



**MINUTES**  
**ORDINARY COUNCIL MEETING**  
**15<sup>th</sup> September 2020**

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

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

Signed: Anna Malgorzewicz, Chief Executive Officer

# MINUTES

## ORDINARY GENERAL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON TUESDAY 15<sup>th</sup> SEPTEMBER 2020

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President of the Shire Council Andrew Turner declared the meeting open at 5:17pm and welcomed all in attendance. The President also provided an acknowledgement of country and paid respects to the Traditional Owners, past and present, on whose lands the meeting was being held.

### 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 (via electronic attendance)

#### STAFF PRESENT

Chief Executive Officer	Anna Malgorzewicz
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#### VISITORS PRESENT

Ethan Redshaw	Local Government and Community Development Department of the Chief Minister and Cabinet
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## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachments:</b>	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 15<sup>th</sup> September 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

<b>NIL</b>
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## 3 ELECTRONIC MEETING ATTENDANCE

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachments:</b>	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

### RESOLUTION 15/09/2020/001

That Council acknowledges and accepts Clr Moyle to attend the meeting of 15<sup>th</sup> September 2020 via electronic means.

**Moved:** Clr. Corliss

**Seconded:** Clr. McElwee

**Vote 4/2**

## 4 DECLARATION OF INTEREST OF MEMBERS OR STAFF

**Date:** 15<sup>th</sup> September 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

**NIL**

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

Ethan Redshaw

Senior Legislation and Policy Officer

Local Government and Community Development

Department of the Chief Minister and Cabinet

The President welcomed Mr Ethan Redshaw who provided Council with a briefing regarding machinery of government changes and new agency arrangements. The Division of Local Government and Community Development is now based within the Department of the Chief Minister and Cabinet.

Mr Redshaw advised Council that officers have been working with the City of Palmerston in the development of sample policies. It is at the discretion of individual councils if they wish to use the sample policies. Mr Redshaw noted that past practice, particularly for the smaller councils was to base policy documents on other council documents which did not necessarily address matters of relevance to smaller councils. The new sample policies are generic in nature and will address compliance requirements also regarding the *Local Government Act 2019*. Sample policies will be made available in three tranches – September, October, and March.



Mr Redshaw also thanked Council for the suggested training topics that were provided to the agency several months ago. Mr Redshaw has held discussions with the Chief Executive Officer regarding a suitable time for the training session, that will include Conflict Resolution, Code of Conduct, Councillor Responsibilities and Council as a Body Corporate.

## 6 CONFIRMATION OF MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES FOR ORDINARY GENERAL MEETING 18<sup>th</sup> AUGUST 2020

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachments:</b>	Nil

#### PURPOSE

Minutes of the Ordinary General Meeting held on 18<sup>th</sup> August 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

#### RESOLUTION 15/09/2020/002

That the Minutes of the Ordinary General Meeting held on 18<sup>th</sup> August 2020 be confirmed by Council as a true and correct record of the meeting.

**Moved:** Clr. Corliss

**Seconded:** Clr. Turner

**CARRIED**

## 7 OPERATIONAL REPORTS

### 7.1 OPERATION MANAGERS REPORT

<b>Date:</b>	15 September 2020
<b>Author:</b>	Emma Dunne, Acting Operations Manager Carol Gaulke, Projects Manager
<b>Attachment:</b>	Nil

#### PURPOSE

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

#### BACKGROUND AND PREVIOUS DECISIONS

Nil

#### COMMENT

##### Roads-

##### Meneling Road, Batchelor

Reseal works have now been completed on Meneling Road. A contractor's services have been engaged to perform the line marking work. This will be done in the coming weeks.

##### Haynes Road, Adelaide River

Council is still receiving complaints regarding the dust on Haynes Road. Council's officers attended 2/09/2020 for an inspection. The road only has minor corrugation and dust generated is of an acceptable level. This will continue to be monitored. The traffic counter was placed on Haynes Road on the 12/08/2020. Up until the 09/09/2020 there had been 2646 'strikes'. The counter is set up 1 count per 2 axel strike.

##### Mardango Crescent- Batchelor

Council's period contractor has been engaged to reinstate the drain. This work will be completed in the next two weeks. A discussion has been had with Parks and Wildlife regarding changing the practice of driving on the road verge.

##### Waste-

##### Adelaide River-

Adelaide River landfill is running well, sitting on an average of 15- 30 meters with one week with 50 meters of rubbish.

The site is now fully fenced. There are still a few issues with individuals dumping waste outside of the fence.

Council officers in conjunction with NT Police and the Adelaide River Health Clinic will be doing an educational session at the Amangal Community.

### Batchelor-

Batchelor landfill is running well with approx. 30-70 meters of rubbish a week from the bins.

Council now has a stockpile of soil from the airport works. This will be used to cover the rubbish at either facility.

### Cyclone, storm preparedness-

Council staff will be performing the annual cyclone/storm clean up, this will occur in October.

### Parks-

#### **Adelaide River and Batchelor**

Palm frond and tidying up occurring when time permits, once a week at minimum. Irrigation in some of the parks require attention and this will be addressed in the coming weeks.

#### **Batchelor Swimming Pool**

Council is still in the process of engaging a service to investigate the integrity of the balance tanks and will provide and update when available.

A quote was received in regard to the cracking and deteriorating concrete deck around the pool providing two options. Both are well above the budget allowance for this financial year. However these works could be completed under the LRCI grant.

The works to the posts at the toddler pool is now complete.

The pool opened on the 3/09/2020, in the 4 day period Council had 53 patrons. The revenue from that attendance was \$101. At the next Council meeting we will be able to provide a full month of statistics.

### **Recruitment**

The operations team is currently running on a low level of staff and are in the process of interviewing new prospective team members.

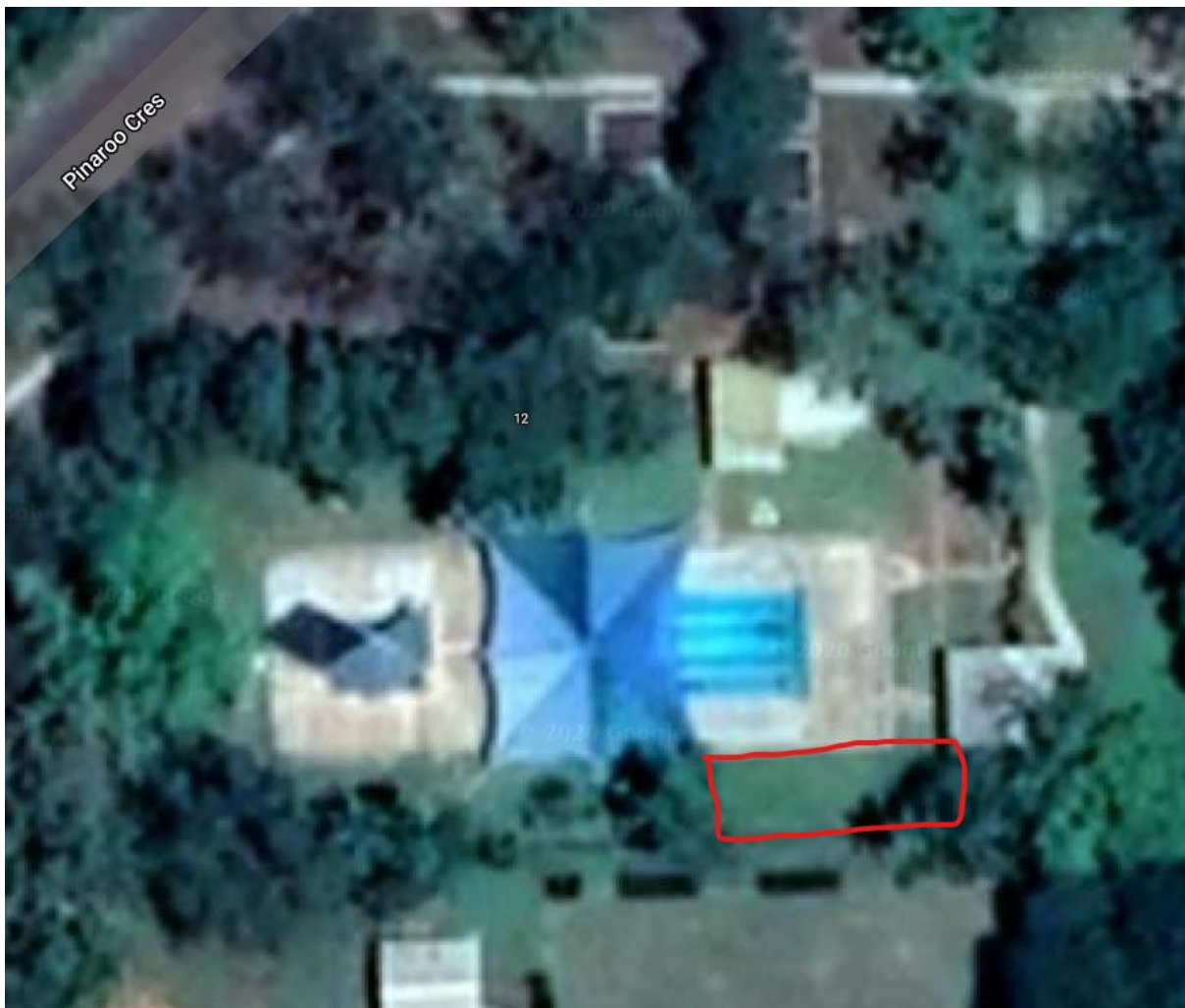
Once the interview process is completed a casual pool will be created and staff will be rostered on depending on the service level required, and seasonal fluctuation of duties.

### **Strategic Infrastructure Works**

#### **Swimming Pool Solar update**

The site has been assessed by Council's Project Manager and a solar company's representatives.

After this meeting it was agreed that the best location for the panels would be as shown below:



Advantages of this site are:

- The size of the structure would be 20m x 8m which is estimated to be of a size which would produce enough power to meet the daytime power needs.
- The site requires minimal removal of trees.
- The cables would mainly run through the grassed areas thus minimizing costs.
- It would form an extension from the toilet block.

The solar company representatives also suggested that instead of constructing an awning and then installing panels on top of the structure, the panels themselves can form the roof. As shown in the photos below.



This would minimise the costs, grass would still grow under the structure and it would provide shade for the pool patrons.





<b>AMRRIC Dog Census Registrations August 2020</b>			
	<b>Cost</b>	<b>Number</b>	<b>Total</b>
Rural	Free	11	
Township	Full Fee \$30	30	\$900
Township Concession	Discount \$15	62	\$930
		<b>103</b>	<b>\$1,830</b>
Adelaide River	13 dogs		
Batchelor	79 dogs		

A copy of the full Census data report is attached for Council's information.

Two key recommendations have resulted;

1. Stabilise the dog population by increasing the desexing percentage; and
2. Address the feral cat population, especially in Batchelor.

A further report will be provided to Council at its October meeting with recommendations to the number of vert clinic days to provide desexing services to the community and the level and basis of subsidised support.

#### **CONSULTATION**

Nil

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

*Coomalie Council (Dog Management) By Laws*

#### **FINANCIAL IMPLICATIONS**

Council received a total grant of \$15,000 through the Communities Environment Program to manage negative impacts of cats and dogs on wildlife and the environment.

#### **FOR NOTING**



## 8 CHIEF EXECUTIVE OFFICER'S REPORTS

### 8.1 INCOMING AND OUTGOING CORRESPONDENCE

<b>Date:</b>	15 <sup>th</sup> September 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 August/September 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	Mail In	Source	Subject
12/08/2020	169	Lake Bennett Ratepayer	Lake Bennett Bungalows matters
12/08/2020	170	JLTA Council Claims	Third Party Damages NTCAT Matter
14/08/2020	171	Batchelor Resident	Cat problem, AMRRIC visit
16/08/2020	172	Batchelor Resident	Cat problem in Batchelor, further information
17/08/2020	173	DIPL Project Manager	Batchelor airstrip program of works
17/08/2020	174	Banister Law	Notice of potential Toyota class action
14/08/2020	175	Foundation for Rural & Regional Renewal	Unsuccessful Heywire Grant Application
19/08/2020	176	Menzies Health	ORVAC Study, presentation to Council
19/08/2020	177	COTA NT	Stimulus payment for pensioners
20/08/2020	178	Batchelor Police	Local Emergency Response Committee Meeting
20/08/2020	179	LGANT	Briefing Note TOPROC meeting
24/08/2020	180	DLGHCD A/Director Legislation & Policy	Cheat sheet for required Council Policies
21/08/2020	181	Ward Keller	Quote for Legal Advice Rateability of Land
22/08/2020	182	Top End Health Service Public Health Unit	Expired Public Health Notice Lake Bennett

25/08/2020	183	Ward Keller	Advice regarding Rateability of Land AN 1162
25/08/2020	184	Top End Health Service Public Health Unit	Copy of correspondence LBBC
26/08/2020	185	Batchelor Police	Covid in Community guidelines
28/08/2020	187	GIVIT Registration Team	Belyuen Community nomination to GIVIT
29/08/2020	188	British Solar Renewables	Update on dust management
28/08/2020	188	Lake Bennett Body Corporate	Lake Bennett drain
29/08/2020	189	British Solar Renewables	Solar Site 2 Batchelor, dust problem
31/08/2020	190	Haynes Road Ratepayer	Haynes Rd maintenance
31/08/2020	191	Top End Health Service Public Health Unit	Lake Bennett drain
1/09/2020	192	Dr C Smart AMRRIC	Coomalie Dog and Cat Census update
1/09/2020	193	Development Consent Authority	Determination Documents Lot 320 Rum Jungle Road Batchelor
4/09/2020	194	Lake Bennett Body Corporate	Lake Bennett drain
4/09/2020	195	Dr C Smart AMRRIC	Companion Animal Census Report
4/09/2020	196	Lake Bennett Body Corporate	Lake Bennett drain
7/09/2020	197	Chief Minister's Office	Media Release New Ministry to Lead Economic Recovery
8/09/2020	198	CEO Department of the Chief Minister	NTPS Machinery of Government changes- Local Government function
8/09/2020	199	CEO Department of the Chief Minister	Machinery of Government changes New Ministry
9/09/2020	200	DLGCD Executive Director	Disaster Recovery Funding Arrangements

### Correspondence Out

Date	MO	Source	Recipient	Subject
11/08/2020	156	CEO	S Gallagher Menzies School of Health	Request to present to Council OGM
11/08/2020	157	CEO	Elected Members	Lake Bennett Residential Bungalows Wastewater Septic Overuse
14/08/2020	158	CEO	Batchelor Resident	AMRRIC Visit follow up
17/08/2020	159	CEO	Batchelor Resident	Unowned cat issue Batchelor

17/08/2020	160	CEO	Kirra Crescent Resident	Dog Management By-law Offence notification
17/08/2020	161	CEO	Batchelor Ratepayer & Landlord	Dog Management By-Law Offence notification
17/08/2020	162	CEO	Batchelor Ratepayer & Landlord	Dog management By-Laws Offence notification
17/08/2020	163	A/OPM	Darwin Cycling Club	Signed VS14 Form
19/08/2020	164	CEO	Menzies Health	ORVAC Study presentation to Council meeting
19/08/2020	165	CEO	Weeds Management branch	Presentation to Council OGM
20/08/2020	166	CEO	PowerWater Water Services Senior Project Manager	Tree removal Memorial Terrace
21/08/2020	167	CEO	Elected Members	Submission to House of Representatives Inquiry into Homelessness
19/08/2020	168	A/OPM	Darwin Bitumen Services Contractor	Quotation on Re Seal Meneling Road
19/08/2020	169	A/OPM	Darwin Bitumen Services Contractor	Quotation on Re Sealing Meneling Road
19/08/2020	170	A/OPM	Darwin Bitumen Services Contractor	Quotation Re Sealing Meneling Road
21/08/2020	171	CEO	DLGHCD Manager Legislation & Policy	Coomalie Amendment By-Laws Common Seal and Signed
21/08/2020	172	CEO	Haynes Road Ratepayer	Request to seal Haynes Road
21/08/2020	173	CEO	Ward Keller	Quote for Legal Advice - Rateability of Land
26/08/2020	174	A/OPM	Batchelor Ratepayer	Notice to clean up Council verge
26/08/2020	175	A/OPM	Batchelor Ratepayer	Notice to clean up property
26/08/2020	176	A/OPM	Batchelor Ratepayer	Notice to remove abandoned vehicle
26/08/2020	177	A/OPM	Batchelor Ratepayer	Notice to remove green waste
26/08/2020	178	A/OPM	Batchelor Ratepayer	Notice to remove green waste
27/08/2020	179	CEO	Weed Management Branch DENR NT	Submission to Weed management plan for Gamba Grass
26/08/2020	180	A/OPM	Batchelor Resident Tenant	Notice to remove building material
26/08/2020	181	A/OPM	Telstra PMS	Notice to clear overgrown block
27/08/2020	182	CEO	Weeds Planning Officer DENR	Use of Council Submission on Gamba Grass Management Plan
28/08/2020	183	CEO	GIVIT Registrations	Belyuen Council CEO application
28/08/2020	184	CEO	Lake Bennett Body Corporate & Contractor	Lake Bennett drain
28/08/2020	185	CEO	Lake Bennett Body Corporate	Lake Bennett drain update
28/08/2020	186	CEO	Lake Bennett Ratepayer	Adelaide River Offline Water Storage
29/08/2020	187	CEO	British Solar Renewables	Batchelor 2 Solar Farm update

31/08/2020	188	CEO	Haynes Road Ratepayer	Haynes Road maintenance
31/08/2020	189	CEO	DLGHCD Executive Director	SCALE Funding Request for Extension
1/09/2020	190	CEO	AMRRIC	Coomalie Dog and Cat census
4/09/2020	191	CEO	Lake Bennett Body Corporate and Contractor	Lake Bennett drain

## CONSULTATION

N/A

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

N/A

## FINANCIAL IMPLICATIONS

Nil

### RESOLUTION 15/09/2020/004

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

**Moved:** Clr. Beswick

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

## 8.2 REVIEW OF ACTION ITEMS LIST TO SEPTEMBER 2020

**Date:** 15<sup>th</sup> September 2020

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

**Attachments:** Action Items List to August 2020

### RESOLUTION 15/09/2020/005

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

**Moved:** Clr. Turner

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

### 8.3 COMPLAINTS REGISTER TO SEPTEMBER 2020

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachments:</b>	Complaints Register

#### RESOLUTION 15/09/2020/006

That Council receives and notes the Complaints to September 2020.

<b>Moved:</b>	<b>Clr. Corliss</b>	
<b>Seconded:</b>	<b>Clr. Beswick</b>	<b>CARRIED</b>

### 8.4 CEO ACTIVITIES REPORT

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	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 month of August 2020 was dominated by the theme of disaster preparedness and response. Both the Adelaide River and Batchelor Local Emergency Committees met with officials from the Department of Health and Senior NT Police to continue the ongoing program of understanding and mapping local requirements in the event of a COVID-19 positive diagnosis in the community. In addition, internal meetings were held to ensure Council's policies and procedures and equipment were ready for the coming Wet Season. Gaps and shortfalls were identified, and a funding application was submitted to the Risk Reduction Grants Program for financial assistance to ensure Council's capabilities and capacity are improved to enable it to prepare the community and respond to a disaster event. Future meetings will be held with NT Police to ensure Local Emergency Plans are current and accurately reflect arrangements.

NT Police also initiated daily briefings with the Chief Executive Officer during the bushfire emergencies and assistance was provided as requested. This included assisting with community communications and road safety signage on behalf of DIPL.

The Cat and Dog Census was conducted during the month with the assistance of Ms Tiffany Stokes, Relief Animal Management Officer. Planning for feral cat trapping is yet to be completed in addition to future vet clinic days.

Waste management was also a focus during the month. With COVID-19 restrictions relaxing, it was possible to conduct cross agency discussions regarding waste management solutions for visitors to Litchfield National Park. Discussions continue and it is hoped machinery of government changes to not have an impact on the productive work completed thus far. In addition, work continues to address issues at both Council waste management facilities in readiness for the installation of gatehouses and development of the Draft Coomalie Shire Waste Management Strategy.

During the month staff performance evaluations and work program planning took place. The process included identifying skills gaps and training needs and aspirations of all staff members and all will be strongly encouraged to further develop skills and knowledge. The entire staff cohort also participated in training in Council’s Sharepoint Intranet system. Recruitment action also took place during the month for the position of Project Manager, Strategic Infrastructure Projects. A total of six (6) applications were received, and Ms Carol Gaulke was the successful applicant. Ms Gaulke has been appointed for a period of twelve (12) months, with an option for a further extension, subject to requirements and funding. Recruitment action also took place for the Casual Outdoor Workforce and a team will be inducted during the month of September with programmed works commencing from October 2020.

With the end of year quickly approaching, Council also needs to consider the Christmas office closure arrangements to provide both members of the public and staff advance notice. Following internal consultation, it is recommended the Council Office close at noon Thursday 24<sup>th</sup> December 2020 and reopen from 8.00am Monday 4<sup>th</sup> January 2021. Necessary contingency arrangements will be in place in the event of Council officers being required to prepare and respond to an emergency event.

Meetings and activities for the period included the following:

**Week commencing 10<sup>th</sup> August 2020**

Meetings	<ul style="list-style-type: none"> <li>• Animal Management Team meeting re preparation for Census</li> <li>• Batchelor Local Emergency Committee Meeting – re Covid-19 Preparedness and Response</li> <li>• Business Enterprise Officer, Tourism NT re economic development opportunities</li> <li>• TOPROC Meeting</li> </ul>
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**Week commencing 17<sup>th</sup> August 2020**

Meetings	<ul style="list-style-type: none"> <li>• Ordinary General Meeting</li> <li>• Resident, Adelaide River</li> <li>• Top End Mountain Bike Tours re tourism opportunities</li> <li>• LGANT</li> </ul>
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### Week commencing 24<sup>th</sup> August 2020

Meetings	<ul style="list-style-type: none"><li>• Staff Performance Management</li><li>• Operations Team re Emergency Response Policy and Actions</li><li>• Adelaide River Local Emergency Committee Meeting – COVID-19 Preparedness and Response</li><li>• Batchelor Local Emergency Committee Meeting – COVID-19 Preparedness and Response</li><li>• Officers Department of Local Government, Housing and Community Development re Coomalie Bush Cemetery compliance, policy and procedure</li><li>• BSR re dust suppression at Batchelor 2</li><li>• Batchelor resident re dog biting complaint</li></ul>
Other	<ul style="list-style-type: none"><li>• Adelaide River and Batchelor Police re assistance with Bushfire Communications and Road Safety Assistance</li></ul>

### Week commencing 31<sup>st</sup> August 2020

Meetings	<ul style="list-style-type: none"><li>• Library Team members re library roles and responsibilities</li><li>• Senior District Ranger, Parks and Wildlife and Chief Executive Officer, Litchfield Council re Litchfield National Park waste management strategy</li><li>• Teleconference with Ward Keller re rating exemption</li><li>• Executive Manager, Program Management, Engineering and City Services, City of Darwin re disposal of listed waste</li><li>• Videoconference Big Rivers Waste Meeting</li></ul>
Other	<ul style="list-style-type: none"><li>• Annual Leave 2<sup>nd</sup> September 2020</li></ul>

### Week commencing 7<sup>th</sup> September 2020

Meetings	<ul style="list-style-type: none"><li>• Planning for a Future Top End Waste Management Facility hosted by DIPL, multi-agency and multi-council meeting</li><li>• Site inspection Adelaide River Waste Management Facility</li></ul>
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### CONSULTATION

Nil

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

*Local Government Act 2008*

Council Policy 1.20 Delegations Register Policy

### FINANCIAL IMPLICATIONS

Nil

**RESOLUTION 15/09/2020/007**

That Council;

a) receives and notes the CEO's Activities Report for the period August/September 2020; and

b) Pursuant to Section 47(2) of the *Local Government Act 2008* approves the closure of the Council Office from 12 noon Thursday 24<sup>th</sup> December 2020 to be reopened from 8.00am Monday 4<sup>th</sup> January 2021.

**Moved:** Clr. Moyle

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

**9 REPORTS REQUIRING DECISION OF COUNCIL****9.1 POLICY REVIEW – 4.1 BATCHELOR SWIMMING POOL**

**Date:** 15<sup>th</sup> September 2020

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

**Attachment:** Original and Revised 4.1 Batchelor Swimming Pool Policy

**PURPOSE**

To present to Council for approval the revised 4.1 Batchelor Swimming Pool Policy.

**BACKGROUND AND PREVIOUS DECISIONS**

Previous Decisions

***RESOLUTION 19/02/2019/017***

*That Council acknowledge that the following Policies are overdue for review. However, pending the outcome of the merger proposal, Council sets a new review date of 31<sup>st</sup> August 2019, unless a Policy is required to be altered, varied or revoked.*

*3.4 Medical Examination*

*3.6 Employee Performance and Development*

*3.7 Education and Study Assistance*

*3.8 Staff Benefits*

*3.9 Employee Clothing Allowance*

*3.10 Protective Clothing*

*3.12 Staff Vehicle Use*

*3.15 Counselling, Disciplining and Dismissing Employees*

*3.16 Dispute Resolution*

*3.17 Fitness for Work*

*3.18 Electronic Mail*

*4.1 Batchelor Pool*

*4.2 Coomalie Bush Cemetery*

*5.1 Subdivision Development of Unzoned Land*

*5.2 Cyclone Response*

*5.3 Batchelor Signage Bay*



5.4 Parks and Gardens  
5.5 Roads Policy

**Moved:** Clr. Bulmer

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

#### **COMMENT**

Council Policy 4.1 Batchelor Swimming Pool Policy is overdue for review. The revised policy seeks to address risk factors and compliance by pool hirers, by increasing the minimum qualification that a hirer must hold. The policy also seeks to update swimming pool rules to reflect current industry standards.

#### **CONSULTATION**

Chief Executive Officer

Community Recreation Development Officer

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

*Local Government Act 2008*

#### **FINANCIAL IMPLICATIONS**

Nil

#### **RESOLUTION 15/09/2020/008**

That Council approves the revised Council Policy 4.1 Batchelor Swimming Pool Policy.

**Moved:** Clr. Corliss

**Seconded:** Clr. McElwee **CARRIED**

#### **9.2 POLICY REVIEW – 4.3 COOMALIE COMMUNITY BUS POLICY**

**Date:** 15<sup>th</sup> September 2020

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

**Attachment:** Original and Revised 4.3 Coomalie Council Community Bus Policy

#### **PURPOSE**

To present to Council for approval the revised 4.3 Coomalie Council Community Bus Policy that includes a proposed revision to Council's Fees and Charges 2020/21.

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

Previous Decisions

## **RESOLUTION 19/02/2019/017**

*That Council acknowledge that the following Policies are overdue for review. However, pending the outcome of the merger proposal, Council sets a new review date of 31<sup>st</sup> August 2019, unless a Policy is required to be altered, varied or revoked.*

*3.4 Medical Examination*

*3.6 Employee Performance and Development*

*3.7 Education and Study Assistance*

*3.8 Staff Benefits*

*3.9 Employee Clothing Allowance*

*3.10 Protective Clothing*

*3.12 Staff Vehicle Use*

*3.15 Counselling, Disciplining and Dismissing Employees*

*3.16 Dispute Resolution*

*3.17 Fitness for Work*

*3.18 Electronic Mail*

*4.1 Batchelor Pool*

*4.2 Coomalie Bush Cemetery*

*5.1 Subdivision Development of Unzoned Land*

*5.2 Cyclone Response*

*5.3 Batchelor Signage Bay*

*5.4 Parks and Gardens*

*5.5 Roads Policy*

**Moved:**            **Clr. Bulmer**

**Seconded:**      **Clr. Beswick**

**CARRIED**

## **COMMENT**

Council Policy 4.3 Coomalie Council Community Bus Policy is overdue for review. The revised policy incorporates a number of general principles that underpin Council's approach to the provision of a community bus to support resident and community organisation activity and accessibility within the Shire. The Community Bus also forms part of available community infrastructure that could be deployed to support activity and response in the event of a disaster or emergency response. As a result, Council needs to ensure it has a reasonable value on the hire of this asset.

It is recommended that an additional Commercial Hire Agreement charge be included the 2020/21 Fees & Charges to incorporate a daily hire charge of \$150 per day, \$0.33 cents per kilometre above 100kms per day, and a refuel charge of \$2.00 per litre should the vehicle be returned not full. This fee has been benchmarked against commercial hire companies in the Northern Territory. Hire of the bus would be restricted to purposes that do not directly compete with the activities of commercial bus hire and tour operators based in **Coomalie Shire**.

## **CONSULTATION**

Chief Executive Officer

Community Recreation Development Officer

Cookes Tours, Batchelor

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

*Local Government Act 2008*

## **FINANCIAL IMPLICATIONS**

Additional income towards bus maintenance and refurbishment.

### **RESOLUTION 15/09/2020/009**

That Council:

- a) approves the revised Council Policy 4.3 Coomalie Council Community Bus Policy; and
- b) amends its 2020/21 Fees and Charges to include the new charge of commercial daily hire of \$150 per day, \$0.33 cents per kilometre above 100kms per day, and a refuel charge of \$2.00 per litre should the vehicle be returned not full.

**Moved:** Clr. Bulmer

**Seconded:** Clr. Beswick

**CARRIED**

### **DIRECTION:**

That the Chief Executive Officer maintain a record of user bookings, revenues and costs associated with the Hire and Use of the Community Bus. This will inform future revisions as required to the Council Policy 4.3 Coomalie Council Community Bus Policy.

## **9.3 POLICY REVIEW – 5.2 CYCLONE RESPONSE**

**Date:** 15 September 2020

**Author:** Carol Gaulke, Project Manager

**Attachment:** Emergency Preparedness and Response Policy V2 & Cyclone Response Policy V1.2

### **PURPOSE**

This report seeks Council's approval of the updated Policy 5.2 Cyclone Response Policy.

### **BACKGROUND AND PREVIOUS DECISIONS**

Previous Decisions

### **RESOLUTION 20/08/2019/021**

*That Council adopt the reviewed versions of policies with a review date of August 2023.*

- 1.19 Asset Management Policy*
- 3.4 Medical examination*
- 3.7 Education and Study assistance*
- 3.10 Protective clothing*
- 3.15 Counselling, Disciplining and Dismissing Employees*
- 3.16 Dispute resolution*
- 4.2 Coomalie Bush Cemetery*
- 5.1 Subdivision development of unzoned land - work within a road reserve (with change to insurance)*
- 5.2 Cyclone response*
- 5.4 Parks and gardens*

*That Council adopt the reviewed version of policy 2.5 Statement of Significant Accounting with a review date of September 2020.*

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

**Seconded:** **Clr. Corliss** **CARRIED**

#### **RESOLUTION 19/02/2019/017**

*That Council acknowledge that the following Policies are overdue for review. However, pending the outcome of the merger proposal, Council sets a new review date of 31<sup>st</sup> August 2019, unless a Policy is required to be altered, varied or revoked.*

- 3.4 Medical Examination*
- 3.6 Employee Performance and Development*
- 3.7 Education and Study Assistance*
- 3.8 Staff Benefits*
- 3.9 Employee Clothing Allowance*
- 3.10 Protective Clothing*
- 3.12 Staff Vehicle Use*
- 3.15 Counselling, Disciplining and Dismissing Employees*
- 3.16 Dispute Resolution*
- 3.17 Fitness for Work*
- 3.18 Electronic Mail*
- 4.1 Batchelor Pool*
- 4.2 Coomalie Bush Cemetery*
- 5.1 Subdivision Development of Unzoned Land*
- 5.2 Cyclone Response*
- 5.3 Batchelor Signage Bay*
- 5.4 Parks and Gardens*
- 5.5 Roads Policy*

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

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

Council's policy 5.2 Cyclone Response Policy V1.1 was adopted 20 February 2013. Resolution 19/02/2013/007.

This document has now been updated to accord with requirements of the Batchelor Local Emergency Plan and the Adelaide River Local Emergency Plan. An accompanying document called Cyclone Procedures has also been developed.

#### **COMMENT**

The *Emergency Management Act* is the legislative basis for emergency management in the Coomalie Council area. The Officer in Charge of either Batchelor Police Station or Adelaide River Police Station will control an emergency response.

The policy details the actions that Council is expected to undertake to assist in an emergency.

Council's officers also undertook an audit of the equipment that was required to provide the necessary assistance. It was identified that there was equipment that was required to provide meaningful assistance in the event of an emergency. As a result, an application for Grant funds for the purchase of various items was made on the 31/8/2020. The total amount applied for is \$66,634.63 (GST Excl.)

#### **CONSULTATION**

Chief Executive Officer

Operations Supervisor

NT Police

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

*Emergency Management Act 2013*

#### **FINANCIAL IMPLICATIONS**

Nil

#### **RESOLUTION 15/09/2020/010**

That Council approve Policy 5.2 Emergency Preparedness and Response Policy V1.2

**Moved:** Clr. Bulmer

**Seconded:** Clr. Beswick

**CARRIED**

The meeting was adjourned at 6.30pm for a short meal break.

The meeting re-commenced at 7.04pm with all Elected members and guests in attendance.

#### 9.4 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM

<b>Date:</b>	15 September 2020
<b>Author:</b>	Carol Gaulke, Project Manager, Strategic Infrastructure Projects Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Nil

#### PURPOSE

To update Councillors on improved water management, energy efficiency and utilities cost reduction for projects proposed under the LRCIP Grant of \$215,886.00.

#### BACKGROUND AND PREVIOUS DECISIONS

A report was presented to Council at its 18<sup>th</sup> August 2020 meeting listing potential projects for Council's consideration. As discussed at that meeting it was highlighted to Council that the funds must be expended by the 30/6/21 and there is a lengthy process required by the Australian Government in approving the projects.

At its meeting, Council provided the following direction:

#### ***DIRECTION***

*That the Chief Executive Officer circulate to Elected Members out of session, project proposals that focus on improved water management, energy efficiency and utilities cost reduction, and provide Council with indicative cost offsets and savings. For example, the efficiencies that could be achieved through the conversion of street lighting to solar.*

#### COMMENT

Solar Street Lights: Officers investigated the replacement of the existing LED lights with solar lights. It was decided that these works would be not be the best use of the funds due to the following reasons:

- The existing LEDs were installed one year ago
- The lights have a 10 year warranty period
- The running costs for the street lights has reduced from \$20,000/year to \$5,600/year.
- Council was budgeting \$6,000/year for repairs which has now been virtually reduced to an allowance only
- Currently there is no PAWC process to install solar lights on their assets or approved Solar fixture consequently there would be significant delay to obtaining approval to the lights.

Water savings: In 2018 Council applied for a grant to update numerous irrigation projects but were unsuccessful. These irrigation systems are constantly failing and leaking, wasting thousands of litres of water a year. They are also operated manually requiring significant labour costs. Works of particular importance are:

- Myrtle Fawcett Park                      \$ 8,500.00
- Memorial Terrace Gardens              \$19,500.00

- Havlik Park \$11,000.00
- Anzac Park \$10,000.00
- Information Centre \$ 5,500.00
- Batchelor Bore supply upgrade \$15,500.00
- \$70,000.00

The other projects proposed by Council officers do not offer any savings in water management or energy efficiency but are creation of a new asset (such as bitumen footpaths) or improvements to existing community assets that are currently below standard, thus increasing the amenity for the community (such as upgrading playground equipment and replacing pool fencing).

Suggested projects are:

- Batchelor Playground upgrade \$30,000
- Bruce Jones Community Centre – internal fit out - \$30,000
- Bowls Club – internal fit out including connection of water \$30,000
- Extend bitumen footpath Becker Street, Adelaide River \$46,000
- Extend bitumen footpath Hopewell Street, Adelaide River \$42,000
- Solar lights (bollard type) at Adelaide River corridor along Memorial Terrace \$30,000
- Myrtle Fawcett Park – installation of shade structure, picnic tables, small playground \$50,000
- Pool – upgrade pumps and balance tanks \$70,000
- Pool fence replacement \$16,000
- Pool deck repair and consolidation (public safety and asset management) \$35,000

The process to obtain approval from the Australian Government is lengthy and it is possible that some projects would be rejected.

#### **CONSULTATION**

Nil

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

Nil

#### **FINANCIAL IMPLICATIONS**

The Local Roads and Community Infrastructure grants allocation totals \$215,886.00 and must be expended by 30<sup>th</sup> June 2021. All projects must be approved by the Department of Infrastructure, Transport, Regional Development and Communications.

**RESOLUTION 15/09/2020/011**

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

**Moved:** Clr. Moyle

**Seconded:** Clr. McElwee **CARRIED**

**9.5 BIG RIVERS REGION WASTE MANAGEMENT WORKING GROUP – TERMS OF REFERENCE**

**Date:** 15 September 2020  
**Author:** Anna Malgorzewicz, Chief Executive Officer  
**Attachment:** Terms of Reference - BRRWMWG

**PURPOSE**

This report seeks Council's endorsement of the Terms of Reference for the Big Rivers Region Waste Management Reference Group.

**BACKGROUND AND PREVIOUS DECISIONS**

Previous Decisions

***RESOLUTION 21/11/2018/009***

*That Council approve expenditure of \$5K that allows Coomalie Community Government Council to immediately join Big Rivers Waste Management Group for the trial period up until May 2019 that will allow for commencement of long-term continuous improvement in waste management practices for Adelaide River and Batchelor Waste sites as part of regional collaboration.*

**Moved:** Clr. Bulmer

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

**COMMENT**

Council became a member of the Big Rivers Region Waste Management Group in 2018 and has been an active participant in the forum since that time. In addition, the Group Coordinator, has provided Council with assistance with respect to compliance matters and improved operations.

The Coordinator recently reviewed the Terms of Reference for the Working Group and seeks Council's endorsement of the revised TOR.



## CONSULTATION

Nil

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Council's annual membership fee is \$11,000.

### RESOLUTION 15/09/2020/012

That Council endorses the revised Terms of Reference for the Big Rivers Region Waste Management Group.

**Moved:** Clr. Moyle

**Seconded:** Clr. Corliss

**CARRIED**

## 10 COMMUNITY RECREATION AND SERVICES REPORT

### 10.1 COMMUNITY RECREATION AND REMOTE SPORTS PROGRAM

**Date:** 15<sup>th</sup> September 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
17/08/2020	3	8
24/08/2020	4	4
31/08/2020	4	5
07/09/2020	1	6

Numbers fluctuating for after school sports program, will meet with school business managers to actively promote activities for term 4 program. Activities have included soccer, AFL, T-ball, hockey & volleyball.

### **Boxing Group Fitness**

Classes have been running since return from school holidays, small number on the first week back due to other commitments with school recommencing being the reason for low attendances.

<b>Week Start</b>	<b>Attendances</b>
17/08/2020	0
24/08/2020	0

Whilst “Word of mouth” was strong for classes, this was not reflected into attendance figures. We have decided to pull the class for the time being and introduce once a Group Fitness instructor is secured to run alongside aqua classes at the pool.

### **NT Athletics**

In lieu of the full NT Athletics Championships this year, they are putting on a “Teams Challenge” event.

Still in discussions with sports teachers from both schools to get a team together to represent Coomalie at this event, to expose the children to some national standard competition and coaches.

### **Seniors Month**

Seniors month Mystery Bus Tour was held on Friday 21<sup>st</sup> August. Tour visited Jenny’s Orchid Nursery in Humpty Doo, followed by a lunch at the Coolalinga Tavern.

Based on the smiles and conversation being held by all, a successful day was had by all attendees.

Due to bushfires around Adelaide River and Batchelor, we decided to cancel the chocolate factory tour on the 31<sup>st</sup> of August. As we had 4 confirmed attendees, this was unfortunate to do.

### **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>	18 <sup>th</sup> August 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	Swimming Lessons
6/9/2020	19	29	2	2	0	0
13/9/2020						

#### Royal Life Saving Society

Royal Life are being commissioned to undertake an audit of the swimming pool. They will audit all aspects of the pool from signage to supervision plans, and risk assessments.

To ensure the pool remains current to Australian Standards, this is a vital tool in order Council can manage risk and operations.

#### Pool Grants – Access Lift & Covers

Grant application has been submitted to assist the funding of a pool access lift for mobility impaired members of our community to utilise this facility.

Application also includes the purchasing of pool blankets to assist with maintaining pool temperatures during the Dry Season to extend patron use and comfort, as well as assist with reducing evaporation of water during the Dry Season.

#### Heywire ABC Grants

Grant funding was applied for to initiate a Youth Employment program at the pool. This would have employed 3 or 4 youth within the area as Lifeguards and Swim Teachers, with funding putting them through the required courses as well as a Certificate IV course in either Sport & Recreation or Business. However, we were unsuccessful in this grant round, await feedback from the panel in regard to our application.

#### Halloween Pool Party

Plans are underway to hold a Halloween costume party at the Batchelor Pool on Saturday the 31<sup>st</sup> October. This will be held in conjunction with the Rum Jungle Bowls Club bowling and trivia night.

### CONSULTATION

Nil

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## FOR NOTING

### 10.3 COMMUNITY LIBRARIES REPORT

<b>Date:</b>	15 September 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 and Adelaide River Primary School

#### COMMENT

Community libraries are continuing to slowly recover to pre Covid closure visitor numbers.

In person visits for the past month in Adelaide River were 84 as compared to 237 in the same period in 2019. In Batchelor there were 46 visits as compared to 162 in 2019.

Batchelor residents and visitors can access the BIITE library out of "community" hours, and this month, an extra 77 local and tourist patrons were assisted out of Council library hours. A new Librarian will be joining BIITE very soon and library officers are looking forward to reinvigorating and improving our services to the community in collaboration with Batchelor Institute staff.

In Adelaide River we have improved our record keeping to include the number of hours patrons spend with us. Interestingly, this has shown that even with limits on visitor numbers allowed in our space, we provided over 176 hours of support and assistance to the local community, and a safe inclusive learning environment for children.

Council staff have commenced the overall review of position descriptions, staffing and Shared Use Agreements for both Libraries with the aim of maximising our service provision and meeting the need of our community.

Individual assistance with learning to use computers and smart phones is always available in our Libraries. This month one of our rural senior patrons will be featured as a learning success story in a national publicity campaign for the Good Things Foundation, who have funded our ongoing Be Connected Network Seniors IT learning program. The support and education opportunities that Council provides to its patrons is making a real and measurable contribution to the quality of life for isolated seniors.

## **CONSULTATION**

Prue King Batchelor Community Librarian

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

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

## **FOR NOTING**

## **11 FINANCE REPORTS**

### **11.1 PAYMENT REGISTER**

<b>Date:</b>	15 <sup>th</sup> September 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 August 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.

<b>Payment Register</b>				
<b>Coomalie Community Government Council</b>				
<b>For the period 1 August 2020 to 31 August 2020</b>				
<b>Date</b>	<b>Source</b>	<b>Description</b>	<b>Reference</b>	<b>Credit</b>
<b>CBA Credit Card A Malgorzewicz</b>				
31 Aug 2020	Payable Payment	Payment: Ringers Western	Uniform shirts	389.79
<b>Total CBA Credit Card A Malgorzewicz</b>				<b>389.79</b>
<b>CBA Credit Card S Shooter</b>				
03 Aug 2020	Payable Payment	Payment: Bunnings Building Supplies P/L	Consumables	209.75
06 Aug 2020	Payable Payment	Payment: NT News	Aug 2020	28.00
10 Aug 2020	Payable Payment	Payment: Microsoft	O365 July 2020	382.80
17 Aug 2020	Payable Payment	Payment: Hitachi	Parts	412.24
21 Aug 2020	Payable Payment	Payment: Australia Post	Postage	27.55
24 Aug 2020	Payable Payment	Payment: Xero Australia Pty Ltd	Xero Aug 2020	125.00
<b>Total CBA Credit Card S Shooter</b>				<b>1,185.34</b>
<b>CCGC CBA Cheque</b>				
02 Aug 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	67.45
10 Aug 2020	Payable Payment	Payment: WINC	Stationery	74.20
10 Aug 2020	Payable Payment	Payment: WINC	Stationery	341.85
10 Aug 2020	Payable Payment	Payment: Motor Vehicle Registry	Rego CC35FV	766.55
10 Aug 2020	Payable Payment	Payment: ONEMUSIC Australia	ACMA licence fee	350.00
10 Aug 2020	Payable Payment	Payment: Jtagz	Dog tags	136.40
10 Aug 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
10 Aug 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
10 Aug 2020	Payable Payment	Payment: S.E. Rentals Pty Ltd	Photocopier rental	258.63
10 Aug 2020	Payable Payment	Payment: Darwin Office Technology	Copy count Jul 2020	342.04
10 Aug 2020	Payable Payment	Payment: WINC	Stationery	350.99
10 Aug 2020	Payable Payment	Payment: Classic Holden Car Club	Bond refund Bat Oval	100.00
11 Aug 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	24,545.42
11 Aug 2020	Spend Money	PC110820-197719484 SuperChoice P-L	Superannuation	2,835.24
12 Aug 2020	Payable Payment	Payment: Norsign NT	Signage	264.88

12 Aug 2020	Payable Payment	Payment: Diedre Pickering	Cleaning Jul 2020	2,730.66
12 Aug 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Clear fence line AR landfill	2,332.00
12 Aug 2020	Payable Payment	Payment: Rosejoy NT T/A Batchelor General Store	Consumables	49.45
12 Aug 2020	Payable Payment	Payment: RS Gardening Care	Push up Bat dump Jul 2020	5,544.00
12 Aug 2020	Payable Payment	Payment: Diedre Pickering	AR Dump contractor Jul 2020	901.00
12 Aug 2020	Payable Payment	Payment: Ballinger Technology	Repair traffic counter	358.16
12 Aug 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Dirt to AR landfill	1,815.00
12 Aug 2020	Payable Payment	Payment: Pumacard	Fuel Jul 2020	2,363.60
12 Aug 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Push up AR dump Jul 2020	800.00
12 Aug 2020	Payable Payment	Payment: Vanderfield Darwin	Parts	17.73
12 Aug 2020	Payable Payment	Payment: Peter Rowlands	Repairs Coaster bus	669.23
12 Aug 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Repair seal Chinner, Milton Rds	3,582.04
12 Aug 2020	Payable Payment	Payment: St John Ambulance Australia	First aid supplies	71.10
12 Aug 2020	Payable Payment	Payment: Ooloo Investments Pty Ltd	Crush white goods Bat landfill	561.00
12 Aug 2020	Payable Payment	Payment: L&V Nominees Pty Ltd	Pool chemicals	216.00
12 Aug 2020	Payable Payment	Payment: Practical Safety Australia Pty Ltd	PPE	77.30
12 Aug 2020	Payable Payment	Payment: Integrated Land Information System	Register OSC properties	4,180.40
<b>Date</b>	<b>Source</b>	<b>Description</b>	<b>Reference</b>	<b>Credit</b>
12 Aug 2020	Payable Payment	Payment: Asbestos Solutions NT Pty Ltd	Test pipe for asbestos NPW	2,453.00
12 Aug 2020	Payable Payment	Payment: Practical Safety Australia Pty Ltd	PPE	343.15
13 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	76.61
17 Aug 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	42.24
17 Aug 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	62.59
17 Aug 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	5.28
18 Aug 2020	Payable Payment	Payment: WINC	Stationery	39.12
18 Aug 2020	Payable Payment	Payment: L & J Rural Contracting Pty Ltd	Fence perimeter Bat landfill	33,396.00
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	1,515.78
18 Aug 2020	Payable Payment	Payment: Cr. Sue Bulmer	Councillor Fees	450.00
18 Aug 2020	Payable Payment	Payment: Bruce Mason	Cleaning toilets Apr-Aug 2020	5,120.00
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	636.21
18 Aug 2020	Payable Payment	Payment: Speedy Electrical Service NT	Electrical repairs	694.00
18 Aug 2020	Payable Payment	Payment: Bruce Mason	Cleaning office Apr-Aug 2020	1,800.00
18 Aug 2020	Payable Payment	Payment: WINC	Stationery	38.94
18 Aug 2020	Payable Payment	Payment: Nexia Edwards Marshall NT	Audit Fees	4,400.00
18 Aug 2020	Payable Payment	Payment: WINC	Stationery	17.51
18 Aug 2020	Payable Payment	Payment: MVR	Rego CCGC01 Hilux ute	766.55
18 Aug 2020	Payable Payment	Payment: Cr. Max Corliss	Councillor Fees	803.33
18 Aug 2020	Payable Payment	Payment: Bruce Mason	Cleaning BJCC, Bat dump Apr-Aug 2020	730.00
18 Aug 2020	Payable Payment	Payment: Bruce Mason	Clean RJBC	60.00
18 Aug 2020	Payable Payment	Payment: Cr. Deborah Moyle	Councillor Fees	450.00
18 Aug 2020	Payable Payment	Payment: Corrugated Iron Youth Arts Inc	Youth Week event	1,870.00
18 Aug 2020	Payable Payment	Payment: MVR	Rego TD3070 trailer	128.50
18 Aug 2020	Payable Payment	Payment: Air Liquide WA Pty Ltd	Gas rental	92.14
18 Aug 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	477.04
18 Aug 2020	Payable Payment	Payment: Top End Line Markers	Line marking Miles, Coach Rd	8,991.40
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	36.61
18 Aug 2020	Payable Payment	Payment: Bunnings Building Supplies P/L	Consumables	293.58
18 Aug 2020	Payable Payment	Payment: Cr. Andrew Turner	Councillor Fees	2,320.67
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	742.33
18 Aug 2020	Payable Payment	Payment: Cr. Christian McElwee	Councillor Fees	450.00

18 Aug 2020	Payable Payment	Payment: Peter Rowlands	Repair trailer TD3070	587.50
18 Aug 2020	Payable Payment	Payment: VTG Waste & Recycling P/L	Garbage collection	2,108.74
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	107.35
18 Aug 2020	Payable Payment	Payment: Cr. Sharon Beswick	Councillor Fees	450.00
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	708.76
18 Aug 2020	Payable Payment	Payment: L&V Nominees Pty Ltd	Pool chemicals	40.00
18 Aug 2020	Payable Payment	Payment: WINC	Stationery	70.85
18 Aug 2020	Payable Payment	Payment: Area9 IT Solutions	IT Support Aug 2020	1,006.50
18 Aug 2020	Payable Payment	Payment: Flick Anticimex	Supply install 17 hand sanitisers	1,767.70
18 Aug 2020	Payable Payment	Payment: Peter Rowlands	Rego inspection ute, trailer	114.40
18 Aug 2020	Payable Payment	Payment: Local Govt Assoc of NT	LGANT Membership 20/21	4,851.41
18 Aug 2020	Payable Payment	Payment: WINC	Stationery	38.78
18 Aug 2020	Payable Payment	Payment: NT Water Filters	Water	218.40
18 Aug 2020	Payable Payment	Payment: PowerWater - Bills	Water	660.73
18 Aug 2020	Payable Payment	Payment: Katherine Town Council	Big Rivers Membership 20/21	11,000.00
18 Aug 2020	Payable Payment	Payment: Chris Reynolds Transport	Freight	77.00
25 Aug 2020	Spend Money	SALARIES AND WAGES Coomalie Communi	Payroll	28,489.98
25 Aug 2020	Spend Money	PC250820-190803167 SuperChoice P-L	Superannuation	2,478.57
<b>Date</b>	<b>Source</b>	<b>Description</b>	<b>Reference</b>	<b>Credit</b>
27 Aug 2020	Spend Money	Commonwealth Bank of Australia	Bank Fees	1.10
31 Aug 2020	Payable Payment	Payment: WINC	Stationery	37.98
31 Aug 2020	Payable Payment	Payment: Shannon Recycling & Landcare	Bat dump Aug 2020	2,079.00
31 Aug 2020	Payable Payment	Payment: The Big Mower	Parts	144.60
31 Aug 2020	Payable Payment	Payment: Spotlight	Consumables	250.00
31 Aug 2020	Payable Payment	Payment: NT News (News Corp)	Advertise Rates Declaration 20/21	2,448.00
31 Aug 2020	Payable Payment	Payment: L & J Rural Contracting Pty Ltd	Fence perimeter Bat landfill	6,538.40
31 Aug 2020	Payable Payment	Payment: H&K Earthmoving Pty Ltd	Retention Sealing Coach Road	15,276.50
<b>Total CCGC CBA Cheque</b>				<b>213,883.37</b>
<b>Total</b>				<b>215,458.50</b>

## RESOLUTION

That Council approve and pass for payment the August 2020 payment register totalling \$215,458.50

**Moved:** Clr. McElwee

**Seconded:** Clr. Corliss **CARRIED**

## 11.2 FINANCE AND GRANT REPORT

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Melissa Kerr, Finance Manager
<b>Attachments:</b>	Nil

## PURPOSE

The purpose of this report is to provide a summary of the financial position of Council for the period ending 31 August 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 two months of the financial year income is \$8k above budget and expenditure is \$520k lower than budgeted, resulting in a \$528k better result in the net profit.
- The below budgeted expenditure is mainly attributable to major capital works at the waste transfer stations and solar project, and SCALE grant funded projects that commenced in August, but not many invoices have been received and paid to date.
- Insurance invoices for two policies are also waiting to be received and paid.
- Rates notices were sent out late August, with rates due and payable Friday 2 October 2020. Council staff are emailing copies of rates notices to all those property owners that we have an email address for on Council's database.

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

##### **Income**

- Roads to Recovery grant of \$216k for 2020/21 has been received
- Insurance claim of \$28k for NTCAT has been received – other revenue
- Rates have been levied, raising \$397k in garbage charges and \$948k in general rates
- Overriding Statutory Charges of \$4k have been paid and registered on properties

##### **Expenses**

- Employee costs and payroll are slightly lower than budgeted due to not all positions being filled
- Waiting on JLT insurance invoices for industrial special risks and liability to receive and pay
- Legal fees are over \$2k and will need to be amended at the Sep quarterly review
- Maintenance on buildings and property, and recreation facilities are below budget as no major maintenance has been carried out to date
- Roads to Recovery project sealing Miles Rd \$153k and Meneling Rd has been completed this month. Waiting on invoice for Meneling Rd. This project was budgeted for June but carried over to this financial year. Figures will be amended at Sep quarterly review
- Road maintenance of \$10k has been carried out to date
- SPG of \$300k for gatehouses and \$215k for LCIP projects have little/no expenditure to date
- 17 Hand sanitisers and \$36k fencing AR landfill has been paid to date as part of SCALE grant
- A deposit of \$9k has been made to Country Solar as part of the EES Grant of \$110k

#### **CONSULTATION**

There is no consultation that applies to this report.

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

The financial report is at 31 August 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.

<b>Profit and Loss - Council OGM</b>						
Coomalie Community Government Council						
For the month ended 31 August 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%	537,908.00	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	0.00	(44,395.00)	0.00%	44,674.00	44,674.00
Grant NTG Library	0.00	0.00	0.00	0.00%	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	19,680.00	4,000.00	(15,680.00)	-392.00%	17,500.00	490,129.00
Grant NTG Special Purpose	538,700.00	625,000.00	86,300.00	13.81%	625,000.00	238,857.00
Interest - Interest Received	1,661.30	3,000.00	1,338.70	44.62%	20,000.00	36,894.34
Interest - Rates Penalties, Interest, Legals, Administration	6,703.66	5,000.00	(1,703.66)	-34.07%	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	54,709.38	28,575.00	(26,134.38)	-91.46%	45,635.00	66,597.17
Rates Charged - Garbage	396,773.00	394,945.00	(1,828.00)	-0.46%	394,945.00	387,253.08
Rates Charged - General Rates	947,845.37	948,012.00	166.63	0.02%	948,012.00	933,186.15
Statutory Charges	4,482.00	200.00	(4,282.00)	2141.00%	1,200.00	2,936.82
User Charges	656.46	300.00	(356.46)	-118.82%	5,800.00	6,598.37
<b>Total Trading Income</b>	<b>2,914,179.17</b>	<b>2,906,013.00</b>	<b>(8,166.17)</b>	<b>-0.28%</b>	<b>3,595,726.00</b>	<b>3,491,564.64</b>
<b>Gross Profit</b>	<b>2,914,179.17</b>	<b>2,906,013.00</b>	<b>(8,166.17)</b>	<b>-0.28%</b>	<b>3,595,726.00</b>	<b>3,491,564.64</b>

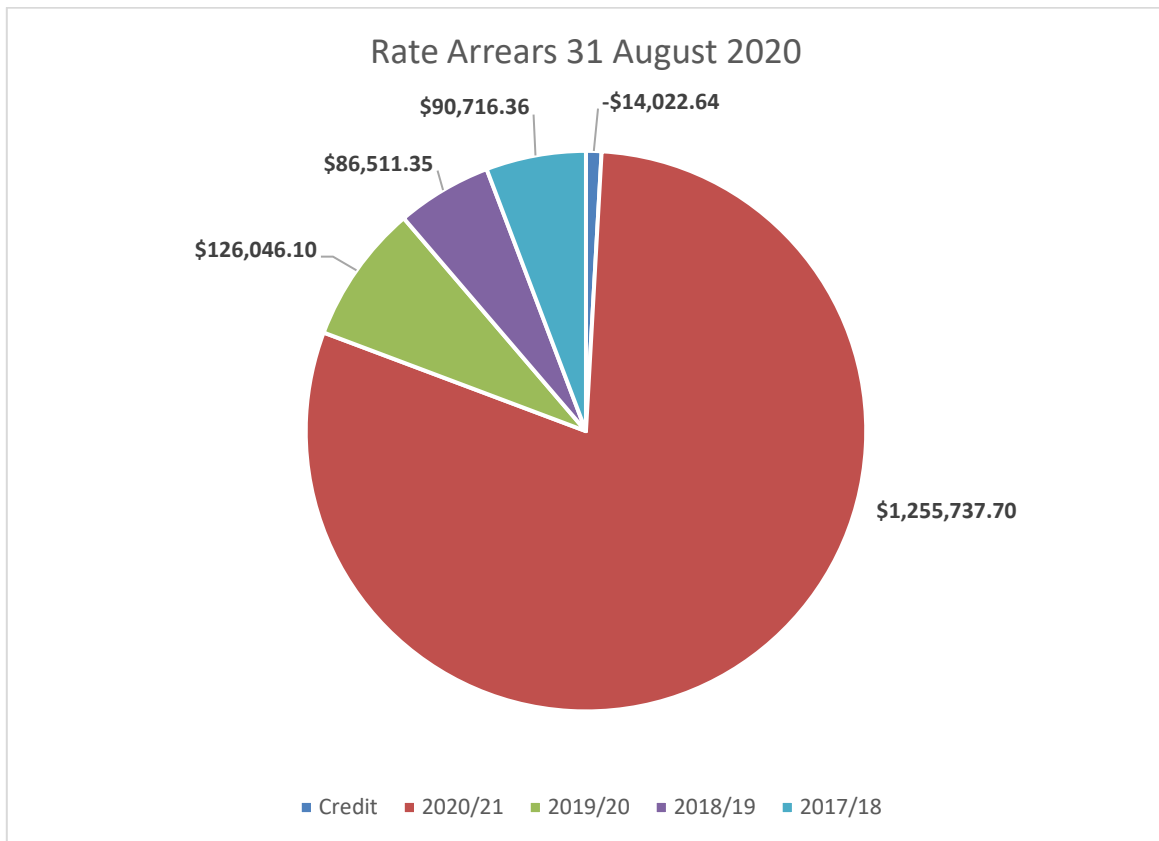
<b>Operating Expenses</b>						
<b>Account</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Budget Var</b>	<b>Var %</b>	<b>2020/21 Budget</b>	<b>2019/20 Actual</b>
Depreciation - Depreciation Expenses	108,867.25	103,470.00	(5,397.25)	-5.22%	619,100.00	648,568.73
Employee Costs	39,790.33	45,106.00	5,315.67	11.78%	196,877.00	78,246.85
Employee Costs Payroll	128,522.22	150,390.00	21,867.78	14.54%	900,260.00	821,077.97
Materials and Services - Other	68,768.10	106,166.00	37,397.90	35.23%	450,586.00	313,554.55
Materials and Services - Contractor Services	37,367.54	49,540.00	12,172.46	24.57%	221,200.00	302,452.95
Materials and Services - Insurance Costs	28,028.07	92,500.00	64,471.93	69.70%	93,000.00	77,304.89
Materials and Services - Legal Costs	12,316.86	10,000.00	(2,316.86)	-23.17%	10,000.00	21,499.78
Materials and Services - Maintenance Buildings and Property	3,104.79	30,400.00	27,295.21	89.79%	63,800.00	34,318.36
Materials and Services - Maintenance Recreation Facilities	3,662.73	17,500.00	13,837.27	79.07%	106,000.00	82,485.35
Materials and Services - Motor Vehicles	8,107.34	12,670.00	4,562.66	36.01%	80,310.00	85,293.52
Materials and Services - Roadworks	162,680.00	135,000.00	(27,680.00)	-20.50%	724,000.00	385,351.29
Materials and Services - Street Lighting Costs	0.00	1,650.00	1,650.00	100.00%	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 Cost	11,211.29	12,060.00	848.71	7.04%	64,960.00	64,550.60
Other Expenses - Accounting, Audit, Consultants	35,730.00	29,640.00	(6,090.00)	-20.55%	122,840.00	116,207.27
Other Expenses - Councillors	9,074.00	9,848.00	774.00	7.86%	59,088.00	45,650.00
Work in Progress Capital Works - Other Costs	45,604.78	415,000.00	369,395.22	89.01%	625,000.00	0.00
<b>Total Operating Expenses</b>	<b>707,623.48</b>	<b>1,227,440.00</b>	<b>519,816.52</b>	<b>42.35%</b>	<b>4,350,121.00</b>	<b>3,088,561.38</b>
<b>Net Profit</b>	<b>2,206,555.69</b>	<b>1,678,573.00</b>	<b>(527,982.69)</b>	<b>-31.45%</b>	<b>(754,395.00)</b>	<b>403,003.26</b>

<b>Statement of Cash Flows</b>	
Coomalie Community Government Council	
For the 2 months ended 31 August 2020	
<b>Account</b>	<b>Jul-Aug 2020</b>
<b>Operating Activities</b>	
Receipts from customers	2,890,351.30
Payments to suppliers and employees	(653,226.98)
Cash receipts from other operating activities	45,593.99
<b>Net Cash Flows from Operating Activities</b>	<b>2,282,718.31</b>
<b>Investing Activities</b>	
Other cash items from investing activities	(1,298,721.35)
<b>Net Cash Flows from Investing Activities</b>	<b>(1,298,721.35)</b>
<b>Financing Activities</b>	
Other cash items from financing activities	(867,070.97)
<b>Net Cash Flows from Financing Activities</b>	<b>(867,070.97)</b>
<b>Net Cash Flows</b>	<b>116,925.99</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	2,640,076.96
<b>Net change in cash for period</b>	<b>116,925.99</b>

<b>Balance Sheet</b>		
Coomalie Community Government Council		
As at 31 August 2020		
	<b>Account</b>	<b>31 Aug 2020</b>
<b>Assets</b>		
	<b>Bank</b>	
	CBA Investment 1	2,000,000.00
	CCGC CBA Cheque	518,325.84
	CCGC CBA Trust	123,116.50
	<b>Total Bank</b>	<b>2,641,442.34</b>
	<b>Current Assets</b>	
	Accounts Receivable	24,350.00
	Cash on Hand	1,000.00
	Trade & Other Receivables - Rate Debtors	1,544,988.87
	<b>Total Current Assets</b>	<b>1,570,338.87</b>
	<b>Fixed Assets</b>	
	<b>Total Fixed Assets</b>	<b>17,815,809.45</b>
<b>Total Assets</b>		<b>22,027,590.66</b>
<b>Liabilities</b>		
	<b>Current Liabilities</b>	
	Accounts Payable	49,438.33
	CBA Credit Card A Malgorzewicz	389.79
	CBA Credit Card S Shooter	975.59
	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	(1.44)
	Trade & Other Payables - GST	(12,527.91)
	Trade & Other Payables - PAYG Withholdings Payable	16,263.00
	Trust Funds & Deposits - Retention Monies	13,116.50
	<b>Total Current Liabilities</b>	<b>127,913.60</b>
<b>Total Liabilities</b>		<b>127,913.60</b>
	<b>Net Assets</b>	<b>21,899,677.06</b>
<b>Equity</b>		
	Current Year Earnings	2,206,555.69
	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>21,899,677.06</b>

<b>Aged Receivables Summary</b>						
Coomalie Community Government Council						
As at 31 August 2020						
<b>Contact</b>	<b>Current</b>	<b>1 Month</b>	<b>2 Months</b>	<b>3 Months</b>	<b>Older</b>	<b>Total</b>
Department of Housing - wheelie bin	-	-	-	-	110.00	110.00
NT Concession - pensioner rebate	24,240.00	-	-	-	-	24,240.00
<b>Total</b>	<b>24,240.00</b>	-	-	-	<b>110.00</b>	<b>24,350.00</b>

<b>Aged Payables Summary</b>						
Coomalie Community Government Council						
As at 31 August 2020						
<b>Contact</b>	<b>Current</b>	<b>1 Month</b>	<b>2 Months</b>	<b>3 Months</b>	<b>Older</b>	<b>Total</b>
<b>Aged Payables</b>						
Batchelor Service Centre	219.29	-	-	-	-	219.29
Commander Centre Darwin	620.00	-	-	-	-	620.00
Country Solar NT	10,230.86	-	-	-	-	10,230.86
Darwin Office Technology	347.34	-	-	-	-	347.34
DT & MG Kerr Trading as Kerr Trust	10,626.00	-	-	-	-	10,626.00
EASA Inc	493.68	-	-	-	-	493.68
Jacana Energy	1,633.97	-	-	-	-	1,633.97
JB HI FI Berrimah	2,955.00	-	-	-	-	2,955.00
L&V Nominees Pty Ltd	1,450.00	-	-	-	-	1,450.00
Litchfield Motel	275.00	-	-	-	-	275.00
Oolloo Investments Pty Ltd	2,731.00	-	-	-	-	2,731.00
Power Water - Bills	5,726.22	-	-	-	-	5,726.22
Pumacard	1,601.60	-	-	-	-	1,601.60
Rosejoy NT T/A Batchelor General Store	128.82	-	-	-	-	128.82
RS Gardening Care	3,696.00	-	-	-	-	3,696.00
Telstra	1,081.47	-	-	-	-	1,081.47
VTG Waste & Recycling P/L	2,108.74	-	-	-	-	2,108.74
Ward Keller	3,450.00	-	-	-	-	3,450.00
WINC	63.34	-	-	-	-	63.34
<b>Total Aged Payables</b>	<b>49,438.33</b>	-	-	-	-	<b>49,438.33</b>
<b>Total</b>	<b>49,438.33</b>	-	-	-	-	<b>49,438.33</b>



<b>Investments Summary</b>				
Coomalie Community Government Council				
As at 31 August 2020				
<b>Category</b>	<b>Balance</b>	<b>Rate</b>	<b>Interest Frequency</b>	<b>Maturity Date</b>
Fixed Term Deposit	\$ 200,000.00	1.10%	At Maturity	7/09/2020
Fixed Term Deposit	\$ 300,000.00	0.63%	At Maturity	7/10/2020
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
<b>TOTAL</b>	<b>\$ 2,000,000.00</b>			

<b>Grants Summary</b>						
Coomalie Community Government Council						
As at 31 August 2020						
<b>Date Received</b>	<b>Grant</b>	<b>From</b>	<b>Amount</b>	<b>Expended to date</b>	<b>Amount Remaining</b>	<b>Acquittal Due</b>
14/06/2019	SPG - Gatehouses	Dept of LGHCD	\$ 300,000.00	\$ 2,400.00	\$ 297,600.00	30/06/2021
24/06/2019	EES - Solar Admin and Pool	Dept of LGHCD	\$ 110,000.00	\$ 9,300.78	\$ 100,699.22	30/06/2021
29/07/2020	Community Sport Recreation Officer	Dept of Tourism Sport and Culture	\$ 44,395.00	\$ 9,101.05	\$ 35,293.95	31/08/2021
3/02/2020	Anzac Day 2020 - carry over to 2021	Dept Attorney General and Justice	\$ 10,606.00	\$ -	\$ 10,606.00	31/07/2021
11/02/2020	Animal Management Program	Dept Industries, Innovation, Science	\$ 15,000.00	\$ -	\$ 15,000.00	15/01/2021
17/03/2020	Youth Week 2020 - to be held Sep holidays	Territory Families	\$ 1,700.00	\$ -	\$ 1,700.00	30/06/2020
20/05/2020	School Holiday Program Jul 2020 - carry over to Sep	Territory Families	\$ 2,000.00	\$ 531.10	\$ 1,468.90	31/08/2020
16/06/2020	Remote Sport Program - Boxing	Dept of Tourism Sport and Culture	\$ 1,920.00	\$ 1,920.00	\$ -	<b>Acquitted</b>
2/06/2020	SCALE	Dept of LGHCD	\$ 128,700.00	\$ 40,271.80	\$ 88,428.20	30/09/2020
8/07/2020	Seniors Month Jul 2020	Territory Families	\$ 2,000.00	\$ 439.64	\$ 1,560.36	31/10/2020
14/07/2020	Building Digital Skills	Good Things Foundation	\$ 2,500.00	\$ -	\$ 2,500.00	
21/08/2020	Roads to Recovery	Dept of Infrastructure, Transport, Reg Dev	\$ 216,000.00	\$ 153,032.00	\$ 62,968.00	31/10/2020
			<b>\$ 834,821.00</b>	<b>\$ 216,996.37</b>	<b>\$ 617,824.63</b>	

#### **RESOLUTION 15/09/2020/013**

That Council receives and notes the Finance Report for August 2020.

**Moved:** Clr. McElwee

**Seconded:** Clr. Corliss **CARRIED**

### **11.3 PORTABLE TOILET TRAILER – FEES AND CHARGES 2020/21**

**Date:** 15<sup>th</sup> September 2020  
**Author:** Melissa Kerr, Finance Manager  
**Attachments:** Nil

#### **PURPOSE**

Amend fees and charges 2020/21 to include hire of the portable toilet trailer.

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

Council require a fee to hire the portable toilet trailer out to government organisations.

#### **COMMENT**

It has been suggested that a \$500 refundable bond is taken, and a daily hire rate of \$550/day or for long term hire greater than a week \$450/day.

#### **CONSULTATION**

Acting Operations Manager



Chief Executive Officer

## STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Nil

### RESOLUTION 15/09/2020/014

That Council approves and amends the Fees and Charges 2020/21 to include portable toilet trailer refundable bond of \$500, hire rate of \$550/day and for more than a week hire rate of \$450/day.

Council receives and notes the Finance Report for August 2020.

**Moved:** Clr. Beswick

**Seconded:** Clr. McElwee **CARRIED**

## 12 COUNCILLOR REPORTS

Nil

## 13 USE OF THE COMMON SEAL

Nil

## 14 LATE ITEMS

Nil

## 15 GENERAL BUSINESS

### 15.1 ACKNOWLEDGEMENT OF MAYOR FAY MILLER, KATHERINE TOWN COUNCIL

<b>Date:</b>	15 <sup>th</sup> September 2020
<b>Author:</b>	Anna Malgorzewicz, Chief Executive Officer
<b>Attachment:</b>	Nil

#### PURPOSE

To extend acknowledgement and well wishes to Mayor Fay Miller, Katherine Town Council on her pending retirement.



