



AGENDA

ORDINARY COUNCIL MEETING

16TH DECEMBER 2025

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1. NOTICE OF MEETING.

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: 16th December 2025
Time: 3.00 pm
Location: Council Chambers
22 Cameron Road, Batchelor NT 0845

Any member of Council and staff who may have a conflict of interest or perceived conflict of interest regarding any item of business to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Ordinary Meeting of Council will be open to the public and will adhere to COVID Safety Plan requirements, including optional wearing a mask, appropriate physical distancing, and health, and hygiene requirements.

The meeting will be recorded for minuting purposes only.



Natasha Chapman

Acting Chief Executive Officer.

AGENDA

ORDINARY GENERAL COUNCIL MEETING TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR ON 16TH DECEMBER 2025

The President of the Council, Mr. Ross McGorman will declare the meeting open at 3:00 pm and welcome all in attendance.

2. ACKNOWLEDGEMENT OF COUNTRY

I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.

3. PERSONS PRESENT

ELECTED MEMBERS PRESENT

President	Ross McGorman
Deputy President	Chris Whatley
Councillor	Sharon Beswick
Councillor	Mae Mae Morrison
Councillor	Alan Roe
Councillor	Greg Strettles

STAFF PRESENT

Acting Chief Executive Officer	Natasha Chapman
Council and Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

VISITORS PRESENT

4. APOLOGIES AND LEAVE OF ABSENCE.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	Nil.

PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Ordinary General Meeting held on 16th December 2025.

RECOMMENDATION

That Council receives and notes the apologies of..... absence for the Ordinary General Meeting held 16th December 2025.

Moved:

Seconded:

COMMENT.

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 95 *Local Government Act 2019*.

1.07 Meetings of Council.

FINANCIAL IMPLICATIONS.

Nil.

5. ELECTRONIC MEETING ATTENDANCE.

Date: 16th December 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

RECOMMENDATION

That Council acknowledges and accepts _____ attendance to the meeting of 16th December 2025 via electronic means.

Moved:

Seconded:

COMMENT.

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

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 95 *Local Government Act 2019*.

FINANCIAL IMPLICATIONS.

Nil.

6. DECLARATION OF INTEREST

Date: 16th December 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: Nil.

PURPOSE

Members and Staff are required to disclose an interest in a matter under consideration by the Council at a meeting of the Council by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the member or staff member must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the issue. The Council may elect to allow the member or staff member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 16th December 2025.

Moved:

Seconded:

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Sections 175 *Local Government Act 2019*.

CEO and Staff Code of Conduct.

FINANCIAL IMPLICATIONS.

Nil.

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

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8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

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9. PETITIONS.

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10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.

10.1 CONFIRMATION OF THE SPECIAL MEETING MINUTES (PUBLIC) OF 12th NOVEMBER 2025.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	DRAFT Public Special Meeting Minutes of 12th November 2025.

PURPOSE

Minutes of the Special Meeting held on 12th November 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RECOMMENDATION

That the Public Minutes of the Special Meeting held on 12th November 2025 be confirmed they are a true and correct record of the meeting.

Moved:

Seconded:

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 101 *Local Government Act 2019*.

FINANCIAL IMPLICATIONS.

Nil.

10.1 ATTACHMENT: CONFIRMATION OF THE PUBLIC SPECIAL MEETING MINUTES OF
12TH NOVEMBER 2025.



SPECIAL COUNCIL MEETING
WEDNESDAY 12TH NOVEMBER 2025
10:00 AM

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1. NOTICE OF MEETING

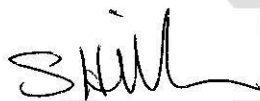
I hereby give notice that a Special Council Meeting was held on:

Date: 12th November 2025
Time: 10:00am
Location: Council Chambers
22 Cameron Road, Batchelor NT 0845

Any member or staff member who may have a conflict of interest, or perceived conflict of interest regarding any item of business to be discussed at a Special Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Special Council Meeting was open to the public and adhered to COVID Safety Plan requirements, including optional wearing of a mask, appropriate physical distancing, health and hygiene requirements.

The meeting was recorded for minuting purposes only.



Chief Executive Officer

MINUTES

SPECIAL MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS, BATCHELOR ON TUESDAY 12TH NOVEMBER AT 10:00AM

The President, Mr Ross McGorman, declared the meeting open at 10:04am and welcomed all in attendance.

2. ACKNOWLEDGEMENT OF COUNTRY

I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.

3. PERSONS PRESENT

MEMBERS PRESENT

President	Ross McGorman
Deputy President	Chris Whatley
Councillor	Mae Mae Morrison
Councillor	Greg Strettles – via electronic means
Councillor	Sharon Beswick
Councillor	Alan Roe – via electronic means

STAFF PRESENT

Chief Executive Officer	Sharon Hillen
Corporate Services Manager	Natasha Chapman
Council & Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

VISITORS PRESENT

Nexia Edwards Marshall (Auditor)	Noel Clifford
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4. APOLOGIES AND LEAVE OF ABSENCE.

Date: 12th November 2025.
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Special Meeting held on 12th November 2025.

Nil

5. ELECTRONIC MEETING ATTENDANCE.

Date: 12th November 2025.
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

RESOLUTION SPEC2025/11/12/001

That Council acknowledge and accepts Clr. Strettles and Clr. Roe's attendance to the meeting of 12th November 2025 via electronic means.

Moved: Deputy President Whatley

Seconded: Clr. Beswick

Carried

6. DECLARATION OF INTEREST.

Date: 12th November 2025.
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

Members and Staff are required to disclose an interest in a matter under consideration by the Council at a meeting of the Council by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the member or staff member must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the issue. The Council may elect to allow the member or staff member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

RESOLUTION SPEC2025/11/12/002

That Council receives Nil declarations of interest for the Special Meeting held 12th November 2025.

Moved: Clr. Beswick

Seconded: Clr. Morrison

Carried

8. CONFIDENTIAL ITEMS

RESOLUTION SPEC2025/11/12/003

That Council close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*;

Moved: Deputy President Whatley

Seconded: Clr. Beswick

Carried

Procedural Note:

The meeting was closed to the public at 10:06am.

8.1 USE OF THE COMMON SEAL - ROAD OPENING, OWEN LAGOON ROAD

CONFIDENTIAL: Regulations 51(1)(b) information about the personal circumstances of a resident or ratepayer;
Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

8.2 ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2024-25

CONFIDENTIAL: Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

RESOLUTION CONFSPEC2025/11/12/005

That Council;

a) receives and notes the report entitled Annual Report and Audited Financial Statements 2024-25; and

b) endorses the Annual Report and Audited Financial Statements 2024-25 as amended; and

c) moves the Annual Report and Audited Financial Statements 2024-25 into open business.

Moved: Deputy President Whatley

Seconded: President McGorman

Carried

9. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL

RESOLUTION CONFSPEC2025/11/12/006

That Council move the following items into Open:

8.2 - ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2024-25

Moved: Clr. Beswick

Seconded: Deputy President Whatley

Carried

10. RE-OPENING OF THE MEETING

RESOLUTION CONFSPEC2025/11/12/007

That the Committee re-opens the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*.

Moved: Deputy President Whatley

Seconded: Clr. Morrison

Carried

Procedural Note:

The meeting was reopened to the public at 11:31am.

11. MEETING CLOSED

The meeting was closed at 11:33am.

10.2 CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 27th NOVEMBER 2025.

Date: 16th December 2025

Author: Natasha Chapman, Acting Chief Executive Officer.

Attachments: **DRAFT Public Meeting Minutes of 27th November 2025.**

PURPOSE

Minutes of the Ordinary General Meeting held on 27th November 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RECOMMENDATION

That the Public Minutes of the Ordinary General Meeting held on 27th November 2025 be confirmed they are a true and correct record of the meeting.

Moved:

Seconded:

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 101 *Local Government Act 2019*.

FINANCIAL IMPLICATIONS.

Nil.

10.2 ATTACHMENT: CONFIRMATION OF THE ORDINARY GENERAL MEETING MINUTES
OF 27TH NOVEMBER 2025.



MINUTES
ORDINARY COUNCIL MEETING
27th NOVEMBER 2025

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1. NOTICE OF MEETING.

I hereby give notice that an Ordinary Meeting of Council was held on:

Date: 27th November 2025
Time: 3.00 pm
Location: Council Chambers
22 Cameron Road, Batchelor NT 0845

Any member of Council and staff who may have a conflict of interest or perceived conflict of interest regarding any item of business to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Ordinary Meeting of Council was open to the public and adhered to COVID Safety Plan requirements, including optional wearing a mask, appropriate physical distancing, and health, and hygiene requirements.

The meeting was recorded for minuting purposes only.



Natasha Chapman

Acting Chief Executive Officer.

MINUTES

ORDINARY GENERAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, BATCHELOR ON 27th NOVEMBER 2025

The President of the Council, Mr. Ross McGorman declared the meeting open at 3:03 pm and welcomed all in attendance.

2. ACKNOWLEDGEMENT OF COUNTRY

I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.

3. PERSONS PRESENT

ELECTED MEMBERS PRESENT

President	Ross McGorman
Deputy President	Chris Whatley
Councillor	Sharon Beswick
Councillor	Mae <u>Mae Morrison</u>
Councillor	Greg Strettles
Councillor	Alan Roe - from 5pm.

STAFF PRESENT

Acting Chief Executive Officer	Natasha Chapman
Council and Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

VISITORS PRESENT – Via Electronic Means

Dept of Housing, Local Gov. & Comm <u>Devlp.</u>	Somanath <u>Gnaneshwaran</u>
Dept of Housing, Local Gov. & Comm <u>Devlp.</u>	Hania Rehman

4. APOLOGIES AND LEAVE OF ABSENCE.

Date: 27th November 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: Nil.

PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Ordinary General Meeting held on 17th November 2025.

RESOLUTION 2025/11/27/001

That Council;

- a) receives and notes the apology of Clr. Roe's absence for part of the Ordinary General Meeting held 27th November 2025 (3pm – 5pm); and
- b) notes the President has leave arrangements from 20/12/2025 to 03/01/2026.

Moved: Clr. Beswick

Seconded: Deputy President Whatley

Carried

5. ELECTRONIC MEETING ATTENDANCE.

Date: 27th November 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

Nil

6. DECLARATION OF INTEREST

Date: 27th November 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: Nil.

PURPOSE

Members and Staff are required to disclose an interest in a matter under consideration by the Council at a meeting of the Council by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the member or staff member must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the issue. The Council may elect to allow the member or staff member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

RESOLUTION 2025/11/27/002

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 27th November 2025.

Clr. Beswick declared an interest at Item 23.1 CODE OF CONDUCT COMPLAINT.

Moved: Clr. Beswick

Seconded: Clr. Morrison

Carried

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

Nil

8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

Nil

9. PETITION – COUNCILLOR CODE OF CONDUCT

Nil

10. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS.

10.1 CONFIRMATION OF THE OCTOBER OGM DRAFT MINUTES 2025.

Date:	27 th November 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	October OGM DRAFT Public Minutes 2025.

PURPOSE

Minutes of the Ordinary General Meeting held on 21st October 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RESOLUTION 2025/11/27/003		
That the Minutes of the Ordinary General Meeting held on 21 st October 2025 be confirmed they are a true and correct record of the meeting.		
Moved:	Deputy President Whatley	
Seconded:	<u>Clr. Strettles</u>	Carried

11. PRESIDENT REPORT

Date:	27 th November 2025
Author:	Ross McGorman, President
Attachment:	NIL

PURPOSE

To update Council on the activities of the President since the last Ordinary General Meeting (OGM) for the period of October and November 2025.

RESOLUTION 2025/11/27/004		
That Council receives and notes the President's Report for the period of October and November 2025.		
Moved:	Deputy President Whatley	
Seconded:	<u>Clr. Morrison</u>	Carried

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date:	27 th November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Nil

PURPOSE

To update Council on the activities of the Chief Executive Officer since the last Ordinary General Meeting (OGM) for the period of October and November 2025.

RESOLUTION 2025/11/27/005

That Council receives and notes the Chief Executive Officers Report for the period of October and November 2025.

Moved: Clr. Strettles

Seconded: Clr. Beswick

Carried

13. FINANCE REPORTS

13.1 MONTHLY FINANCE REPORT

Date:	27 th November 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To provide a summary of the financial position of Council for the period ending 31st October 2025. In accordance with the *Local Government (General) Regulations 2021 – Part 2 Division 7*, the preceding month's financial report must be presented to Council. Regulation 17(1) of the *Local Government (General) Regulations 2021* requires a monthly report from the Chief Executive Officer to provide council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

RESOLUTION 2025/11/27/006

That Council;

- a) notes the Chief Executive Officer (CEO) certifies to the best of her knowledge, information, and the belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
- b) receives and notes the monthly financial report for October 2025.

Moved: Deputy President Whatley

Seconded: Clr. Morrison

Carried

RESOLUTION 2025/11/27/007

That Council approves the creation of opening balances for the below Reserve accounts by transferring the funds from the accumulated surplus/retained earnings equity account to each Reserve account:

- Asset Renewal Reserve: \$200,000
- Batchelor Playground Reserve: \$2,500
- Disaster Recovery Reserve: \$50,000
- Election Expenses Reserve: \$39,000
- Waste Management Reserve: \$100,000

Moved: Deputy President Whatley

Seconded: Clr. Beswick

Carried

14. REPORTS REQUIRING DECISIONS OF COUNCIL.

14.1 CCGC STRATEGIC PLAN 2023-27 – FIRST BIENNIAL REPORT 2025-2026

Date:	27 th November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	First Biannual Report of the Coomalie Shire Strategic Plan 2023-2027

PURPOSE

The Coomalie Community Government Shire Plan 2025-2026 requires the Chief Executive Officer to report biannually to Council on the progress of the Strategic Plan 2025 -2026 referenced in the Coomalie Shire Plan 2025- 2026.

RESOLUTION 2025/11/27/008		
That Council receive and note the CCGC Strategic Plan 2023-2027, First Biannual Report for 2025-2026.		
Moved:	<u>Clr. Strettles</u>	
Seconded	Deputy President Whatley	Carried

14.2 NOMINATIONS FOR LGANT REPRESENTATIVE ON THE NT PLACE NAMES COMMITTEE

Date:	27 th November 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Terms of Reference and Nomination forms for the NT Place Names Committee

PURPOSE

This report requires Council to consider nominating an elected member to the NT Place names Committee who will represent the Local Government Sector of the NT.

RESOLUTION 2025/11/27/009		
That <u>Council</u> :		
a) receive and note the report titled Nominations for the LGANT Representative on the Place Names Committee; and		
b) confirm no nominations were put forward for the LGANT Representative on the Place Names Committee.		
Moved:	<u>Clr. Beswick</u>	
Seconded:	<u>Clr. Morrison</u>	Carried

14.3 NOMINATIONS FOR THE NT WATER SAFETY ADVISORY COUNCIL

Date:	27 th November 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Terms of Reference for the NTWSAC AND Nomination Form

PURPOSE

This report is for Council to consider nominating for a position on the Minister for Sport's NT Water Safety Advisory Council.

RESOLUTION 2025/11/27/010

That [Council](#):

- a) receive and note the report titled Nominations for the NT Water Safety Advisory Council Report; and
- b) Nominates [Clr. Strettles](#) to represent Council on the NT Water Safety Advisory Council.

Moved: [Clr. Beswick](#)

Seconded: [Clr. Morrison](#)

Carried

14.4 COMMUNITY GRANTS PROGRAM 2025–26

Date:	27 th November 2025
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	2.4 Coomalie Community Grants Policy

PURPOSE

To seek Council approval to open the Coomalie Community Grants Program for the 2025–26 financial year in accordance with Policy 2.4 Coomalie Community Grants Policy, which provides governance for the provision of grants, donations, sponsorships, scholarships, and in-kind community support.

RESOLUTION 2025/11/27/011

That Council:

- a) receive and note the report titled Community Grants Program 2025-26; and
- b) approves the opening of the Coomalie Community Grants Program for the 2025–26 financial year;
- c) authorises the Chief Executive Officer to convene a Community Grants Assessment Panel in accordance with Section 4.2(d) of Policy 2.4.

Moved: Deputy President Whatley

Seconded: [Clr. Strettles](#)

Carried

14.5 REVIEW OF 2.6 DELEGATIONS POLICY

Date:	27 th November 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Reviewed policy with track changes

PURPOSE

To seek Council's endorsement of the reviewed 2.6 Delegations Policy.

RESOLUTION 2025/11/27/012

That [Council](#):

a) adopt the reviewed 2.6 Delegations Policy as amended below:

- page 12 of the policy, row 3 & 4 to include the wording "within budget" at the end of the activity description.

Moved: [Clr. Morrison](#)

Seconded: [Clr. Beswick](#)

Carried 4/1 ([Clr. Beswick](#))

Discussion Summary:

- Queries raised around procurement thresholds for officers. Clarification regarding expenditure up to identified thresholds must be within previously approved annual budget and/or project budget.
- Alignment of procurement thresholds, specifically the CEO, to the *Local Government (General) Regulations 2021* procurement processes and thresholds.
- Wording amendment in resolution was agreed to reflect and provide clarity around staff approvals to be within budgeted limits.

15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS FOR THE NOVEMBER OGM 2025

Date: 27th November 2025

Author: Natasha Chapman, Acting Chief Executive Officer.

Attachments: [Actions for the November OGM 2025](#)

RESOLUTION 2025/11/27/013

That Council;

a) receives and notes the Actions for the November OGM 2025;

b) removes items 8 & 9; and

c) adopt the inclusion of a summary of debate and key points raised in the minutes per action item# 8.

Moved: Deputy President Whatley

Seconded: Clr. Strettles

Carried

Discussion Summary:

- Discussion regarding the trial of agenda paper distribution to Adelaide River was raised and President ruled it to cease.
- Formal adoption of the inclusion of a 'Discussion Summary' in the minutes for items where significant debate occurred, or points not within the agenda paper distributed influence the decision of council.

15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date: 27th November 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: [Complaints and compliments tables.](#)

PURPOSE

To update Council on complaints and compliments received during October and November 2025 period.

RESOLUTION 2025/11/27/014

That Council receives and notes the Complaints and Compliments Register during October and November 2025.

Moved: Clr. Strettles
Seconded: Deputy President Whatley **Carried**

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date: 27th November 2025
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachment: [Incoming and outgoing correspondence tables.](#)

PURPOSE

Council is provided with items of correspondence both received and sent during the months of October and November 2025.

RESOLUTION 2025/11/27/015

That Council receives and notes the items of incoming and outgoing correspondence as tabled for October and November 2025 period.

Moved: Clr. Morrison
Seconded: Clr. Strettles **Carried**

17. COUNCILLOR REPORTS.

Motion:

RESOLUTION 2025/11/27/16

That Council is to receive a progress report on paper roads in the Shire at the December OGM.

Moved: Deputy President Whatley

Seconded: Clr. Beswick

Carried

18. USE OF THE COMMON SEAL.

Nil

19. LATE ITEMS AND URGENT BUSINESS.

Nil

20. GENERAL BUSINESS.

Motion:

RESOLUTION 2025/11/27/17

That Council:

a) reach out to the Adelaide River School, Batchelor School and the Adelaide River Show Society to offer a contribution of \$200.00 each for Christmas related events; and

b) Seeks a further report in the new year for future events.

Moved: Deputy President Whatley

Seconded: Clr. Morrison

Carried

21. CONFIDENTIAL ITEMS.

RESOLUTION 2025/11/27/018

That Council close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*.

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

Procedural Notes:

The Department visitors left the meeting at 4:35pm.

The meeting was closed to the public at: 4:37pm.

Clr. Roe arrives at the meeting 4:45pm.

The confidential meeting opened at: 5:05pm.

21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE 21ST OCTOBER 2025

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.2 REVIEW OF CONFIDENTIAL ACTIONS FOR THE NOVEMBER OGM 2025

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.3 AMANGAL INDIGENOUS VILLAGE, ADELAIDE RIVER

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.4 CONFIDENTIAL – RUM JUNGLE REHABILITATION PROJECT DEED OF VARIATION – FRAMEWORK AGREEMENT

CONFIDENTIAL: Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

Procedural Note:

The Council & Community Services Manager and the Executive Services Coordinator left the meeting at 5:46pm.

Procedural Note:

Council determined to consider Item 22.2 before 22.1.

22. RESTRICTED CONFIDENTIAL

22.2 APPOINTMENT OF THE INDEPENDENT MEMBER TO THE CEO EMPLOYMENT AND REMUNERATION ADVISORY PANEL

CONFIDENTIAL: Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Procedural Notes:

Council determined to discuss Item 23.1 Code of Conduct Complaint before Item 22.1.

23. CONFIDENTIAL LATE ITEM

23.1. CODE OF CONDUCT COMPLAINT

CONFIDENTIAL: Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

MOTION:

RESOLUTION CONF2025/11/27/025

That Council approves to extend the meeting for another 30 minutes (to 8:30pm) to complete discussions of the final agenda item.

Moved: Deputy President Whatley

Seconded: President McGorman

Carried

Procedural Notes:

Council returned to Item 22.1.

22.1 CHIEF EXECUTIVE OFFICER CONTRACT REVIEW

CONFIDENTIAL: Regulations 51(1)(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

24. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.

NIL

25. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RESOLUTION CONF2025/11/27/027

That Council re-opens the meeting to the general public in accordance with Regulation 51 of *the Local Government (General) Regulations 2021*

Moved: President McGorman

Seconded: Deputy President Whatley

Carried

Procedural Note:

The meeting was reopened to the public at 8:29pm

26. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **16th December 2025 at 3:00pm.**

27. CLOSURE OF MEETING.

The meeting closed at 8:29pm.

11. PRESIDENT REPORT

Date: 16th December 2025
Author: Ross McGorman, President
Attachment: NIL

PURPOSE

To update Council on the activities of the President since the last Ordinary General Meeting (OGM) for the period of November and December 2025.

RECOMMENDATION

That Council receives and notes the President's Report for the period of November and December 2025.

Moved:

Seconded:

COMMENT:

Meetings and events attended by the President.

Date	Meeting/Attendees	Purpose
28/11/2025	CEO Catch up	Updates from the Acting CEO
01/12/2025	CEO Catch up	Updates from the Acting CEO
04/12/2025	CEO Catch up	Updates from the Acting CEO
05/12/2025	TOPROC Meeting	General meet
05/12/2025	Seniors Christmas Lunch	Lunch
	Special Meeting	Code of Conduct Complaint
08/12/2025	CEO Catch up	Updates from the Acting CEO

CONSULTATION

- Chief Executive Officer – Council policies and procedures
- Local Government Unit
- COTA NT

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS

NIL

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To update Council on the activities of the Chief Executive Officer since the last Ordinary General Meeting (OGM) for the period of November and December 2025.

RECOMMENDATION:

That Council receives and notes the Chief Executive Officers Report for the period of October and November 2025.

Moved:

Seconded:

BACKGROUND

The CEO report outlines the highlights leading up to the Ordinary General Meeting and activities of the operation that may be of interest to Council in the month ahead.

COMMENTS

Week commencing 17th November 2025

Meetings	- LGANT Conference - Northern Region Emergency Committee (NREC)– TC Fina
Other	- Internal – Emergency Management Meetings

Week commencing 24th November 2025

CEO commenced leave on Wednesday 26th November 2025.

Meetings	- NREC - Australia Post - Community Postal Agency (CPA)
Other	- Internal policy workshops

A/CEO commenced from 27th November 2025.

Meetings	- Council Ordinary General Meeting
Other	- Internal waste facility operations meeting

Week commencing 1st December 2025

Meetings	<ul style="list-style-type: none"> - Local Government Cyber Security Review Working Group - LGANT Briefing with Department of Agriculture and Fisheries, Pastoral Land Board and Cotton Australia. - TOPROC Meeting - Council Panel Meeting - CCGC Senior's Christmas Lunch - Council Special Meeting - Meeting with President – meeting actions from OGM
Other	<ul style="list-style-type: none"> - Internal SLT budget review meeting - Weekly SLT meeting

Week commencing 8th December 2025

Meetings	<ul style="list-style-type: none"> - Department of Logistics and Infrastructure – Support for grant funding application SLRIP - LGANT – Tranche 2 Local Government Act Amendments - NTEC – election review - Meeting with President – meeting actions from OGM and special meeting; Dec OGM agenda.
Other	<ul style="list-style-type: none"> - Internal SLT - Agenda

Corporate Services

- Grant Writing and Acquittal:
 - o Commonwealth – Safer Local Roads& Infrastructure Program – Stuart Highway Road Reserve, Adelaide River and Helipad; Department of Logistics and Infrastructure proposing a co-contribution.
- Liaising with Department for Mandatory Training for Elected Members.
- Development of Meeting Agenda's.
- Correspondence to complaints and public enquiries.
- Christmas closure for the office is confirmed, closing at 12pm 24th December 2025 and reopening at 8am on 5th January 2026.

Community Services

- Stop Press Articles
- Commenced coordination of Bombing of Darwin and ANZAC Day Dawn Services
- Australia Day Awards nominations closed. Event planning underway.
- Swimming Pool recruitment complete.
- Coordinated a Landcare Event for the December School Holidays for the NTG Funded Active Remote Regional Community Program – 15th of December 2025 in Adelaide River and Batchelor (TBC).
- Christmas closures are confirmed for public libraries. Swimming pool will be open as usual, except for Christmas Day.

Council Services

- Regulatory Services
 - o Dogs, abandoned vehicles, education and awareness Batchelor Pet Owners, notices
- 20-tonne limit on most of Council's sealed roads and 10-tonne limit on Council's unsealed roads remains in place
- Cemetery Park Tender closed early December. Assessment to be made in December.
- Wet Season vegetation management COMMENCED
- Weighbridge staff training and implementation underway
- Project Management

Grant Source	Project Name	Project Description	Expected Completion
Community Places for People Grant 2022-23	Activating Myrtle Fawcett Park	<ol style="list-style-type: none"> Construct new Ablutions Block and Demolish old toilet block at Lot 76 COMPLETED Install Potable Water Supply at Lot 114 Adelaide River COMPLETED Irrigation works COMPLETED Shade tree planting to occur in coming months Footpaths – DLI approval received; quotes being sourced 	31/10/2025
Community Places for People Grant 2023-24	Adelaide River Cemetery Precinct	<ol style="list-style-type: none"> Survey and Quantifies COMPLETED Electrical works commenced with SD Electrical engaged COMPLETED Arborist Engaged COMPLETED concrete pathways COMPLETED Carpark –Public Tender; Closes 1/12/2025 PENDING PROCUREMENT 	30/06/2026
Local Roads and Community Infrastructure Program Grant 2023-24 Phase 4	Safer Communities Projects	<ol style="list-style-type: none"> AR Oval Fence COMPLETED Batchelor Solar Lights COMPLETED AR Oval Resurfacing; irrigation; pending the wet season Landscaping and reconditioning of the oval surface, including topsoil, seeding and fertilizer. Tree Planting Day scheduled for Monday 15th December School Holidays Project PARTIALLY COMPLETE Construction of a formal sealed access to the vehicle entry gate of the new oval fence (as access to a new helipad remains contingent on separate grant funding) REQUEST FOR QUOTE RELEASED Installation of a solar light to improve community safety QUOTES RECEIVED Supply of park furniture around the AR Oval NOT COMMENCED 	31/12/2025
Waste and Resource Management (WaRM) 2024-25	Bulk Hook Bins	Bulk Hook Bins PROCUREMENT IN PROGRESS	31/12/2025
Roads to Recovery 24-25	Haynes and Strickland Roads	Stabiliser Product Purchased COMPLETED	31/10/2025 for stabiliser

	Stabilising and Resheeting	Haynes Road COMPLETED Strickland Road NOT COMMENCED	Roadworks 30/06/2026
Black Spot 23-24	Haynes Road & White Horse Track	Formalise intersection and signage for road safety – Aligned with into R2R Project COMMENCED	31/10/2025
Black Spot 24-25	Solomon and Miles Road Intersection	Clear Sight Lines and improve road safety by installing turning lanes NOT COMMENCED	30/06/2025
Black Spot 24-25	Niks Crossing	Clear sight lines and install road furniture to improve safety NOT COMMENCED	30/06/2025
Burial and Cremation Grant	Cemetery and Burial Ground Fences and service gates	1. Fence Bush Cemetery – Undeveloped zones and install firebreaks and service gates PROCUREMENT COMMENCED 2. Install Vehicle barriers and Services Gates at Rum Jungle Lake PROCUREMENT COMMENCED	31/12/2025

CONSULTATION

- President
- As per meeting list
- Executive Leadership Team
- Staff
- Australia Post

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS

NIL

13. FINANCE REPORTS

13.1 MONTHLY FINANCE REPORT

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To provide a summary of the financial position of Council for the period ending 30th November 2025. In accordance with the *Local Government (General) Regulations 2021 – Part 2 Division 7*, the preceding month's financial report must be presented to Council. Regulation 17(1) of the *Local Government (General) Regulations 2021* requires a monthly report from the Chief Executive Officer to provide council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

RECOMMENDATION

That Council;

- a) notes the Chief Executive Officer (CEO) certifies to the best of her knowledge, information, and the belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
- b) receives and notes the monthly financial report for November 2025.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

The monthly financial report Income and Expenditure Statement compares the actual income and expenditure to budget at two levels, firstly for the year to date (YTD), and secondly for the full year budget. Comparatives to full year are relevant if the income and 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.

COMMENT

Operating Income and Expenditure

- Council's operating income is lower than YTD, resulting from anticipated operational grant payments not yet received. Council has not yet received its annual library funding contribution and has received only 50% of the active sport and recreation program funding contribution; however, these are budgeted to be received in August/September each financial year as this is when each grant has been historically received.
- Fees and Charges are significantly higher than budgeted due to the change in recognition of waste collection fees, resulting in less charges on rates notices and more fee for service invoice provision.

- 2025/26 rates and charges have been levied, with the first instalment due on 26 September 2025.
- Operating expenditure is less than YTD with the main variances resulting from:
 - Employee costs have been as payable from the beginning of the financial year however not yet expended. For example, training and uniforms costs are recognised from the beginning of the year as an employee could access training from 1 July 2025, even if it isn't spent immediately.
 - Elected Member Professional Development allowance has been recognised as payable from the beginning of the financial year, however not expended.
 - Depreciation expenses are lower than YTD budget, resulting from the changes in total assets held at the end of the last financial year.

Assets

- Capital expenditure is completed for the Myrtle Fawcett toilet block, Batchelor Waste Management Facility weighbridge, Adelaide River oval fence and Sargent Road sealing works. These items have not yet been capitalised and recognised on the balance sheet. This will be reflected in the December 2025 finance report, presented in January 2026.

Capital Works

- Adelaide River Cemetery Precinct works – Concreting works are completed. Car parking/road work tender closed on 30th November 2025. Tender assessment will be undertaken in December 2025 and reported in January 2026 for awarding by Council.
- Roads to Recovery – Haynes and Strickland Rd dust suppression project. Haynes Rd works are completed. Strickland Rd to be commenced following completion of Haynes Rd.

Investments

- At 30 November 2025, Council held \$2,979,412 in term deposits.
- At 30 November 2025, Council's cash at bank contained \$1.76 Million of tied funding.

Grants

Council received the following grant payments in November 2025:

- Financial Assistance Grant 2025-26 Quarter 2 – Roads = \$85,978
- Financial Assistance Grant 2025-26 Quarter 2 – General Purpose = \$4,978
- Active Regional and Remote Communities Program 2025-26 Payment 1 = \$74,138
- Australia Day 2026 Grant = \$2,000

Rates

- 2025/26 Rates and Charges have been levied in August 2025. The second instalment for 2025/26 rates was due by 28th November 2025. Any ratepayer who has not met the first and/or second instalments is now considered in arrears in accordance with the *Local Government Act 2019*.
- At 30 November 2025, Council's overdue rates are worth \$631k. The overdue rates balances relate to rates and charges from current and previous financial years and continue to accrue interest until payment is received.
- At 30 November 2025, \$327k is arrears from previous financial years. \$304k is arrears from 2025-26 rates and charges where the first and/or second instalment was not honoured.
- At 30 November 2025, there are 49 properties that have a rates credit due to direct debit or payment plans being in place. The total of these applied credits is \$28k.

Tax

Council is compliant with payment and reporting all tax liabilities as outlined below:

- Pay As You Go (PAYG Withholdings) have been lodged with the Business Activity Statements (BAS) each month. The November PAYG Withholdings will be submitted with the Business Activity Statement in December 2025.
- Business Activity Statements have been lodged by the due dates. The November BAS will be lodged by the due date of 21st December 2025.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Regulation 17 *Local Government (General) Regulation 2021*

FINANCIAL IMPLICATIONS

Nil

Certification by the CEO to the Council

Council Name:	COOMALIE COMMUNITY GOVERNMENT COUNCIL
Reporting Period:	30-Nov-25

That, to the best of the CEO's knowledge, information and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

A/CEO Signed



Date Signed

11/12/2025

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	1,237,968	1,248,201	(10,233)	1,248,201
Charges	405,366	513,817	(108,451)	513,817
Fees and Charges	126,421	63,453	62,968	145,536
Operating Grants and Subsidies	1,007,499	1,085,980	(78,481)	1,544,627
Interest / Investment Income	73,378	79,165	(5,787)	190,000
Commercial and Other Income	81,194	21,275	59,919	76,848
TOTAL OPERATING INCOME	2,931,826	3,011,891	(80,065)	3,719,029
OPERATING EXPENDITURE				
Employee Expenses	615,626	685,923	(70,297)	1,531,668
Materials and Contracts	1,134,742	1,084,682	50,060	2,002,807
Elected Member Allowances	37,323	79,070	(41,747)	117,772
Elected Member Expenses	372	3,600	(3,228)	33,600
Council Committee & LA Allowances	1,927	3,500	(1,573)	7,000
Council Committee & LA Expenses	0	0	0	0
Depreciation, Amortisation and Impairment	605,377	666,070	(60,693)	1,598,564
Interest Expenses	0	0	0	0
Other Expenses	10,757	15,000	(4,243)	25,400
TOTAL OPERATING EXPENDITURE	2,406,124	2,537,845	(131,721)	5,316,811
OPERATING SURPLUS / DEFICIT	525,702	474,046	51,656	(1,597,782)

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	525,702	474,046	51,656	(1,597,782)
Remove NON-CASH ITEMS				
Less Non-Cash Income	0	0	0	0
Add Back Non-Cash Expenses	605,377	666,070	(60,693)	1,598,564
TOTAL NON-CASH ITEMS	605,377	666,070	(60,693)	1,598,564
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	715,164	0	715,164	1,622,000
Borrowing Repayments (Principal Only)	0	0	0	0
Transfer to Reserves	0	0	0	162,500
Other Outflows	0	0	0	0
TOTAL ADDITIONAL OUTFLOWS	(715,164)	0	(715,164)	(1,784,500)
Add ADDITIONAL INFLOWS				
Capital Grants Income	459,120	167,500	291,620	532,000
Prior Year Carry Forward Tied Funding	911,673	595,000	316,673	595,000
Other Inflow of Funds	0	0	0	0
Transfers from Reserves	0	0	0	781,500
TOTAL ADDITIONAL INFLOWS	1,370,793	762,500	608,293	1,908,500
NET BUDGETED OPERATING SURPLUS / DEFICIT	1,786,708	1,902,616	(115,908)	124,782

Table 2.1 Capital Expenditure and Funding
By class of infrastructure, property, plant and equipment

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Buildings	388,419	0	388,419	0
Community Assets and Other Structures	197,751	90,000	107,751	544,500
Motor Vehicles	0	0	0	70,000
Plant and Equipment	0	0	0	25,000
Roads Infrastructure	128,994	50,000	78,994	982,500
TOTAL CAPITAL EXPENDITURE	715,164	140,000	575,164	1,622,000
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Capital Grants Income	459,120	0	459,120	532,000
Prior Year Carry Forward Tied Funding	911,673	595,000	316,673	595,000
Operating Income and Subsidies	0	0	0	400,000
Reserves	0	0	0	95,000
TOTAL CAPITAL EXPENDITURE FUNDING	1,370,793	595,000	775,793	1,622,000

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT 30 NOVEMBER 2025	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank		(1)
Tied Funds	1,766,134	
Untied Funds	2,612,292	
Accounts Receivable		
Trade Debtors	35,370	(2)
Rates & Charges Debtors	849,869	
Other Current Assets	18,565	
TOTAL CURRENT ASSETS	5,282,230	
Non-Current Financial Assets	0	
Property, Plant and Equipment	16,796,258	
TOTAL NON-CURRENT ASSETS	16,796,258	
TOTAL ASSETS	22,078,488	
LIABILITIES		
Accounts Payable	40,961	(3)
ATO & Payroll Liabilities	(9,346)	(4)
Current Provisions	136,642	
Accruals	0	
Other Current Liabilities	23,754	
TOTAL CURRENT LIABILITIES	192,011	(5)
Non-Current Provisions	0	
Other Non-Current Liabilities	0	
TOTAL NON-CURRENT LIABILITIES	0	
TOTAL LIABILITIES	192,011	
NET ASSETS	21,886,477	
EQUITY		
Asset Revaluation Reserve	15,424,509	
Reserves	391,500	(6)
Accumulated Surplus	6,070,468	
TOTAL EQUITY	21,886,477	

Note 1. Details of Cash and Investments Held

*\$2,979,412 held in investments as at 30 November 2025 (details in table below).
Tied funds include grant/project obligations, current provisions and tied reserve accounts.*

Investments Summary

As at 30 November 2025

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$1,229,412	4.08%	At Maturity	10/12/2025
Fixed Term Deposit	\$250,000	4.10%	At Maturity	10/03/2026
Fixed Term Deposit	\$300,000	4.02%	At Maturity	21/04/2026
Fixed Term Deposit	\$400,000	4.10%	At Maturity	30/04/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	4/05/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	1/07/2026
TOTAL	\$2,979,412			

Note 2. Statement of Trade Debtors

	Current	Past Due 1–30 Days	Past Due 31–60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Commercial Waste	-	3,432.00	22,829.40	17.00	195.00	26,473.40
Facility and Equipment Hire Fees	160.00	-	-	-	345.53	505.53
Regulatory Services	-	-	-	-	-	-
Road permits	-	-	-	307.00	578.50	885.50
Sundry Debtors	3,090.00	-	-	-	4,416.00	7,506.00
TOTAL	\$ 3,250.00	\$ 3,432.00	\$22,829.40	\$ 324.00	\$ 5,535.03	\$35,370.43

Note 3. Statement on Trade Creditors

	Current	Past Due 1–30 Days	Past Due 31–60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Area9 IT Solutions	1,591.37	-	-	-	-	1,591.37
EASA Inc	307.65	-	-	-	-	307.65
Figleaf Pool Products	275.00	-	-	-	-	275.00
Jacana Energy	750.68	-	-	-	-	750.68
Litchfield Outback Resort	5,760.00	-	-	-	-	5,760.00
Nexia Edwards Marshall NT	5,617.33	-	-	-	-	5,617.33
Officeworks Ltd	130.79	-	-	-	-	130.79
P&K Plumbing	4,878.37	-	-	-	-	4,878.37
Practical Safety Australia Pty Ltd	311.80	-	-	-	-	311.80
RS Gardening Care	- 5,532.08	-	-	-	-	- 5,532.08
The Big Mower	162.80	-	-	-	-	162.80
VTG Waste & Recycling P/L	5,893.93	-	-	-	-	5,893.93
Water Dynamics - Darwin Irrigation	20,813.25	-	-	-	-	20,813.25
Total Accounts Payable	\$40,960.89	\$ -	\$ -	\$ -	\$ -	\$40,960.89

Note 4. Statement on Australian Tax Office (ATO) and Payroll Obligations

Council is compliant with all payment, reporting and tax liabilities:

- PAYG Withholdings have been lodged by the due dates. The November 2025 PAYG Withholdings will be submitted with the Business Activity Statement prior to 21 December 2025.

- Business Activity Statements have been lodged by the due dates. The November 2025 BAS will be lodged prior to the due date of 21 December 2025.

Note 5. Current Ratio

The Current Ratio measures Council's ability to pay short-term obligations or those due within one year. A Current Ratio that is higher than 1.00 is considered acceptable in contemporary financial management terms. Council's Current Ratio as at 31 October 2025 is 2.6.

Note 6. Reserve Accounts

Internally Restricted	Total (\$)
Asset Renewal Reserve	200,000
Batchelor Playground Reserve	2,500
Disaster Recovery Reserve	25,000
Election Expenses Reserve	39,000
Waste Management Reserve	100,000
Externally Restricted	
Disaster Recovery Reserve	25,000
TOTAL RESERVES BALANCE	391,500

Table 4. Member and CEO Council Credit Card Transactions for the Month

Cardholder

Name: S HILLEN

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
7/11/2025	214.50	Microsfot	Monthly Software Subscription
7/11/2025	638.88	Microsoft	Monthly Software Subscription
7/11/2025	2,019.60	Microsoft	Monthly Software Subscription
10/11/2025	275.21	Microsoft	Monthly Software Subscription
14/11/2025	26.00	Woolworths	Office supplies
17/11/2025	194.50	Nespresso	Office supplies
19/11/2025	340.37	Hilton Garden Inn	LGANT Conference Accommodation
20/11/2025	222.00	Xero Australia	Monthly Software Subscription
21/11/2025	69.36	Hilton Garden Inn	LGANT Conference Accommodation
Total	\$ 4,000.42		

Staff Credit Card Transactions

Date	Description	Credit (AUD)
03 Nov 2025	Bunnings Palmerston	36.24
03 Nov 2025	Firstaidpro Pty Ltd	97.00
07 Nov 2025	Kmart	40.00
07 Nov 2025	Australia Post	110.50
07 Nov 2025	Seton Aust	248.88
07 Nov 2025	Territory Business Centre	90.00
07 Nov 2025	Kmart	24.00
10 Nov 2025	Territory Business Centre	30.00
10 Nov 2025	City of Darwin	5.60
10 Nov 2025	Amazon	305.00
11 Nov 2025	Officeworks Ltd	578.00
12 Nov 2025	Territory Business Centre	30.00
20 Nov 2025	SafeNT Darwin	89.00
20 Nov 2025	SafeNT Darwin	87.00
21 Nov 2025	SafeNT Darwin	87.00
21 Nov 2025	SafeNT Darwin	87.00
24 Nov 2025	JB HiFi Berrimah NT	184.00
Total Staff Credit Card Transactions		2,129.22

Cheque Account Date	Description	Credit (AUD)
02 Nov 2025	Commonwealth Bank of Australia	25.97
02 Nov 2025	Commonwealth Bank of Australia	377.37
02 Nov 2025	Commonwealth Bank of Australia	45.65
04 Nov 2025	Bank Transfer from CCGC CBA Cheque to CBA Credit Card CCSM	2,356.89
04 Nov 2025	Bank Transfer from CCGC CBA Cheque to CBA Credit Card ESC	580.05
04 Nov 2025	Bank Transfer from CCGC CBA Cheque to CBA Credit Card CEO	1,994.02
07 Nov 2025	Payment: Top End Grub	1,520.30
07 Nov 2025	Payment: Bunnings Building Supplies P/L	21.83
07 Nov 2025	Payment: Agentur	2,860.00
07 Nov 2025	Payment: Think Water Virginia	1,180.48
07 Nov 2025	Payment: VTG Waste & Recycling P/L	5,893.93
07 Nov 2025		170.00
07 Nov 2025	Payment: VTG Waste & Recycling P/L	5,893.93
07 Nov 2025	Payment: Bush concreting solutions	29,480.00
07 Nov 2025	Payment: Telstra	1,254.95
07 Nov 2025	Payment: Jacana Energy	381.99
07 Nov 2025		176.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	364.96
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	5,000.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	16,423.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	3,285.20
07 Nov 2025	Payment: RS Gardening Care	5,406.45
07 Nov 2025	Payment: Fire and Safety Australia	2,300.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	40,000.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	39,934.00
07 Nov 2025	Payment: Ooloo Investments Pty Ltd	600.00
07 Nov 2025	Payment: Nortech Communications	2,522.00
07 Nov 2025	Payment: RS Gardening Care	3,269.24
07 Nov 2025	Payment: Bunnings Building Supplies P/L	2,242.00
08 Nov 2025	Suppliers Payment Attempt	2,934.96
10 Nov 2025	Commonwealth Bank of Australia	1.10
13 Nov 2025	PC131125-121198064 SuperChoice P-L	5,534.58
13 Nov 2025	SALARIES AND WAGES Coomalie Communi	35,701.67
14 Nov 2025	Payment: Royal Life Saving New South Wales	485.17
14 Nov 2025	Payment: DC Jesser	286.00
14 Nov 2025	Payment: Royal Life Saving	410.00
14 Nov 2025	Payment: VTG Waste & Recycling P/L	5,893.93
14 Nov 2025		447.00
14 Nov 2025	Payment: Officeworks Ltd	441.49
14 Nov 2025	Payment: Area9 IT Solutions	556.93
14 Nov 2025	Payment: Top End Grub	1,520.30
14 Nov 2025	Payment: WEX Australia Pty Ltd	2,824.70
14 Nov 2025	Payment: Jacana Energy	178.68
14 Nov 2025	Payment: PowerWater - Bills	381.02
14 Nov 2025	Payment: Jacana Energy	582.95
14 Nov 2025	Payment: PowerWater - Bills	207.60
14 Nov 2025	Payment: PowerWater - Bills	199.52
14 Nov 2025	Payment: MVR	108.85
14 Nov 2025	Payment: Jacana Energy	45.39
14 Nov 2025	Payment: PowerWater - Bills	731.30
14 Nov 2025	Payment: Telstra	275.00
14 Nov 2025	Payment: The Trustee for Terrain Trust	5,500.00
14 Nov 2025	Payment: kingkahuna.com.au	739.93
14 Nov 2025	Payment: Area9 IT Solutions	232.03
14 Nov 2025	Payment: Area9 IT Solutions	99.00

14 Nov 2025	Payment: Royal Life Saving NT	195.00
14 Nov 2025	Payment: Repeat Plastics Australia (trading as Replas)	3,295.38
14 Nov 2025	Payment: Advanced Weighing Technology NT Pty Ltd	7,210.50
14 Nov 2025	Payment: Royal Life Saving NT	410.00
14 Nov 2025	Payment: Practical Safety Australia Pty Ltd	440.80
14 Nov 2025	Payment: Football Federation Northern Territory Inc.	3,383.89
14 Nov 2025	Payment: Roadside Services & Solutions Pty Ltd	670.66
14 Nov 2025	Payment: Practical Safety Australia Pty Ltd	154.50
14 Nov 2025	Payment: Engagis Pty Ltd	214.67
14 Nov 2025	Payment: Gleeming Cleaning Services	3,745.00
14 Nov 2025	Payment: Jacana Energy	951.46
14 Nov 2025	Payment: PowerWater - Bills	67.24
14 Nov 2025	Payment: PowerWater - Bills	1,064.31
14 Nov 2025	Payment: PowerWater - Bills	561.71
14 Nov 2025	Payment: Australian Communications Authority	116.00
14 Nov 2025	Payment: Jacana Energy	84.02
14 Nov 2025	Payment: PowerWater - Bills	737.49
14 Nov 2025	Payment: Telstra	37.44
14 Nov 2025	Payment: PowerWater - Bills	58.64
14 Nov 2025	SALARIES AND WAGES Coomalie Communi	301.56
14 Nov 2025	Payment: Captovate	165.00
14 Nov 2025	Payment: Captovate	935.00
17 Nov 2025	Commonwealth Bank of Australia	3.08
17 Nov 2025	Commonwealth Bank of Australia	55.66
17 Nov 2025	Commonwealth Bank of Australia	107.36
17 Nov 2025	NBN Biz	322.52
18 Nov 2025	Bank Transfer from CCGC CBA Cheque to CBA Credit Card CEO	1,000.00
19 Nov 2025	EQUIPMENT RENTS	227.00
20 Nov 2025	Payment: RGM Maintenance Pty Ltd	10,223.21
21 Nov 2025	Payment: Jacana Energy	873.99
21 Nov 2025	Payment: TGS Diesel & Hydraulic Service & Repair	694.38
21 Nov 2025	Payment: The Big Mower	455.00
21 Nov 2025	Payment: TGS Diesel & Hydraulic Service & Repair	321.75
21 Nov 2025	Payment: The Big Mower	171.75
21 Nov 2025	Payment: Mills Oakley	1,830.40
21 Nov 2025	Payment: Hawkins and Clements	9,020.00
21 Nov 2025	Payment: Atmos Legal Pty Ltd	5,500.00
21 Nov 2025	Payment: Winc	660.00
21 Nov 2025	Payment: The Big Mower	134.25
21 Nov 2025	Payment: Practical Safety Australia Pty Ltd	466.80
21 Nov 2025	Payment: Darwin Office Technology	449.68
21 Nov 2025		2,994.96
21 Nov 2025	Payment: Area9 IT Solutions	2,279.64
21 Nov 2025	Payment: The Big Mower	93.80
21 Nov 2025	Payment: Top End Grub	1,520.30
21 Nov 2025	Payment: Robert John Annis-Brown	800.00
21 Nov 2025	Payment: Delta Electrics	811.61
21 Nov 2025	Payment: Winc	73.70
21 Nov 2025	Payment: Engagis Pty Ltd	214.67
21 Nov 2025	Payment: Debbie Pennell	400.00
21 Nov 2025	Payment: Officeworks Ltd	698.62
21 Nov 2025	Payment: Hawkins and Clements	1,485.00
24 Nov 2025	Vocus	2,511.30
27 Nov 2025	PC271125-123683360 SuperChoice P-L	5,542.18
27 Nov 2025	SALARIES AND WAGES Coomalie Communi	34,802.45
28 Nov 2025	Payment: Nutrien AG Solutions	42.00
28 Nov 2025	Payment: VTG Waste & Recycling P/L	5,893.93
28 Nov 2025	Payment: Curby's NT	405.50
28 Nov 2025	Payment: Air Liquide Australia Ltd	31.27

28 Nov 2025	Payment: Top End Grub	1,520.30
28 Nov 2025	Payment: Ross McGorman	1,916.67
28 Nov 2025	Payment: Valmae Morrison	821.83
28 Nov 2025	Payment: Greg Strettles	821.83
28 Nov 2025	Payment: Chris Whatley	821.83
28 Nov 2025	Payment: Sharon Beswick	821.83
28 Nov 2025	Payment: Alan Roe	1,150.31
28 Nov 2025	Payment: HB Comms Telecom Solutions	88.00
28 Nov 2025	Payment: Nutrien AG Solutions	229.35
28 Nov 2025	Payment: L&V Nominees Pty Ltd aka Poolwerx	352.00
28 Nov 2025	Payment: Practical Safety Australia Pty Ltd	233.40
28 Nov 2025	Payment: Bunnings Building Supplies P/L	2,308.11
28 Nov 2025	Payment: Nutrien AG Solutions	94.44
28 Nov 2025	Payment: Turbo's Tyres	88.00
28 Nov 2025		400.45
28 Nov 2025	Payment: L&V Nominees Pty Ltd aka Poolwerx	320.00
28 Nov 2025	Payment: Ooloo Investments Pty Ltd	4,510.88
28 Nov 2025	Payment: Roadside Services & Solutions Pty Ltd	289.30
28 Nov 2025	Payment: Ark Animal Hospital Pty Ltd	5,449.71
28 Nov 2025	Payment: Engagis Pty Ltd	214.67
28 Nov 2025	Payment: Bunnings Building Supplies P/L	474.99
28 Nov 2025	Payment: Australian Taxation Office	9,467.00
28 Nov 2025	Payment: Jacana Energy	570.82
28 Nov 2025	Payment: Jacana Energy	46.88
28 Nov 2025	Payment: Jacana Energy	1,130.25
28 Nov 2025	Payment: Jacana Energy	143.91
28 Nov 2025	Payment: Turbo's Tyres	137.50
Total CCGC CBA Cheque		394,221.60

13.2 FIRST BUDGET REVIEW 2025-26 AND LONG-TERM FINANCIAL PLAN 2025-29

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	DRAFT FIRST BUDGET REVIEW 2025-26 & LONG-TERM FINANCIAL PLAN 2025-29

PURPOSE

This report seeks Council's approval for the First Review of the 2025-26 Budget and Long-Term Financial Plan.

RECOMMENDATION

That Council;

- a) receives and notes the report titled First Budget Review 2025-26; and
- b) adopts the First Amended Budget 2025-26 and Long-Term Financial Plan 2025-29; and

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION SPEC2025/06/26/005

That Council;

- a) adopts the 2025-26 Budget and Long-Term Financial Plan; and*
- b) publishes the Budget on Council's website and in a newspaper circulating generally in the area and notify the Agency in writing in accordance with section 203(4) of the Local Government Act 2019.*

Moved: Official Manager

Seconded: Official Manager

Carried

COMMENT

In accordance with Section 9 of the *Local Government (General) Regulations 2021*, Council must review the budget at least twice in a financial year. The budget reviews consider Council's current requirements against the Original Budget to ensure Council can deliver on the services outlined in the Shire Plan 2025-26 and grant commitments made to funding bodies.

Council's First Budget Review is based on year-to-date results to 30 November 2025.

Council continues to deliver a balanced budget at the end of the First Budget Review by considering unanticipated income, cost-saving strategies and the long-term community benefits.

The recommended key movements for consideration by Council are detailed below:

Operational Income:

Source:	Change:	Movement:
Fees and Charges	\$11,260	Increase due to additional regulatory activities.
Operating Grants and Subsidies	\$126,283	Increase in 2025-26 Financial Assistance Grant and NT Operational Subsidy allocations.
Commercial and Other Income	\$41,456	Increase largely due to Community Postal Agency agreement for short-term arrangement of service delivery.

Operational Expenditure:

Source:	Total change:	Movement:
Materials and Contract	\$742,069	Increase due to period contracts awarded and not corrected in original budget; increased asset maintenance expenses; sport and recreation funded program expenditure not correctly budgeted in original budget; grant funds previously allocated as capital expenditure reallocated to maintenance once project was confirmed.
Elected Member Allowances and Expenses	No change	Line items reallocated to correct description and align with declared amounts in Shire Plan – correction of error.
Other Expenses	\$42,000	Allocation of funds for consultants added; grant expenditure previously not included but income existed (correction).

Capital Income:

Source:	Change:	Movement:
Grant funding through multiple programs now included.	\$265,620	Roads to Recovery, Black Spot Program and Community Places for People 2023/24, WaRM 2025/26.
Prior Year Carry Forward Tied Funding	\$316,673	Projects anticipated to be completed to the end of last FY but were not have been amended to be included in this FY budget.

Capital Expenditure:

Source:	Change:	Movement:
Grant funding	-\$55,328	Grant funding aligned to current projects, some project funds reallocated to maintenance once projects were confirmed.

Cost-saving strategies within each function have been considered to ensure the budget remains in line with Council's approved expenditure, resulting in a balanced budget presented below.

CONSULTATION

Council and Community Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Section 9 of the *Local Government (General) Regulations 2021*.

Section 203 of the Local Government Act 2019 - the Budget amendments will be published on Council's website and notified to the Agency.

The recommended amendment to the budget will impact the long-term financial plan and therefore Council is required to amend the long-term financial plan in line with Section 9 (2) *Local Government (General) Regulation 2021*.

FINANCIAL IMPLICATIONS

The financial implications are outlined in the above report and attached draft reviewed budget.

13.2 ATTACHMENT: DRAFT FIRST BUDGET REVIEW 2025-26 & LONG-TERM FINANCIAL PLAN 2025-29

COOMALIE COMMUNITY GOVERNMENT COUNCIL

DRAFT FIRST BUDGET REVIEW 2025-26

Table 1.1 Annual Budget Income and Expenditure

	Adopted 2025-26 Annual Budget \$	DRAFT FIRST REVIEW 2025-26 BUDGET
OPERATING INCOME		
Rates	1,248,201	1,248,201
Charges	513,817	513,817
Fees and Charges	145,536	156,796
Operating Grants and Subsidies	1,544,627	2,130,030
Interest / Investment Income	190,000	190,000
Commercial and Other Income	76,848	118,304
TOTAL OPERATING INCOME	3,719,029	4,357,148
OPERATING EXPENDITURE		
Employee Expenses	1,531,668	1,531,668
Materials and Contracts	2,002,807	2,744,876
Elected Member Allowances	67,772	147,772
Elected Member Expenses	33,600	3,600
Council Committee & LA Allowances	50,000	5,000
Council Committee & LA Expenses	7,000	0
Depreciation, Amortisation and Impairment	1,598,564	1,598,564
Interest Expenses	0	0
Other Expenses	25,400	67,400
TOTAL OPERATING EXPENDITURE	5,316,811	6,098,880
BUDGETED OPERATING SURPLUS / DEFICIT	(1,597,782)	(1,741,732)

Table 1.2 Annual Budget Operating Position

	Annual Budget \$	DRAFT FIRST REVIEW 2025- 26 BUDGET
BUDGETED OPERATING SURPLUS / DEFICIT	(1,597,782)	(1,741,732)
<i>Remove</i> NON-CASH ITEMS		
<i>Less</i> Non-Cash Income	0	0
<i>Add Back</i> Non-Cash Expenses	1,598,564	1,598,564
TOTAL NON-CASH ITEMS	1,598,564	1,598,564
<i>Less</i> ADDITIONAL OUTFLOWS		
Capital Expenditure	1,622,000	1,566,672
Borrowing Repayments (Principal Only)	0	0
Transfer to Reserves	162,500	105,783
Other Outflows	0	0
TOTAL ADDITIONAL OUTFLOWS	(1,784,500)	(1,672,455)
<i>Add</i> ADDITIONAL INFLOWS		
Capital Grants Income	532,000	338,500
Prior Year Carry Forward Tied Funding	595,000	911,673
Other Inflow of Funds	0	0
Transfers from Reserves	781,500	565,450
TOTAL ADDITIONAL INFLOWS	1,908,500	1,815,623
NET BUDGETED OPERATING POSITION	124,782	0

Table 2.1 Capital Expenditure and Funding
By class of infrastructure, property, plant and equipment

CAPITAL EXPENDITURE	FIRST BUDGET REVIEW 2025-26 \$	ADOPTED BUDGET 2025-26 \$	Outer Financial Year 1 Budget \$	OFY 2 Budget \$	OFY 3 Budget \$	> OFY 3 Budget \$
Buildings	203,380	0	-	-	-	-
Community Assets and Other Structures	191,145	544,500	-	-	-	-
Motor Vehicles	70,000	70,000	-	-	-	-
Plant and Equipment	249,500	25,000	-	-	-	-
Roads Infrastructure	852,647	982,500	410,185	431,773	431,773	431,773
TOTAL CAPITAL EXPENDITURE	1,566,672	1,622,000	410,185	431,773	431,773	431,773
TOTAL CAPITAL EXPENDITURE FUNDED BY:						
Capital Grants Income	338,500	532,000	410,185	431,773	431,773	431,773
Prior Year Carry Forward Tied Funding	864,173	595,000				
Operating Income and Subsidies	248,999	400,000				
Reserves	115,000	95,000				
TOTAL CAPITAL EXPENDITURE FUNDING	1,566,672	1,622,000	410,185	431,773	431,773	431,773

Table 3.1 Budget by Planned Major Capital Works

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$	Current Financial Year Budget \$	Outer Financial Year 1 Budget \$	OFY 2 Budget \$	OFY 3 Budget \$	> OFY 3 Budget \$	Total Planned Budget \$	Expected Project Completion Date
Buildings	CPP 2022/23 Grant - Myrtle Fawcett Park Toilet Block Replacement	219,620	203,380	0	0	0	0	423,000	31/10/2025
Community Assets	WaRM 2023/24 - Batchelor Waste Facility Weighbridge	61,965	58,035	0	0	0	0	120,000	31/10/2025
	IPG 2023/24 - Adelaide River Social Infrastructure	127,890	128,110	0	0	0	0	256,000	27/02/2026
Motor Vehicles	Replacement of utility	0	70,000	0	0	0	0	70,000	28/02/2026
Plant & Equipment	WaRM 2024/25 - Bulk Hook Bins	0	120,000	0	0	0	0	120,000	30/06/2026
	WaRM 2025/26 - Project TBC	0	104,500	0	0	0	0	104,500	30/06/2027
Roads	Black Spot - Solomon and Miles Roads intersection	0	150,000	0	0	0	0	150,000	30/06/2026
	CPP 2023/24 - Adelaide River Cemetery Precinct Parking and Upgrades	32,765	592,235	0	0	0	0	0	30/06/2026
TOTAL		442,240	1,426,260	0	0	0	0	1,243,500	

DRAFT FIRST REVIEW OF THE LONG-TERM FINANCIAL PLAN 2025-2029

	ADOPTED 2025-26 Budget	DRAFT FIRST REVIEW 2025- 26	2026-27	2027-28	2028-29
ADMINISTRATION					
Income	2,176,832	2,275,383	2,366,398	2,461,054	2,559,496
Expenditure	1,389,855	1,363,716	1,418,265	1,474,995	1,533,995
Net Profit/(Loss)	786,977	911,667	948,134	986,059	1,025,501
CEMETERIES					
Income	5,200	53,999	5,408	5,624	5,849
Expenditure	5,095	13,140	5,299	5,511	5,731
Net Profit/(Loss)	105	40,859	109	114	118
COMMUNITY FUNCTIONS					
Income	8,600	6,400	6,656	6,922	7,199
Expenditure	52,936	52,936	55,053	57,256	59,546
Net Profit/(Loss)	-44,336	-46,536	-48,397	-50,333	-52,347
COMMUNITY LIBRARIES					
Income	44,620	44,620	46,405	48,261	50,191
Expenditure	67,738	68,279	71,010	73,851	76,805
Net Profit/(Loss)	-23,118	-23,659	-24,605	-25,590	-26,613
COMMUNITY SERVICES					
Income	129,720	166,314	140,467	146,085	151,929
Expenditure	118,165	212,565	188,568	196,110	203,955
Net Profit/(Loss)	11,555	-46,251	-48,101	-50,025	-52,026
PARKS AND GARDENS					
Income	624	624	649	675	702
Expenditure	396,344	457,473	475,772	494,803	514,595
Net Profit/(Loss)	-395,720	-456,849	-475,123	-494,128	-513,893
PUBLIC CONVENIENCES					
Income	10,585	10,585	11,008	11,449	11,907
Expenditure	106,725	106,725	110,994	115,434	120,051
Net Profit/(Loss)	-96,140	-96,140	-99,986	-103,985	-108,144
REGULATORY SERVICES					
Income	5,720	12,680	13,187	13,715	14,263
Expenditure	121,329	121,624	126,489	131,549	136,810
Net Profit/(Loss)	-115,609	-108,944	-113,302	-117,834	-122,547
ROADS					
Income	664,076	1,113,491	698,911	726,867	755,942
Expenditure	693,132	1,190,250	778,740	809,890	842,285
Net Profit/(Loss)	-29,056	-76,759	-79,829	-83,023	-86,343
BUILDINGS AND FACILITIES					
Income	832	832	865	900	936

Expenditure	71,178	78,617	81,762	85,032	88,433
Net Profit/(Loss)	-70,346	-77,785	-80,896	-84,132	-87,498
STREETLIGHTING					
Income	0	0	0	0	0
Expenditure	19,760	19,760	20,550	21,372	22,227
Net Profit/(Loss)	-19,760	-19,760	-20,550	-21,372	-22,227
SWIMMING POOL					
Income	2,080	2,080	2,163	2,250	2,340
Expenditure	123,297	128,778	133,929	139,286	144,858
Net Profit/(Loss)	-121,217	-126,698	-131,766	-137,037	-142,518
WASTE MANAGEMENT					
Income	650,140	650,140	676,146	703,191	731,319
Expenditure	464,453	578,213	601,342	625,395	650,411
Net Profit/(Loss)	185,687	71,927	74,804	77,796	80,908
WEED AND FIRE MANAGEMENT					
Income	20,000	20,000	0	0	0
Expenditure	88,240	108,240	92,570	96,272	100,123
Net Profit/(Loss)	-68,240	-88,240	-92,570	-96,272	-100,123
TOTAL INCOME	3,719,029	4,357,148	3,968,263	4,126,993	4,292,073
TOTAL EXPENDITURE	3,718,247	4,500,316	4,160,342	4,326,756	4,499,826
NET PROFIT/(LOSS)	782	-143,168	-192,079	-199,762	-207,753

13.3 REINVESTMENT APPROVAL

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Council Policy 2.8 Investments Policy

PURPOSE

To seek Council's approval to reinvest the principal funds of a matured cash deposit (term deposit).

RECOMMENDATION

That Council;

- a) approves the reinvestment of the matured term deposit into four \$300,000 term deposits at the applicable interest rates on the day of investment, being 17th December 2025, for the terms of 6 months, 9 months, 11 months and 12 months;
- b) approves the interest earned on the matured term deposit account to be deposited into Council's linked operational account; and
- c) endorses the amendment to Council Policy 2.6 Delegations Policy to reflect the approval requirement outlined in Council Policy 2.8 Investments Policy, specifically:
 - Authority to approve investment of funds in term deposits – Council and CEO
 - Authority to approve investment of funds in other than term deposits – Council and CEO.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Nil

COMMENT

Council maintains cash deposit accounts (term deposits) with its current banking provider in accordance with Council Policy 2.8 Investments Policy.

A term deposit matured on 10th December 2025. The principal amount invested in the term deposit was \$1,229,411.60 at a rate of 4.08% per annum. At the date of account maturity, the interest earned was \$24,736.44.

Council has historically maintained smaller term deposits with investment terms varying between 1-12 months. Investments for longer than 12 months requires Council approval.

It is proposed to re-invest \$1.2 Million of the original principal into four smaller term deposits of \$300,000 each. The term for each maturity is proposed to be 6 months, 9 months, 11 months and 12 months to stagger the maturity dates throughout the year. The below table is a summary of Council's current investments in term deposits. The remaining \$29,411.60 of the invested principal and the interest earned (\$24,736.44 + interest earned between 10th December and 17th December 2025) would be deposited to Council's operational account.

It is general practice that the Corporate Services Manager manages the financial reporting and makes recommendations for the CEO's approval to reinvest funds. Given the CEO is on leave, it is sought that Council provide approval to make this re-investment.

Alternatively, Council can approve to draw down the matured funds and interest, however this would leave a significant surplus in the operational account that is not required to cover short-term operating expenses and would not be earning interest for Council.

Investments Summary

As at 30 November 2025

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$1,229,412	4.08%	At Maturity	10/12/2025
Fixed Term Deposit	\$250,000	4.10%	At Maturity	10/03/2026
Fixed Term Deposit	\$300,000	4.02%	At Maturity	21/04/2026
Fixed Term Deposit	\$400,000	4.10%	At Maturity	30/04/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	4/05/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	1/07/2026
TOTAL	\$2,979,412			

Furthermore, it is noted that Council Policy 2.8 Investments Policy requires Council approval for investments of longer than 12 months, however Council Policy 2.6 Delegations Policy doesn't have Council indicated as an authorised party to approve investment of funds in term deposits. It is recommended that the Delegations Policy be amended only at that line item to reflect the approval required by the Investments Policy. Snippet of the Delegations Policy line is below for reference.

Area	Function	Activity	Council	CEO	CSM
Finance	Investment	Authority to approve investment of funds in term deposits		✓	
Finance	Investment	Authority to approve investment of funds in other than term deposits		✓	

CONSULTATION

Nil

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS

Council's term deposit of \$1,229,411 has matured and \$24,736 of interest has been earned. It is recommended to reinvest the funds rather than having a surplus of funds in the Council's operating account and not earning interest for the Council. It is recommended that \$54,148.04 (surplus principal and interest earned) be deposited to Council's operating account.



2.8 Investments Policy

Council Resolution:	2024/11/19/013
Date to take effect:	19/11/2024
Policy Custodian:	Chief Executive Officer
Review Date:	November 2027
Version (Revision Number)	1.1

Purpose

1. The purpose of this policy is to provide the framework for investing monies surplus to operational or other necessary requirements. It is prudent to maintain an investment policy where monies are not immediately required for the purposes of the Council. The policy is to remain consistent with the *Local Government Act 2019* and associated legislation.

Scope

2. This policy applies to Coomalie Community Government Council and its employees.

Definitions

3. For the purposes of this policy the following definitions apply:

Term	Definition
Authorised Deposit taking Institution (ADI)	This is a financial institution licensed by the Australian Prudential Regulatory Authority (APRA) to carry on banking business, including accepting deposits from the public.
Authorised Investment	This is a Council investment, authorised in accordance with the <i>Local Government Act 2019</i> and <i>Local Government (General) Regulations 2021</i> .
CEO	Chief Executive Officer
Council	Refers to Coomalie Community Government Council.
Employee	A person remunerated by Coomalie Community Government Council on a full-time, part-time, casual or contract basis.
Prudent Person Rule	This rule requires Council's Elected Members and officers to exercise the same diligence and skill that a prudent person would exercise in managing the affairs of other persons. In terms of selecting investments, it requires an individual to consider diversification, appropriateness of the product, risk and anticipated return, liquidity and independent financial advice, but to also have a clear understanding of the product. Under no circumstance must an individual make a speculative investment.





Policy Statement

4. Principles

Council will canvass the market in order to determine the best investment options for investment, with a predetermined or estimated rate of return for each parcel of funds.

Investment options are to be tested and considered in terms of a factors, including minimising risk, maximising returns, associated risk, and budgetary requirements.

Investment options should be subject to intermittent review and testing.

5. Intent and Outcomes

The intent of this policy is to support the following outcomes:

- a) Council's investments are in authorised investment types and allocations;
- b) Capital losses must be avoided by minimising credit risk (risk of default) and market risk (interest rate risk);
- c) Identify the range of approved and prohibited investments; and
- d) Ensure that the investment portfolio is structured to provide sufficient liquidity to meet all reasonably anticipated cash flow requirements.

6. Prudent Person Rule

Council is to follow the prudent person rule, which requires officers of Council to exercise the same care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

Acting prudently applies to selecting investments and requires the individual to consider diversification, appropriateness of the product, risk and anticipated return, liquidity, independent financial advice and to have a clear understanding of the product.

7. Authorised Investments

Investments are to be denominated in Australian Dollars (AUD).

Authorised investments are generally confined to Term deposits with Council's current banking provider and authorised deposit taking institutions (ADI).

Other investments beyond cash-based where the purpose is for an expected rate of return on the investment (e.g. acquisition of property as an investment) may be considered.

8. Prohibited investments



Prohibited investments include:

- a) Subordinated bank debt;
- b) Derivative based investments;
- c) Principle only investments;
- d) Standalone securities issued that have any underlying futures, options, forward contracts and swaps of any kind;
- e) Shares of any kind;
- f) Crypto currencies or non-fungible tokens; and
- g) Any speculative investment.

9. Investment Limits and ranges

Investments in cash must be able to be liquidated in a timely or agreed manner. Generally Term Deposits require an agreed maturity date. The term to maturity may range from 'at call' to a maximum of one year. Any investment cash or beyond cash that is in excess of one (1) year requires specific Council approval.

The term of investments must take into account Council's liquidity requirements and the portfolio must be structured so that there are always sufficient funds available to meet short-term cash requirements.

10. Reporting

A monthly report will be provided to the Council detailing the cash and investments held by Council including:

- a) Balances of investments held; and
- b) Term deposit rates and maturity dates.

Associated Documents

Delegations Policy

References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

Australian Accounting Standards





DOCUMENT HISTORY 2.8 Investments Policy	
Date Adopted:	19 th November 2024
Amended:	
Amended:	



14. REPORTS REQUIRING DECISIONS OF COUNCIL.

14.1 WaRM GRANT 2025-2026 (PHASE 6) PROJECT PROPOSAL

Date:	16 th December 2025
Author:	Emma Dunne, Council and Community Services Manager
Attachment:	Nil

PURPOSE

To seek Council's decision regarding projects to be funded by the Waste and Resource Management Grant 2025-26 (Phase 6).

RECOMMENDATION

That Council;

a) receives and notes the report entitled WaRM Grant 2025-2026 (Phase 6) Project Proposal;

b) nominates the project/s listed below:

-

-

c) OPTIONAL: allocates a co-contribution of \$_____ to the project and refers the amendment to the second budget review for 2025/26; and

c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet confirming Council's acceptance of the WaRM 2025-26 grant funding and its nominated projects.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2024/12/17/021

That Council;

a) receives and notes the report entitled WaRM Grant Program 2024-2025 Phase 5 proposal; and

b) nominates the replacement of the Bulk Hook Bins requiring a total of \$120,000 and a co-contribution from Council for \$15,500 from its cash at bank.

c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet confirming Council's acceptance of the WaRM 2024-25 grant funding and its nominated projects.

Moved: Official Manager

Seconded: Official Manager

Carried

RESOLUTION 2023/11/21/009

That Council;

a) receives and notes the report entitled *WaRM Grant Program 2023-24 Phase 4 proposal*; and

b) nominates the following project to be funded by the *WaRM Grant Program 2023-24*:

- Acquisition of one 10-tonne weighbridge to be located at the Batchelor Waste Management Facility and to co-contribute funds of \$15 500.00; and

c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet confirming Council's acceptance of the *WaRM 2023-24 grant funding and its nominated projects*.

Moved: **Clr. McClymont**

Seconded: **President Beswick**

Carried

COMMENT

The Northern Territory Government established the Waste and Resource Management Grant Program (WaRM grant) as a non-competitive funding initiative to Shire and Regional Councils. Council has been offered a sixth round of Waste and Resource Management Grant funding for 2025-26. The total funding amount is \$104,500. Council will need to absorb any costs above \$104,500 if the approved project is expected to exceed these funds.

Council must nominate eligible projects to the Department by 31st January 2026 to enable funds to be paid and projects to commence.

The first five rounds of WaRM grant funding have been used to assist Council to implement Councils Waste Management Strategy as detailed in the table below.

Grant Round	Project Approved by Council
WaRM Grant Round 1	Comprehensive Waste Management Strategy, including an environmental risk assessment for the Batchelor Waste Management Facility.
	segregation bays to separate waste streams and cages for the aggregation of recyclable materials.
	Establishment of receiving areas.
	Installation of CCTV cameras at both facilities.
WaRM Grant Round 2	Upgrade of the backhoe and/or the acquisition of a further backhoe, front end loader or suitable plant.
WaRM Grant Round 3	Safety Improvements to Adelaide River and Batchelor Waste Management Facilities. works included emergency earthworks and fire breaks for the entire land parcel; railings on bulk bin bays, line marking; Impounded Car pound and CCTV.
	Improved directional and information signage.
	Bulka bags and recycle bags.
	A Community awareness and Education programs.

WaRM Grant Phase 4	Acquisition of one 30-tonne weighbridge to be located at the Batchelor Waste Management Facility and to co-contribute funds of \$15,500. Project is complete and final acquittal is due early 2026.
WaRM Grant Phase 5	Acquisition of Bulk Hook Bins with hard cover. Council co-contribution of \$15,500, giving total project budget of \$120,000. Procurement process underway.

The proposed projects for WaRM 2025-26 (Phase 6) funding have been divided into a major project or several smaller projects for Council's consideration. Details of the proposed projects are outlined below. This round of projects is proposed to take place at both Batchelor (BWMF) and Adelaide River (ARWMF) Waste Management Facilities.

Major project Options

- Commence rehabilitation of the rear section of the ARWMF site in the non-active area. This would include the engagement of a consultant to form a scope and program for site rehabilitation and commencement of rehabilitation works, up to the grant funding total of \$104,500 (or higher if a co-contribution is agreed)
- Modify existing face at ARWMF to create a drop zone for scrap steel including purchasing a bin/s and associated earth works, fencing modifications and safety rails. Proposed budget is \$125,000, with a requested co-contribution of \$20,500.
 - Modify existing site at BWMF to better streamline waste disposal, including earth works and structural changes. Proposed budget is \$104,500.

Minor Projects Options

Council may want to consider other smaller projects such as:

- Bitumen/Asphalt internal roads inside the ARWMF. Proposed budget is \$70,000.
- Traffic lights and signage to improve safety and operational efficiency at the BWMF with the weighbridge. Proposed budget is \$34,500.

These proposals support the vision and the objectives within Councils adopted Waste Management Strategy 2022-2027.

CONSULTATION

- Acting Chief Executive Officer

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

NTG Grant Agreement WaRM 2025-26 and Funding Guidelines

FINANCIAL IMPLICATIONS

Council has been offered \$104,500 in non-competitive funding through the WaRM grant program. Council may determine to allocate a co-contribution to any of the proposed projects, which will require an amendment to the second budget review 2025-26.

14.2 REVIEW OF COUNCIL POLICY 1.07 COUNCIL MEETINGS POLICY.

Date: 16th December 2025

Author: Natasha Chapman, Acting Chief Executive Officer

Attachment: **DRAFT Policy 1.07 Meetings of Council – Tracked Changes**

PURPOSE

To seek Council's endorsement of the revised Council Policy 1.07 Council Meetings Policy.

RECOMMENDATION

That Council;

- a) receives and notes the report titled Review of Council Policy 1.07 Council Meetings Policy;
- b) OPTIONAL: amends the meeting schedule of Ordinary General Meetings to be held on _____ of each month commencing at ____ hours; and
- b) endorses the policy (as amended) and approves the publication on the website.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2025/10/21/010

That Council adopts the revised Policy 1.07 Council Meetings Policy.

Moved: President McGorman

Seconded: Deputy President Whatley

Carried 5/1

RESOLUTION 2025/09/16/008

That Council pursuant to Section 90(3)(b) of the Local Government Act 2019, resolves to set its schedule of Ordinary General Meetings as the Third Tuesday of each month commencing at 15:00HRS.

Moved: President McGorman

Seconded: Clr. Morrison

Carried

RESOLUTION 2025/09/16/009

That Council pursuant to Section 95(6) resolves that the Chairperson shall have a casting vote.

Moved: Clr. Beswick

Seconded: DP. Whatley

Carried

COMMENT

The Council Meetings Policy has been updated to rectify an administrative error made when it was updated to reflect the decisions made at the Ordinary General Meeting on 16 September 2025. Specifically, the Council's resolution for the Chairperson to hold a casting vote has required changes to the policy wording. The last sentence in the casting vote clause has been removed as it is not applicable to this term of council while a casting vote exists.

Additionally, council members have raised on several occasions the possibility of changing the day and/or time of the Ordinary General Meetings. At the first meeting of the Council's term, it was resolved that Ordinary General Meetings would be held on the third Tuesday of each month commencing at 15:00 hours (3:00 pm). If Council would like to consider changing the meeting day and/or time, it is recommended to determine the schedule as part of the amendment to the Council Meetings Policy.

CONSULTATION

- Executive Services Coordinator

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- Section 33 of the *Local Government (General) Regulations 2021*
- *Policy 1.07 Meetings of Council*

FINANCIAL IMPLICATIONS

Nil



1.07 Council Meetings Policy

Council Resolution:	2024/10/15/007
Date to take effect:	16 October 2024
Policy Custodian:	Corporate Services Manager
Review Date:	October 2027
Version (Revision Number)	1.3

Stacey Shooter
Deleted: 2

1. Purpose

The purpose of this policy is to guide the operation and conduct at all meetings and to ensure that meetings of Council operate in a transparent manner to ensure efficient, effective, and accountable decision making.

2. Scope

This policy applies to all Council meetings, special meetings, and meetings of council committees, in accordance with the provisions of the *Local Government Act 2019* and *Local Government (General) Regulations 2021* to guide proceedings at Council meetings.

This policy applies to all Elected Members and relevant staff of CCGC.

3. Policy Statement

The Council Meetings Policy will determine the date, time and meeting place for Council and Committee meetings as well as detailing the structure of the agenda, the decision-making processes within the meeting and the record management of outcomes of the meetings.

3.1 DATE AND TIME OF ORDINARY GENERAL MEETINGS

An Ordinary General Meeting of Council will generally be held on the third Tuesday of each month. A meeting may be rescheduled to another time and date if circumstances determine, and the majority of members agree.

The majority of members may determine not to hold a monthly meeting if it is determined that there is insufficient business to warrant the calling of a meeting.

If Council does not hold a monthly Council meeting it must still hold a monthly Finance Committee meeting. The members of the Finance Committee will be a quorum of the members. The meeting may be conducted at an agreed venue or electronically via a video or teleconference.

Meetings will normally commence at 3.00pm and will finish by 8.00pm. Council must resolve to extend the closing time if they wish to deal with business after 8.00pm.

Council allows presentations at 2:00pm. The Ordinary General Meeting will commence at the advertised time of 3:00pm after the conclusion of the presentation.



3.2 LOCATION OF ORDINARY GENERAL MEETINGS

Ordinary General Meetings, meetings of committees and special meetings will be held in the Council Chambers at 22 Cameron Road, Batchelor. Members may resolve to hold meetings at other locations from time to time.

3.3 AGENDA PAPERS OF MEETINGS

In preparing agenda papers, the Chief Executive Officer and the President will set the agenda for the meeting.

- Notice of Meeting
- Acknowledgement of Country
- Persons Present
- Apologies and Leave of Absence
- Electronic Meeting Attendance
- Declaration of Interest
- Moving agenda items from public to confidential
- Moving agenda items from confidential to public
- Petitions
- Deputations and Presentations
- Questions with Notice
- Confirmation of the Minutes of the Previous Meeting
- Presidents Report
- CEO's Report
- Monthly Finance Reports
- Reports Requiring Decisions of Council
- Reports for Receiving and Noting
- Correspondence and Information
- Councillors Reports
- Use of the Common Seal
- Late Items and Urgent Business
- General Business
- Confidential Items
- Opening of Meeting from Confidential
- Decisions arising from the Confidential Section of the Council Meeting
- Next Meeting
- Closure of Meeting





Reports are to be written in clear English to ensure maximum understanding of the matter presented.

The agenda will be circulated to Members by email three business days in advance of the meeting to be held on the following Tuesday. Hard copies will be made available at the same time. Agenda and supporting information will be placed in an individually named envelope. The envelopes will be placed in the Council Office external safe for collection by individual Council Members.

The Council Agenda for the Ordinary General Meeting is to be uploaded to the website three business days in advance of the meeting to be held on the following Tuesday.

3.4 LATE REPORTS AND URGENT BUSINESS

Late Reports and Urgent Business are not ideal as they are not included in the agenda and available in advance. The Members and the public do not have an opportunity to view the report on the matter prior to the meeting.

Council may receive and deliberate on late reports to the meeting if it is considered that the matter is urgent and needs to be tabled at that meeting and will not wait until the next meeting. Where an urgent matter arises that cannot reasonably be delayed until the next Council meeting, it may be considered and determined by Council Members at a Special Meeting in accordance with this policy and the *Local Government Act 2019*.

3.5 PETITIONS

Residents can seek to inform Council about their concerns in many ways. One method is lodging a petition about a specific issue.

A petition is a direct request to take some form of action over a particular issue.

When submitting a Petition:

- Provide a summary of the reasons for the request
- State the request at the top of each page of the petition
- Provide the persons full name, house number, street address, suburb and signature
- State the name of the person (initiator) and contact details
- Use respectful language

A Petition may be lodged via:

- Email: mail@coomalie.nt.gov.au
- Hand delivered to: Council Office, 22 Cameron Road, Batchelor NT 0845.

Petitions submitted seven (7) days prior to a Council Meeting will be included in the next meeting agenda. If Council receives a petition after the seven (7) day timeframe, the petition will be presented to the following meeting.

When a Petition is received at a Council Meeting, it will be referred to the relevant Council section for investigation with a recommending report presented back to Council no more than three (3) months from the meeting date it was formally received by Council.





3.6 DEPUTATIONS AND PRESENTATIONS

Persons requesting to address the Council either as a deputation or a presentation must contact the Chief Executive Officer via email or writing one week prior to the meeting. Council will allow deputations or presentations from 2:00- 3:00 pm on the day of the Ordinary General Meeting.

The CEO, on receiving the request, must notify the President of the request.

The President must determine whether the deputation or presentation may be heard and notify the CEO accordingly.

A hard copy of any presentation material is to be provided the week before the meeting so that it can be circulated to Members with the meeting Agenda. Electronic presentations should be supplied to the Chief Executive Officer prior to the meeting.

As a general rule each deputation/presentation will be allowed 15 minutes followed by 15 minutes of questions and discussions. The Council may allow more time should it determine.

3.7 QUESTIONS WITH NOTICE TO COUNCIL

Members of the public can submit written questions to be considered at an Ordinary Meeting of Council that is open to the public. Questions must be received on the Public Question Time Form and is limited to one question per person per meeting. The questions must relate to the business of the Council and must be submitted by 12:00 pm (noon) the business day before the requested meeting date. You must attend the meeting for the question to be read aloud by the CEO.

No discussion on the question or answer can take place at the meeting.

3.8 QUORUM

A quorum at a meeting of a Council consists of a majority of the members.

A quorum must be present within 30 minutes after the time appointed for a meeting. If a quorum is not present, the meeting will be postponed in accordance with the provisions of the *Local Government Act 2019* and its *Regulations 2021*.

A quorum is to be maintained for the whole of the meeting. If the meeting attendance drops below the quorum at any time during the meeting this is to be noted in the minutes.

3.9 APOLOGIES

If a member is unable to attend a meeting, the member needs to notify for the President or CEO at least 3 days in advance where possible.

The apology needs to be accepted by the majority of members. If not accepted the apology will be recorded as absent.

A member is disqualified from office if absent from 2 consecutive meeting of council without permission.

3.10 PARTICIPATION BY ELECTRONIC MEANS

A Member who is not physically present at a meeting is taken to be present at a meeting if:



- (a) the member's attendance at the meeting by means of an audio or audiovisual conferencing system is authorised in accordance with a council resolution for attendance in such a manner; and
- (b) communication is established by means of the conferencing system, at or around the commencement of the meeting, between the member and the members present at the place appointed for the meeting.

3.11 REQUESTS FOR AGENDA ITEMS

Members may request an agenda item to the CEO or President at least 5 days before the agenda circulation and in writing. To be prepared for a future meeting in the General Business Section of an Ordinary General Meeting. General Business is not to be used for operational matters, such as complaints or service requests.

3.12 CONFIDENTIAL INFORMATION AND BUSINESS

The default position for Council is transparency and accountability, however there may be times when Council has to consider confidential information in accordance with Section 293 (1) of the Act and regulations 51. Members and staff are expected to be careful and prudent about how they collect and use information. Judgements should balance the interests of the community and its right to information with the potential adverse impacts.

The disclosure of information must not cause significant damage or distress to a person or cause significant damage to the interests of the Council or a person or cause unfair commercial or financial advantage.

After the conclusion of the consideration of an item of confidential business, Council will decide whether confidential information is:

- a) the type of confidential information that should no longer be confidential after a specified period of time; or
- b) the type of confidential information that should be subject to periodic review to determine if it should no longer be confidential.

If Council resolves a specified period of time for the information to remain confidential, that information is to be publicly released after the expiry of that period of time.

If Council resolves that confidential information should be subject to periodic review to determine if it should no longer be confidential, that information will be added to the confidentiality review list.

Council will maintain a list of confidential information and review that list once every 6 months to determine whether any matters are no longer confidential after a specified period or are to remain confidential for review at a subsequent date.

Each individual report must detail the reason for the confidential item being included in confidential business, and the reason is to be published within the Confidential Agenda. The following statements are to be included in the header of the confidential item, in reference to the relevant reasons for listing an agenda item in confidential:

Local Government (General) Regulations 2021 - Section 51

Confidential information

- (1) (a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual;
- (b) information about the personal circumstances of a resident or ratepayer;
- (c) information that would, if publicly disclosed, be likely to:
 - (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
 - (ii) prejudice the maintenance or administration of the law; or
 - (iii) prejudice the security of the council, its members or staff; or
 - (iv) subject to subregulation (3) – prejudice the interests of the council or some other person;
- (d) information subject to an obligation of confidentiality at law, or in equity;
- (e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;
- (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

Example for subregulation (1)(d)

Information that may be subject to legal professional privilege.

- (2) For subregulation (1)(f), the following information is no longer confidential after the complaint has been decided:
 - (a) a decision notice in relation to the complaint;
 - (b) a report of proceedings or findings of the complaint including a summary of decision under regulation 80 or 81.
- (3) Information mentioned in subregulation (1)(c)(iv) and (e) does not prejudice the interests of the council or some other person or is not contrary to the public interest if the information, if publicly disclosed, only causes:
 - (a) embarrassment to the council, members or the council's staff; or
 - (b) a loss of confidence in the council; or
 - (c) discussion of a matter that is controversial in the council area; or
 - (d) the council to be susceptible to adverse criticism.



3.13 Conflict of Interest and Disclosure of Interest

Members, Committee Members and Staff are to declare all direct and indirect interest that may give rise to a conflict or may be perceived as giving rise to a conflict at the start of the meeting or as soon as they realise that they may have a conflict of interest.

If a Member, Committee Member or Staff declares that they have a personal, direct, indirect real or perceived conflict of interest on a particular item, they must leave the Chamber or meeting room and not participate in the discussion or vote.

Council will have on hand at each meeting the Conflict-of-Interest Register.

Indirect interest due to conflicting duties mean an interest occurs when a member is a Director, Partner, Resident of the members household, Agent, Trustee, Manager, Office holder or employee of a person or entity including a non-profit association that is a direct interest as to the ACT.

3.14 Decision Making Process and Casting Vote

Decisions at Council meetings are made by resolution following a motion being moved and seconded by Council Members.

If the motion is not seconded, the minutes will note the mover of the motion and that the motion 'lapsed for want of a seconder'. When the motion has been moved and seconded, a member may move an amendment to it.

The Chair may call for debate for or against the motion and the motion cannot be withdrawn without the consent of the council.

All members can speak only once to the motion and once only to an amendment proposed to it.

The Chair may, at any time during the debate of a matter at a meeting, indicate an intention to speak and, on so doing, all council members are to cease speaking until the Chair has been heard.

A member who moves and seconds a motion must not move or second the amendment to a motion.

Any amendment so moved, must not negate the intent of the original motion.

The Chair may reject any proposed amendment that attempts to negate a motion or replace an amended motion with the original motion.

Resolutions require a majority of Members present to vote in favour of the motion.

Voting will be by a show of hands.

Council has determined that the Chair will hold a casting vote.

Stacey Shooter

~~Deleted:~~ In the event of a tied vote the matter will be deferred to the next meeting for further consideration.



4. Meeting Rules and maintaining meeting order

The following meeting rules are to be used as a guide to maintain meeting order:

- a) A member at a meeting must address and refer to another member or an officer by that member's or officer's official title or designation.
- b) A Member or Staff member, excluding the Chair, at a meeting shall stand when speaking to a matter being considered at the meeting unless prevented doing so by a physical disability.
- c) When a member or staff member speaks at Council they must address the meeting through the Chair. If more than one member indicates their desire to speak, the Chair will ask one to speak and the others must be quiet.
- d) Speakers must address the item of business before the Council.
- e) A Member must not speak for longer than 3 minutes at any one time without leave of the meeting.
- f) When the Chair calls the meeting to order any Member speaking at the time must stop and sit down. The meeting must be silent.
- g) If a Member disregards the ruling of the Chair by behaving improperly or offensively or deliberately obstructs business, the Chair may move that the Member be not heard further.
- h) A Member must not behave in an improper manner or cause an interruption or interrupt another Member who is speaking. A Member who interrupts the orderly conduct of a meeting shall on being requested to do so by the Chair, immediately leave the meeting and must be included in the minutes.

A person (other than a member) who interrupts the orderly conduct of a meeting must, on being requested to do so by the President, immediately leave the place where the meeting is being held.

- i) At any time, the Chair or Members can call a "Point of Order" to the Chair, if they believe meeting procedures are not being followed. The Chair then invites the Council Member to identify the problem and, after hearing the point, makes a ruling. A point of order takes precedence over all other business until determined. The Chair must rule on the point of order immediately.
- j) If an objection is taken to the ruling of the Chair, a motion that the ruling not be agreed with must be moved immediately. The Chair is entitled to make a statement in support of the ruling before a motion is put. Points of order and basis of the point of order will be recorded in the minutes as a procedural note.





4.1 Minutes and Records Management

The minutes of a meeting are to be kept and must be in a form consistent with the requirements of the *Local Government Act 2019*. This includes the names of the members present, the business transacted and any confidential business that was considered at the meeting.

The minutes must include references to any written reports or recommendations considered in the course of the meeting together with information about how to obtain access to the reports and recommendations.

The minutes must be made available to the public within ten business days after the date of the meeting.

The minutes of the proceedings at a meeting must be submitted for confirmation at the Next Ordinary General Meeting.

On the confirmation of the minutes, the Chair's signature and resolution will be added to the minutes.

4.2 Recording of Meetings

All meetings, including those conducted via electronic means, will be recorded for minuting purposes only. Recordings will be stored on the Council's electronic record keeping system and will be retained until the minutes are formally adopted by the Council.

4.3 Public release of information

When information is no longer confidential, a notation will be put in the relevant document (including the version on the website) that the information is no longer confidential, on what date that decision was made, and where information about the matter that is no longer confidential can be accessed.

5. SPECIAL COUNCIL MEETINGS

Council Meeting may be called in accordance with the provisions of Section 92 and 93 of the *Local Government Act 2019* and its *Regulations*.

Reports are to be written in clear English to ensure maximum understanding of the matter presented.

If council decides to hold a special meeting it can be called by the CEO, President, or 3 Members.

The agenda will be circulated to Council Members by email at least 4 hours in advance of the meeting. Hard copies will be made available at the same time.

The Council Agenda for the Special Meeting is to be uploaded to the website at least 4 hours in advance of the meeting.



6. COUNCIL COMMITTEE MEETINGS

The current Council committee meetings which this policy applies are:

1. Risk Management and Audit Committee:

- The RMA committee must maintain and review annually a Council approved Terms of Reference. The Terms of Reference of the Committee of Council must be available on the Council website.

2. Coomalie Bush Cemetery Board of Management:

- The Bush Cemetery Board meets twice (2) annually and is made up of the Full Council and the CEO. The Coomalie Bush Cemetery Policy defines the role of the [Board](#) and the procedure of meetings follow this policy.

5. Associated Documents

6. References and Related Legislation

Local Government Act 2019

Local Government (Electoral) Regulations 2021

DOCUMENT HISTORY 1.07 Council Meetings Policy	
Date Adopted:	15 October 2024
Amended:	21 October 2025 RESOLUTION 2025/10/21/010
Amended:	21 October 2025 RESOLUTION 2025/10/21/010 (removing the last sentence to the casting vote)



COOMALIE COMMUNITY GOVERNMENT COUNCIL

22 Cameron Road Batchelor NT 0845
PO Box 20 Batchelor NT 0845
Phone: 08 8976 0058
Fax: 08 8976 0293
Email: mail@coomalie.nt.gov.au
Web: www.coomalie.nt.gov.au



PUBLIC QUESTION

Ordinary Council Meeting

Public Question Time

Members of the public can submit written questions to be considered at an Ordinary Meeting of Council that is open to the public.

Public Question Time allows for one question per person.

How to submit a Public Question?

- Questions must relate to the business of the Council
- Questions must not take the form of a statement or a personal opinion
- You must provide your name and address
- Questions are to be submitted by 12:00 (noon) the business day before the requested meeting date.

Your Details	
Name:	
Residential Address:	
Postal Address:	
Email:	
Phone Number:	

This Question Relates To
<i>Please identify the Council matter or agenda item</i>

COOMALIE COMMUNITY GOVERNMENT COUNCIL

22 Cameron Road Batchelor NT 0845
PO Box 20 Batchelor NT 0845
Phone: 08 8976 0058
Fax: 08 8976 0293
Email: mail@coomalie.nt.gov.au
Web: www.coomalie.nt.gov.au



Question

Please write in a clear and concise manner.

Questions are to be submitted to:

Email: mail@coomalie.nt.gov.au
Post: PO Box 20
Batchelor NT 0845
Delivered: 22 Cameron Road
Batchelor NT 0845

Office use

Date received:

Meeting date:

Approved by:

Added to Agenda: Y or N

15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS FOR THE NOVEMBER OGM 2025

Date: 16th December 2025

Author: Natasha Chapman, Acting Chief Executive Officer.

Attachments: [Actions for the December OGM 2025](#)

RECOMMENDATION

That Council;

- a) receives and notes the Actions for the December OGM 2025; and
- b) remove items: 9 and 13.

Moved:

Seconded:

15.1 ATTACHMENT – ACTION LIST FOR THE DECEMBER 2025.
(Non shaded area are new actions).

No.	ITEM	RESOLUTION	STATUS
#1	Preliminary Drafting Instructions – By-Laws	CEO to re-engage with Parliamentary Secretary to re-commence.	IN PROGRESS
#2	Item 8 - Chief Executive Officer Report 18 th June 2024	Investigate signage for Rum Jungle Lake with regards to reporting procedure when a tagged fish is caught.	IN PROGRESS
#3	Item 14.12 December OGM Smoke Free Workplace & Community Policy	RESOLUTION 2024/12/17/019 Designated signs to be erected and users of Council facilities to be introduced to this policy	IN PROGRESS
#4	Item 8.2 Cemetery June Cemetery Plan	RESOLUTION CEM2025/06/10/004 b) endorses the DRAFT <i>Coomalie Bush Cemetery, Cemetery Plan 2025, as amended.</i>	IN PROGRESS
#5	Item 8.3 Cemetery June Policy	RESOLUTION CEM2025/06/10/005 b) endorses the DRAFT Cemetery Policy as amended.	IN PROGRESS
#6	Item 12 October OGM Chief Executive Officer Report	RESOLUTION 2025/10/21/006 A report to be included in November's OGM regarding feral horse management and the Adelaide River Helipad.	IN PROGRESS MOVED TO JANUARY 2026 OGM
#7	Item 14.1 October OGM Waste Oil Facility, Adelaide River	RESOLUTION 2025/10/21/009 That Council; a) notes and receives the report titled Waste Oil Facility, Adelaide River; and b) approves the removal of oil from the Waste Oil Facility, Adelaide River at Council's cost and formal closure of the site and local communications announcing the end of the service; and c) requests the opening of an Expression of Interest for the purchase and removal of the Waste Oil Facility. Moved: Deputy President Whatley Seconded: Clr. Beswick Carried	IN PROGRESS
#8	Item 17.1 October OGM Councillor Beswick's Report	RESOLUTION 2025/10/21/0024 That Council convene an Asset Management and Project Management workshop to familiarise themselves with ongoing and upcoming projects. Moved: Deputy President Whatley Seconded: Clr. Roe Carried 5/1	IN PROGRESS
#9	Item 13.1 November OGM Reserve Accounts	RESOLUTION 2025/11/27/007 That Council approves the creation of opening balances for the below Reserve accounts by transferring the funds from the accumulated surplus/retained earnings equity account to each Reserve account: - Asset Renewal Reserve: \$200,000 - Batchelor Playground Reserve: \$2,500 - Disaster Recovery Reserve: \$50,000 - Election Expenses Reserve: \$39,000 - Waste Management Reserve: \$100,000 Moved: Deputy President Whatley Seconded: Clr. Beswick Carried	COMPLETE SEEK TO REMOVE

#10	Item 14.4 November OGM Coomalie Community Grants	RESOLUTION 2025/11/27/011 That Council: a) receive and note the report titled Community Grants Program 2025-26; and b) approves the opening of the Coomalie Community Grants Program for the 2025–26 financial year; c) authorises the Chief Executive Officer to convene a Community Grants Assessment Panel in accordance with Section 4.2(d) of Policy 2.4. Moved: Deputy President Whatley Seconded: Clr. Strettles Carried	IN PROGRESS PANEL WILL BE CONVENED AT CLOSURE OF APPLICATION PERIOD
#11	Item 14.5 November OGM Delegations Policy	RESOLUTION 2025/11/27/012 That Council; a) adopt the reviewed 2.6 Delegations Policy as amended below: - page 12 of the policy, row 3 & 4 to include the wording “within budget” at the end of the activity description. Moved: Clr. Morrison Seconded: Clr. Beswick Carried 4/1 (Clr. Beswick)	IN PROGRESS
#12	Item 17. November OGM Paper Roads	RESOLUTION 2025/11/27/16 That Council is to receive a progress report on paper roads in the Shire at the December OGM. Moved: Deputy President Whatley Seconded: Clr. Beswick Carried	IN PROGRESS MOVED TO JANUARY 2026 OGM
#13	Item 20. November OGM Christmas donations	RESOLUTION 2025/11/27/17 That Council; a) reach out to the Adelaide River School, Batchelor School and the Adelaide River Show Society to offer a contribution of \$200.00 each for Christmas related events; and b) Seeks a further report in the new year for future events. Moved: Deputy President Whatley Seconded: Clr. Morrison Carried	COMPLETED SEEK TO REMOVE

15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date: 16th December 2025

Author: Natasha Chapman, Acting Chief Executive Officer.

Attachments: Complaints and compliments tables.

PURPOSE

To update Council on complaints and compliments received during November and December 2025 period.

RECOMMENDATION

That Council receives and notes the Complaints and Compliments Register during November and December 2025.

Moved:

Seconded:

BACKGROUND

As per Councils *1.08 Customer Complaints Policy* the Council will receive a monthly report on numbers and nature of the complaints.

In the reporting period, Council had various complaints and investigations are completed.

In the reporting period, Council also had received several compliments.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

1.08 Customer Complaints Policy.

FINANCIAL IMPLICATIONS.

NIL.

15.2 ATTACHMENT: COMPLAINTS & COMPLIMENTS

COMPLAINTS FOR DECEMBER OGM 2025				
12/11/2025	Waste	Bin at the park next to St. Francis Church	CLOSED	Email
12/11/2025	Swimming Pool	Developing green algae	CLOSED	SSS
12/11/2025	Dog	Distressed Dog	Reported to Animal Welfare CLOSED	Complaint form emailed
14/11/2025	Powerlines	Trees overhanging on powerlines	Reported to PowerWater CLOSED	Phone
22/11/2025	Roads	Potholes after flooding	CLOSED	Email
24/11/2025	Footpaths	Slimy surface	CLOSED	SSS
24/11/2025	Untidy/dangerous property	A considerable amount of "stuff" laying around and is unacceptable considering the storms in the area.	CLOSED	SSS

COMPLIMENTS FOR DECEMBER OGM 2025			
Date	Type	Description	Source
08/11/2025	Meet & Greet	Very good idea to have a get to know the new Councillors get to together. Well run.	Batchelor Resident
08/11/2025	Meet & Greet	"Getting to know Ross", great to know our councillors a little more and also exchange ideas/concerns. Great Idea.	Rural Resident
17/11/2025	Aerobics	Great idea Coomalie Council organising the Aqua Aerobics Classes for Batchelor! These classes will encourage our community to get out n about, socialise and cool off at the same time! I'm sure these classes will be very much appreciated and will be well attended.	Rural Resident
01/12/2025	Post Office	I visited the post office for the first time today. It was busy and Margaret was fast, efficient and friendly! I had no idea how much mail, and in particular parcels went through the little Batchelor PO. Thank you all!	Batchelor Resident

15.3 INFILL DEVELOPMENT AND SUBDIVISION IN ZONE LR (LOW DENSITY RESIDENTIAL) CONSULTATION

Date:	16 th December 2025
Author:	Emma Dunne, Council & Community Services Manager
Attachment:	NT Planning Commission Discussion Paper

PURPOSE

To provide Council with an update on the review of the opportunities for infill development and subdivision in Zone LR (Low-Density Residential) across the Northern Territory and to enable Council to provide feedback in the consultation process if required.

RECOMMENDATION

That Council;

- a) receives and notes the report entitled Infill Development and Subdivision in Zone LR (Low Density Residential) Consultation;
- b) submits feedback through the consultation process outlining:

-

-

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

The Minister for Lands, Planning and Environment has asked the NT Planning Commission to review opportunities for infill development and subdivision in Zone LR (Low-Density Residential) across the Northern Territory, and to consult with community members and stakeholders as part of this work.

COMMENT

Zone LR land is found in the urban areas of Darwin, Palmerston, Katherine, Tennant Creek and Alice Springs. Smaller pockets also exist in rural and regional areas, including Howard Springs, Coolalinga and Batchelor. No Zone LR land is located in Adelaide River or surrounding rural areas.

The Commission is particularly keen to hear from Local Government Councils to help understand how infill development and subdivision could work in each local area.

The Commission will provide a report to the Minister in early 2026, outlining what was heard during consultation and possible changes to planning controls the Minister may consider.

Requested action

The Commission is seeking input from Local Government Councils on the potential for infill development and subdivision in Zone LR across the NT. Feedback might include:

- technical advice, such as infrastructure or servicing capacity
- relevant policy settings and considerations
- any other information Local Government Councils believe should be considered in the review and in the Commission's report to the Minister.

Feedback must be submitted by close of business **Friday 19 December 2025**.

The Minister has asked the NT Planning Commission to examine the potential option to enable infill development in Zone LR, including:

1. Changes to what can be built on a block (such as more than one house per block)
2. Removing barriers to subdivision by reducing the minimum lot size

Current dwelling-single development (NT Planning Scheme)

- Building Height: Maximum 2 storeys (8.5 metres)
- From Setback: 4.5 to 6 metres
- Side & Rear Setbacks: 1 to 1.5 metres
- Car Parking: Minimum 2 on-site spaces
- Private Open Space: Minimum 45m²

Some Ideas for changes to planning controls could be:

- Allowing dwelling-group and dwelling multiple (more than one house per block)
- A new dwelling density of 1 house per 450m²
- A new approach to ensuring lots have a big enough buildable area, for example a minimum building envelope area of 120m²
- New minimum lot size of 450m²
- New minimum lot frontage of 12 metres
- Subdivision where a continuous street frontage of 6.5 metres is required to provide space for on-street parking
- Allow battleaxe lots

Batchelor has very limited housing available currently and changes to the development and subdivision requirements may enable additional housing in the area.

CONSULTATION

Acting Chief Executive Officer

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS

Nil



DISCUSSION PAPER

Infill development and subdivision in Zone LR (Low Density Residential)



Introduction

The NT Government is committed to allowing more flexibility in how regulations are applied to stimulate development across the Northern Territory. Through the recent work of the Approvals Fast Track Taskforce (the Taskforce), the Government is aware of the need to remove barriers to investment and overly burdensome regulations. As part of its recommendations, the Taskforce identified the need to review existing restrictions on what can and cannot be developed on land identified for low density residential development, known in the Territory as 'Zone LR (Low Density Residential)'. You may know this zone as the old 'SD' (Single Dwelling) or 'R1' (Residential 1- Low Density) Zone.

What role will the NT Planning Commission play?

As part of the Government's review into restrictions on lots in low density areas, the Minister for Lands, Planning and Environment has asked for the Northern Territory Planning Commission (the Commission) to look at ways to enable infill development in Zone LR in the Territory. 'Infill development' means adding new dwellings within existing areas rather than on undeveloped (greenfield) land and is discussed in more detail later in this paper.

The Commission is an independent statutory authority whose job is to undertake widespread reviews of the NT Planning Scheme, set the strategic framework for land use, consult with the community on strategic plans and provide advice to the Minister on strategic planning matters.

The Minister has asked the Commission to examine potential options to allow infill development including changes to the number of houses you can build on a block, reducing the minimum lot size and changes to other subdivision design controls in Zone LR. This discussion paper has been prepared to help start a conversation and invite feedback to inform possible future changes to planning controls.

The Commission welcomes your feedback about how our low density residential neighbourhoods could develop into the future to best provide for the needs of people in the Territory.

The Minister has asked the NT Planning Commission to examine potential options to enable infill development in Zone LR, including

1. Changes to what you can build on a block (such as more than one house per block)
2. Removing barriers to subdivision by reducing the minimum lot size

Have your say

- Online: [Have Your Say Northern Territory](#)
- Email: ntpc@nt.gov.au
- Post: NT Planning Commission, GPO Box 1680, DARWIN NT 0801
- Hand delivered: Level 1, Energy House, 18-20 Cavenagh Street, DARWIN NT 0800

What is infill development?

'Infill development' is common in urban areas, it refers to the development of new dwellings within existing areas rather than on undeveloped (greenfield) land. It typically involves using vacant or underutilised lots, redeveloping larger residential blocks, or converting older properties into multiple smaller dwellings. Infill development aims to make more efficient use of existing infrastructure, support housing diversity, and strengthen neighbourhood vitality.

Infill development can take many forms and can cater to a variety of household sizes and needs, ranging from free-standing homes on smaller lots, attached homes, duplexes, granny flats, row and terrace housing and low to medium rise housing.

Why is infill development being considered in the Territory?

Currently, across Australia it is recognised that providing for infill development will assist in increasing housing choice and diversity in existing residential areas.

Most other jurisdictions have existing policies that allow for infill development or have taken recent steps to improve on options available to provide for more diverse housing choice, more compact and vibrant neighbourhoods. In the ACT, changes are proposed to the planning system to enable more housing options (including townhouses, terraces and duplexes) to be developed in existing lower density zones. In NSW, dual occupancy is now allowed in all lower density areas in both metro and regional areas. These efforts align with the national housing reform agenda which aims to improve housing supply and provide more diversity in housing choice.

Providing a broader mix of dwelling types to cater to changing demographics, including smaller households ageing residents, and diverse family structures will help address the housing needs of the Territory. Infill development could provide opportunities for more housing in existing areas that are well connected to services to balance new housing that is already being delivered through greenfield development and increase housing choice.

There is an awareness that current restrictions on lots in Zone LR in the Territory may be contributing to the lack of opportunities for infill development in existing suburbs. This means there are few opportunities for lower-rise housing, such as duplexes (attached or detached homes on the same lot) and individual homes on smaller freehold lots.



The NT Planning Scheme, which is the 'rule book' for using and developing land in the Territory, only allows for infill development in Zone LR in existing suburbs in the form of a 'dwelling-independent', often referred to as a granny flat. The current minimum lot size for subdivision in Zone LR in existing suburbs is 800m² which is relatively large compared to many other jurisdictions, where low density residential lots are often between 300–600m². For example, Brisbane allows for a minimum lot size of 450m² for standard lots in lower density areas, with even smaller lots of 300m² allowed in specific circumstances. This presents opportunities to introduce smaller, diverse housing choice, or appropriately designed subdivisions, while still maintaining the low density character of the area.

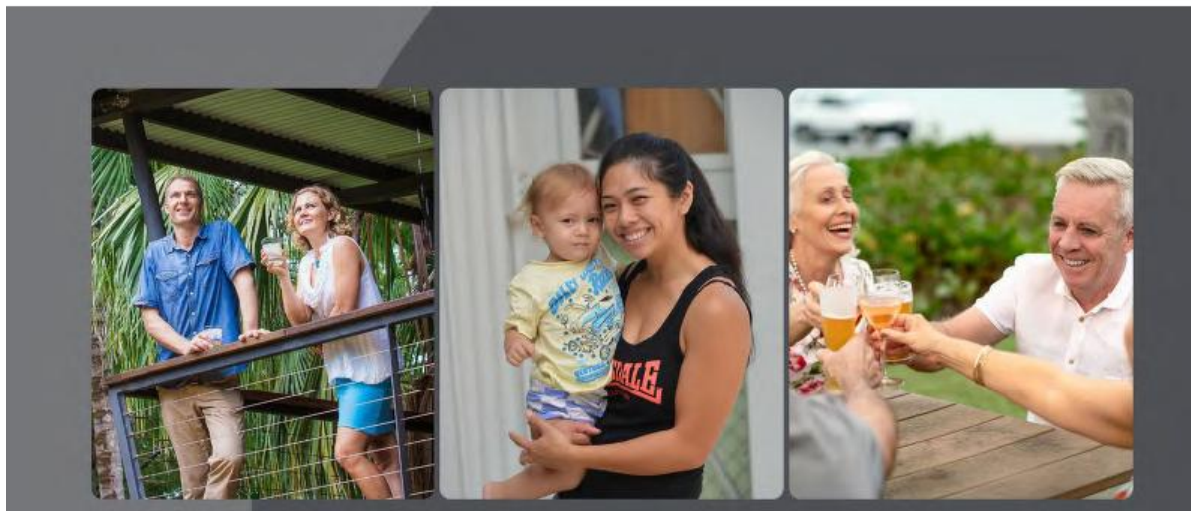
What benefits could infill development provide?

Supporting new housing in existing urban areas through infill development can provide many benefits including:

- **Boosting supply** and offering **more housing choice and diversity** in existing suburbs
- **Maximising the use of existing infrastructure** such as electricity, water and roads avoiding the need for costly new infrastructure
- Encouraging investment and upgrades to housing stock to **stimulate the economy**
- Replenishing and upgrading housing to **revitalise existing neighbourhoods**, improve streetscapes and community amenities
- Providing homeowners the opportunity to **build a new home** on their lot or **sell part of their land** for future development
- Enabling people to **downsize** to a smaller more manageable home while staying within the community they love
- Providing opportunities for **multigenerational living**
- Providing a **new entry point** to the housing market for first home buyers
- Supporting more **sustainable patterns of growth** by minimising land consumption and promoting compact urban form

Tell Us

- How do you feel about the possibility of infill development in the Territory?

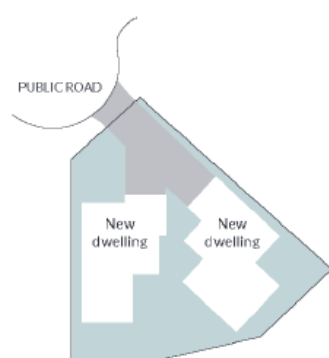


What could infill development look like in the Territory?

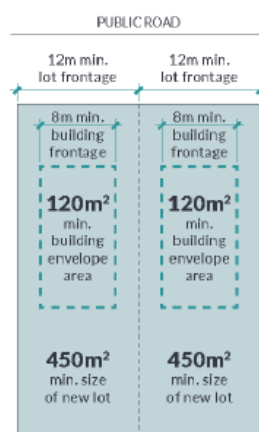
Recognising the current restrictions on lots in Zone LR, the Minister has asked the Commission to examine changes to planning controls to enable infill development in the Territory. Specifically, the Minister has asked the Commission to consider changes to planning controls to enable more types of development and a potential reduction in the minimum lot size for subdivision in Zone LR where it is supported by adequate infrastructure. Some ideas for changes to planning controls could include:

- Allowing dwelling-group and dwelling multiple (more than one house per block)
- A new dwelling density of 1 house per 450m²
- A new approach to ensuring lots have a big enough buildable area, for example a minimum building envelope area of 120m²
- New minimum lot size of 450m²
- New minimum lot frontage of 12 metres
- Subdivision where a continuous street frontage of 6.5m is required to provide space for on-street parking
- Allowing battleaxe lots

Development could look like:



Demolition of an existing home to build two dwellings on the same lot



Subdivision of one lot into two



Addition of a dwelling to the side or rear of an existing home

Based on these ideas, infill development could take many forms. The image shows what development could look like if some of these changes were introduced.

The Commission welcomes your feedback on these ideas and other suggestions to allow for infill development and subdivision in Zone LR.

Tell Us

- What types of homes do you think are suited to Zone LR?

How can amenity be protected?

It is important that infill development respects valued features of the neighbourhood and landscape character of the area and does not have unreasonable negative impacts on neighbouring properties.

Infill development can be managed through planning controls that ensure new dwellings fit well within established neighbourhoods. This could be achieved through:

- **Minimum Building Setbacks:** maintain privacy, reduce overlooking, and allow for breeze penetration
- **Height controls:** prevent overshadowing and ensure buildings remain compatible with surrounding homes
- **On-site car parking:** minimise on-street parking and traffic impacts
- **Private open space:** ensure each dwelling has usable outdoor areas
- **Minimum lot size and building envelope area:** ensure that new infill development can be designed and constructed efficiently, while protecting the amenity of the surrounding neighbourhood
- **Site Coverage:** ensure that buildings do not dominate the lot or impact the amenity of neighbouring properties by managing total building footprint and floor area

Current Dwelling-Single Development Requirements (NT Planning Scheme)

- *Building Height:* Maximum 2 storeys (8.5 metres)
- *Front Setback:* 4.5 to 6 metres
- *Side & Rear Setbacks:* 1 to 1.5 metres
- *Car Parking:* Minimum 2 on-site spaces
- *Private Open Space:* Minimum 45m²

A variation to the development requirements needs approval from the Development Consent Authority.

Requirements in the NT Planning Scheme help to control the look, feel, character and design outcomes of development in Zone LR. Any future changes to allow infill development would also need to comply with the relevant development requirements including provisions for on-site car parking, private open space, and a built form that protects the amenity of adjoining properties.

Tell Us

- How could we make infill development work in the NT?
- Do you think there are other policies or design standards that could make infill development a good option in your local area?

Where could it occur?

Zone LR is primarily intended for low-rise urban residential development, where it supports the development of well-serviced suburban neighbourhoods with a strong emphasis on residential amenity, privacy, and landscaped open space.

Infill development in Zone LR could occur across the urban centres in Darwin, Palmerston, Katherine, Tennant Creek, and Alice Springs. In rural areas, smaller fragmented pockets of Zone LR occur around Howard Springs, Coolalinga and Batchelor.

Hurdles to the delivery of infill development include the capacity and costs of infrastructure upgrades as well as ensuring areas with significant constraints, such as flood affected land, or areas with environmental risks are not further burdened. For these reasons, unconstrained land with existing infrastructure capacity provides suitable conditions for infill development.

We know there are about 8,000 lots in Zone LR across the Territory that are larger than 900m² and not affected by flooding or storm surge. Most of these lots are in Darwin, Palmerston and Alice Springs, with fewer than 1,000 spread across Katherine, Tennant Creek, Batchelor and Litchfield.

While not all of these lots would be suitable for infill development, through this Discussion Paper the Commission is seeking community views on whether some could be developed or subdivided if landowners choose to do so.

To find out whether your property is in Zone LR, you can search your address at [NT Land Information Search](#).

What happens next?

This discussion paper is part of the first step in understanding how infill development and subdivision might work in the Territory. The feedback people provide will inform further investigations and potential future changes to planning controls.

After the public consultation period finishes, the Commission will review all feedback received on infill development and subdivision in Zone LR. The Commission's role is not to introduce new planning controls, rather to report back to the Minister about what the community said during consultation.

Based on feedback, the Commission will outline possible changes to planning controls that the Minister could consider as part of any next steps.

Any changes to the NT Planning Scheme will be communicated to the public as part of future stages.

Have your say on infill development in the Territory

- Online: [Have Your Say Northern Territory](#)
- Email: ntpc@nt.gov.au
- Post: NT Planning Commission, GPO Box 1680, DARWIN NT 0801
- Hand delivered: Level 1, Energy House, 18-20 Cavenagh Street, DARWIN NT 0800

If you have any questions, please contact the Commission at:

- Phone: 08 8924 7540
- Email: ntpc@nt.gov.au

15.4 2025-26 COMPLIANCE PLAN FOR HIGH-RISK LANDFILLS

Date:	16 th December 2025
Author:	Emma Dunne, Council and Community Services Manager
Attachment:	NIL

PURPOSE

To inform Council of the NT EPA compliance plan 2025-26 and impact to Coomalie Council's waste management facilities.

RECOMMENDATION

That Council;

a) receives and notes the report entitled NTEPA 2025-26 Compliance plan

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Coomalie Council operate its waste management facilities under the *Waste Management and Pollution Control Act 1998* (WMPC Act). Council works with the NT EPA to ensure compliance across both of its sites.

Council adopted its Waste Management Strategy 2022-2027 in June 2022.

Both the Adelaide River Waste Management Facility (ARWMF) and Batchelor Waste Management Facility (BWMF) do not have an Environmental Protection License (EPL).

Council has been working towards best practice guidelines and continuous improvement at both waste management facilities through implementation of the Waste Management Strategy.

COMMENT

Council received correspondence dated 1 December 2025 that identified Coomalie Shire's landfill as 'high risk' and has triggered the need for an Environmental Protection License (EPL) and/or an Environmental Protection Approval (EPA) under the WMPC Act. Landfills servicing more than 1,000 persons are required to hold an EPL under the WMPC Act. This is relevant to the Batchelor Waste Management Facility.

The Environmental Regulation Division has advised that Coomalie Council does not require submission of evidence of landownership or an appropriate lease to use the land for Waste Disposal. It is the expectation that applications for required EPL's and/or EPA's are prioritised to ensure Council landfill is being operated in accordance with the requirements of the WMPC Act.

CONSULTATION

- Acting Chief Executive Officer
- NT EPA

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Local Government (General) Regulations 2021

Waste Management and Pollution Control Act 1998

FINANCIAL IMPLICATIONS

Council will need to incur costs associated with application and licensing of the Batchelor Waste Management Facility.

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachment:	Incoming and outgoing correspondence tables.

PURPOSE

Council is provided with items of correspondence both received and sent during the months of November and December 2025.

RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled for November and December 2025 period.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS.

Documents are available to be shown on the big screen on the day of each Ordinary Council meeting if requested, with additional copies available on request to individual Elected Members.

COMMENT.

The correspondence tables, inwards and outwards will be included in the agenda as part of the correspondence and information item.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Regulation 54 *Local Government (General) Regulations 2021*.

FINANCIAL IMPLICATIONS.

Nil.

16.1 ATTACHMENTS: INCOMING & OUTGOING CORRESPONDENCE

INCOMING

Date	MI	RECEIVER	From	Subject
1/12/2025	2025-492	Council mail	Department of Lands, Planning and Environment	Compliance with the Waste Management and Pollution Control Act 1998 - High-risk landfills
1/12/2025	2025-491	Council mail	Department of Lands, Planning and Environment	2025-26 Compliance Plan focus for high-risk landfills
1/12/2025	2025-490	Council mail	Applicant	Independent Member RMAC
1/12/2025	2025-489	Council mail	Applicant	Expression of Interest - Independent Member Risk Management and Audit Committee
27/11/2025	2025-488	CEO & President	LGANT	NTLRC Draft Report on Statutory Immunity from Criminal Liability Provisions in the Local Government Act 2019 - Request for comment
27/11/2025	2025-487	Council mail	Coomalie COTA NT	COTA Coomalie Christmas Dinner
26/11/2025	2025-486	Council mail	LGANT	LGANT Newsletter - November 2025
25/11/2025	2025-485	CEO	Department of Logistics and Infrastructure	Meeting with DLI - SLRIP Tranche 5 Program - Road Reserve Adelaide River
24/11/2025	2025-484	CCSM	Department Housing, Local Government and Community Development	Escalate for ongoing issues
24/11/2025	2025-483	CCSM	Department of Logistics and Infrastructure	RE: Coomalie Creek vegetation Batchelor road - Near miss - Emma (Coomalie Council) - 24/11/2025
24/11/2025	2025/482	CEO	ALGA	ALGA's National State of the Assets - Survey
24/11/2025	2025-481	President	Department of Infrastructure, Transport, Regional Development, Communication, Sport & the Arts	Letter from The Hon Kristy McBain regarding the Inquiry into local government funding and fiscal sustainability [SEC=OFFICIAL]

24/11/2025	2025-480	Council mail	Department of Lands & Planning	'PA2025/0402 No location specified' - New Application Submitted
24/11/2025	2025-479	CEO	Department of the House of Representatives	[SEC=OFFICIAL] House of Representatives Standing Committee on Regional Development, Infrastructure and Transport - Invitation to Northern Territory councils to make a submission to the new federal parliamentary inquiry into local government
24/11/2025	2025-478	Council mail	Department of Veterans' Affairs	Early applications encouraged for the 2025–26 Veteran Wellbeing Grants Program [SEC=OFFICIAL]
24/11/2025	2025-477	Council mail	Coomalie COTA NT	OC Spray Safe Carriage & Handling Workshop
24/11/2025	2025-476	Council mail	Rum Jungle Rehabilitation	2025 Q3 Quarterly Stakeholder Report July - September 2025
24/11/2025	2025-475	CEO	NT Law Reform Committee	CONSIDERATION OF THE STATUTORY IMMUNITY FROM CRIMINAL LIABILITY PROVISIONS IN THE LOCAL GOVERNMENT ACT 2019
24/11/2025	2025-474	CEO	Resident	Heavy Vehicles
17/11/2025	2025-473	Council email	Batchelor Area School	Christmas Raffle donations 2025
17/11/2025	2025-472	CEO	Department of Corporate and Digital Development	Local Government Cyber Security Review
13/11/2025	2025-471	CEO	Chief Minister - the Hon Lia Finocchiaro	Member of the Bushfires Council

16.1 ATTACHMENT: OUTGOING CORRESPONDENCE

OUTGOING

Date	MO	SENDER	Recipient	Subject
24/11/2025	2025-570	CEO	Resident	Heavy Vehicles
19/11/2025	2025-569	CCSM	Department Housing, Local Government and Community Development	Escalate for ongoing issues
14/11/2025	2025-568	CEO	Minister for Housing, Local Government and Community Development	Annual Report & Audited Financial Statements 2024-25
13/11/2025	2025-567	President	Coomalie COTA NT	Public Meeting
7/11/2025	2025-566	President	Resident	Road response letter
7/11/2025	2025-565	President	Resident	Trees
7/11/2025	2025-564	CCSM	Resident	Business use agreement

17. COUNCILLOR REPORTS.

18. USE OF THE COMMON SEAL.

18.1 USE OF THE COMMON SEAL: FORM 48 – DISCHARGE OF STATUTORY CHARGE

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To seek Council's approval for, and ratification of, the use of its Common Seal.

RECOMMENDATION

That Council, pursuant to Section 38(2)(a)(b) of the *Local Government Act 2019*, ratifies the use of its Common Seal affixed to Section 83 Form 48 - Discharge of Statutory Charge for properties AN427 and AN1083.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

Confidential resolution relating to registering Overriding Statutory Charges on properties with rates in arrears.

RESOLUTION CONF2022/11/15/45

COMMENT

Council has previously registered an Overriding Statutory Charge on properties AN427 & AN1083.

Both properties were under contract of sale. To enable the settlement to proceed, Council had to lodge a *Section 83 Form 48, Discharge of Statutory Charge* with the Land Titles Office at the time of settlement.

All outstanding rates and charges were recovered at the Lands Titles Office on the day of settlement.

This report seeks to ratify the use of the Common Seal on the *Form 48, Discharge of Statutory Charge* for both properties pursuant to section 38 of the *Local Government Act 2019*;

Section 38

- (1) *A council acts:*
 - (a) *through local authorities, council committees, officers, staff and agents to whom the council has delegated powers or authorised to act on its behalf; or*
 - (b) *through officers or other persons authorised by this Act (or a by-law) to act on the council's behalf; or*
 - (c) *under its common seal.*
- (2) *The affixing of the common seal to a document:*
 - (a) *must be authorised or ratified by resolution of the council; and*
 - (b) *must be attested by the signatures of the CEO and at least one member of the council.*

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Land Titles Act 2000

Local Government Act 2019

FINANCIAL IMPLICATIONS

There are no expenses to Council for this process. Ratepayers have now paid their rates obligation, and the rates debtor balance has been reduced.

19. LATE ITEMS AND URGENT BUSINESS.

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20. GENERAL BUSINESS.

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21. CONFIDENTIAL ITEMS.

RECOMMENDATION

That Council close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*.

Moved:

Seconded:

Procedural Note:

The meeting was closed to the public at:

The confidential meeting opened at:

**21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE SPECIAL MEETING
12TH NOVEMBER 2025**

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.2 CONFIRMATION OF THE CONFIDENTIAL MEETING MINUTES OF 27TH NOVEMBER 2025.

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE NOVEMBER OGM 2025

CONFIDENTIAL: Regulations 51(1)(e) information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

21.4 ANNUAL AUSTRALIA DAY AWARDS

CONFIDENTIAL: Regulations 51(1)(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

**21.5 APPOINTMENT OF INDEPENDENT CHAIR FOR THE RISK MANAGEMENT
AND AUDIT COMMITTEE REPORT**

CONFIDENTIAL: Regulations 51(1)(c)(iv) information that would be publicly disclosed, be likely to prejudice the interests of the council or some other person.

21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT

CONFIDENTIAL: Regulations 51(1)(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

21.7 INSURANCE CLAIM NOTIFICATION

CONFIDENTIAL: Regulations 51

- (a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; and
- (d) information subject to an obligation of confidentiality at law, or in equity

23. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.

RECOMMENDATION

That Council move the following items into Open:

Moved:

Seconded:

24. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RECOMMENDATION

That Council re-opens the meeting to the general public in accordance with Regulation 51 of *the Local Government (General) Regulations 2021*

Moved:

Seconded:

Procedural Note: _____

The meeting was reopened to the public at

25. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **20th January 2025 at 3:00pm.**

26. CLOSURE OF MEETING.

The meeting closed at