on road reserves are safe and in the best interests of the community. The Guidelines provide for designated areas for signage and activities in the road reserve. The zones for permitted activities in Northern Territory Government road reserves are:

- As-of-right zone – these are areas where individuals can sell a private vehicle without a permit;
- Conditional zone – Conditional zones are available for both commercial and non-commercial activities, with the exception of private vehicle, trailer and boat sales. A permit is required to ensure road safety and amenity is maintained; and
- Rest areas, truck stops and information bays - All activities are allowed in these areas, with the exception of private vehicle, trailer, boat sales and signage. No permit is required for reasonable use of government managed facilities, with the exception of mobile vendors or any activity (commercial or non-commercial), likely to attract significant traffic and cause road safety or visual hazards.

Litchfield Regional Tourism Incorporated wrote to Council seeking endorsement for the establishment of four (4) Conditional Zones – two (2) in Adelaide River and two (2) in Batchelor townships.

Conditional Zones are designated areas in road reserves where advertising signage will be permitted, but only on application and approval by DIPL. Signage in Conditional Zones will be limited in number due to the need to space signage at a generous distance from one another in a specific zone for safety and legibility reasons. Conditional Zones differ from Information Bays that encourage road users to stop, and safely read and engage with information displayed.

The current Management Guidelines do not include plans for Adelaide River and Batchelor. The Chief Executive Officer met with Officers from DIPL to discuss how to facilitate progress on the establishment and/or refurbishment of new and/or existing information bays, particularly as these projects are listed in the NTG 10

Year Infrastructure Plan for the area. DIPL is currently undertaking road safety audits for the areas designated in the current Management Guidelines and welcomes feedback and suggestions from Council regarding appropriate treatments for the Coomalie area. Planning for designated zones within the Coomalie Shire area will be undertaken following completion of safety audits for suggested zones in the current Management Guidelines. It is therefore suggested that Council write to DIPL recommending information bays be included in the Management Guidelines, particularly as these projects are listed in the 10 Year Infrastructure Plan and forward similar correspondence to the Department of Tourism, Sport and Culture, advocating the establishment of these initiatives as a priority.

In addition, Council Policy 5.3 “Batchelor Signage Bay” has created confusion among stakeholders and NTG. The policy (refer to the attached) was adopted by resolution on 16th April 2013, however has not been implemented by Council and Council Officers were unaware of its existence. The policy endeavoured to establish and regulate the Batchelor Signage Bay in partnership with DIPL, but was never initiated or implemented. As a result, the policy is redundant and it is recommended it be rescinded.

CONSULTATION

Chair, Signage Sub-Committee, Litchfield Regional Tourism Inc

Director, Transport Strategy and Support, DIPL

Director, Transport Planning, DIPL

STATUTORY ENVIRONMENT

Advertising and Activities in Road Reserves – Management Guidelines, Northern Territory Government

POLICY IMPLICATIONS

Council Policy 5.3 – Batchelor Signage Bay

Council Policy 5.5 – Roads Policy

FINANCIAL IMPLICATIONS

Council does not maintain the road reserve where the Adelaide River or Batchelor Signage Bays are located as these are on Northern Territory Government controlled land.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

a) writes to the Northern Territory Government through the Department of Infrastructure, Planning and Logistics and the Department of Tourism, Sport and Culture, providing in principle support for the establishment of four (4) Information Bays as per the “Advertising and Activities in Road Reserves – Management Guidelines – Northern Territory Government” and provides a copy to the Litchfield Regional Tourism Inc., and

b) rescinds Council Policy 5.3 Batchelor Signage Bay.

Moved: Clr.

Seconded: Clr.

8.13 ASSET DISPOSAL REQUEST FOR APPROVAL

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Aleyshia McGrigor, Senior Administration Officer
Attachment:	Asset Disposal List

SUMMARY

Council administrative staff have conducted an audit of IT assets. Due to outdated software there has been 26 items which have been deemed as excess to Council requirements.

The Chief Executive Officer and Community Recreation Development Officer (CRDO) met with Larrakia Nation, who have offered to clean, sanitise, and refurbish these items as part of their service to Indigenous communities. It is proposed that they will then be donated to disadvantaged youth through community programs delivered by the CRDO.

BACKGROUND

Nil

COMMENT

Goods excess to Council requirements must be disposed of in accordance with the delegated authority and policy. Generally, Council will sell or dispose of excess goods through the following methods:

1. Direct sale- advertisement for sale;
2. Open quotation by advertising locally or broadly;
3. Disposing of the goods at an open Auction;
4. Selected Tender following an open Expression of Interest;
5. Open Tender;
6. Trade-in;
7. Or other means determined by Council; or
8. Where the goods are considered unsaleable and of little residual value, by a means determined by the CEO.

Whilst Council has delegated authority to dispose of property under Section 32 of the *Local Government Act* 2008 to the Chief Executive Officer for equipment which is of no further use, the manner of disposal in this instance is to “donate” items to disadvantaged youth for personal use through the discretion of the Community Recreation Development Officer.

CONSULTATION

CRDO

Larrakia Nation

STATUTORY ENVIRONMENT

Section 182(1) of the Local Government Act provides that, "Subject to the Minister's guidelines, a Council may deal with or dispose of property of which the Council is the owner".

POLICY IMPLICATIONS

2.10 Asset Disposal Policy

1.20 Delegations Register Policy

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

- a) approve the disposal of 26 IT assets as listed in the attached schedule;
- b) approve the distribution of the 26 written off IT assets to members of the community through youth participation programs at the discretion of the Community Recreation Development Officer.

Moved: Clr.

Seconded: Clr.

8.14 DRAFT MINUTES COOMALIE COUNCIL AUDIT COMMITTEE

Applicant:	N/A
Location/Address:	N/A
File Ref:	G:/Council/Internal Audit/2020-21
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Melissa Kerr, Finance Manager Anna Malgorzewicz, Chief Executive Officer
Attachment:	2020-06-01 Audit Committee Minutes

SUMMARY

Council's Internal Audit Committee met on the 1st June 2020 to review the required statutory Draft 2020-21 Rates Declaration, Shire Plan, Budget, Fees and Charges and Councillor Allowance documents.

BACKGROUND

Council is required to adopt the Audit Committee Minutes.

COMMENT

Nil

CONSULTATION

Internal Audit Committee

Chief Executive Officer

Finance Manager

STATUTORY ENVIRONMENT

67 Minutes

(1) The CEO must ensure that proper minutes of meetings of the council, local authorities, local boards and council committees are kept.

(2) The minutes must:

(a) set out: (i) the names of the members present at the meeting; and (ii) the business transacted at the meeting; and (iii) any other information required by the regulations; and

(b) include references to any written reports or recommendations considered in the course of the meeting together with information about how to obtain access to the reports or recommendations.

(3) The council, local authority, local board or council committee must, at its next meeting, or next ordinary meeting, confirm the minutes (with or without amendment) as a correct record of the meeting.

(4) A copy of the minutes must, within 10 business days after the date of the meeting to which they relate, be available to the public: (a) on the council's website; and (b) at the council's public office.

(5) A member of the public: (a) may inspect without fee, at the council's public office, the copy of the minutes made available to the public; and (b) may, on payment of the appropriate fee fixed by the council, obtain an identical copy of the minutes; and (c) may, on payment of the appropriate fee fixed by the council, obtain from the CEO a certified copy of, or extract from, the minutes of a meeting.

(6) However, until the council, local authority, local board or council committee has confirmed the minutes as a correct record of the meeting: (a) the minutes, in the form in which they are made available to the public, must be marked with a warning to the effect that they have not been confirmed as a correct record of the meeting; and (b) no certified copy of, or extract from, the minutes is to be issued.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receive and note the Audit Committee Minutes from the meeting held 1st June 2020.

Moved: **Clr.**

Seconded: **Clr.**

8.15 TRAINING NEEDS OF NT COUNCILS

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Correspondence from Executive Director, Local Government and Community Development

SUMMARY

The Department is seeking feedback from Council regarding the training needs and information support of/and to Elected Members and officers in preparation for the commencement of the *Local Government Act 2019*. Feedback is sought by 30th June 2020.

BACKGROUND

The commencement of the *Local Government Act 2019* has been deferred until 1st July 2021. There are several new policy considerations that require completion prior to the introduction of the new Act. In addition, procedural and responsibility changes relating to the management of code of conduct complaints, will require greater direct involvement from Elected Members.

COMMENT

As per Council Policy 1.7 - Councillor Attendance to Conferences, Training and Development, as a general principle, Council is committed to ongoing professional development of Elected Members through attendance at appropriate seminars and meetings and development programs.

The Department is offering to provide training and information support to Elected Members and officers in order to prepare for the introduction of the new Act however, is seeking feedback from councils regarding specific need and the format that assistance should be provided. Council is requested to discuss training and information needs and provide direction to the Chief Executive Officer in order to provide feedback to the Department.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Council Policy 1.7 – Councillor Attendance to Conferences, Training and Development.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council directs the Chief Executive Officer to advise the Executive Director, Local Government and Community Development by 30th June 2020 of the following training and information needs of Coomalie Community Government Council in preparation for the commencement of the *Local Government Act 2019*:

- a)
- b)
- c)

Moved: Clr.

Seconded: Clr.

8.16 RESIGNATION TO CONTEST 2020 LEGISLATIVE ASSEMBLY ELECTIONS

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Anna Malgorzewicz, Chief Executive Officer
Attachment:	Correspondence from Executive Director, Local Government and Community Development

SUMMARY

The 2020 Legislative Assembly elections will be held on Saturday 22 August 2020. Attached for the information of Elected members is correspondence from the Executive Director, Local Government and Community Development regarding the requirement for Elected members to resign as Councillors in order to contest the election.

BACKGROUND

Nil

COMMENT

Elected Members are able to contest the 2020 Legislative Assembly elections however pursuant to Section 39(6) of the *Local Government Act 2008*, elected members are required to resign no more than 28 days prior to the closing of nominations. If an Elected Member is unsuccessful at the elections, they may apply to the Chief executive officer to be reinstated within seven (7) days after the election result is known.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Section 39(6) *Local Government Act 2008*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receive and note correspondence from the Executive Director, Local Government and Community Development regarding the requirement for Elected Members to resign to contest the 2020 Legislative Assembly elections.

Moved: Clr.

Seconded: Clr.

9 COMMUNITY RECREATION DEVELOPMENT OFFICER'S REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Andrew Roberts, Community Recreation Development Officer
Attachment:	School Holiday Program Agenda, Pool Party Flyer

BACKGROUND

Community Engagement

Adelaide River Access Shed re-opening occurred with the easing of Stage 2 COVID restrictions, issues between participants exist and a meeting was attempted to mediate, however one party left prior to mediation commencing.

Adelaide River Morning Teas & Bingo kicked off this month, with approx. 10-12 at the first morning tea and 15 at the first Bingo session.

Rum Jungle Bowls Club is up and running with bowls events and a quiz night once a month.

Working through restarting for COTA morning teas with President, COTA. These will again be held at the Rum Jungle Bowls Club monthly.

Batchelor Swimming Pool

Grant application for ABC Heywire Youth Grants lodged, seeking \$10,000 in funding to revitalise the Batchelor Swimming Pool and create some local youth employment.

After School Sports

After School Sports have restarted with the easing of Stage 3 COVID restrictions on the 5th of June.

Participation, from all accounts, at Adelaide River was been excellent for the first week back with 9 attending (16 booking forms returned). Batchelor Area School had 2 attend the first session (2 booking forms returned). On checking with the office ladies they appears to have been some confusion about printing and distribution of forms – to be rectified for next weeks session.

Group Fitness

Boxing Group Fitness classes at Batchelor Area School commenced. This was funded from a Sport & Recreation Grant scheme where Council secured \$1,920 in grant funds that was used to purchase boxing gear (gloves, mitts & wraps) as well as wages for an instructor for a period. The instructor is coming from YMCA Palmerston at this point until Council can secure a local provider. The opportunity has been advertised in the STOP PRESS for any local fitness instructors and Council may need to further advertise on Sports People to secure someone for this and future activities.

School Holiday Program

Planning is well underway for the July School Holiday Program. With the cancellation of Youth Week during the Easter holidays, the Community Recreation Development Officer has incorporated these activities into the upcoming holidays to have 3 weeks' worth of fun and games. Council also secured further grant funding of approx. \$3,700 for activities, and these are being utilised for an Arts/Theatre event and Virtual Reality Gaming days.

As a late update to this, Australia Post cannot guarantee delivery of the VR equipment by the planned date, they claim this is due to COVID-19 shipping delays. We have delayed this activity to a later date and substitute a different yet to be decided activity. We have sought approval from Territory Families to delay use of funding due to COVID-19

Dry Season Pool Party

Council staff have arranged a Dry Season pool closure party. The event has gained the support of Larrakia Nation, as well as Belyuen Council and Royal Life Saving NT. Larrakia Nation are providing 2 x 10-seater buses to transport participants from the Belyuen Community, and Council will also utilise its bus to transport participants from Adelaide River and Amangul Community. Activities will include face painting, pool games as well as some cultural activities provided by Larrakia Nation.

Larrakia Nation are also approaching Michael Long and Cyril Rioli to come along for the day to add some entertainment for the children, this will include a "pick-up" football game on the oval.

Royal Life Saving NT will be bringing 'Boof the Barra', as well as completing some surveys in regard to education requirements within our community.

BBQ lunch will be provided for those in attendance and manned by either council staff or Royal Life Saving NT. The meat is being funded by Larrakia Nation by way of grant funds they have received, and they are seeking donations of bread from one of their contacts in Palmerston. 50 gift bags will also be provided by Larrakia Nation for the children in attendance. They also have a BBQ trailer and will be bringing that to use.

Council will need to purchase bottles of water to have available on the day, and supply gas for the BBQ.

For the event to be as big a success as possible, officers are seeking approval from Council to waive gate charges at the Batchelor Swimming Pool for the period of the event (1pm – 4pm) to ensure maximum patronage/visitations.

It is anticipated there will be 100 people in attendance during the course of the event. This is in comparison to the same period last year where only 7 people attended for the week. Total income waiver would be approx. \$250. For comparison, please refer to the table below.

Week Ending	30/06/2019	28/06/2020
Patrons	7	100
Income	\$35.00	\$250.00 est*

*Estimation based on recent pool visitations during the days leading up to the event.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

- a) receives and notes the Community Recreation Development Officer's Report; and
- b) approves to waive admission fees for the Batchelor Swimming Pool Dry Season Closure Party on Sunday 28th June 2020 between the hours of 1.00pm and 4.00pm.

Moved: Clr.

Seconded: Clr.

10 FINANCE REPORTS

10.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

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

BACKGROUND

Attached is a listing of accounts paid for May 2020.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to Council –

(1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:

(a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the Council (including money held in trust); and

(b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the Council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

Account Transactions				
Coomalie Community Government Council				
For the period 1 May 2020 to 31 May 2020				
Date	Source	Description	Reference	Amount
CBA Credit Card A Malgorzewicz				
12 May 2020	Payable Payment	Payment: Coles	Batteries SD Card CCTV AR Dump	130.63
13 May 2020	Payable Payment	Payment: Coolalinga Guns and Ammo	CCTV AR Dump	945.00
Total CBA Credit Card A Malgorzewicz				1,075.63
CBA Credit Card S Shooter				
14 May 2020	Payable Payment	Payment: NT News	May 2020	28.00
26 May 2020	Payable Payment	Payment: Safe NT NT Police	Ochre Card B Harwood	72.00
26 May 2020	Payable Payment	Payment: Xero Australia Pty Ltd	May 2020	125.00
29 May 2020	Payable Payment	Payment: Australia Post	Stamps	110.00
29 May 2020	Payable Payment	Payment: Nespresso Club	Coffee	416.90
Total CBA Credit Card S Shooter				751.90
CCGC CBA Cheque				
02 May 2020	Spend Money	Commonwealth Bank of Australia	Merchant Fees	53.78
05 May 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	19,650.78
05 May 2020	Spend Money	PC050520-145352673 SuperChoice P-L	Superannuation	2,367.62
08 May 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage Collection	2,077.68
08 May 2020	Payable Payment	Payment: Cr. Christian McElwee	Councillor Fees	450.00
08 May 2020	Payable Payment	Payment: DT & MG Kerr Trading as Kerr Trust	Accounting Apr 2020	10,760.75
08 May 2020	Payable Payment	Payment: Think Water Virginia	Water Fittings	1,338.00
08 May 2020	Payable Payment	Payment: Cr. Sharon Beswick	Councillor Fees	450.00
08 May 2020	Payable Payment	Payment: Diedre Pickering	Contractor AR Dump	901.00
08 May 2020	Payable Payment	Payment: RS Gardening Care	Mowing	2,755.80
08 May 2020	Payable Payment	Payment: Cr. Sue Bulmer	Councillor Fees	450.00
08 May 2020	Payable Payment	Payment: Cr. Max Corliss	Councillor Fees	850.00
08 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	1,180.04
08 May 2020	Payable Payment	Payment: Cr. Deborah Moyle	Councillor Fees	450.00

08 May 2020	Payable Payment	Payment: MVR	Rego Hino 5T	1,106.10
08 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	878.28
08 May 2020	Payable Payment	Payment: AJ Couriers & Haulage Pty Ltd	Freight	30.25
08 May 2020	Payable Payment	Payment: RS Gardening Care	Mowing	2,709.06
08 May 2020	Payable Payment	Payment: Cr. Andrew Turner	Councillor Fees	1,500.00
08 May 2020	Payable Payment	Payment: Telstra	Telephone Apr 2020	1,037.68
08 May 2020	Payable Payment	Payment: Vanderfield Darwin	Parts	120.05
08 May 2020	Payable Payment	Payment: Diedre Pickering	Cleaning AR Toilets	2,559.76
08 May 2020	Payable Payment	Payment: Think Water Virginia	Water Fittings	53.16
08 May 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Rego Inspection Hino 5T	130.00
08 May 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Kluger lights	132.00
08 May 2020	Payable Payment	Payment: Ifind Pipes n Cables Pty Ltd	Find water pipes bush cemetery	1,005.72
08 May 2020	Payable Payment	Payment: Pumacard	Fuel Apr 2020	1,667.21
08 May 2020	Payable Payment	Payment: Integrated Land Information System	Title search fees	109.20
12 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Fire AR Dump	402.65
12 May 2020	Payable Payment	Payment: Anna Malgorzewicz	Reimbursement for Sanitiser	369.85
12 May 2020	Payable Payment	Payment: Area9 IT Solutions	IT Support May 2020	1,080.20
12 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	802.15
12 May 2020	Payable Payment	Payment: WINC	Stationery	19.57
12 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Fire AR Dump	426.55
12 May 2020	Payable Payment	Payment: Local Community Insurance Services	Insurance markets Bat	726.00
12 May 2020	Payable Payment	Payment: Bunnings Building Supplies P/L	Consumables	57.70
12 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	2,796.08
12 May 2020	Payable Payment	Payment: Prestons Mowing & Gardening	Spraying Cheeney, Carr, Milton	1,120.00
12 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Cheeney Road washout	14,808.80
12 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	820.88
12 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Milton Road washout	2,220.20
12 May 2020	Payable Payment	Payment: Prestons Mowing & Gardening	Slashing Fred Hardy, Munz	1,600.00
12 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	82.03
12 May 2020	Payable Payment	Payment: Rosejoy NT T/A Batchelor General Store	Consumables Apr 2020	26.44
12 May 2020	Payable Payment	Payment: Batchelor Service Centre	Fuel April 2020	886.16
12 May 2020	Payable Payment	Payment: Prestons Mowing & Gardening	Spraying Solomon, Banyan	1,400.00
12 May 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage Collection	2,077.68
14 May 2020	Payable Payment	Payment: MVR	Rego Isuzu truck	1,490.10
15 May 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	5.06
15 May 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	59.07
15 May 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	52.80
19 May 2020	Payable Payment	Payment: Australian Taxation Office	BAS Apr 2020	13,354.00
19 May 2020	Spend Money	PC190520-146224629 SuperChoice P-L	Superannuation	2,396.59
19 May 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	19,941.76
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	WGR Fernee, Carr, Milton, Kerr, Nolan, Solomon, Chin, Cheeney	11,908.32
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Floodway Strickland Road	1,892.77
22 May 2020	Payable Payment	Payment: Football Federation Northern Territory Inc.	After school Soccer BAS	465.00
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	31.19
22 May 2020	Payable Payment	Payment: Komatsu Australia Pty Ltd	Backhoe repairs	46.17
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	43.67
22 May 2020	Payable Payment	Payment: Litchfield Motel	Catering	275.00
22 May 2020	Payable Payment	Payment: Red Gum Performance Group Pty Ltd	Compliance Officer Training AK, ED	1,925.00
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	27.03
22 May 2020	Payable Payment	Payment: Area9 IT Solutions	New computers Admin, CRO	4,204.38
22 May 2020	Payable Payment	Payment: Litchfield Motel	Catering Jan 2020	275.00
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	62.40
22 May 2020	Payable Payment	Payment: Litchfield Motel	Catering OM send off	180.00
22 May 2020	Payable Payment	Payment: Litchfield Motel	Catering Feb 2020	275.00
22 May 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage Collection	2,077.68
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	WGR Haynes, Strickland, Fred Hardy	13,919.72
22 May 2020	Payable Payment	Payment: Komatsu Australia Pty Ltd	Backhoe repairs	5.53
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	WGR Fowler, Sargent, Miles, Banyan, Perreau, Old Coach	11,689.53
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	27.03
22 May 2020	Payable Payment	Payment: JAC Embroidery TA Brandit NT	Uniforms	67.94
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Push up AR Dump	320.00
22 May 2020	Payable Payment	Payment: Adelaide River Primary School	Books street library AR Covid 19	550.00
22 May 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Rego inspection Isuzu hook truck	130.00

22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	50.90
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	39.51
22 May 2020	Payable Payment	Payment: Shannon Recycling & Landcare	Contractor Bat Dump	2,079.00
22 May 2020	Payable Payment	Payment: Area9 IT Solutions	IT consumables	77.00
22 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Floodway Finnis River Cheeney Rd	4,063.00
22 May 2020	Payable Payment	Payment: Komatsu Australia Pty Ltd	Backhoe repairs	310.18
22 May 2020	Payable Payment	Payment: JAC Embroidery TA Brandit NT	Uniforms	35.20
22 May 2020	Payable Payment	Payment: WINC	Stationery	362.10
22 May 2020	Payable Payment	Payment: Air Liquide WA Pty Ltd	Gas	73.09
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	27.03
22 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	122.73
22 May 2020	Payable Payment	Payment: WINC	Stationery	161.81
25 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	263.64
25 May 2020	Payable Payment	Payment: Andrew Roberts	Reimbursement - Boxing Equipment	879.76
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	62.85
25 May 2020	Payable Payment	Payment: PowerWater - Bills	Water	89.44
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	37.08
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	577.98
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	29.19
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	40.13
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	26.47
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	817.23
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	26.77
25 May 2020	Payable Payment	Payment: Jacana Energy	Electricity	118.03
27 May 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	1.10
28 May 2020	Payable Payment	Payment: Area9 IT Solutions	IT consumables	77.00
28 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Fire AR Dump	336.75
28 May 2020	Payable Payment	Payment: Komatsu Australia Pty Ltd	Backhoe repairs	65.49
28 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Push up AR Dump	320.00
28 May 2020	Payable Payment	Payment: Gaz NT Pty Ltd	Repair fence AR Dump	1,100.00
28 May 2020	Payable Payment	Payment: Turbo's Tyres	Repair tyre ute	44.00
28 May 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Rego inspection Hino 3T	147.00
28 May 2020	Payable Payment	Payment: MVR	Rego Backhoe	183.95
28 May 2020	Payable Payment	Payment: Komatsu Australia Pty Ltd	Backhoe repairs	222.78
28 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	WGR Poett, Lithgow, Windmill, Scott, White	5,900.12
28 May 2020	Payable Payment	Payment: Think Water Virginia	Water Fittings	1,252.34
28 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	WGR Lake Bennett Roads	18,035.04
28 May 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage Collection	2,077.68
28 May 2020	Payable Payment	Payment: MVR	Rego Hino 3T	966.10
28 May 2020	Payable Payment	Payment: St John Ambulance Australia	First Aid Training BH, ED	360.00
28 May 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	10 loads fill AR Dump	1,650.00
28 May 2020	Payable Payment	Payment: NT Water Filters	Water	187.20
28 May 2020	Payable Payment	Payment: Peter Rowlands	Backhoe repairs	739.50
28 May 2020	Payable Payment	Payment: Practical Safety Australia Pty Ltd	PPE	184.05
28 May 2020	Payable Payment	Payment: S.E. Rentals Pty Ltd	Photocopier rental	258.63
28 May 2020	Payable Payment	Payment: Area9 IT Solutions	Webex CEO computer	38.50
Total CCGC CBA Cheque				220,711.95
Total				222,539.48

RECOMMENDATION

That Council approve and pass for payment the May 2020 payment register totalling \$222,539.48

Moved: **Clr.**

Seconded: **Clr.**

10.2 FINANCE AND GRANT REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	16 th June 2020
Author:	Melissa Kerr, Finance Manager
Attachments:	

SUMMARY

As part of the monthly reporting procedures a finance and grant report, and a consolidated profit and loss budget to actual report is submitted to Council.

BACKGROUND

Attached is the finance and grant report and consolidated profit and loss budget to actual report for May 2020.

COMMENT

Nil

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to Council –

(1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:

(a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the Council (including money held in trust); and

(b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the Council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

Coomalie Community Government Council					
Financial Report for the period ending 31st May 2020					
Cash at Bank					
Cash on Hand					\$1,000.00
Cheque Account					\$684,631.70
Investment Account					\$1,450,000.00
Trust Account					\$438,393.00
Total Cash at Bank					\$2,574,024.70
Debtors					
	Current	30 Days	60 Days	90 Days	
Trade ***	340.94	110.00	110.00	-	\$560.94
Rate Arrears				357,306.08	\$357,306.08
Rates paid in advance	(52,855.48)	-	-	-	(52,855.48)
Total Debtors					\$305,011.54
Creditors					
	Current	30 Days	60 Days	90 Days	
	-	-	-	-	0.00
Total Creditors					\$-
Reconciliation of Funds					
Balance as per General Ledger					\$1,124,024.70
Add outstanding Debtors					\$305,011.54
Less outstanding Creditors					\$-
Add Investment Account					\$1,450,000.00
Total Cash & Receivables Available					\$2,879,036.24
*** Trade Debtors					
Ironbark - water reimbursement	230.94				
Dept Housing - wheelie bin	110.00	110.00	110.00		
	340.94	110.00	110.00		

Coomalie Community Government Council						
Grant Report for the period ending 31st May 2020						
Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
14/06/2019	SPG - Transportables	Dept of LGHCD	\$300,000.00	\$-	\$300,000.00	30/06/2020
24/06/2019	EES - Solar Admin and Pool	Dept of LGHCD	\$110,000.00	\$-	\$110,000.00	30/06/2020
20/09/2019	NT Library Grant 2019/20	Dept of Tourism Sport and Culture	\$48,886.00	\$39,148.70	\$9,737.30	30/09/2020
26/11/2019	Community Sport Recreation Officer	Dept of Tourism Sport and Culture	\$44,674.00	\$35,508.95	\$9,165.05	31/08/2020
3/02/2020	Anzac Day 2020	Dept Attorney General and Justice	\$10,606.00	\$-	\$10,606.00	30/06/2020
11/02/2020	Animal Management Program	Dept Industries, Innovation, Science	\$15,000.00	\$-	\$15,000.00	15/01/2021
17/03/2020	Youth Week 2020	Territory Families	\$1,700.00	\$-	\$1,700.00	30/06/2020

20/05/2020	School Holiday Program Jul 2020	Territory Families	\$2,000.00	\$-	\$2,000.00
			\$532,866.00	\$74,657.65	\$458,208.35
		Cash and Receivables			\$2,879,036.24
		Unspent Grants & Subsidies			\$458,208.35
		Cash Available to Council			\$2,420,827.89

Profit and Loss - Council Consolidated			
Coomalie Community Government Council			
For the 11 months ended 31 May 2020			
Account	YTD Actual	2019/20 Budget	2018/19 Actual
Trading Income			
Grant Commonwealth FAG	538,383.00	510,000.00	509,867.00
Grant Commonwealth RTR - Capital	0.00	216,000.00	108,397.00
Grant NTG Community Sport Recreation	44,674.00	45,000.00	45,000.00
Grant NTG Library	48,886.00	49,000.00	49,243.00
Grant NTG Operational Subsidy	645,052.00	589,000.00	584,629.00
Grant NTG Other GST Free	21,088.00	18,500.00	78,780.00
Grant NTG Other with GST	2,301.00	800.00	31,433.00
Grant NTG SLGIF	480,000.00	480,000.00	0.00
Grant NTG Special Purpose	648,857.00	746,857.00	426,196.00
Interest - Interest Received	32,278.12	50,000.00	49,049.98
Interest - Rates Penalties, Interest, Legals, Administration	48,382.44	36,000.00	35,908.07
Net Gain/Loss Assets - Gross sales revenue of asset	0.00	0.00	(7,175.04)
Other Revenue - Donations, Contributions Received	12,727.28	10,500.00	2,909.09
Other Revenue - General Reimbursements	18,016.07	2,400.00	1,788.55
Other Revenue - GST Free	2,402.10	1,000.00	13,759.08
Other Revenue - GST Payable	7,097.10	8,740.00	15,755.03
Other Revenue - Pension Remission State	24,495.00	25,920.00	25,920.00
Rates Charged - Garbage	391,831.08	386,215.00	380,392.00
Rates Charged - General Rates	933,186.15	947,210.00	913,034.98
Rates Charged - Supplementary Rates	0.00	0.00	414.00
Statutory Charges - Dog Fines, Penalties and Pound Fees	1,011.82	0.00	210.00
Statutory Charges - Issue Rates Searches	1,430.00	1,100.00	980.00
User Charges - Dog Registration Fees	1,030.00	720.00	800.00
User Charges - Hire Fees	1,794.70	720.00	8,437.90
User Charges - Other	2,676.04	9,000.00	13,817.22
Grant NTG SLGIF - Capital Related	0.00	0.00	414,608.00
Grant Commonwealth - Recurrent	15,000.00	0.00	0.00
Total Trading Income	3,922,598.90	4,134,682.00	3,704,153.86
Gross Profit	3,922,598.90	4,134,682.00	3,704,153.86
Operating Expenses			
Depreciation - Depreciation Expenses	0.00	507,700.00	643,720.29
Employee Costs - Advertising for Staff	5,315.91	3,000.00	915.45
Employee Costs - FBT Payable	1,672.36	1,500.00	1,325.75
Employee Costs - Medical Expenses/Workers Comp	18,123.77	20,000.00	48,770.62
Employee Costs - Oncosts - LSL Reversal	(93,942.22)	148,500.00	10,617.46
Employee Costs - Superannuation Costs	68,513.72	92,150.00	79,312.43
Employee Costs - Training, Conferences and Seminars	5,885.09	10,285.00	3,487.64
Employee Costs - Uniform and PPE Costs	3,297.01	4,300.00	3,566.16

Employee Costs Payroll - Allowances	42,238.42	29,778.00	36,066.52
Employee Costs Payroll - Paid Parental Leave	19,179.10	0.00	(3,254.39)
Employee Costs Payroll - Salaries and Wages	668,597.26	821,900.00	826,759.10
Employee Costs Payroll - Salaries and Wages Workers Comp	7,852.18	0.00	0.00
Materials and Services - Advertising	2,864.54	2,400.00	2,421.48
Materials and Services - Annual Licence Fees	904.70	2,400.00	1,389.51
Materials and Services - Bank Charges	3,795.24	5,400.00	4,202.01
Materials and Services - Cleaning Costs	48,918.69	62,440.00	60,124.21
Account	YTD Actual	2019/20 Budget	2018/19 Actual
Materials and Services - Community Events	13,588.10	23,000.00	11,997.55
Materials and Services - Community Grants	0.00	0.00	6,283.63
Materials and Services - Computer License Fees	29,686.44	26,200.00	59,182.21
Materials and Services - Computer Maintenance/Consumables	16,002.51	22,000.00	9,807.29
Materials and Services - Computer Support Costs	15,137.79	16,400.00	41,936.32
Materials and Services - Consumable items	378.40	360.00	225.02
Materials and Services - Contractor Services	258,213.29	372,700.00	281,420.08
Materials and Services - Council Meetings and Functions Costs	8,481.14	9,600.00	7,820.97
Materials and Services - CSRO Activities	4,315.19	4,500.00	4,286.62
Materials and Services - Electricity Costs	23,262.71	30,440.00	29,551.65
Materials and Services - Equipment Maintenance	16,908.23	12,900.00	5,710.17
Materials and Services - Insurance Costs	77,304.89	87,600.00	58,369.79
Materials and Services - Legal Costs	19,804.78	10,000.00	0.00
Materials and Services - LGANT Contributions	4,009.43	4,500.00	4,550.91
Materials and Services - Maintenance Buildings and Property	30,982.91	183,540.00	223,137.72
Materials and Services - Maintenance Recreation Facilities	71,920.16	95,000.00	94,847.20
Materials and Services - Mobile Phone Costs	2,775.93	4,560.00	2,459.23
Materials and Services - Motor Vehicle Fuel and Oil	25,044.32	42,720.00	41,180.49
Materials and Services - Motor Vehicle Rego and Insurance	11,674.36	13,790.00	11,653.89
Materials and Services - Motor Vehicle Repairs and Maintenance	36,945.43	44,400.00	44,286.55
Materials and Services - Office Equipment Costs	696.61	1,200.00	2,209.39
Materials and Services - Pensioner Remission	24,480.00	24,720.00	25,920.00
Materials and Services - Postage/Freight Costs	2,529.99	1,800.00	3,221.90
Materials and Services - Printing and Stationary	13,215.12	13,045.00	13,157.12
Materials and Services - Purchase Stock	17,481.06	30,000.00	22,037.86
Materials and Services - Purchases Materials	22,002.52	47,440.00	60,731.32
Materials and Services - Rates Recovery Costs	26.18	1,200.00	(46.00)
Materials and Services - Reimbursements and Refunds	50.00	0.00	472.27
Materials and Services - Rental/Hire/Leasing Costs	7,700.00	18,200.00	0.91
Materials and Services - Street Lighting Costs	4,969.62	9,000.00	12,365.97
Materials and Services - Subscriptions Publications Memberships	283.59	0.00	0.00
Materials and Services - Telephone/Internet Costs	8,465.72	10,920.00	8,303.35
Materials and Services - Valuation Fees	0.00	6,500.00	6,566.95
Materials and Services - Water, Sewer Cost	55,588.56	65,400.00	58,972.30
Other Expenses - Accounting Fees	85,507.50	104,600.00	111,377.50
Other Expenses - Audit Costs	5,670.00	16,000.00	6,653.00
Other Expenses - Consultants	10,000.00	10,000.00	5,800.00
Other Expenses - Councillor Allowances Statutory	41,500.00	49,800.00	49,620.00
Materials and Services - Plant Hire - Seal Maintenance	38,023.83	356,280.00	291,219.14
Materials and Services - Plant Hire - Emergency Repairs	0.00	0.00	2,031.26
Materials and Services - Plant Hire - Floodways/Drainage	41,344.99	74,400.00	33,182.47
Materials and Services - Plant Hire - Resheeting	0.00	69,250.00	161,439.10
Materials and Services - Plant Hire - Roadside Maintenance	48,177.30	55,000.00	21,000.01
Materials and Services - Plant Hire - Maintenance Grading	102,777.16	127,658.00	162,843.08
Materials and Services - Plant Hire - Flood Damage	65,644.00	60,076.00	148,198.43

Work in Progress Capital Works - Contractor Costs	574,180.45	968,505.00	5,413.00
Total Operating Expenses	2,639,965.98	4,836,957.00	3,870,821.86
Net Profit	1,282,632.92	(702,275.00)	(166,668.00)

RECOMMENDATION

That Council receives and notes the Finance Report, Grant Report and consolidated Profit and Loss Report for May 2020.

Moved: Clr.

Seconded: Clr.

11 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;

(c) information that would, if publicly disclosed, be likely to:

(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person;

(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.

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.

12 COUNCILLOR REPORTS

Nil

13 USE OF THE COMMON SEAL

Nil

14 LATE ITEMS

Nil

15 GENERAL BUSINESS

Nil

16 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL MEETING

Nil

17 NEXT MEETING

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 21st July 2020 at 5:00pm in the Council Chambers.

18 CLOSURE OF MEETING