



## **AGENDA**

### **ORDINARY COUNCIL MEETING**

**17<sup>th</sup> November 2020**

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## COOMALIE COMMUNITY GOVERNMENT COUNCIL DISCLAIMER

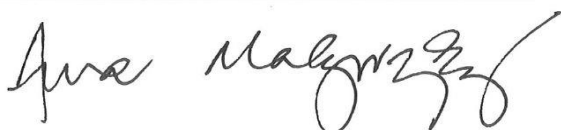
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A handwritten signature in black ink, appearing to read 'Anna Malgorzewicz', written in a cursive style.

Signed: Anna Malgorzewicz, Chief Executive Officer

# AGENDA

## ORDINARY GENERAL COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 17<sup>th</sup> NOVEMBER 2020

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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
Senior Administration Officer	Aleyshia McGrigor

#### VISITORS PRESENT

Resident	Haynes Road, Adelaide River
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## 2 APOLOGIES AND LEAVE OF ABSENCE

**Date:** 17<sup>th</sup> November 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachments:** Nil

### PURPOSE

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held on 17<sup>th</sup> November 2020.

### BACKGROUND AND PREVIOUS DECISIONS

N/A

### 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

N/A

### STATUTORY ENVIRONMENT/ POLICY IMPLICATIONS

*Local Government Act 2008*

### FINANCIAL IMPLICATIONS

N/A

### RECOMMENDATION

That Council receive and note the apologies for the Ordinary General Meeting held 17<sup>th</sup> November 2020.

**Moved:** Clr.

**Seconded:** Clr.

## 3 ELECTRONIC MEETING ATTENDANCE

**Date:** 17<sup>th</sup> November 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachments:** Nil

### PURPOSE

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

### BACKGROUND AND PREVIOUS DECISIONS

In order to ensure Council remains compliant with the current and future *Local Government Act* as it responds to current restrictions imposed as a result of COVID-19 arrangements and beyond, amendments

to Council Policy 1.12 Meetings of Council were made to enable Elected members and Council to meet via electronic attendance.

#### COMMENT

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

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

#### CONSULTATION

N/A

#### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act* 2008 s61 (Procedure at meeting).

*Local Government Act* 2019 s95 (Procedure at meeting).

Council Policy 1.12 Meetings of Council

#### FINANCIAL IMPLICATIONS

N/A

#### RECOMMENDATION

That Council acknowledges and accepts Clr/s \_\_\_\_\_ to attend the meeting of 17<sup>th</sup> November 2020 via electronic means.

**Moved:** Clr.

**Seconded:** Clr.

#### 4 DECLARATION OF INTEREST OF MEMBERS OR STAFF

**Date:** 17<sup>th</sup> November 2020

**Author:** Anna Malgorzewicz, Chief Executive Officer

**Attachments:** Nil

#### PURPOSE

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

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

Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

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

#### **BACKGROUND AND PREVIOUS DECISIONS**

N/A

#### **COMMENT**

N/A

#### **CONSULTATION**

N/A

#### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

Local Government Act s73 & s74 (Elected Members).

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

Conflict of Interest – Code of Conduct.

#### **FINANCIAL IMPLICATIONS**

N/A

#### **RECOMMENDATION**

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 17<sup>th</sup> November 2020.

**Moved:**            **Clr.**

**Seconded:**       **Clr.**

### **5    PETITIONS, DEPUTATIONS AND QUESTIONS WITH NOTICE**

#### **5.1   PRESENTATION FROM RESIDENT OF HAYNES ROAD, ADELAIDE RIVR REGARDING CONDITION OF COUNCIL ROAD**

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Correspondence and Petition

#### **PURPOSE**

To table correspondence and a petition from Haynes Road, Adelaide River Residents for Council consideration.



## BACKGROUND AND PREVIOUS DECISIONS

Several residents of Haynes Road, Adelaide River approached Council during the second quarter of 2020 regarding dust levels affecting visibility and the quality of the pavement surface. An additional water grade and roll was completed the week beginning 6<sup>th</sup> July 2020. Council officers installed temporary traffic counters to ascertain vehicle movements along Haynes Road, and the impacts that this may have on the condition of the road. This data will also inform future maintenance program and assist with budget forecasting.

Signage along Haynes Road was also replaced to ensure inappropriate regulatory speed signage was replaced with appropriate advisory signage as necessary bends. Further advisory signage was installed, including “Local Traffic Only” and “Gravel Road” signage.

## COMMENT

Ms Diedre Pickering, 570 Haynes Road, Adelaide River, wrote to Council on 24<sup>th</sup> October 2020 regarding the condition of Haynes Road, Adelaide River and included a number of requests in her correspondence. These include deployment of a water truck on a continual basis during the Dry Season, installation of drainage culverts and resurfacing of the gravel road.

Ms Pickering also co-ordinated a “petition” and has obtained twelve (12) signed complaint forms from neighbouring property owners who support the four requests:

- |          |   |
|----------|---|
| Option 1 | Sealing of the gravel section without financial contributions from residents;           |
| Option 2 | Deployment of regular water truck during the Dry Season;                                |
| Option 3 | Provision of additional gravel material on the road surface prior to grading;<br>and/or |
| Option 4 | Reforming the unsealed section of the road.   |

Ms Pickering will be in attendance at the meeting to speak to the petition.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Council Policy 1.12 Meetings of Council

*Local Government Act 2008*

73 Conflict of Interest

*(2) This section does not apply if the interest is:*

*(a) an interest in a question about the level of allowances or expenses to be set for members; or*

*(b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or*

*(c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or*

Under the *Local Government Act 2008*, a person must declare a conflict of interest **in a question arising for decision** if they have a personal or financial interest in how the question is decided. As this item is to receive and note the deputation and petition, and not make a decision regarding the sealing or treatment to Haynes Road, Adelaide River, no Elected Member has a direct conflict of interest. However the matter of a perceived conflict of interest may be a consideration for Elected Members.

#### **FINANCIAL IMPLICATIONS**

The unsealed section of Haynes Road, Adelaide River is approximately 5.3km in length.

Approximate costs for each option are:

- Option 1      \$300,000 per km (exclusions include survey, cable relocation and drainage);
- Option 2      \$696.00 per week or \$16,704 for 24 weeks (6 months);
- Option 3      \$637.10 per load of gravel (exclusions transport, mix and lay and compaction);
- Option 4      \$285,670 (5.3km x 7m = 37,100m<sup>2</sup>, x 7.7)

#### **RECOMMENDATION**

That Council;

- a) receives and notes the deputation and petition from Haynes Road, Adelaide River residents; and
- b) requests a further report be presented to Council regarding the Coomalie Shire Roads Network Strategy.

**Moved:**      **Clr.**

**Seconded:**      **Clr.**

#### **6 CONFIRMATION OF PREVIOUS MINUTES**

**Date:**      17<sup>th</sup> November 2020  
**Author:**      Anna Malgorzewicz, Chief Executive Officer  
**Attachments:**      Nil

#### **PURPOSE**

Minutes of the Ordinary General Meeting held on 20<sup>th</sup> October 2020 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

#### **BACKGROUND AND PREVIOUS DECISIONS**

N/A

## COMMENT

N/A

## CONSULTATION

N/A

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

N/A

## RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 20<sup>th</sup> October 2020 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr.

**Seconded:** Clr.

## 7 OPERATIONAL REPORTS

### 7.1 WORKS AND SERVICES MANAGER REPORT

**Date:** 17<sup>th</sup> November 2020  
**Author:** Emma Dunne, Works and Services Manager  
**Attachment:** Nil

## PURPOSE

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

## BACKGROUND AND PREVIOUS DECISIONS

Nil

## COMMENT

### Roads-

### Weight restrictions-

The Works and Services Manager (WSM) has received a number of weight restriction enquiries. Unfortunately there has been some movement of heavy vehicles without a permit. As these companies or individuals are identified, they will be provided with guidance regarding the correct process.

### Haynes Road, Adelaide River

There has been several complaints received regarding Haynes Road. Monitoring has continued of the condition of Haynes Road.

The traffic counter was placed on Haynes Road on the 12/08/2020. Up until the 03/11/2020 there has been 7234 'strikes'. The counter is set up 1 count per 2 axel strike.

#### Roads maintenance

Water, grade and roll program will commence in November/December depending on rain along with the spraying and slashing program.

#### **Waste-**

##### Adelaide River

Adelaide River landfill is running okay, average of 40-50m<sup>3</sup> per week this month.

There is still unwanted items coming into the site and this will continue until it is supervised. Experiencing issues with items being put where they shouldn't be up on the top of the landfill area. Rubbish is still being dumped outside the perimeter of the fence.

##### Batchelor-

Batchelor landfill is running well, 50-80m<sup>3</sup> per week this month.

The cell is nearly full, at this stage we will move to face dumping and excavate a new cell after the Wet Season.

Same issues Adelaide River is experiencing of unwanted items being disposed of at our facility. Will be managed appropriately when supervised.

#### **Staff-**

Council welcomed the new Council Ranger in late October 2020.

#### **Streetlights**

Still waiting for a quote and locations in the towns.

#### **Vandalism**

On the evening of 28<sup>th</sup> and 29<sup>th</sup> October 2020 the Batchelor Swimming Pool experienced two break-ins to the facility. Break-in on the 28<sup>th</sup> October was minor, with rubbish left around, chairs in the pool and evidence of jumping off the shade structure into the water. The break-in on 29<sup>th</sup> October 2020 was more serious as individuals had burnt/melted a sign on the office door and failed to ignite the door. First aid kit and hand sanitiser unit was damaged. Both incidents were reported to NT Police and statement completed. Council will apply for a quick response grant to cover costs of replacement and repair.

Sometime over the weekend (31<sup>st</sup> October and 1<sup>st</sup> November) someone has driven on the Adelaide River Oval and damaged the turf. This incident was also been reported to NT Police. Council will apply for a quick response grant to cover the costs of repair.

It was also observed on the 29<sup>th</sup> October that someone had damaged signage on the road into the Adelaide River Waste Management Facility earlier in the week.

### **Cemetery**

On 4<sup>th</sup> November 2020 the new niche wall was installed at the Coomalie Bush Cemetery and the finish of the wall will be undertaken over the coming weeks.

Signage, to comply with the Policy 4.2 Coomalie Bush Cemetery, has been installed

### **PROJECT MANAGER REPORT**

#### **Miles Road Drainage**

Works have been progressing these past two weeks to construct an interim solution to the drainage issue at Section 86 Miles Road, Eva Valley.

The works have consisted of clearing away all the rubbish placed in the drain, cutting a trapezoidal channel, placing of rock gabions and silt fences along the channel.

#### **Gatehouse at Waste Management Facilities**

Tender awarded and contractor will be commencing construction shortly. There is a 6 week time frame for the construction and including a two week Christmas break, it is expected that delivery will take place in January. Construction of the solar panels, water supply and septic will take place shortly after.

#### **Pool Solar Panels**

Quotes have been received from two companies and negotiations are continuing with both companies to ensure the works comply with the Grant conditions.

#### **Scale Grant**

Chambers video conferencing and Councillors electronic devices have been ordered and partially delivered. Final installation of video conferencing equipment is programmed to occur on the 25/26 November.

#### **Pool fencing -LRCIP**

Currently waiting on approval from the Australian Government to the project.

#### **Irrigation Upgrades – LRCIP**

Currently waiting on approval from the Australian Government to the projects.

### **CONSULTATION**

Nil

### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

#### **RECOMMENDATION**

That Council receives and notes the Works and Services Manager report for November 2020.

**Moved:** Clr.

**Seconded:** Clr.

#### **7.2 ANIMAL MANAGEMENT REPORT**

**Date:** 17<sup>th</sup> November 2020

**Author:** Anna Malgorzewicz, Chief Executive Officer  
Emma Dunne, Works and Services Manager  
Glenn Galvin, Council Ranger

**Attachment:** Nil

#### **PURPOSE**

To provide Council with a report on activities regarding the regulation of dogs within the Shire and efforts to engage with and support the community through information and education.

#### **BACKGROUND AND PREVIOUS DECISIONS**

Nil

#### **COMMENT**

The Works and Services Manager and Chief Executive Officer have been conducting patrols, responding to enquiries regarding animal management matters, investigating complaints, completing entry of dog registration into Council's system and following up of By Law breaches whilst the Council Ranger position remained vacant.

On the 2<sup>nd</sup> November 2020, Council welcomed a new Council Ranger, Mr Glenn Galvin. This role will be responsible for enforcing the general By-laws as well and the dog By-laws. This role has also changed into a 3 day a week position. Since commencing the Council Ranger has followed up with residents regarding By-law breaches and performed dog patrols.

The Chief Executive Officer, Works and Services Manager and Council Ranger met with AMRRIC last week to discuss the next implementation phase of the Communities Environment Program grant. Council officers recommend that for the Vet Clinic Days, Centrelink recipients receive fully subsidised desexing service of companion animals, and partial subsidy is offered to other residents in the townships. A preliminary scale of fees and charges was identified and will be submitted to Council for endorsement and addition to existing Fees and Charges. ID checks of residents will occur to ensure the appropriate audience is receiving the service offered. The program will run during mid-February, with Adelaide River township hosting the first Vet Clinic Day and the remaining three Vet Clinic Days to be held in Batchelor. Cat trapping will also occur in conjunction to the Vet Clinic Days.

During the month there were two (4) complaints received for the Batchelor township. The four (4) complaints in the Batchelor township are being investigated. One (1) complaint in Adelaide River is also being investigated. One (1) dog was impounded and promptly picked up.

Statistics for the period were:

<b>Impounded</b>	1
<b>Returned to owner</b>	0
<b>Rehomed</b>	0
<b>Euthanised</b>	0

### CONSULTATION

Nil

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### RECOMMENDATION

That Council receives and notes the Animal Management Officer Report.

**Moved:**            **Clr.**

**Seconded:**       **Clr.**

## 8 CHIEF EXECUTIVE OFFICER'S REPORTS

### 8.1 INCOMING AND OUTGOING CORRESPONDENCE

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachments:</b>	Nil

### PURPOSE

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

### BACKGROUND AND PREVIOUS DECISIONS

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

## COMMENT

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

The Items of Correspondence are as follows:

### Correspondence In

Date	MI	Source	Subject
19/10/2020	233	Department of the Chief Minister and Cabinet	Request for Gazettal Publication Alcohol Consumption Batchelor Oval
20/10/2020	234	NT EPA	Section 14 incident report October 2020 AR Waste Site
21/10/2020	235	Seventh Day Adventist Church	Ministry use of Bruce Jones Centre
23/10/2020	236	Applicant to Council	Proposed roadside coffee cart
23/10/2020	237	Top End Health Service Public Health Unit	Lake Bennett Bungalows drainage issues
23/10/2020	238	Miles Road Ratepayer	Request re Drainage Reserve
26/10/2020	239	Batchelor Area School	Request for sponsorship donation
24/10/2020	240	Adelaide River Ratepayer and complainants	Haynes Road Letter and documents for Council Agenda
26/10/2020	241	LGANT	Minutes of Executive Meeting 19/10/2020
27/10/2020	242	LGANT	Meeting Invitation ROSI Initiative in the Northern Territory
26/10/2020	243	LGANT	Release of ACCC Digital Platform Services Inquiry Sept 2020
27/10/2020	244	LGANT	EOI Waste Management Forum
29/10/2020	245	Department of the Chief Minister and Cabinet	Machinery of Government changes
30/10/2020	246	British Solar Renewables	Planned Burn 30-10-2020
2/11/2020	247	NTG Newsroom	Covid Safety Supervisors and safe check in systems
3/11/2020	248	NT Electoral Commission	2021 Local Government Election Estimated Costs and Service Level Agreements
4/11/2020	249	DIPL Business Manager	Road Network Legacy Matter
2/11/2020	250	Now Renovations	Lake Bennett Draft Detail SP3 new rising main Lake Bennett
5/11/2020	251	Australian War Memorial	National Register of War Memorials
5/11/2020	252	DIPL Asset Information	Information Boundary Road
5/11/2020	253	department of Industry Tourism & Trade	Livestock on residential properties
6/11/2020	254	First Class Communications	Council Communication Templates Design Brief



6/11/2020	255	Office of Australian War Graves	Remembrance Day Service
6/11/2020	256	Commander NT	Quote to run fibre to Council office
6/11/2020	257	LGANT	Appointment of new President
8/11/2020	258	RSPCA Australia	New cat management resources
9/11/2020	260	Nemesis Consulting	Email of Introduction Investigative Services
10/11/2020	261	Now Renovations	Lake Bennett SP3 new rising main
4/11/2020	262	True North Strategic Communication	Strategic Communication Advice meeting request

## Correspondence Out

Date	MO	Sender	Recipient	Subject
16/10/2020	227	CEO	Projects Manager & Miles Road Resident	Request re Drainage Reserve Miles Road Eva Valley
16/10/2020	228	CEO	LGANT	Constitution and Incorporation Working Group
16/10/2020	229	CEO	Mr Ian Sloan MLA	Meeting with Coomalie Council
19/10/2020	230	CEO	Department of Chief Minister and Cabinet	Request for Gazettal Publication Consumption of Alcohol Batchelor Oval Event
20/10/2020	231	CEO	NT EPA	Section 14 Incident report AR Waste Site October 2020
20/10/2020	232	CEO	BIITE Librarian	Draft Joint Use Agreement
21/10/2020	233	CEO	The Rugby Shop	Liquor Consumption Approval
21/10/2020	234	CEO	Seventh Day Adventist Church	Proposed Park Ministry
23/10/2020	235	CEO	Nexia Edward Marshall NT	Representation Letter
23/10/2020	236	CEO	Applicant to Council	Proposed roadside coffee cart
23/10/2020	237	CEO	Ranger position applicant	Employment Offer
23/10/2020	238	CEO	Dept Housing & Community Development	Domestic garbage collection audit
23/10/2020	239	CEO	Adelaide River Ratepayer	Domestic garbage collection audit
23/10/2020	240	CEO	Batchelor Ratepayer	Commercial garbage collection audit
23/10/2020	241	CEO	Batchelor Ratepayer	Commercial garbage collection audit
23/10/2020	242	CEO	Batchelor Ratepayer	Commercial garbage collection audit
23/10/2020	243	CEO	Adelaide River Ratepayer	Commercial garbage collection audit
23/10/2020	244	CEO	LGANT NT Heritage Council	Councillor nomination
28/10/2020	245	CEO	Haynes Road Ratepayer	Haynes Road letter and complaints to Council
28/10/2020	246	CEO	NT Grants Commission	Audited Financial Statements & CCGC Annual Report
28/10/2020	247	CEO	Minister for Local Government	Audited Financial Statements & CCGC Annual Report

28/10/2020	248	CEO	Council Ranger position applicant	Application Outcome
28/10/2020	249	CEO	Council Ranger position applicant	Application Outcome
28/10/2020	250	CEO	LGANT	Audited Financial Statements and Annual Report
30/10/2020	251	CEO	Boundary Road Ratepayer	Request for Road Upgrade
4/11/2020	253	CRDO	Batchelor Police	Australia Day Award Nominations
4/11/2020	254	CRDO	Coomalie Gardening Group	Australia Day Award Nominations
4/11/2020	255	CRDO	Rum Jungle Bowls Club	Australia Day Award Nominations
4/11/2020	256	CRDO	COTA NT	Australia Day Award Nominations
4/11/2020	257	CRDO	Grey Panthers	Australia Day Award Nominations
4/11/2020	258	CRDO	Yera Child Children's Services	Australia Day Award Nominations
4/11/2020	259	CRDO	Menzies School of Health	Australia Day Award Nominations
4/11/2020	260	CRDO	Batchelor Museum Development Association	Australia Day Award Nominations
4/11/2020	261	CRDO	Batchelor Health Clinic	Australia Day Award Nominations
4/11/2020	262	CRDO	Adelaide River health Clinic	Australia Day Award Nominations
4/11/2020	263	CRDO	Adelaide River FERG	Australia Day Award Nominations
4/11/2020	264	CRDO	Adelaide River Police	Australia Day Award Nominations
4/11/2020	265	CRDO	Adelaide River Primary School Council	Australia Day Award Nominations
4/11/2020	266	CRDO	Batchelor Area School Council	Australia Day Award Nominations
4/11/2020	267	CRDO	Adelaide River Show Society	Australia Day Award Nominations
4/11/2020	268	CRDO	Adelaide River Craft Market	Australia Day Award Nominations
4/11/2020	269	CRDO	Adelaide River Post Office Market	Australia Day Award Nominations
4/11/2020	270	CRDO	Adelaide River Playgroup	Australia Day Award Nominations
4/11/2020	271	CRDO	Friends of the Northern Australian Railway	Australia Day Award Nominations
4/11/2020	272	CEO	DIPL Business manager Transport and Civil Services	Road Network Legacy Matter
4/11/2020	273	CEO	True North Strategic Communication	Strategic Communication Advice
4/11/2020	274	CEO	Now Renovations	Lake Bennett SP3 new rising main for costing
5/11/2020	275	CEO	Tenderer RFQ 2020 Waste management facility Demountables	Unsuccessful Tenderer RFQ 2020
5/11/2020	276	CEO	Tenderer RFQ 2020 Waste management facility Demountables	Successful Tender documents
6/11/2020	278	CEO	True North Strategic Communications	Strategic Communication Advice
5/11/2020	279	CEO	DIPL and Litchfield Council	Waste Management Issues and Litchfield National Park
5/11/2020	280	CEO	DIPL Information Systems officer	Information Boundary Road Design Brief Communication
6/11/2020	281	CEO	First Class Communications	Templates

6/11/2020	282	CEO	Department of Industry Tourism and Trade	Draft Factsheet on Pets and Livestock on Residential house block properties
6/11/2020	283	Council President	Miss Lyla Wills	2020 NT Volunteer of the Year Award
9/11/2020	284	CEO	Nemesis Consultancy Group	Investigative Services offered to Council
10/11/2020	285	CRDO	H & K Earthmoving Pty Ltd	Seniors Christmas Lunch Donations
10/11/2020	286	CRDO	Oolloo Investments	Seniors Christmas Lunch Donations
10/11/2020	287	CRDO	RS Gardening Services	Seniors Christmas Lunch Donations
10/11/2020	288	CRDO	VTG Waste & Recycling	Seniors Christmas Lunch Donations
10/11/2020	289	CRDO	Fulton Hogan Industries	Seniors Christmas Lunch Donations
10/11/2020	290	CRDO	Turbo's Tyres	Seniors Christmas Lunch Donations
10/11/2020	291	CRDO	Glen Higgle Mechanical	Seniors Christmas Lunch Donations
10/11/2020	292	CRDO	Top End Line Markers	Seniors Christmas Lunch Donations
10/11/2020	293	CRDO	Airpower	Seniors Christmas Lunch Donations
10/11/2020	294	CRDO	Finlay Stonemasonry	Seniors Christmas Lunch Donations
10/11/2020	295	CRDO	Adelaide River Post Office Store	Seniors Christmas Lunch Donations
10/11/2020	296	CRDO	Adelaide River Auto Port	Seniors Christmas Lunch Donations
10/11/2020	297	CRDO	Batchelor Store	Seniors Christmas Lunch Donations
10/11/2020	298	CRDO	Litchfield Motel	Seniors Christmas Lunch Donations
10/11/2020	299	CRDO	Adelaide River Inn	Seniors Christmas Lunch Donations
10/11/2020	300	CRDO	Mount Bundy Station	Seniors Christmas Lunch Donations
10/11/2020	301	CRDO	Coomalie Air	Seniors Christmas Lunch Donations
10/11/2020	302	CRDO	Batchelor Butterfly Farm	Seniors Christmas Lunch Donations
10/11/2020	303	CRDO	Eva Valley Meats	Seniors Christmas Lunch Donations
10/11/2020	304	CRDO	Fawcett Cattle Company	Seniors Christmas Lunch Donations
10/11/2020	305	CRDO	L & J Contracting	Seniors Christmas Lunch Donations
10/11/2020	306	CRDO	Gaz NT	Seniors Christmas Lunch Donations

## CONSULTATION

N/A

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

N/A

## FINANCIAL IMPLICATIONS

Nil

## RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled for the October/November 2020 period.

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

**Seconded:** Clr.

## 8.2 REVIEW OF ACTION ITEMS LIST TO NOVEMBER 2020

**Date:** 17<sup>th</sup> November 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachments:** Action Items List to November 2020

### RECOMMENDATION

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

**Moved:** Clr.

**Seconded:** Clr.

## 8.3 COMPLAINTS REGISTER TO NOVEMBER 2020

**Date:** 17<sup>th</sup> November 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachments:** Complaints Register

### RECOMMENDATION

That Council receives and notes the Complaints to November 2020.

**Moved:** Clr.

**Seconded:** Clr.

## 8.4 CEO ACTIVITIES REPORT

**Date:** 17<sup>th</sup> November 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachment:** Nil

### PURPOSE

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

### BACKGROUND AND PREVIOUS DECISIONS

Nil

### COMMENT

The Chief Executive Officer continued to liaise with officers from various agencies in the Northern Territory Government to address a number of legacy issues (roads, leasing and land tenure). Progress is slow but is occurring within a climate of co-operation.

Preliminary discussions have also taken place with officers from the Local Government Division, Department of the Chief Minister and Cabinet regarding drafting instructions for By-Law improvement. Discussions have also been held regarding planning toward all councils responding to new regulation requirements following amendments to the NT Planning Scheme. Whilst the Minister for Infrastructure, Planning and Logistics has approved Interim Development Control Orders for transitional provisions for domestic livestock, all councils will require to have appropriate By-Laws in place by July 2022.

The Waste and Recycling Consultant (Big Rivers) will commence work on Council's Waste Management Strategy in the coming weeks. This strategy will include landfill operational procedures, an environmental management plan, strategies toward recycling services to the community and longer-term initiatives, including future transition to transfer station functions only, rehabilitation of landfill and addressing legacy waste issues.

At a recent Big Rivers meeting, the NT EPA also reinforced that from 2021 the Authority will be increasing its expectations regarding licencing of landfills. The NTEPA advised that over the past several years support and advice had been provided to the local government sector and the NTEPA will transition to the enforcement stage for non-compliance during 2021. Council was acknowledged for the excellent improvements it has made to its landfill sites and was encouraged to continue on the positive pathway to improved management of waste facilities.

The Chief Executive Officer held a number of discussions and meetings with representatives from BIITE and the NT Library and Archives Service regarding the expired joint lease agreement for the Batchelor Community Library. A similar process will be undertaken for the expired joint use agreement with the Adelaide River Area School.

The recent announcement from the Chief Health Officer regarding new requirements in response to the COVID-19 situation was also actioned during the month. A COVID Safety Supervisor has been appointed, contact tracing protocols have been introduced to all facilities and all COVID-19 Safety Plans have been reviewed and resubmitted to the Northern Territory Government for approval. A communications strategy will also be implemented to keep the community informed and raise awareness regarding the necessity for the introduction of such new measures in the interest of public health and safety. The new measures also provide to be a timely reminder to Council staff and contractors to be vigilant in observing heightened hygiene practices and procedures. With the opening of the NT borders, additional cleaning procedures have been introduced to high risk facilities such as libraries and the Information Centre.

As the cyclone and storm season approaches, focus was paid to ensuring internal procedures were up to date to ensure staff members are well versed in preparedness and response requirements in the event of a severe weather incident or emergency. An audit of Council's operations facility identified serious hazards that require immediate action. For example, building materials, steel, unserviceable signage, tyres, etc that should be removed from site.

To ensure compliance with current workplace safety and health standards, meetings were also held to identify areas for improvement and action planning to rectify poor practice and procedures.

Following advice from the Animal Management Supervisor that he wished to relinquish that aspect of his role with Council from 5<sup>th</sup> October 2020, recruitment action proceeded during the month to appoint a Council Ranger. Mr Glenn Galvin was the successful applicant and commenced duties with Council in November 2020. Mr Galvin is employed on a part-time basis to provide animal regulation services in addition to other aspects of By-Law enforcement. Mr Galvin will also participate in the process of preparing drafting instructions for strengthening and broadening of Council's By-Laws over the coming months.

Ms Debbie Haigh also commenced with Council on a casual basis during the month, replacing Council's Casual Relief Administration Officer, Ms Jodie Faulke, who welcomed a new baby during the month.

Meetings and activities for the period included the following:

**Week commencing 12<sup>th</sup> October 2020**

Meetings	<ul style="list-style-type: none"> <li>• Amangal Community Waste Management</li> <li>• Chief Executive Officer, AMRRIC</li> <li>• Internal meeting re Coomalie Bush Cemetery Niche Wall</li> <li>• Internal meeting re Council Ranger recruitment</li> </ul>
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**Week commencing 19<sup>th</sup> October 2020**

Meetings	<ul style="list-style-type: none"> <li>• Internal meeting re Coomalie Bush Cemetery forms and register</li> <li>• Ordinary General Meeting</li> <li>• Interviews x 3 re recruitment Council Ranger</li> <li>• Monthly Staff Meeting</li> </ul>
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**Week commencing 26<sup>th</sup> October 2020**

Meetings	<ul style="list-style-type: none"> <li>• Internal meeting Coomalie Business and Community Service Directory</li> <li>• Litchfield Regional Tourism Association Inc Annual General Meeting</li> <li>• Internal meeting re OHS Committee</li> <li>• Adelaide River ratepayer</li> <li>• BIITE and NT Library and Archive Service re Batchelor Community Library re joint use agreement and operations</li> <li>• Videoconference - BIG Rivers Region Waste Management Group</li> </ul>
Other	<ul style="list-style-type: none"> <li>• 30<sup>th</sup> October 2020 Annual leave</li> </ul>

**Week commencing 2<sup>nd</sup> November 2020**

Meetings	<ul style="list-style-type: none"> <li>• Internal meeting Cyclone and Storm Season Committee</li> <li>• Internal meeting re OGM Agenda Preparation</li> <li>• Internal Meeting re Local Roads and Community Infrastructure Program additional funds</li> </ul>
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	<ul style="list-style-type: none"> <li>• Videoconference – Foundation for Regional and Rural Renewal</li> <li>• Department of Planning, Infrastructure and Logistics re Boundary Road, Collett creek CCGC portion and length</li> <li>• Finniss Reynolds Catchment Group</li> <li>• Internal meeting re COVID-19 contact tracing compliance procedures for CCGC facilities and programs</li> </ul>
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**Week commencing 9<sup>th</sup> November 2020**

Meetings	<ul style="list-style-type: none"> <li>• Internal meeting re WHS Hazard Inspection of CCGC workplaces and facilities</li> <li>• Teleconference - Environmental Health Unit re Lake Bennett Bungalows waste water management options</li> <li>• Chief Executive Officer and Program Manager, AMRRIC re cat trapping program and vet clinic program planning</li> <li>• Weeds Management Branch re Gamba Action Plan and compliance issues</li> <li>• Teleconference – True North Communications re public relations strategy</li> </ul>
Other	<ul style="list-style-type: none"> <li>• NAIDOC Week Community Celebrations</li> </ul>

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

*Local Government Act 2008*

Council Policy 1.20 Delegations Register Policy

**FINANCIAL IMPLICATIONS**

Nil

**RECOMMENDATION**

That Council;

a) receives and notes the CEO’s Activities Report for the period September/October 2020.

**Moved:**            **Clr.**

**Seconded:**      **Clr.**

**9 REPORTS REQUIRING DECISION OF COUNCIL**

## 9.1 TRANSITION TO THE LOCAL GOVERNMENT ACT 2019

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Listing of Policies and Registers required under the <i>Local Government Act 2019</i> , List of Sample policies and Guidance on sample documents

### PURPOSE

To brief Council on the new policy, procedural and register requirements to comply with the *Local Government Act 2019*.

### BACKGROUND AND PREVIOUS DECISIONS

The introduction of the *Local Government Act 2019* was deferred for twelve months due to the impacts of the COVID-19 Pandemic. The new legislation will come into effect from 1<sup>st</sup> July 2019.

### COMMENT

Over the coming months, Council will be required to review its suite of policies, procedures and registers to ensure compliance with the *Local Government Act 2019*, by the date it comes into effect, 1<sup>st</sup> July 2021.

At Attachment A is the listing of required documents and the relevant sections of the new legislation to which these refer. Council should note, some policy requirements relate to local government regulations. These regulations have not been finalised, nor has the agency consulted Council on the proposed new regulations, as planned briefings were cancelled due to the COVID-19 restrictions.

As a result, the suite of required sample policies will be disseminated to councils in three tranches. The first tranche was provided in September 2020, with a second to be provided in November 2020, and the final tranche in March 2021.

These policy considerations will form a large part of Council's future agenda and every endeavour will be made to ensure the business of Council is balanced to ensure compliance matters do not overwhelm future agenda. Council is required however, to note that a policy heavy workload will be a feature until the first quarter of 2021.

### CONSULTATION

Department of the Chief Minister and Cabinet, Local Government and Community Development Division

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act 2019*

### FINANCIAL IMPLICATIONS

Nil

### RECOMMENDATION

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



**Moved:** Clr.

**Seconded:** Clr.

## 9.2 POLICY REVIEW 1.17 CARETAKER POLICY

**Date:** 17<sup>th</sup> November 2020

**Author:** Anna Malgorzewicz, Chief Executive Officer

**Attachment:** Draft Revised 1.17 Caretaker Policy

Original 1.17 Caretaker Policy

### PURPOSE

To seek Council's endorsement and adoption of the revised 1.17 Caretaker Policy.

### BACKGROUND AND PREVIOUS DECISIONS

To ensure compliance with the new *Local Government Act 2019*, that is to take effect from 1<sup>st</sup> July 2021, Council is required to review its policy 1.17 Caretaker Policy.

### COMMENT

Attached to this report is the original 1.17 Caretaker Period Policy. Substantive formatting changes have been made to the original policy, and as a result, a new version of the Caretaker Policy is attached for Council's review and endorsement. This policy will take effect from the commencement of the new *Local Government Act 2019*.

### CONSULTATION

Nil

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act 2019* Section 161(1)

### FINANCIAL IMPLICATIONS

Nil

### RECOMMENDATION

That Council;

a) adopts the revised Council Policy 1.17 Caretaker Policy; and

b) notes the commencement date of the policy is 1<sup>st</sup> July 2021.

**Moved:** Clr.

**Seconded:** Clr.

### 9.3 POLICY REVIEW 1.18 CASUAL COUNCILLOR VACANCIES POLICY

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Draft Revised 1.18 Casual Councillor Vacancies Policy Original 1.18 Casual Councillor Vacancies Policy

#### PURPOSE

To seek Council's endorsement and adoption of the revised 1.18 Casual Councillor Vacancies Policy.

#### BACKGROUND AND PREVIOUS DECISIONS

To ensure compliance with the new *Local Government Act 2019*, that is to take effect from 1<sup>st</sup> July 2021, Council is required to review its policy 1.18 Casual Councillor Vacancies Policy.

#### COMMENT

Attached to this report is the original 1.18 Casual Councillor Vacancies Policy. Substantive content and formatting changes have been made to the original policy, and as a result, a new version of the Casual Councillor Vacancies Policy is attached for Council's review and endorsement. This policy will take effect from the commencement of the new *Local Government Act 2019*.

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act 2019* Section 54

#### FINANCIAL IMPLICATIONS

Nil

#### RECOMMENDATION

That Council;

- a) adopts the revised Council Policy 1.18 Casual Councillor Vacancies Policy; and
- b) notes the commencement date of the policy is 1<sup>st</sup> July 2021.

**Moved:** Clr.

**Seconded:** Clr.

### 9.4 POLICY NEW 1.25 SHARED SERVICES POLICY

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Shared Services Policy

## PURPOSE

To seek Council's endorsement and adoption of the new Shared Services Policy.

## BACKGROUND AND PREVIOUS DECISIONS

To ensure compliance with the new *Local Government Act 2019*, that is to take effect from 1<sup>st</sup> July 2021, Council must adopt a Shared Services Policy under Section 216(1) of the Act.

## COMMENT

Pursuant to Section 216 of the new *Local Government Act 2019*;

### **Part 10.10 Shared services**

#### **Shared services policy**

- (1) *A council must, by resolution, adopt a policy for shared services.*
- (2) *A policy for shared services may deal with the following matters:*
  - (a) *sharing the delivery of a council service with another council;*
  - (b) *the council jointly procuring from a third party the delivery of a service with another council.*

Guiding principles for shared services includes improved service delivery outcomes, achieving economies of scale and collaboration to ensure consistent service delivery. Examples may include Council entering into a shared service agreement for the joint use of plant and equipment at its waste management facilities, another council providing IT assistance, or Council providing assistance to another council regarding financial administration.

Following the adoption of the Shared Service Policy, the Chief Executive Officers will undertake an internal audit of needs and opportunities and commence discussions with other councils regarding the potential for future shared service approaches.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act 2019* Section 216

## FINANCIAL IMPLICATIONS

Nil

## RECOMMENDATION

That Council adopts the new Council Policy 1.25 Shared Services Policy.

**Moved:** Clr.

## 9.5 POLICY NEW 1.26 SUFFICIENT INTEREST IN THE ASSESSMENT RECORD POLICY

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Draft 1.26 Sufficient Interest in the Assessment Record Policy Statutory Declaration Form

### PURPOSE

To seek Council's endorsement and adoption of the new 1.26 Sufficient Interest in the Assessment Record.

### BACKGROUND AND PREVIOUS DECISIONS

To ensure compliance with the new *Local Government Act 2019*, that is to take effect from 1<sup>st</sup> July 2021, Council is required to adopt a policy that identifies criteria for a person to be considered as having sufficient interest to access the assessment record, or a Sufficient Interest in the Assessment Record Policy.

### COMMENT

Pursuant to Section 230(5) of the *Local Government Act 2019*, Council needs to ensure it has a policy framework to inform decision making regarding persons who are able to access the assessment record.

#### **230 Assessment record**

- (5) *A council may, by resolution, adopt a policy to provide for what constitutes a sufficient interest in the assessment record.*
- (6) *However, the following may inspect or copy the assessment record free of charge:*
- (a) *in relation to the part of the record for particular land – an owner, occupier or lessee of the land or the adjoining land or an agent of the owner, occupier or lessee of the land or the adjoining land;*
  - (b) *the CEO of an Agency.*

The agency has also developed a statutory declaration form (attached) for councils to use in applying the policy approach.

The policy will take effect from 1<sup>st</sup> July 2021 following the commencement of the new *Local Government Act 2019*.

### CONSULTATION

Nil

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 Section 230(5)

## FINANCIAL IMPLICATIONS

Nil

### RECOMMENDATION

That Council;

- a) adopts the new Council Policy 1.26 Sufficient Interest in the Assessment Record Policy; and
- b) notes the commencement date of the policy is 1<sup>st</sup> July 2021.

**Moved:** Clr.

**Seconded:** Clr.

## 9.6 IRONBARK ABORIGINAL CORPORATION – LEASE AGREEMENT ADELAIDE RIVER

**Date:** 17<sup>th</sup> November 2020

**Author:** Aleyshia McGrigor, Senior Administration Officer  
Anna Malgorzewicz, Chief Executive Officer

**Attachment:** Current 12 month agreement

### PURPOSE

To seek Council's approval to extend the current leasing agreement with Ironbark Aboriginal Corporation to use the Adelaide River Works Depot (35 Finlay Road, Adelaide River) for a further period of twelve months, until 31<sup>st</sup> December 2021.

### BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

#### **RESOLUTION 17/12/2019/007**

*That Council approve a further twelve-month joint use agreement for Ironbark to operate from 35 Finlay Road, Adelaide River, and which period covers from 1<sup>st</sup> January, 2020 to the 31<sup>st</sup> December, 2020, and would welcome a long term plan and vision for the site and operation of Ironbark.*

**Moved:** Clr. Turner

**Seconded:** Clr. Bulmer **CARRIED**

#### **RESOLUTION 16/04/2019/018**

*That Council notes the email and plans for the site provided by Ironbark and approves the projects at the Adelaide River Depot compound proceed subject to the following:*

*1 - that Council endorses in principle their proposed development at the site subject to any fixed assets remaining the property of Council at the formal conclusion of the joint use agreement.*

*2 – and necessary statutory approvals be undertaken by ironbark prior to development proceeding.*

*3 – No cost will be borne by Council.*

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

**Seconded:** **Clr. Moyle** **CARRIED**

### **RESOLUTION 16/10/2018/019**

*That Council approve a continuing joint use arrangement between Council and Ironbark Aboriginal Corporation for 35 Finlay Road, Adelaide River for 12 months commencing on 1<sup>st</sup> January 2019; and*

*1 - that Council endorses in principle their proposed development at the site subject to any fixed assets remaining the property of Council at the formal conclusion of the joint use agreement.*

*2 – and necessary statutory approvals be undertaken by ironbark*

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

**Seconded:** **Clr. Beswick** **CARRIED**

### **COMMENT**

Council currently has a 12month lease agreement with Ironbark Aboriginal Corporation to use the Adelaide River Works Depot (35 Finlay Road, Adelaide River) as a base for a Green Army project.

The current lease agreement expires on 31 December 2020, requiring Council to make a decision on whether they would like to offer an extension on this lease. This is consistent with previous decisions of Council.

Ironbark Aboriginal Corporation entered into a lease agreement with Coomalie Council for the property at 35 Finlay Road, Adelaide River, in October 2015. The lease agreement was on a 6 monthly basis and continued to be renewed on a 6 monthly basis until 2019 when Council entered into a 12 month lease agreement.

Ms Kristine Cossens, Operations Manager, Ironbark Aboriginal Corporation (Ironbark) advised (to paraphrase) Council Officers, that Ironbark would like to request an extension of its agreement at 35 Finlay Road Adelaide River for at least a further twelve months, however would appreciate the Council considering extending the renewal period until 30<sup>th</sup> June 2022. This would enable future planning and to

meet the end of Ironbark’s current Community Development Program (CDP) Provider Head Agreement with the Department of the Prime Minister & Cabinet (PM&C) as overseen by the National Indigenous Australians Agency (NIAA).

Ironbark currently has 192 Jobseekers on its caseload that reside within the Coomalie Shire and the organisation is contracted until 2022 to deliver employment services to these people, which includes at least a monthly appointment as well as providing them with Work for the Dole Activities to attend, in order they meet their mutual obligations to Services Australia (Centrelink). Additional services that Ironbark delivers includes job placement and post placement support for those that it assists in obtaining meaningful employment. This also ensures Jobseekers have access to local employers, and the jobs they need filled. Ironbark utilises its networks and established relationships to assist people into employment.

35 Finlay Road has been developed over the last year with extra buildings, so that Ironbark can enhance its service delivery to the region and has that space as the regional hub, instead of the hub being located in Batchelor (as it has previously been). Ironbark has invested more than \$100,000 in the site and it is an optimum space for local Jobseekers to attend their activities and appointments. One of Ironbark’s offices at the site is also utilised by other community groups, including a local legal aid group. The site and its contents are also considered a resource within the Adelaide River Emergency Plan and for associated stakeholders that Ironbark keep close relationships within the community.

Ironbark has developed the site to meet its functional demands and it appears there has been a disconnect between the organisation and Council regarding collaborative planning and development decisions.

This should not disadvantage the organisation or create an environment of insecurity regarding its ongoing and future tenure of the site. However, additional structure and requirements for improved communications between both parties should be embedded in the future agreement. As a result it is recommended that Council provide an extension beyond the twelve month period and endorse the suggested eighteen month (18) extension to 30<sup>th</sup> June 2022, however, it is recommended the lease agreement include communication and liaison milestones to ensure both organisations are fully informed of future challenges and developments.

## **CONSULTATION**

Ironbark Aboriginal Corporation

## **STATUTORY ENVIRONMENT AND POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **RECOMMENDATION**

That Council approve a further 18 month lease to the Ironbark Aboriginal Corporation to operate from 35 Finlay Road, Adelaide River, for the period 1<sup>st</sup> January 2021 to 30<sup>th</sup> June 2022 and amend the leasing agreement to ensure regular communication and consultation milestones are included.

**Moved:** Clr.

**Seconded:** Clr.

## 9.7 AUTHORISED PERSON COOMALIE BY-LAWS

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Aleyshia McGrigor, Senior Administration Officer Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Coomalie Community Government By-Laws 1998

### PURPOSE

To appoint the Council Ranger as an Authorised Officer, pursuant to Section 112 of the *Local Government Act 2008*, power and responsibility to enforce *Coomalie Community Government By-Laws 1998*.

### BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

#### **RESOLUTION 16/04/2019/009**

*That Council pursuant to Section 32, Local Government Act:*

*Delegates to the Chief Executive Officer the powers pursuant to Section 112, 113 and 114, Local Government Act being the powers to appoint or revoke authorised offices for the purposes of this Act in relation to the Coomalie (Dog Management) By-Laws.*

**Moved:**

**Clr. Moyle**

**Seconded:**

**Clr. Beswick**

**CARRIED**

At its meeting in April 2019, Council delegated to the Chief Executive Officer, Coomalie Community Government Council the powers to appoint an Authorised Person with specific reference to activities associated with animal management in the Shire.

There is no Council resolution delegating the CEO authority to appoint an Authorised Person in relation to the *Coomalie Community Government By-Laws 1998*.

### COMMENT

Mr Glenn Galvin was appointed Council Ranger and commenced duties with Council on Monday 26<sup>th</sup> October 2020. Mr Galvin's responsibilities extend beyond regulation of companion animals (dogs) in the Shire and will involve the regulation and enforcement of general by-law provisions. As a result he is required to be authorised pursuant to Sections 112, 113 and 114 of the *Local Government Act 2008* and issued with an appropriate authorised officer credentials.

### CONSULTATION

Nil

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Coomalie Community Government By-laws 1998*

*Local Government Act 2008*

### FINANCIAL IMPLICATIONS



Nil

#### **RECOMMENDATION**

That Council appoints Council Ranger Glenn Galvin as an Authorised Officer to exercise the powers and responsibilities in relation to the Coomalie Community Government By-Laws 1998 pursuant to Sections 112 – 117 of the *Local Government Act* 2008, and be issued with the appropriate authorised officer identity card.

**Moved:**            **Clr.**

**Seconded:**       **Clr.**

#### **9.8 DISPOSAL OF COUNCIL PROPERTY**

**Date:**                17<sup>th</sup> November 2020

**Author:**             Carol Gaulke, Project Manager

**Attachment:**       List of Items for Disposal

#### **PURPOSE**

To seek Council’s approval for the disposal of Council property items that are no longer of use to Council.

#### **BACKGROUND AND PREVIOUS DECISIONS**

Nil

#### **COMMENT**

As part of the storm season clean-up of the Council Depot, it has been identified that there are numerous pieces of equipment, signs, etc. which are longer used by Council for various reasons such as:

- no longer meet current standards
- surplus to Council’s requirements
- unrepairable
- superseded by more up to date equipment

A preliminary list of items is shown in Attachment A.

None of the assets identified are listed on Council’s Asset Register and are considered unsaleable and of little residual value.

Council’s Asset Disposal Policy states “Where the goods are considered unsaleable and of little residual value, the method of disposing is by a means determined by the CEO”.

Council Officers have considered various ways of disposing of the assets ranging from holding a silent auction to putting items in the “free” pile at Batchelor Waste Management Facility.

Some of the methods of disposal listed in the Disposal of Asset Policy would incur costs (both actual costs and staff time).

Under NTG Department of Housing, Local Government and Community Development Section 7 - Guidelines for Disposal of Assets, Council can delegate to the Chief Executive Officer the power to dispose of assets.

The recommendation is that the Chief Executive Officer be authorised to dispose of assets, not listed on Council's Asset Register, which are surplus, unrepairable or superseded by whatever means she considers suitable.

### **CONSULTATION**

Finance Manager

Works and Services Manager

### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

1.20 Delegations Register Policy

2.10 Asset Disposal Policy

NTG Department of Local Government, Housing and Community Development – Guideline 7 – Disposal of Assets

### **FINANCIAL IMPLICATIONS**

Nil

### **RECOMMENDATION**

That Council delegates to the Chief Executive Officer authority to dispose of assets, not listed on Council's Asset Register, which are surplus, unrepairable or superseded by whatever means she considers suitable as per Council's Policy 2.10 Asset Disposal Policy.

**Moved:** Clr.

**Seconded:** Clr.

## **10 COMMUNITY RECREATION AND SERVICES REPORT**

### **10.1 COMMUNITY RECREATION AND REMOTE SPORTS PROGRAM**

**Date:** 17<sup>th</sup> November 2020

**Author:** Andrew Roberts, Community Recreation Development Officer

**Attachment:** Nil

### **PURPOSE**

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

### **BACKGROUND AND PREVIOUS DECISIONS**

### After School Sports

Attendance at After School Sports Program:

Week Start	Adelaide River	Batchelor
19/10/2020	1	5
26/10/2020	2	10
02/11/2020	3	9
09/11/2020	2	0 **
<b>Total</b>	<b>8</b>	<b>24</b>

\*\* Cancelled by Batchelor School

### Seniors Mystery Bus Tours

This months Mystery Tour went to the East Point War Museum, where a tour was held by some the attendees. Lunch was held afterwards at the Darwin Trailer Boat Club. There was 11 attendees on this months trip, a number of apologies due to medical appointments.

### Halloween Costume Party

The Halloween Costume party was held on the 31<sup>st</sup> October at Batchelor Pool. The event was attended by 25 people, comprised of 4 families, and several children from the local area. All families had a great time during the party, with lots of noise and squeals from the children in attendance. Special thank you went out to all the local businesses that provide prizes and donations to make the day a success!

### NAIDOC Week (Rescheduled)

#### COMMENT

Nil

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

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

#### FOR NOTING

### 10.2 BATCHELOR SWIMMING POOL REPORT

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Andrew Roberts, Community Recreation Development Officer
<b>Attachment:</b>	Nil

## PURPOSE

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

## BACKGROUND AND PREVIOUS DECISIONS

Nil

## COMMENT

### Pool Statistics

Week Ending	Adult	Child	Concession	Family	Schools	Pass Swimmers	Swimming Lessons
18/10/2020	3	12	1	5	54	7	
25/10/2020	1	16	6	0	59	6	
01/11/2020	6	11	1	9	211	6	
08/11/2020							
<b>Totals</b>	<b>10</b>	<b>39</b>	<b>8</b>	<b>14</b>	<b>324</b>	<b>19</b>	

### Royal Life Saving Society

Royal Life undertook a Pool Safety Audit at the end of September. We await the final report to ascertain our compliance and improvements for the facility.

### Pool Grants – Access Lift & Covers

Still awaiting the outcome of a grant application through the Community Benefit Fund.

### Halloween Pool Party

The Halloween Costume party was held on the 31<sup>st</sup> October at Batchelor Pool. The event was attended by 25 people, comprising 4 families, and several children from the local area. All families had a great time during the party, with lots of noise and squeals from the children in attendance. Special thank you went out to all the local businesses that provided prizes and donations to make the day a success!

### Facility upgrades

A new gate leading to the old playgroup building was installed to provide more storage for Council and other stakeholders.

Quotes have been obtained for a new fence and removal of all vegetation and referred to the Australian Government under the LRCIP grant scheme.

Council Officers are liaising with a consultant to assess and recommend pump improvements.

### Pool Closure

Water was found to be bubbling up through an electrical conduit on Monday 19<sup>th</sup> October 2020, necessitating the pool to be closed on that day due to the risk of electrical shock. It was unknown whether the electrical wires were live or not.

An electrician was called to the facility the following day, along with a plumber and discovered an electrical connector had been damaged along with a water pipe, leading to water flowing into the conduit.

Repairs were made and the pool was again open to the public by the Thursday of that week. Unfortunately some BOEC bookings were cancelled due to safety concerns.

Whilst a contractor was undertaking tree works inside the pool facility, the fence was damaged. Temporary fencing has been installed until a permanent fixed is completed.

#### **CONSULTATION**

Nil

#### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **FOR NOTING**

### 10.3 COMMUNITY LIBRARIES REPORT

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Hilary Brett, Adelaide River Library Officer
<b>Attachment:</b>	Nil

#### **PURPOSE**

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

#### **BACKGROUND AND PREVIOUS DECISIONS**

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

Libraries operate under a Shared Use Agreements with Batchelor Institute of Indigenous Education and Adelaide River Primary School.

#### **COMMENT**

##### **Adelaide River Community Library**

Number of visitors      81

Totalling the time spent in Library this comes to 174 hours of library service.

Several patrons who were showing signs of respiratory infection have been politely asked to visit at another time when their symptoms have cleared.

Adelaide River Library staff have arranged contactless delivery of resources for those unable to visit in person due to illness or transport difficulties.

##### **Batchelor Institute Community Library**

Number of Visitors

45 in Community Hours supervised by Council library staff

74 in BIITE Library Hours not covered by Council library staff

### **Covid-19 Planning**

With the introduction of new directions from the Chief Health Officer from 30 November 2020, a meeting was held with key members of Coomalie Council and Batchelor Library to discuss the new measures that will be taken to ensure the risk to Coomalie remains as low as possible during the COVID-19 pandemic.

- All Council facilities and events will require a visitor/attendance register, which is to include name, phone number, date, time in/out.
- For families attending together, there may be one name taken, however, should there be a group that are not family members, all individuals must record details.
- Aleyshia McGrigor will be Council's COVID-19 Safety Supervisor – she will investigate and undertake necessary training.
- Patrons who refuse to provide the details required can be refused entry to the facility.
- All recommended cleaning & hygiene practices and social distancing measures are being revised and strictly adhered to by Library staff.
- A new COVID-19 Safety Plan will need to be submitted for all Council facilities, with each Library to provide Council a copy of their plan for records.

### **Be Connected Network**

Community education sessions were held in conjunction with the Adelaide River Seniors morning tea and the COTA morning tea in Batchelor this month. Council has renewed funding to provide personalised IT training for community Seniors and is currently recruiting a Digital Mentor to deliver this training either in a Council venue or in the client's own homes.

All the Covid precautions and contact tracing recording requirements will apply during the delivery of this service.

Several Coomalie Seniors have already expressed interest in lessons and staff are hoping to start them in the next few weeks

### **CONSULTATION**

Prue King, Batchelor Community Librarian

### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Council receives financial support from the Northern Territory Government through a 5 Year Funding Agreement for Public Library Services. For the 2020/21 financial year, in accordance with Schedule 1, Item 6, the annual funding amount for Coomalie Community Government Council for 2020-21 will be **\$48,592** which includes indexation less the efficiency dividend. This is a slight reduction from 2019/20 of \$48,886.

## FOR NOTING

### 7.7 AUSTRALIA DAY CEREMONY 2021 – NOMINATIONS FOR AWARDS AND FUNCTION

**Date:** 17<sup>th</sup> November 2020

**Author:** Andrew Roberts, Community Recreation Development Officer

**Attachment:** Nil

#### PURPOSE

To brief Council on planning to date regarding the annual Australia Day Ceremony and to confirm the role and functions of Elected Members at the annual event.

#### BACKGROUND AND PREVIOUS DECISIONS

Nil

#### COMMENT

Australia Day falls in 2021 on the last Wednesday of January 2021 with that day a declared public holiday.

Grant funding has been applied for to assist, along with other donations, in putting on the free Big Breakfast.

Planning has already been undertaken for the 2021 event in conjunction with Batchelor Area School, for use of the Stadium, which provides cover in the event of rain on the day.

Nominations for the three main awards of Citizen of the Year, Young Citizen of the Year and Community Event of the Year were advertised from the 4<sup>th</sup> November 2020 in Adelaide River and Batchelor, as well as via a special STOP PRESS and targeted letters to community groups within Adelaide River and Batchelor. Council has also targeted key associations and groups that work within our local communities.

Nominations will close at the end of November, as award recipients need to be advised to the Australia Day Council of the NT by 9<sup>th</sup> December 2020.

It is envisioned that we will run the Community Bus between Batchelor & Adelaide River for the event.

Master of Ceremonies will be performed by Andrew Roberts, Community Recreation Development Officer, with assistance from Anna Malgorzewicz, CEO.

Planning is underway for a Fun Run to be held before the event

#### Order of Events (Draft)

7:00am	Coomalie Community Fun Run
8:30am	Big Breakfast commences
9:40am	Flags to be delivered by Waler horses
9:45am	Flag Raising Ceremony

9:50am	Official Ceremony commences with Welcome to Country delivered by local school child
9:55am	National Anthem – piano Miss Lyla Wills and sung by artist
10:00am	Speech by President Turner
10:10am	Speech by Australia Day Ambassador David Taylor
10:20am	Local school student awards from prior year, acknowledged by a Councillor
10:35am	Community Event of the Year presented by a Councillor
10:45am	Acknowledgement of Community Volunteers by a Councillor
11:00am	Citizen of the Year and Young Citizen of the Year Awards presented by Councillors
11:30am	Closing of ceremony and thank you speeches by Council staff

**Other activities (Draft)**

Music by Therese Balanzategui – confirmed.

Kids entertainment from Fairy Jill.

To enable finalisation of planning and the preparation of the program, Council Officers require Elected Members to confirm their availability to attend the annual event and to nominate to fulfil a number of roles and functions at the event. This includes cooking and serving breakfast, speeches and presentation of awards. The table below indicates the specific role and functions available.

Item	Volunteer
Big Breakfast	
Local Student Award Presentation	
Community Event of the Year Presentation	
Youth Citizen of the Year Presentation	
Citizen of the Year Presentation	
Fun Run Novelty Award Judges	

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**



**FINANCIAL IMPLICATIONS**

Subject to grant funds and donations received.

**RECOMMENDATION**

That Council;

a) receives and notes the report entitled Australia Day 2021; and

b) confirms the following Elected Members agree to participate in the following roles and functions:

Clr. Turner

Clr. Corliss

Clr. Beswick

Clr. Bulmer

Clr. Moyle

Clr. McElwee

## 11 FINANCE REPORTS

### 11.1 PAYMENT REGISTER

<b>Date:</b>	17 <sup>th</sup> November 2020
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Nil

#### **PURPOSE**

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

#### **BACKGROUND AND PREVIOUS DECISIONS**

Attached is a listing of accounts paid for October 2020.

#### **COMMENT**

No additional comments are provided to this report.

#### **CONSULTATION**

There is no consultation that applies to this report.

#### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

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

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

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

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

(2) The report must include:

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

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

(c) other information required by the Council.

**Account Transactions**

Coomalie Community Government Council

For the period 1 October 2020 to 31 October 2020

Date	Source	Description	Reference	Amount
<b>CBA Credit Card A Kim</b>				
12 Oct 2020	Payable Payment	Payment: Safe NT NT Police	NPC R Compton	72.00
16 Oct 2020	Payable Payment	Payment: Safe NT NT Police	NPC N Price	72.00
21 Oct 2020	Payable Payment	Payment: Facebook	Ad Ranger	30.26
27 Oct 2020	Payable Payment	Payment: CV Check	NPC D Haigh	49.90
30 Oct 2020	Payable Payment	Payment: NT Police, Fire & Emergency Service	WWC G Galvin	72.00
<b>Total CBA Credit Card A Kim</b>				<b>296.16</b>
<b>CBA Credit Card A Malgorzewicz</b>				
05 Oct 2020	Payable Payment	Payment: Mr Minit	Key cutting	53.70
30 Oct 2020	Payable Payment	Payment: Sage Constructions Pty Ltd	Crusher dust cemetery	75.00
<b>Total CBA Credit Card A Malgorzewicz</b>				<b>128.70</b>
<b>CBA Credit Card S Shooter</b>				
01 Oct 2020	Payable Payment	Payment: Ringers Western	Uniforms Project Officer	93.94
02 Oct 2020	Payable Payment	Payment: NT News	NT News Sep 2020	28.00
12 Oct 2020	Payable Payment	Payment: Australia Post	Stamps Oct 2020	110.00
16 Oct 2020	Payable Payment	Payment: Microsoft	O365 Councillor ipads	546.48
26 Oct 2020	Payable Payment	Payment: Xero Australia Pty Ltd	Xero Oct 2020	125.00
29 Oct 2020	Payable Payment	Payment: NT News	NT News Oct 2020	28.00
<b>Total CBA Credit Card S Shooter</b>				<b>931.42</b>
<b>CCGC CBA Cheque</b>				
<b>Opening Balance</b>				<b>0.00</b>
01 Oct 2020	Payable Payment	Payment: Jardine Lloyd Thompson	Buildings assets insurance	32,787.77
01 Oct 2020	Payable Payment	Payment: Jardine Lloyd Thompson	Public liability insurance	19,612.55
02 Oct 2020	Spend Money	Commonwealth Bank of Australia	Merchant Fees	982.58
05 Oct 2020	Payable Payment	Payment: EPrint	Be connected magnets	300.00
05 Oct 2020	Payable Payment	Payment: WINC	Stationery	74.25
05 Oct 2020	Payable Payment	Payment: JAC Embroidery TA Brandit NT	Uniform embroidery	35.20
05 Oct 2020	Payable Payment	Payment: Darwin Office Technology	Printing	22.00
05 Oct 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Service hilux ute CCGC01	325.49
05 Oct 2020	Payable Payment	Payment: Bunnings Building Supplies P/L	Consumables	295.25
05 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	IT additional storage	25.30
05 Oct 2020	Payable Payment	Payment: Batchelor Area School	Key replacement CRDO	36.30
05 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	IT service agreement Sep 20	1,031.80
05 Oct 2020	Payable Payment	Payment: JAC Embroidery TA Brandit NT	Uniform embroidery	17.60
05 Oct 2020	Payable Payment	Payment: Speedy Electrical Service NT	Light diffusers in chambers	1,075.00
05 Oct 2020	Payable Payment	Payment: WINC	Stationery	146.52
05 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	IT	192.50
05 Oct 2020	Payable Payment	Payment: Local Govt Assoc of NT	Procurement symposium x 2	500.00
05 Oct 2020	Payable Payment	Payment: Batchelor Area School	Deposit refund toilet trailer	500.00
05 Oct 2020	Payable Payment	Payment: Remote Area Tree Services Pty Ltd	Remove trees admin solar	858.00
05 Oct 2020	Payable Payment	Payment: WINC	Stationery	238.04

<b>Date</b>	<b>Source</b>	<b>Description</b>	<b>Reference</b>	<b>Amount</b>
06 Oct 2020	Spend Money	PC061020-198094804 SuperChoice P-L	Superannuation	5,793.86
06 Oct 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	23,192.47
08 Oct 2020	Payable Payment	Payment: WINC	Stationery	51.30
08 Oct 2020	Payable Payment	Payment: RS Gardening Care	Mowing AR	3,314.00
08 Oct 2020	Payable Payment	Payment: Ben Harwood	Bunnings Reimbursement	125.73
08 Oct 2020	Payable Payment	Payment: WINC	Stationery	56.07
08 Oct 2020	Payable Payment	Payment: Norsign NT	Signage RTR	1,037.61
08 Oct 2020	Payable Payment	Payment: RS Gardening Care	Push up Bat dump	3,564.00
08 Oct 2020	Payable Payment	Payment: RS Gardening Care	Mowing Bat	3,619.00
08 Oct 2020	Payable Payment	Payment: WINC	Stationery	63.20
08 Oct 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
08 Oct 2020	Payable Payment	Payment: Norsign NT	Signage	290.18
08 Oct 2020	Payable Payment	Payment: WINC	Stationery	215.56
08 Oct 2020	Payable Payment	Payment: Norsign NT	Guide posts	2,310.00
08 Oct 2020	Payable Payment	Payment: Integrated Land Information System	Title searches	137.60
08 Oct 2020	Payable Payment	Payment: FYFE Pty Ltd	Drone imagery ARWMF	3,256.00
09 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	23.25
09 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	73.79
09 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	31.14
09 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	695.07
09 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	842.24
12 Oct 2020	Payable Payment	Payment: Site Skills Training	White card training	125.00
12 Oct 2020	Payable Payment	Payment: Cr. Max Corliss	Councillor fees Sep 20	803.33
12 Oct 2020	Payable Payment	Payment: Cr. Andrew Turner	Councillor fees Sep 20	2,320.67
12 Oct 2020	Payable Payment	Payment: Norsign NT	Signage cemetery	513.26
12 Oct 2020	Payable Payment	Payment: Heath Motor Group	Repairs 5T Hino	2,290.04
12 Oct 2020	Payable Payment	Payment: Norsign NT	Signage weight limits	1,068.71
12 Oct 2020	Payable Payment	Payment: Practical Safety Australia Pty Ltd	Protective clothing	227.80
12 Oct 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
12 Oct 2020	Payable Payment	Payment: Cr. Sharon Beswick	Councillor fees Sep 20	450.00
12 Oct 2020	Payable Payment	Payment: Cr. Christian McElwee	Councillor fees Sep 20	450.00
12 Oct 2020	Payable Payment	Payment: Rosejoy NT T/A Batchelor General Store	Consumables	54.29
12 Oct 2020	Payable Payment	Payment: Pumacard	Fuel Sep 20	1,720.59
12 Oct 2020	Payable Payment	Payment: Cr. Deborah Moyle	Councillor fees Sep 20	450.00
12 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	IT service agreement Oct 20	1,031.80
12 Oct 2020	Payable Payment	Payment: Turbo's Tyres	Tyres backhoe	770.00
12 Oct 2020	Payable Payment	Payment: Higgie Mechanical Engineering	Service blue hilux ute	296.89
12 Oct 2020	Payable Payment	Payment: Norsign NT	Signage rural roads	992.31
12 Oct 2020	Payable Payment	Payment: Cr. Sue Bulmer	Councillor fees Sep 20	450.00
12 Oct 2020	Payable Payment	Payment: Creativitek	VR gaming - SHP	1,225.00
12 Oct 2020	Payable Payment	Payment: Access Hardware	Key cutting	604.62
12 Oct 2020	Payable Payment	Payment: Site Skills Training	White card training	125.00
12 Oct 2020	Payable Payment	Payment: DT & MG Kerr Trading as Kerr Trust	Accounting Oct 20	11,973.50
14 Oct 2020	Payable Payment	Payment: Shannon Recycling & Landcare	Contractor Bat landfill	2,079.00
15 Oct 2020	Spend Money	Commonwealth Bank of Australia	Bank fees	56.76
15 Oct 2020	Spend Money	Commonwealth Bank of Australia	Bank fees	256.96
15 Oct 2020	Spend Money	Commonwealth Bank of Australia	Bank fees	8.36
19 Oct 2020	Spend Money	EQUIPMENT RENTS	Photocopier rental	227.00
20 Oct 2020	Spend Money	PC201020-147801049 SuperChoice P-L	Superannuation	3,183.59
20 Oct 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	24,391.48

<b>Date</b>	<b>Source</b>	<b>Description</b>	<b>Reference</b>	<b>Amount</b>
20 Oct 2020	Payable Payment	Payment: Telstra	Telephone and internet	1,022.88
23 Oct 2020	Payable Payment	Payment: Heath Motor Group	Repairs 3T Hino	549.23
23 Oct 2020	Payable Payment	Payment: The Big Mower	Parts	254.30
23 Oct 2020	Payable Payment	Payment: Peter Rowlands	Service bobcat	351.00
23 Oct 2020	Payable Payment	Payment: JB Hi Fi Berrimah	Ipad covers	385.16
23 Oct 2020	Payable Payment	Payment: L&V Nominees Pty Ltd	Pool chemicals	180.00
23 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	Video conferencing and IT	13,378.54
23 Oct 2020	Payable Payment	Payment: Majestix Media	Supply install IT chambers	6,056.12
23 Oct 2020	Payable Payment	Payment: Bridge Toyota	Parts	605.33
23 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	36.23
23 Oct 2020	Payable Payment	Payment: Area9 IT Solutions	Set up IT in chambers	423.50
23 Oct 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
23 Oct 2020	Payable Payment	Payment: Air Liquide WA Pty Ltd	Gas rental	89.17
23 Oct 2020	Payable Payment	Payment: Rum Jungle Bowls Club	Sports day at RJBC	70.00
23 Oct 2020	Payable Payment	Payment: MVR	Rego bus	1,091.55
23 Oct 2020	Payable Payment	Payment: MVR	Rego tractor	424.30
23 Oct 2020	Payable Payment	Payment: Practical Safety Australia Pty Ltd	Protective clothing	7.10
23 Oct 2020	Payable Payment	Payment: Australia Day Council NT Inc	Consumables	200.00
23 Oct 2020	Payable Payment	Payment: Peter Rowlands	Repairs 5T Hino	1,041.77
23 Oct 2020	Payable Payment	Payment: Rural Fire Protection	Test tag extinguishers	1,342.00
23 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	480.71
23 Oct 2020	Payable Payment	Payment: Australian Communications Authority	Annual fee transmission radio	45.00
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	53.57
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	32.65
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	23.75
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	110.28
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	27.91
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	23.75
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	23.75
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	23.25
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	406.54
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	61.20
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	156.90
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	1,116.06
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	1,224.14
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	35.39
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	23.75
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	47.82
29 Oct 2020	Payable Payment	Payment: Jacana Energy	Electricity	31.45
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	612.83
29 Oct 2020	Payable Payment	Payment: PowerWater - Bills	Water	512.64
<b>Total CCGC CBA Cheque</b>				<b>204,801.92</b>
<b>Total</b>				<b>206,158.20</b>

## RECOMMENDATION

That Council approve and pass for payment the October 2020 payment register totalling \$206,158.20

**Moved:** Clr.

**Seconded:** Clr.

## 11.2 FINANCE AND GRANT REPORTS

**Date:** 17<sup>th</sup> November 2020

**Author:** Melissa Kerr, Finance Manager

**Attachments:** Nil

### PURPOSE

The purpose of this report is to provide a summary of the financial position of Council for the period ending 31 October 2020. As per the requirements of the Local Government (Accounting) Regulations 2008, there is a comparison of income and expenditure against respective budgets. There are also details of grants, investments, rates, accounts payable and accounts receivable.

### BACKGROUND AND PREVIOUS DECISIONS

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

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

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

### COMMENT

- For the first four months of the financial year actual income is in line with the budget and expenditure is \$579k lower than budgeted, resulting in a \$578k better result in net profit
- The below budgeted expenditure is mainly attributable to major capital works at the waste transfer stations, solar installation, and SCALE grant funded projects that have commenced, but only minor works have been paid for, including solar installation at the administration building
- Rates notices were due and payable Friday 2 October 2020. Rates due for the current levy are \$228k, with another \$268k in rate arrears. Rates and charges raised were \$1.328m. Council has collected about 80% of its current rate levy
- About 180 overdue rates letters have been sent out this week to ratepayers
- A second reminder letter will be sent early 2021 and OSC registered for all those in arrears at the end of March
- The annual report and audited financial statements have been completed and sent to the Minister for Local Government the Northern Territory Grants Commission
- The Local Government Grants Commission return is due at the end of November

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

#### **Income**

- Australia Day Branding Grant of \$1k has been received
- Current rate levy revenue of \$1.1m has been collected

#### **Expenses**

- Employee costs and payroll are lower than budgeted due to not all positions being filled
- All insurance invoices from JLT have been received and paid
- SCALE grant funds of \$128k have almost been expended with about \$18k remaining. Both the Batchelor and Adelaide River landfills have been completely fenced around the perimeters. Other main expenditure was governance technology and IT. Fibre optic connection and phone tower will be installed in the next month and this should expend the entire grant
- Guide-posts and signage have been purchased for installation on Miles and Meneling Roads to complete expenditure of Roads to Recovery grant funds for this year
- SPG of \$300k for gatehouses has little expenditure to date other than aerial surveying of landfills and some clean up of waste management facilities
- LRCIP grant of \$215k projects have been submitted and we are waiting a response of approved projects. Two applications were submitted for pool fencing and irrigation in parks and gardens

#### **CONSULTATION**

There is no consultation that applies to this report.

#### **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

The financial report is at 31 October 2020. The preparation of this report requires a detailed process of reconciliations and journals to ensure the accounts conform to accrual accounting standards and enable an accurate comparative to budget.

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

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

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

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

(2) The report must include:

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

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

(c) other information required by the Council.

## Profit and Loss - Council OGM

Coomalie Community Government Council  
For the 4 months ended 31 October 2020

Account	YTD Actual	YTD Budget	Budget Var	Var %	2020/21 Budget	2019/20 Actual
<b>Trading Income</b>						
Grant Commonwealth FAG	345,047.00	343,455.00	(1,592.00)	-0.46%	537,910.00	538,383.00
Grant Commonwealth RTR - Capital	216,000.00	216,000.00	0.00	0.00%	216,000.00	0.00
Grant Commonwealth - Recurrent	15,000.00	15,000.00	0.00	0.00%	15,000.00	0.00
Grant NTG Community Sport Recreation	44,395.00	44,674.00	279.00	0.62%	44,674.00	44,674.00
Grant NTG Library	48,592.00	49,000.00	408.00	0.83%	49,000.00	48,886.00
Grant NTG Operational Subsidy	322,526.00	322,526.00	0.00	0.00%	645,052.00	645,052.00
Grant NTG Other	21,680.00	19,000.00	(2,680.00)	-14.11%	21,000.00	490,129.00
Grant NTG Special Purpose	538,700.00	538,700.00	0.00	0.00%	753,700.00	238,857.00
Interest - Interest Received	3,374.46	6,000.00	2,625.54	43.76%	20,000.00	36,894.34
Interest - Rates Penalties, Interest, Legals, Administration	17,085.37	10,000.00	(7,085.37)	-70.85%	30,000.00	52,187.00
Net Gain/Loss Assets - Gross sales revenue of asset	0.00	0.00	0.00	0.00%	0.00	(69.29)
Other Revenue	57,249.94	58,915.00	1,665.06	2.83%	74,635.00	66,597.17
Rates Charged - Garbage	394,501.00	394,945.00	444.00	0.11%	394,945.00	387,253.08
Rates Charged - General Rates	939,532.62	948,012.00	8,479.38	0.89%	948,012.00	933,186.15
Statutory Charges	5,197.00	4,900.00	(297.00)	-6.06%	5,700.00	2,936.82
User Charges	2,301.83	800.00	(1,501.83)	-187.73%	5,800.00	6,598.37
<b>Total Trading Income</b>	<b>2,971,182.22</b>	<b>2,971,927.00</b>	<b>744.78</b>	<b>0.03%</b>	<b>3,761,428.00</b>	<b>3,491,564.64</b>
<b>Gross Profit</b>	<b>2,971,182.22</b>	<b>2,971,927.00</b>	<b>744.78</b>	<b>0.03%</b>	<b>3,761,428.00</b>	<b>3,491,564.64</b>
<b>Operating Expenses</b>						
Depreciation - Depreciation Expenses	215,978.76	206,596.00	(9,382.76)	-4.54%	619,100.00	648,568.73
Employee Costs	53,880.92	74,297.00	20,416.08	27.48%	202,877.00	78,246.85
Employee Costs Payroll	242,911.22	300,764.00	57,852.78	19.24%	901,760.00	821,077.97
Materials and Services - Other	137,054.27	177,608.00	40,553.73	22.83%	423,086.00	313,554.55
Materials and Services - Contractors	104,505.72	88,872.00	(15,633.72)	-17.59%	236,200.00	302,452.95
Materials and Services - Insurance Costs	76,801.08	74,600.00	(2,201.08)	-2.95%	75,000.00	77,304.89
Materials and Services - Legal Costs	12,316.86	15,000.00	2,683.14	17.89%	15,000.00	21,499.78
Materials and Services - Maintenance Buildings and Property	13,138.95	39,000.00	25,861.05	66.31%	63,800.00	34,318.36
Materials and Services - Maintenance Recreation Facilities	8,765.46	35,000.00	26,234.54	74.96%	106,000.00	82,485.35
Materials and Services - Motor Vehicles	15,729.39	28,890.00	13,160.61	45.55%	80,310.00	85,293.52
Materials and Services - Roadworks	217,080.32	256,000.00	38,919.68	15.20%	724,000.00	385,351.29
Materials and Services - Street Lighting Costs	280.00	3,300.00	3,020.00	91.52%	6,600.00	6,628.36
Materials and Services - Valuation Fees	4,788.18	6,500.00	1,711.82	26.34%	6,500.00	5,370.91
Materials and Services - Water, Sewer	23,338.75	21,620.00	(1,718.75)	-7.95%	64,960.00	64,550.60
Other Expenses - Accounting,Audit,Cons	58,785.00	53,280.00	(5,505.00)	-10.33%	122,840.00	116,207.27
Other Expenses - Councillors	18,922.00	19,696.00	774.00	3.93%	59,088.00	45,650.00
Work in Progress Capital Works - Other	97,326.86	479,700.00	382,373.14	79.71%	808,700.00	0.00
<b>Total Operating Expenses</b>	<b>1,301,603.74</b>	<b>1,880,723.00</b>	<b>579,119.26</b>	<b>30.79%</b>	<b>4,515,821.00</b>	<b>3,088,561.38</b>
<b>Net Profit</b>	<b>1,669,578.48</b>	<b>1,091,204.00</b>	<b>(578,374.48)</b>	<b>-53.00%</b>	<b>(754,393.00)</b>	<b>403,003.26</b>

## Balance Sheet



Coomalie Community Government Council  
As at 31 October 2020

Account	31 Oct 2020
<b>Assets</b>	
<b>Bank</b>	
CBA Investment 1	3,100,000.00
CCGC CBA Cheque	190,274.91
CCGC CBA Trust	13,116.50
<b>Total Bank</b>	<b>3,303,391.41</b>
<b>Current Assets</b>	
Accounts Receivable	250.00
Cash on Hand	1,000.00
Trade & Other Receivables - Rate Debtors	497,320.83
<b>Total Current Assets</b>	<b>498,570.83</b>
<b>Fixed Assets</b>	
<b>Total Fixed Assets</b>	<b>17,763,131.65</b>
<b>Total Assets</b>	<b>21,565,093.89</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	71,570.79
CBA Credit Card A Kim	296.16
CBA Credit Card A Malgorzewicz	128.70
CBA Credit Card S Shooter	809.48
Current Liability - Uncleared Funds at Conversion	(659.20)
Hiring and Key Deposits	1,976.01
Provisions Current - Annual Leave	20,534.84
Provisions Current - Long Service Leave	38,408.09
Rounding	(0.77)
Trade & Other Payables - Bank Suspense Account	(1,105.50)
Trade & Other Payables - GST	(9,376.77)
Trade & Other Payables - PAYG Withholdings Payable	12,262.00
Trust Funds & Deposits - Retention Monies	13,116.50
<b>Total Current Liabilities</b>	<b>147,960.33</b>
<b>Total Liabilities</b>	<b>147,960.33</b>
<b>Net Assets</b>	<b>21,417,133.56</b>
<b>Equity</b>	
Current Year Earnings	1,724,012.19
Equity - Surplus/Deficit Prior Years	5,795,839.33
Equity Reserves - Asset Revaluation	12,694,013.84
Retained Earnings	1,203,268.20
<b>Total Equity</b>	<b>21,417,133.56</b>

## Statement of Cash Flows

Coomalie Community Government Council  
For the 4 months ended 31 October 2020

<b>Account</b>	<b>Jul-Oct 2020</b>
<b>Operating Activities</b>	
Receipts from customers	2,972,020.68
Payments to suppliers and employees	(1,150,094.21)
Cash receipts from other operating activities	79,254.74
<b>Net Cash Flows from Operating Activities</b>	<b>1,901,181.21</b>
<b>Investing Activities</b>	
Other cash items from investing activities	(251,053.31)
<b>Net Cash Flows from Investing Activities</b>	<b>(251,053.31)</b>
<b>Financing Activities</b>	
Other cash items from financing activities	(871,121.80)
<b>Net Cash Flows from Financing Activities</b>	<b>(871,121.80)</b>
<b>Net Cash Flows</b>	<b>779,006.10</b>
<b>Cash and Cash Equivalents</b>	
Cash and cash equivalents at beginning of period	2,523,150.97
Cash and cash equivalents at end of period	3,302,157.07
<b>Net change in cash for period</b>	<b>779,006.10</b>

### Aged Receivables Summary

Coomalie Community Government Council  
As at 31 October 2020

Contact	Current	1 Month	2 Months	3 Months	Total
RS Gardening Care	250.00	0.00	0.00	0.00	250.00
<b>Total</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>

### Aged Payables Summary

Coomalie Community Government Council  
As at 31 October 2020

Contact	Current	1 Month	2 Months	3 Months	Total
<b>Aged Payables</b>					
Area9 IT Solutions	2,158.32	385.00	0.00	0.00	2,543.32
Ballinger Technology	198.00	0.00	0.00	0.00	198.00
Batchelor Service Centre	43.70	0.00	0.00	0.00	43.70
Bridge Toyota	569.05	0.00	0.00	0.00	569.05
Bruce Mason	5,147.00	0.00	0.00	0.00	5,147.00
Dean Mildren	1,055.00	0.00	0.00	0.00	1,055.00
DT & MG Kerr Trading as Kerr Trust	10,087.00	0.00	0.00	0.00	10,087.00
Eva Valley Meats	228.71	0.00	0.00	0.00	228.71
Higgie Mechanical Engineering	510.84	0.00	0.00	0.00	510.84
JAC Embroidery TA Brandit NT	17.60	0.00	0.00	0.00	17.60
L & J Rural Contracting Pty Ltd	440.00	0.00	0.00	0.00	440.00
L&V Nominees Pty Ltd	678.00	0.00	0.00	0.00	678.00
Nexia Edwards Marshall NT	1,100.00	0.00	0.00	0.00	1,100.00
Norsign NT	277.70	0.00	0.00	0.00	277.70
NT Water Filters	218.40	0.00	0.00	0.00	218.40
Oolloo Investments Pty Ltd	13,290.00	0.00	0.00	0.00	13,290.00
Outback Batteries	202.50	0.00	0.00	0.00	202.50
Peter Rowlands	385.00	0.00	0.00	0.00	385.00
PowerWater - Bills	1,254.32	0.00	0.00	0.00	1,254.32
Practical Safety Australia Pty Ltd	373.60	0.00	0.00	0.00	373.60
Remote Area Tree Services Pty Ltd	6,204.00	0.00	0.00	0.00	6,204.00
Royal Life Saving NT	325.22	0.00	0.00	0.00	325.22
RS Gardening Care	10,758.00	0.00	0.00	0.00	10,758.00
Shannon Recycling & Landcare	2,079.00	0.00	0.00	0.00	2,079.00
Speedy Electrical Service NT	938.50	0.00	0.00	0.00	938.50
St John Ambulance Australia	2,600.00	0.00	0.00	0.00	2,600.00
Structural Engineering Consultants Australia Pty Ltd	990.00	0.00	0.00	0.00	990.00
Telstra	1,028.69	0.00	0.00	0.00	1,028.69
Town & Country Plumbing Service	3,810.16	0.00	0.00	0.00	3,810.16
VTG Waste & Recycling P/L	4,217.48	0.00	0.00	0.00	4,217.48
<b>Total Aged Payables</b>	<b>71,185.79</b>	<b>385.00</b>	<b>0.00</b>	<b>0.00</b>	<b>71,570.79</b>
<b>Total</b>	<b>71,185.79</b>	<b>385.00</b>	<b>0.00</b>	<b>0.00</b>	<b>71,570.79</b>

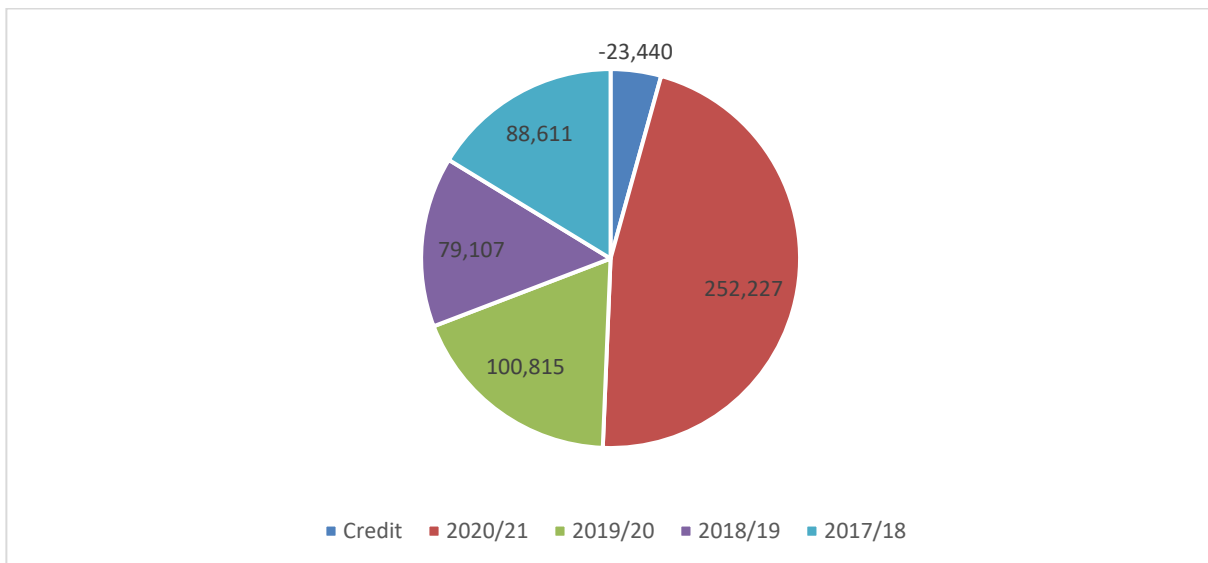
### Investments Summary

Coomalie Community Government Council  
As at 31 October 2020

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$ 300,000.00	0.64%	At Maturity	13/11/2020
Fixed Term Deposit	\$ 200,000.00	0.69%	At Maturity	14/12/2020
Fixed Term Deposit	\$ 300,000.00	0.68%	At Maturity	12/01/2021
Fixed Term Deposit	\$ 250,000.00	0.68%	At Maturity	25/01/2021
Fixed Term Deposit	\$ 250,000.00	0.67%	At Maturity	23/02/2021
Fixed Term Deposit	\$ 200,000.00	0.60%	At Maturity	9/03/2021
Fixed Term Deposit	\$ 200,000.00	0.52%	At Maturity	6/04/2021
Fixed Term Deposit	\$ 300,000.00	0.52%	At Maturity	20/05/2021
Fixed Term Deposit	\$ 300,000.00	0.49%	At Maturity	7/06/2021
Fixed Term Deposit	\$ 300,000.00	0.52%	At Maturity	21/06/2021
Fixed Term Deposit	\$ 200,000.00	0.50%	At Maturity	5/07/2021
Fixed Term Deposit	\$ 300,000.00	0.50%	At Maturity	4/08/2021
<b>TOTAL</b>	<b>\$ 3,100,000.00</b>			

**Rate Arrears Summary**

Coomalie Community Government Council  
As at 31st October 2020



## Grants Summary

Coomalie Community Government Council  
As at 31 October 2020

Date Received	Grant	Amount	Expended to date	Amount Remaining	Acquittal Due
14/06/2019	SPG - Gatehouses	\$ 300,000.00	\$ 11,460.00	\$ 288,540.00	30/06/2021
24/06/2019	EES - Solar Admin and Pool	\$ 110,000.00	\$ 24,622.86	\$ 85,377.14	30/06/2021
29/07/2020	Community Sport Recreation Officer	\$ 44,395.00	\$ 20,035.00	\$ 24,360.00	31/08/2021
3/02/2020	Anzac Day 2020 - carry over to 2021	\$ 10,606.00	\$ -	\$ 10,606.00	31/07/2021
11/02/2020	Animal Management Program	\$ 15,000.00	\$ -	\$ 15,000.00	15/01/2021
17/03/2020	Youth Week 2020 - to be held Sep holidays	\$ 1,700.00	\$ 1,700.00	\$ -	<b>Acquitted</b>
20/05/2020	School Holiday Program Jul 2020 - carry over to Sep	\$ 2,000.00	\$ 2,740.10	\$ -	<b>Acquitted</b>
2/06/2020	SCALE	\$ 128,700.00	\$ 111,408.88	\$ 17,291.12	30/09/2020
8/07/2020	Seniors Month Jul 2020	\$ 2,000.00	\$ 612.41	\$ 1,387.59	31/10/2020
14/07/2020	Building Digital Skills	\$ 2,500.00	\$ -	\$ 2,500.00	
21/08/2020	Roads to Recovery	\$ 216,000.00	\$ 216,065.90	\$ -	31/10/2020
21/09/2020	Get Online Week	\$ 1,000.00	\$ 623.64	\$ 376.36	
29/09/2020	Community Libraries	\$ 48,592.00	\$ 18,866.32	\$ 29,725.68	31/08/2021
8/10/2020	Australia Day Branding	\$ 1,000.00	\$ -	\$ 1,000.00	30/11/2020
		<b>\$ 883,493.00</b>	<b>\$ 408,135.11</b>	<b>\$ 476,163.89</b>	

## RECOMMENDATION

That Council receives and notes the Finance and Grant Reports for October 2020.

**Moved:** Clr.

**Seconded:** Clr.

## 12 COUNCILLOR REPORTS

Nil

## 13 USE OF THE COMMON SEAL

Nil

## 14 LATE ITEMS

Nil

15 **GENERAL BUSINESS**

Nil

16 **CONFIDENTIAL ITEMS**

**RECOMMENDATION**

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

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

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

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

**Moved:** Clr.

**Seconded:** Clr.

16.1 **CONFIDENTIAL - REVIEW OF CONFIDENTIAL ACTION ITEMS LIST TO NOVEMBER 2020**

16.2 **CONFIDENTIAL – SUPERVISION OF GATEHOUSES AT WASTE MANAGEMENT FACILITIES**

16.3 **CONFIDENTIAL – APPLICATION FOR CORRECTION OF RECORD AND RATES REFUND/CREDIT OF AN641**

16.4 **CONFIDENTIAL – BUSINESS HARDSHIP SCHEME UPDATE**

16.5 **CONFIDENTIAL – REQUEST FOR WAIVER OF RATES NT PORTION, ADELAIDE RIVER**

**RECOMMENDATION**

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

**Moved:** Clr.

**Seconded** Clr.

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

**18 NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 15<sup>th</sup> December 2020 at 5:00pm in the Council Chambers.

**19 CLOSURE OF MEETING**