

AGENDA

ORDINARY COUNCIL MEETING

19th SEPTEMBER 2026

10:00am

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1. NOTICE OF MEETING

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

Date:	19th September 2026
Time:	10.00 am
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 19th SEPTEMBER 2026

The President of the Council, Mr. Ross McGorman will declare the meeting open at 10:00 am 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
Acting Corporate Services Manager	Luke Ackland

VISITORS PRESENT

4. APOLOGIES AND LEAVE OF ABSENCE

Date:	19th September 2026
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 19th September 2026.

RECOMMENDATION

That Council receives and notes the apologies of…… for the Ordinary General Meeting held 19th September 2026.

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:	19th September 2026
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 19th September 2026 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:	19th September 2026
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 on 19th September 2026.

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

8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC

9. PETITIONS

NIL

10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS

10.1 CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 15th AUGUST 2026

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC MEETING MINUTES FOR 15th AUGUST 2026**

PURPOSE

Minutes of the Ordinary General Meeting held on 15th August 2026 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 15th August 2026 be confirmed as 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: DRAFT PUBLIC MEETING MINUTES FOR 15th AUGUST 2026

MINUTES

ORDINARY COUNCIL MEETING

15th AUGUST 2026

10:00am

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DRAFT

1. NOTICE OF MEETING

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

Date:	15th August 2026
Time:	10.00 am
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.

DRAFT

MINUTES

ORDINARY GENERAL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 15th AUGUST 2026

The President of the Council, Mr. Ross McGorman declared the meeting open at 10:00 am 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 Mae Morrison
Councillor	Alan Roe
Councillor	Greg Strettles

STAFF PRESENT

Acting Chief Executive Officer	Natasha Chapman
Executive Services Coordinator	Terrill Forrest

VISITORS PRESENT

DRAFT

4. APOLOGIES AND LEAVE OF ABSENCE

Date:	15th August 2026
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 15th August 2026.

Nil

5. ELECTRONIC MEETING ATTENDANCE

Date:	15th August 2026
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

DRAFT

6. DECLARATION OF INTEREST

Date:	15th August 2026
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: 2026/08/15/001

That Council receives the declarations of interest as listed for the Ordinary General Meeting held on 15th August 2026.

21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT - President McGorman
21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT – Clr. Beswick

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL

NIL

8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC

NIL

9. PETITIONS

NIL

10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS

10.1 CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 20th JUNE 2026

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC MEETING MINUTES FOR 20th JUNE 2026**

PURPOSE

Minutes of the Ordinary General Meeting held on 20th June 2026 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RESOLUTION: 2026/08/15/002

That the Public Minutes of the Ordinary General Meeting held on 20th June 2026 be confirmed as a true and correct record of the meeting.

Moved: **DP Whatley**

Seconded: **Clr. Strettles** **Carried**

10.2 CONFIRMATION OF THE SPECIAL MEETING MINUTES OF 30th JUNE 2026

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC SPECIAL MEETING MINUTES FOR 30th JUNE 2026**

PURPOSE

Minutes of the Special Meeting held on 30th June 2026 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RESOLUTION: 2026/08/15/003

That the Public Minutes of the Special Meeting held on 30th June 2026 be confirmed as a true and correct record of the meeting.

Moved: **Clr. Strettles**

Seconded: **Clr. Morrison** **Carried**

10.3 CONFIRMATION OF THE FINANCE COMMITEE MEETING MINUTES OF 20th JULY 2026

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC FINANCE MEETING MINUTES FOR 20th JULY 2026**

PURPOSE

Minutes of the Finance Committee Meeting held on 20th July 2026 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RESOLUTION: 2026/08/15/004

That the Public Minutes of the Finance Committee Meeting held on 20th July 2026 be confirmed as a true and correct record of the meeting.

Moved: **Clr. Strettles**

Seconded: **DP Whatley** **Carried**

10.4 CONFIRMATION OF THE SPECIAL MEETING MINUTES OF 7TH AUGUST 2026

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC SPECIAL MEETING MINUTES FOR 7 AUGUST 2026**

PURPOSE

Minutes of the Special Meeting held on 7Th August 2026 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RESOLUTION: 2026/08/15/005

That the Public Minutes of the Special Meeting held on 7th August 2026 be confirmed as a true and correct record of the meeting.

Moved: **Clr. Strettles**

Seconded: **DP Whatley** **Carried**

11. PRESIDENT REPORT

Date:	15th August 2026
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 June 2026 to August 2026.

RESOLUTION: 2026/08/15/006

That Council receives and notes the President's Report for the period of June 2026 to August 2026.

Moved: **Clr. Strettles**

Seconded: **Clr. Roe** **Carried**

12. CHIEF EXECUTIVE OFFICERS REPORT

Date:	15th August 2026
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 June to August 2026.

RESOLUTION: 2026/08/15/007

That Council receives and notes the Chief Executive Officers Report for the period of June to August 2026.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

13. FINANCE REPORTS

13.1 MONTHLY FINANCE REPORT

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Services Manager
	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To provide a summary of the financial position of Council for the period ending 31st July 2026. 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: 2026/08/15/008

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 July 2026.

Moved: **Clr Strettles**

Seconded: **Clr Roe** **Carried**

Discussion Points:

- DRF still negotiating with NT Departments and Federal departments for reimbursement
- Tied and untied funds clarification to be followed up by A/CEO
- A/CEO will take on notice if contractors can use our equipment - insurance

14. REPORTS REQUIRING DECISIONS OF COUNCIL

14.1 ROAD TO RECOVERY 2026/27 PROJECT ENDORSEMENT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	NIL

PURPOSE

To provide Council with options for projects to utilise the Roads to Recovery 2026/27 grant funding allocation.

RESOLUTION: 2026/08/15/009

That Council;

a) receives and notes report entitled Roads to Recovery 2026/27 Project Endorsement;

b) endorses the following projects, subject to indicative costs reported, acknowledging that funds may not be sufficient to cover all works and priorities will be worked through until funds are exhausted:

1. Chinner Road Floodway Engineering design

2. Crater Lake Road Spring Engineering design

3. Heavy patching along Miles Road prior to wet season commencing

4. Solomon Road floodway crossing prior to wet season commencing

c) requests the engineering reports and the outcome of liaising with other councils regarding solutions to Chinner and Crater Lake Road be brought back to Council to confirm expected project expenditure;

d) requests that the Chinner Road floodways be maintained to standard as required prior to the wet season commencing; and

e) approves the completion of the Adelaide River Storm Water network assessment and repairs using the operational roads budget.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Discussion Points:

- Need estimated cost: Chinner Road and Crater Lake Road – approx. $30,000 engineering costs (combined) + construction cost; approx. $55,000 for Adelaide River storm water assessment.

Procedural notes:
Clr. Morrison left the meeting at 11:00am.
Clr. Morrison returned to the meeting at 11:02am.
Clr. Morrison left the meeting at 11:33am.
Clr. Morrison returned to the meeting at 11:36am.

14.2 COMMUNITY CHRISTMAS EVENT PROGRESS REPORT

Date:	15th August 2026
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	NIL

PURPOSE

To provide an update on the progress of the Community Christmas Event planning after the initial meeting with local Community Groups.

RESOLUTION: 2026/08/15/010

That Council;

a) receives and notes the report entitled Community Christmas Event Progress Report; and

b) re-confirms its decision to provide a family-oriented Christmas event in Batchelor for 2026 and requests the Chief Executive Officer to continue community engagement and planning processes with a further report back to the September 2026 OGM.

Moved: **Clr. Morrison**

Seconded: **Clr. Roe** **Carried 5/1**

Against: Clr. Beswick

Procedural Note:
DP Whatley left the meeting at 11:42am
DP Whatley returned to the meeting at 11:45am.

Discussion Points:

- Batchelor Area School or BOEC possible alternative venues with outdoor undercover areas for Christmas party
- Possible external funding to hold separate Seniors lunch independent of Council - limited to 80
- Reach out to Catering companies for options for menu – to be determined later

14.3 RUM JUNGLE BOWLS CLUB – USER AGREEMENT AND APPROVALS

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Servies Manager
Attachment:	NIL

PURPOSE

To seek Council's approval for several associated matters with the Rum Jungle Bowls Club User Agreement.

RESOLUTION: 2026/08/15/011

That Council;

a) receives and notes the report entitled Rum Jungle Bowls Club and Associated approvals;

b) approves the waiver of hire fees totalling $2,704 inclusive of GST, for the term of the agreement with Rum Jungle Bowls Club, subject to their maintenance of the property as outlined in the user agreement;

c) authorises the Chief Executive Officer, or delegate, to finalise and execute the agreement, subject to any minor administrative amendments that do not materially alter the terms approved by Council; and

d) notes that any consumption of alcohol at the facility must comply with all applicable statutory requirements and Council approvals.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Discussion Points:

- Public liability insurance is provided by Rum Jungle Bowls Club

14.4 BATCHELOR UNOWNED HORSE MANAGEMENT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	**Nil**

PURPOSE

To provide Council with a current situation update and seek Council's position on the ongoing management of the unowned horses within the Batchelor township.

RESOLUTION: 2026/08/15/012

That Council;

a) receives and notes the report entitled Batchelor Unowned Horse Management;

b) confirms the intention is to remove the entire population of unowned horses from the Batchelor township when a feasible option is determined; and

c) requests the Chief Executive Officer to correspond to the CEO of the Department of Lands Planning and Environment, NT Police, Department of Health, Careflight, and Coomalie's local member to seek their direct assistance in the removal of horses from Batchelor township.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Discussion Points:

- RMAC has recommended that the removal of all horses is the only feasible option to adequately remove risk to Council
- A/CEO to reconnect with Bonrook Station to confirm capacity for assistance.

14.5 PROMOTE BATCHELOR AS A TOURIST DESTINATION

Date:	15th August 2026
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	Nil

PURPOSE

To provide Council with results of Community survey regarding tourism within Batchelor.

RESOLUTION: 2026/08/15/013

That Council;

a) receives and notes the report Promote Batchelor as a Tourist Destination; and

b) requests that the Chief Executive Officer engage with Tourism NT and NT Parks and Wildlife and report back at January 2027 OGM for further consideration.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Procedural Note:

Clr. Roe left the meeting 12:28pm.
Clr. Roe returned to the meeting at 12:29pm.

DRAFT

14.6 REQUEST FOR SUPPORT – HISTORY TAKING PROJECT

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	**14.6 Letter to Council re History Sharing**

PURPOSE

To seek Council's consideration of a request from a resident for Council support of a proposed community history sharing initiative to be conducted by interested local citizens within the Coomalie Shire region.

RESOLUTION: 2026/08/15/014

That Council;

a) receives and notes the report entitled Request for Support – History Taking Project; and

b) receives and notes the correspondence from a resident regarding the proposed community history sharing activities; and

c) provides in-principle support for the proposal, subject to operational requirements and availability of Council resources;

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

DRAFT

14.7 ENDORSEMENT OF PROPOSED PLACE NAME – SILKWOOD RECREATION AREA

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	Letter from Department of Tourism

PURPOSE

To seek Council's endorsement of the Northern Territory Government's proposal to formally name the property comprising NT Portions NTP8578, NTP7358 and NTP7523 as Silkwood Recreation Area.

RESOLUTION: 2026/08/15/015

That Council;

a) receives and notes report entitled Endorsement of Proposed Place Name – Silkwood Recreation Area;

b) does not endorse in principle the proposed place name Silkwood Recreation Area for NT Portions NTP8578, NTP7358 and NTP7523, located adjacent to Litchfield National Park and including Robin Falls; and

) authorises the Chief Executive Officer to advise the Department of Tourism and Hospitality of Council's decision for the proposed name specifically noting

- lack of local Coomalie community engagement or local Traditional Owners consultation on the proposed name; and

- community concern regarding confusion by users with the locally recognised Silkwood Estate along Dorat Road

d) suggests the alternative name of Warai Recreation Area and requests the Department of Tourism and Hospitality seek further consultation with Traditional Owners and the Coomalie Community.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Discussion Points:

- Surrounding area are private properties collectively known as Silkwood estate – name is confusing and people trespass thinking it is the same.
- Check that the Silkwood Estate is a land title estate
- Concern regarding the lack of consultation undertaken with TO's and local community/residents of Coomalie.

Procedural Note:

Clr. Morrison left the meeting 12:42pm.
Clr. Morrison returned to the meeting at 12:45pm.
Clr. Strettles left the meeting at 12.51pm.
Clr. Strettles returned to the meeting at 12.53pm.

14.8 PA2026/0205 INFILL DEVELOPMENT AND SUBDIVISION – PROPOSED PLANNING SCHEME AMENDMENT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Explanatory Document: Proposed Planning Scheme Amendment

PURPOSE

To seek Council's consideration of the Proposed Planning Scheme Amendment and provide any comments for submission during the consultation period for Application PA2026/0205 Infill Development and Subdivision.

RESOLUTION: 2026/08/15/016

That Council;

a) receives and notes the report entitled PA2026/0205 Infill Development and Subdivision – Proposed Planning Scheme Amendment;

b) requests the Chief Executive Officer complete a submission with the following comments regarding Planning Application PA2026/0205 Infill Development and Subdivision:

- Batchelor to be maintained in line with the current planning scheme and town plan and not be considered to be impacted by these proposed amendments.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Discussion Points:

- Preserve Batchelor as a historic town

Procedural note:

The meeting was paused for a break for lunch at 1:05pm.
The meeting was resumed at 1:43pm.

15. REPORTS FOR RECEIVING AND NOTING

15.1 REVIEW OF ACTIONS FOR THE AUGUST OGM 2026

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	**Actions for the August OGM 2026.**

RESOLUTION: 2026/08/15/017

That Council;

a) receives and notes the Actions for the August 2026 OGM; and

b) remove items: 2, 6, 7, 10, 11, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 26 and 27.

Moved: **Clr. Morrison**

Seconded: **Clr. Beswick** **Carried**

15.2 COMPLAINTS, COMPLIMENTS AND SERVICE REQUEST REGISTER.

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**Complaints, Compliments and Service Request tables.**

PURPOSE

To update Council on complaints, compliments and service requests received during June 2026.

RESOLUTION: 2026/08/15/018

That Council receives and notes the Complaints, Compliments and Service Request Register during June and July 2026.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

Discussion Points:

- Flood damage under investigation 13.6.26
- Recognition of correspondence received by Elected Members relies on CEO/staff receiving it for logging to the relevant register.
- Road maintenance across the network has been on hold while completing tender awarding.

15.3 COUNCIL SERVICES 4th QUARTERLY REPORT 2025-26

Date:	15th August 2026
Author:	Emma Dunne, Council and Community Services Manager
Attachment:	Nil

PURPOSE

To brief Council on the activities of the Council Services unit, including all municipal, compliance and regulatory actions, for the 4th Quarter of 2025-26: April – June 2026.

RESOLUTION: 2026/08/15/019

That Council receives and notes the Council Services 4th Quarterly Report of 2025-2026.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

Discussion Points:

- Bins – extras bins near public toilets and Bicentennial Park serviced minimum 3x week.
- Dog management – picking up dogs after hours
- Roadside maintenance and fire break requirements – advocacy to have roads considered as a firebreak. Advocacy to seek the legislation regarding be amended to remove liability from Council in the instances of accidental ignition. Seek to consider at the September OGM to nominate this matter as a 'Motion' for the November LGANT AGM.
- Demountable removal is going ahead – some are owned and some are leased – when they have all gone, road rehabilitation will be prioritised.

DRAFT

15.4 COMMUNITY SERVICES QUARTERLY REPORT

Date:	15th August 2026
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	Nil

PURPOSE

To provide Council with a quarterly update of activities and programs provided to the community through the sport, recreation, and community development program for the fourth quarter from April to June 2026.

RESOLUTION: 2026/08/15/020

That Council receives and notes the Community Services Report for the Fourth Quarter of the 2025/2026 Financial year.

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

Discussion Points:

- Portable toilet sale – bring to September OGM a disposal of asset report.
- Seniors Month Activity on 20th August – spots still available on bus.

15.5 CORPORATE SERVICES 4th QUARTERLY REPORT 2025-26

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	Nil

PURPOSE

To provide Council with a quarterly update on financial, governance, administration and people and culture matters from the Corporate Services Unit.

RESOLUTION: 2026/08/15/021

That Council receives and notes the report entitled Corporate Services 4th Quarterly Report 2025-26.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

15.6 PAPER ROADS UPDATE REPORT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	NIL

PURPOSE

To provide Council with an update on paper roads in the Coomalie Shire.

RESOLUTION: 2026/08/15/022

That Council;

a) receives and notes the report entitled Paper Roads Update Report;

b) asks the RMAC for consideration of the matter and provide a recommendation back to Council; and

c) request the Chief Executive Officer to investigate the responsibilities of NTG under the Land Titles Act and to elevate the matter to LGANT for advocacy in relation to obligations under Bushfires and Weed Management Acts

Moved: **DP Whatley**

Seconded: **Clr. Beswick** **Carried**

Discussion Points:

- Land Titles Act – if a title exists or is created, this occurs because of an NTG decision and the responsibility should then be NTG – take to LGANT under Bushfire and Weed Management Acts.
- Railway corridor is not owned by Council so we have no authority to enter/maintain despite resident requests.
- A significant portion of Paper roads exist on land that cannot be made into a serviceable road

DRAFT

15.7 LGANT BOARD MEETING COMMUNIQUE

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	LGANT Board Meeting Communique

PURPOSE

To table the LGANT Board Meeting Communique following the board meeting held on 1st July 2026.

RESOLUTION: 2026/08/15/023

That Council receives and notes the report entitled LGANT Board Meeting Communique.

Moved: **Clr. Beswick**

Seconded: **Clr. Roe** **Carried**

15.8 FINAL ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2024-25

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Acquittal WaRM 2024-25

PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2024-25 funds expended by 30 June 2026 is required to be laid before Council prior to being submitted to the Department of Housing, Local Government and Community Development in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION: 2026/08/15/024

That Council;

a) receives and notes the report entitled Final Acquittal of Waste and Resource Management Grant 2024-25; and

b) forwards the acquittal report for the Waste and Resource Management Grant 2024-25 to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026.

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

Discussion Points:

- Old hook bins are still in use at BWMF – requires Council approval to sell. Include a recommendation in the asset disposal report for September 2026 OGM.

15.9 PARTIAL ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2025-26

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	**Acquittal WaRM 2025-26**

PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2025-26 funds expended by 30 June 2026 is required to be laid before Council prior to being submitted to the Department of Housing, Local Government and Community Development in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION: 2026/08/15/025

That Council;

a) receives and notes the report entitled Partial Acquittal of Waste and Resource Management Grant 2025-26; and

b) forwards the acquittal report for the Waste and Resource Management Grant 2025-26 to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026.

Moved: **Clr. Beswick**

Seconded: **Clr. Roe** **Carried**

15.10 ACQUITTAL: REGIONAL AND REMOTE BURIAL AREAS GRANT 2024/25

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Acquittal Form – Regional and Remote Burial Areas Grant 2024/25

PURPOSE

An acquittal of the Regional and Remote Burial Areas (RRBA) Grant 2024/25 funds expended by 30 June 2026 is required to be laid before Council prior to being submitted to the Department of Housing, Local Government and Community Development (DHLGCD) in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION: 2026/08/15/026

That Council;

a) receives and notes the report entitled Acquittal: Regional and Remote Burial Areas Grant 2024/25; and

b) approves the acquittal for the Regional and Remote Burial Areas Grant 2024/25 to be submitted to the Department of Housing, Local Government and Community Development.

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

15.11 ANNUAL REPORT ON RATES ACTIONS 2025/2026

Date:	15th August 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	Nil

PURPOSE

To provide the Council with an update on the rates recovery actions undertaken in the last 12 months.

RECSOLUTION: 2026/08/15/027

That Council receives and notes the report entitled Annual Report on Outstanding Rates 2025/2026.

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	15th August 2026
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 June 2026 to August 2026.

RESOLUTION: 2026/08/15/028

That Council receives and notes the items of incoming and outgoing correspondence as tabled for June 2026 to August 2026 period.

Moved: **Clr. Morrison**

Seconded: **Clr. Roe** **Carried**

Procedural note:

Clr. Morrison left the meeting at 2:57pm.
Clr. Morrison returned to the meeting at 2:59pm.

Motion: EXTENSION OF MEETING

RESOLUTION: 2026/08/15/029

That Council extends the meeting for a further 2 hours in accordance with Council Policy 1.07.

Moved: **DP Whatley**

Seconded: **Clr. Beswick** **Carried**

17. COUNCILLOR REPORTS

Motion: VERBAL UPDATE FROM RMAC MEETING

RESOLUTION 2026/08/15/030

That Council receives the brief verbal report on the RMAC Meeting held 10th August 2026 by DP Whatley.

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

Discussion Points:

- Horse management options were discussed with recommendation back to Council in prior report.
- Recommendations regarding options for revenue streams were considered for report back to Council.
- Amendments are to be made to financial documents from the discussion, improvements on table format for ease of viewing (LTFP tables).

18. USE OF THE COMMON SEAL.

NIL

DRAFT

19. LATE ITEMS AND URGENT BUSINESS.

19.1 DEVELOPMENT APPLICATION PA2026/0265 SECTION 00096 HUNDRED OF WATERHOUSE

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	NIL

PURPOSE

To provide Council with the information regarding Development Application PA2026/0265 for comment.

RESOLUTION: 2026/08/15/031

That Council;

a) receives and notes report entitled Development Application PA2026-0265 – Section 96 Hundred of Waterhouse; and

b) directs the Chief Executive Officer to respond in support of the application.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

DRAFT

19.2 ACQUITTAL OF COMMUNITY PLACES FOR PEOPLE GRANT 2023-24 – ADELAIDE RIVER CEMETERY PRECINCT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Acquittal CPP 2023-24

PURPOSE

An acquittal of the Community Places for People (CPP) 2023-24 funds expended by 30 June 2026 is required to be laid before Council prior to being submitted to the Department of Housing, Local Government and Community Development in accordance with the reporting requirements outlined in the Grant Agreement.

RESOLUTION: 2026/08/15/032

That Council;

a) receives and notes the report entitled Acquittal of Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct; and

b) forwards the acquittal report for the Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026.

Moved: **DP Whatley**

Seconded: **Clr. Roe** **Carried**

DRAFT

19.3 COMMUNITY BENEFIT FUND PROJECT ENDORSEMENT

Date:	15th August 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	NIL

PURPOSE

To seek Council's endorsement of a project to submit an application for the 2026 Community Benefit Fund Major grant round.

RESOLUTION: 2026/08/15/033

That Council;

a) receives and notes report entitled 'Community Benefit Fund Project Endorsement';

b) approves the following project for the application:

- Purchase of a garbage compactor truck for the servicing of kerbside waste collection

c) notes the additional requirement of funds for the acquisition of a garbage compactor truck and will seek funds through the Waste and Resource Management Grant 2026/27; and

d) directs the CEO to complete an application with the above endorsed project before the closing date of 31 August 2026.

Moved: **Clr. Beswick**

Seconded: **Clr. Roe** **Carried**

Discussion Points:

- Community Benefit funds require new vehicle purchase.
- There will be an additional need for qualified employee and possibility to expand recycling service.
- Disposal of assets purchased under CBF grant requires NTG approval depending on time from purchase the disposal occurs.

20. GENERAL BUSINESS.

Clr. Morrison advised that Senator McCarthy and local member Dheran Young had been invited to attend and possibly present to Council at the September 2026 OGM.

21. CONFIDENTIAL ITEMS.

RESOLUTION: 2026/08/15/034

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

Moved: **DP Whatley**

Seconded: **Clr. Morrison** **Carried**

Procedural Note:

The meeting was closed to the public at: 3:31pm.
The confidential meeting opened at: 3:37pm.

21.1 CONFIRMATION OF THE CONFIDENTIAL MEETING MINUTES OF 20th JUNE 2026

CONFIDENTIAL: Regulations 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(c) information that would, if publicly disclosed, be likely to:
(iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

21.2 REVIEW OF CONFIDENTIAL ACTIONS FOR THE AUGUST 2026 OGM

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 REGISTRATION OF OVERRIDING STATUTORY CHARGES ON PROPERTIES WITH OVERDUE RATES BALANCES

CONFIDENTIAL: Regulations 51(1)(b) information about the personal circumstances of a resident or ratepayer.

21.4 REQUEST FOR CONSIDERATION OF RATEABILITY – SECTION 1254 HUNDRED OF HOWARD

CONFIDENTIAL: Regulations 51(1)(b) information about the personal circumstances of a resident or ratepayer.

21.5 AWARDING OF TENDER RFT2026-002 – GRADING AND ROAD MAINTENANCE

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

Procedural Note:

Executive Services Coordinator left the meeting at 4:17pm.
President McGorman and Clr. Beswick left the meeting at 4:17pm.
Deputy President Whatley became the Chair of the meeting at 4:18pm.

DRAFT

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.

Procedural Note:

President McGorman and Clr. Beswick returned to the meeting at 4:24pm.
President McGorman resumed as Chair of the meeting at 4:25pm.

21.7 CHIEF EXECUTIVE OFFICER'S EMPLOYMENT UPDATE

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

Procedural Note:

Clr. Beswick left the meeting at 4:29pm.
Clr. Beswick returned to the meeting at 4:36pm.

MOTION: EXTENSION OF MEETING		
RESOLUTION: CONF2026/08/015/043		
That Council further extends the meeting by another hour.		
Moved:	**President McGorman**	
Seconded:	**DP Whatley**	**Carried**

22. CONFIDENTIAL GENERAL BUSINESS

NIL

23. CONFIDENTIAL LATE ITEMS

23.1 CHINNER ROAD RESERVE ALIGNMENT

CONFIDENTIAL: Regulations 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(c) information that would, if publicly disclosed, be likely to:
(iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

23.2 REQUEST FOR VARIATION RFT2026-001 – MOWING AND LANDSCAPE MAINTENANCE

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

23.3 POOL INVESTIGATIONS REPORT

CONFIDENTIAL: 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.

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

RESOLUTION: CONF2026/08/15/047

That Council move the following items into Open:

Item 23.3: Pool Investigations Report

Moved: **Clr. Beswick**

Seconded: **Clr. Roe** **Carried**

RESOLUTION: 2026/08/15/048

That Council;

a) receives and notes report entitled 'Pool Investigations Report';

b) does not approve to proceed with further external investigations regarding the pool life at this time, including the initial specialist assessment and recommendation reporting; and

c) requests a further report be brought to Council which will include all previous assessments, records and recommendations relating to the facility after Council has undertaken a visual inspection of the pool facility

Moved: **Clr. Beswick**

Seconded: **Clr. Roe** **Carried**

25. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RECSOLUTION: 2026/08/15/049

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

Moved: **Clr. Beswick**

Seconded: **DP Whatley** **Carried**

Procedural Note:

The meeting was reopened to the public at 6:02pm.

26. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **Saturday 19th September 2026 at 10:00am.**

27. CLOSURE OF MEETING.

The meeting closed at 6:02pm.

DRAFT

10.2 CONFIRMATION OF THE SPECIAL MEETING MINUTES OF 26th AUGUST 2026

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**DRAFT PUBLIC SPECIAL MEETING MINUTES FOR 26th AUGUST 2026**

PURPOSE

Minutes of the Special Meeting held on 26th August 2026 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 26th August 2026 be confirmed as 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: DRAFT PUBLIC SPECIAL MEETING MINUTES FOR 26th AUGUST 2026

MINUTES

SPECIAL COUNCIL MEETING

26TH AUGUST 2026

5:00pm

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DRAFT

1. NOTICE OF MEETING

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

Date:	26th August 2026
Time:	5:00 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 Special Meeting of Council was open to the public.

The meeting was recorded for minuting purposes only.



Natasha Chapman

Acting Chief Executive Officer.

DRAFT

MINUTES

SPECIAL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 26TH AUGUST 2026

The President of the Council, Mr. Ross McGorman declared the meeting open at 5:01pm 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 Mae Morrison
Councillor	Alan Roe
Councillor	Greg Strettles

STAFF PRESENT

Acting Corporate Services Manager	Luke Ackland

VISITORS PRESENT

DRAFT

4. APOLOGIES AND LEAVE OF ABSENCE

Date:	26th August 2026
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 Special Meeting held on 26th August 2026.

NIL

5. ELECTRONIC MEETING ATTENDANCE

Date:	26th August 2026
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.

RESOLUTION: SPEC2026/08/26/001

That Council acknowledges and accepts Ross McGorman, Chris Whatley, Sharon Beswick, Mae Mae Morrison, Alan Roe, Greg Strettles attendance to the meeting of 26th August 2026 via electronic means.

Moved: **Clr. Morrison**

Seconded: **DP. Whatley** **Carried**

6. DECLARATION OF INTEREST

Date:	26th August 2026
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.

NIL

Procedural Note:

The meeting was closed to the public at: 5:03pm

The confidential meeting opened at: 5:03pm

7. CONFIDENTIAL ITEMS.

RESOLUTION: SPECCONF2026/08/26/002

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

Moved: **Clr. Roe**

Seconded: **DP. Whatley** **Carried**

7.1 ENGAGEMENT OF HUMAN RESOURCE CONSULTANT

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;

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

That Council move the following items into Open:

7.1 ENGAGEMENT OF HUMAN RESOURCE CONSULTANT

RESOLUTION: SPEC2026/08/26/004

Moved: **Clr. Strettles**

Seconded: **Clr. Roe** **Carried**

RESOLUTION: SPEC2026/08/26/005

That Council;

a) receives and notes the report entitled Engagement of Human Resource Consultant; and

b) agrees to engage McArthur Proposal as an external consultant to oversee and support the recruitment process for the position of Chief Executive Officer, in accordance with the attached proposal and agreed scope of work; and

c) agrees to refer an amount of $ 10,000 (to include $1,550 per person) to the First Quarter Budget Review to meet the costs associated with engaging a consultant; and

d) requests the Acting Corporate Services Manager finalise recruitment procurement and arrange mutually suitable meeting between Council, and McArthur Proposal to commence planning discussions regarding the recruitment process.

Moved: **DP. Whatley**

Seconded: **Clr. Beswick** **Carried**

9. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RESOLUTION: SPEC2026/08/26/006

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

Moved: **Clr. Beswick**

Seconded: **DP. Whatley** **Carried**

Procedural Note:

The meeting was reopened to the public at 5:28pm

10. CLOSURE OF MEETING.

The meeting closed at 5:28pm

DRAFT

11. PRESIDENT REPORT

Date:	19th September 2026
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 August 2026 to September 2026.

RECOMMENDATION

That Council receives and notes the President's Report for the period of August 2026 to September 2026.

Moved:

Seconded:

COMMENT

Meetings and events attended by the President.

Date	Meeting/Attendees	Purpose
15/08/2026	Council OGM	Monthly OGM
18/08/2026	Phone call with A/CEO	Multiple matters
21/08/2026	Minister Yan	Biannual Meeting with Minister for Logistics and Infrastructure – Batchelor Demountables, Stuart Highway Service Rd Adelaide River, Batchelor Tavern.
31/08/2026	Phone call with A/CEO	Multiple matters
02/09/2026	Phone call with A/CEO	Address multiple matters
03/09/2026	Department	Removal of Demountables
	Phone call with A/CEO	Mowing Contract
04/09/2026	TOPROC Meeting	Deputy President Whatley attended as proxy to the quarterly TOPROC meeting
07/09/2026	A/CEO	Demountables and trucks though Batchelor
08/09/2026	Department of Local Government Training	Training sessions: Chairing Meetings & Recruitment of a CEO
	JLT	Presentation on current insurance coverages
	Local Government Representation Review Committee	Briefing on current Representation Review consultation
	CEO Recruitment Panel	Meeting with recruitment agency
	Batchelor Museum Development Association	Batchelor Museum
10/09/2026	Dheran Young (Member for Daly)	Batchelor demountables
11/09/2026	Email to NT News	Batchelor demountables
13/09/2026	Batchelor Markets	Discussions with community. Met with community members re seniors Christmas lunch
15/09/2026	Department of Logistics and Infrastructure	Batchelor Demountables

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

NIL

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date:	19th September 2026
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 August to September 2026.

RECOMMENDATION:

That Council receives and notes the Chief Executive Officers Report for the period of August to September 2026.

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 August 2026

Meetings	- Biannual Meeting LGANT CEO - Biannual Meeting Minister Yan
Other	NIL

Week commencing 24th August 2026

Meetings	- LGANT Circular Economy Symposium - Contractor meeting - Local Government Cyber Security Review Final Meeting - LGANT Remuneration Tribunal Inquiries submission session
Other	NIL

Week commencing 31st August 2026

Meetings	- Regional Emergency Committee – Pre-season meeting - Greater Darwin Region Brand Stakeholder Workshop - TOPROC Meeting
Other	- Internal All Staff Meeting - Internal Annual Report Planning - Internal Staff Planning

Week commencing 7th September 2026

Meetings	- Elected Member Training and presentation sessions: DHLGCD training, JLT Presentation, Local Government Representation Review Briefing - DVA On-site Meeting with new Manager - Tourism & Events NT
Other	- Internal SLT Meeting

Grants:

- Confirmation of Financial Assistance Grants 2026/27 funding allocation – General Purpose of $87,836 and Roads of $903,171. Total Funding = $991,007 (increase of $258,755 total from 2025/26 funding).
- Community Benefit Fund Major Grant application submitted per Council resolution from August 2026 OGM.

Corporate Services

- Development of multiple Meeting Agendas.
- Correspondence to complaints and public enquiries.
- Staff and resource planning.
- Annual audit process is under way. Draft Financial Statements completed by end of August and are with the auditors for approval. Annual Report writing to commence and be ready for presentation to Council in October 2026.
- Rates Notices sent out by end of August in line with requirements under the *Local Government Act 2019*.

Community Services

- Stop Press Articles.
- Christmas event planning.
- Age Moves weekly sessions in Batchelor.
- Seniors Month event in August.

Council Services

- Regulatory Services
    - Dogs, abandoned vehicles, education and awareness for Adelaide River and Batchelor Pet owners.
    - Overgrown vegetation and untidy allotment inspections.
    - Vet Clinic Day scheduling and planning.

Projects

Grant Source	Project Name	Project Description	Expected Completion
Community Places for People Grant 2023-24	Adelaide River Cemetery Precinct	1. Survey and Quantifies **COMPLETED** 2. Electrical works commenced with SD Electrical engaged **COMPLETED** 3. Arborist Engaged **COMPLETED** 4. concrete pathways **COMPLETED** **5.** Carpark –Public Tender awarded **WORKS COMPLETED**	30/06/2026 ACQUITTAL SUBMITTED. Extension request submitted – awaiting formal approval.
Black Spot 23-24	Haynes Road & White Horse Track	Formalise intersection and signage for road safety – Aligned with into R2R Project **COMMENCED**	Extension option to 30/06/2027
Black Spot 24-25	Solomon and Miles Road Intersection	Clear Sight Lines and improve road safety by installing turning lanes **NOT COMMENCED**	Extension option to 30/06/2027
Black Spot 24-25	Niks Crossing	Clear sight lines and install road furniture to improve safety **NOT COMMENCED**	Extension option to 30/06/2027
Waste and Resource Management Grant 2025-26	Rehabilitation of Adelaide River Waste Facility	Rehabilitation of landfill site including consultant design of staged works to be completed. Commencement of works with funds available. **Not yet commenced**	30/06/2028
Regional and Remote Burial Areas Grant 2025-26	Extension of Columbarium at Coomalie Bush Cemetery	Design and installation of extended columbarium plots at the Coomalie Bush Cemetery. **Not yet commenced**	30/06/2028

CONSULTATION

- President
- As per meeting list
- Executive Leadership Team

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:	19th September 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	Nil

PURPOSE

To provide a summary of the financial position of Council for the period ending 31st August 2026. 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 August 2026.

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 slightly higher than YTD, resulting from:

- An insurance reimbursement payment received within July 2026 for expenses from 2025/2026 financial year. This may require an adjustment to the end of 2025/26 FY accounts during audit processes.
- Commencement of charges for waste disposal at both the Adelaide River and Batchelor Waste Management Facility for all commercial users of the facilities, including local and non-local commercial users.

- Other revenue streams are slightly less than YTD, specifically investment and interest income is lower than YTD because of term deposit maturity dates.

Operating expenditure is less than YTD with the main variances resulting from:

- Some employee costs are recognised 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 2026, even if it isn't spent immediately. Additionally, several positions within the organisation remain unfilled and therefore full salary budget is not being utilised currently.
- A portion of Elected Member Professional Development allowances are recognised as payable from 1 July 2026, even if not spent immediately, resulting in lower YTD expenditure.
- Depreciation expenses are lower than YTD budget, resulting from the changes in total assets held at the end of the last financial year. An adjustment to depreciation expense will be made at the first budget review based on the 2025/26 depreciation expenses.

Other expenses are higher than YTD budget as a result of the engagement of an external accountant to assist with the completion of the annual audit and preparation of the annual audited financial statements. It is intended to cover this expenditure by the underspent wages for the period with an adjustment at the first budget review.

Capital Works

- Adelaide River Oval - Driveway work completed.
- Adelaide River Cemetery Precinct works – Car parking/road upgrades completed.
- New Dual Cab Ute has been collected from the dealership (CONF2026/02/17/020).

Investments

- At 31 August 2026, Council held $2.7M in term deposits.
- At 31 August 2026, Council's cash at bank contained $1.13 Million of tied funding.
- Of the tied funding, $719k is grant funding for programs and projects.

Grants

Council received the following grant funding in August 2026:

- Financial Assistance Grants 2026-27 Quarter 1 Payment – Roads $38,376.
- Financial Assistance Grants 2026-27 Quarter 1 Payment - General Purpose $6,970.
- Council received notification of the2026/27 Financial Assistance Grant allocation, with a total allocation of $813,956 ($753,522 Roads and $60,434 General Purpose). This is an increase of $81,704 from the 2025/26 allocation.
- Final payment for LRCIP (Local Roads and Community Infrastructure Program) Phase 4. Projects were completed last FY $136,165.

Rates

- 2026/27 Rates and Charges were issued in August 2026 with the first instalment due 25 September 2026.
- Any ratepayer who has not met their 2025/26 or earlier years rates obligations are considered in arrears in accordance with the *Local Government Act 2019*.

- At 31 August 2026, Council's overdue rates are worth $476k. The overdue rates balances relate to rates and charges from previous financial years and continue to accrue interest until payment is received.
- At 31 August 2026, $192k is arrears from 2025-26 rates and charges, and $284k is arrears from previous financial years.
- At 31 August 2026, there are 19 properties that have a rates credit due to direct debit or payment plans being in place. The total of these applied credits is $18k.

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 August PAYG Withholdings will be submitted with the Business Activity Statement in September 2026.
- Business Activity Statements have been lodged by the due dates. The August BAS will be lodged by the due date of 21st September 2026.

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:	31-August-26

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 Chapman

Date Signed 14/09/2026

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals $	YTD Budget $	YTD Variance $	Annual Budget $
OPERATING INCOME				
Rates	1,313,183	1,310,717	2,466	1,310,717
Charges	469,172	469,172	0	469,172
Fees and Charges	**62,705**	28,173	34,532	255,015
Operating Grants and Subsidies	704,879	709,893	(5,014)	1,676,452
Interest / Investment Income	22,504	36,334	(13,830)	218,000
Commercial and Other Income	29,627	15,178	14,449	91,059
TOTAL OPERATING INCOME	**2,602,071**	**2,569,467**	**32,604**	**4,020,415**
OPERATING EXPENDITURE				
Employee Expenses	183,576	301,272	(117,696)	1,581,118
Materials and Contracts	514,775	470,577	44,198	2,323,983
Elected Member Allowances	18,993	30,252	(11,259)	176,116
Elected Member Expenses	0	0	0	5,400
Council Committee & LA Allowances	964	1,250	(286)	5,000
Council Committee & LA Expenses	0	0	0	0
Depreciation, Amortisation and Impairment	230,610	266,428	(35,818)	1,598,564
Interest Expenses	0	0	0	0
Other Expenses	34,451	6,556	27,895	142,424
TOTAL OPERATING EXPENDITURE	**983,369**	**1,076,335**	**(92,966)**	**5,832,605**
OPERATING SURPLUS / DEFICIT	**1,618,701**	**1,493,132**	**125,569**	**(1,812,190)**

Table 1.2 Monthly Operating Position

	YTD Actuals $	YTD Budget $	YTD Variance $	Annual Budget $
BUDGETED OPERATING SURPLUS / DEFICIT	305,988	124,082	181,906	(1,812,190)
***Remove* NON-CASH ITEMS**				
Less Non-Cash Income	0	0	0	0
Add Back Non-Cash Expenses	230,610	266,428	(35,818)	1,598,564
TOTAL NON-CASH ITEMS	**230,610**	**266,428**	**(35,818)**	**1,598,564**
***Less* ADDITIONAL OUTFLOWS**				
Capital Expenditure	277,714	156,466	121,248	644,790
Borrowing Repayments (Principal Only)	0	0	0	0
Transfer to Reserves	0	0	0	0
Other Outflows	0	0	0	0
TOTAL ADDITIONAL OUTFLOWS	**(277,714)**	**(156,466)**	**(121,248)**	**(644,790)**
***Add* ADDITIONAL INFLOWS**				
Capital Grants Income	136,165	0	136,165	585,990
Prior Year Carry Forward Tied Funding	497,500	104,500	393,000	104,500
Other Inflow of Funds	0	0	0	0
Transfers from Reserves	0	0	0	167,926
TOTAL ADDITIONAL INFLOWS	**633,665**	**104,500**	**529,165**	**858,416**
NET BUDGETED OPERATING SURPLUS / DEFICIT	**2,205,262**	**1,707,594**	**497,668**	**0**

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	0	0	0	0
Community Assets and Other Structures	0	0	0	104,500
Motor Vehicles	58,728	55,982	2,746	58,800
Plant and Equipment	0	0	0	0
Roads Infrastructure	218,986	100,484	118,502	481,490
TOTAL CAPITAL EXPENDITURE	**277,714**	**156,466**	**121,248**	**644,790**
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Capital Grants Income	136,165	0	136,165	481,490
Prior Year Carry Forward Tied Funding	295,459	104,500	190,959	104,500
Operating Income and Subsidies	0	0	0	0
Reserves	58,728	58,800	(72)	58,800
TOTAL CAPITAL EXPENDITURE FUNDING	**490,352**	**163,300**	**327,052**	**644,790**

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 August 2026	YTD Actuals $	Note Reference*
ASSETS		
Cash at Bank		**(1)**
Tied Funds	1,137,727	
Untied Funds	2,215,108	
Accounts Receivable		
Trade Debtors	47,427	**(2)**
Rates & Charges Debtors	2,091,582	
Other Current Assets	0	
TOTAL CURRENT ASSETS	**5,491,844**	
Non-Current Financial Assets	0	
Property, Plant and Equipment	16,628,030	
TOTAL NON-CURRENT ASSETS	**16,628,030**	
TOTAL ASSETS	**22,119,874**	
LIABILITIES		
Accounts Payable	33,080	**(3)**
ATO & Payroll Liabilities	(12,867)	**(4)**
Current Provisions	109,537	
Accruals	0	
Other Current Liabilities	37,093	
TOTAL CURRENT LIABILITIES	**166,843**	**(5)**
Non-Current Provisions	0	
Other Non-Current Liabilities	0	
TOTAL NON-CURRENT LIABILITIES	**0**	
TOTAL LIABILITIES	**166,843**	
NET ASSETS	**21,953,031**	
EQUITY		
Asset Revaluation Reserve	15,134,288	
Reserves	308,977	**(6)**
Accumulated Surplus	6,509,766	
TOTAL EQUITY	**21,953,031**	

Note 1. Details of Cash and Investments Held

$2,708,977 held in investments as at 31 August 2026 (details in table below).
Tied funds include grant/project obligations, current provisions and tied reserve accounts.

Investments Summary

As at 31 Augst 2026

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	$300,000	4.44%	At Maturity	14/09/2026
Fixed Term Deposit	$400,000	5.10%	At Maturity	27/10/2026
Fixed Term Deposit	$300,000	4.50%	At Maturity	12/11/2026
Fixed Term Deposit	$350,000	4.52%	At Maturity	17/12/2026
Fixed Term Deposit	$400,000	5.19%	At Maturity	31/12/2026
Fixed Term Deposit	$400,000	5.09%	At Maturity	02/02/2027
Fixed Term Deposit	$250,000	5.20%	At Maturity	08/03/2027
Fixed Term Deposit	$308,977	5.25%	At Maturity	15/06/2027
TOTAL	**$2,708,977**			

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	$ 33,588	$ 2,531		$ 22	$ 3,936	$ 40,077
Facility and Equipment Hire Fees					$ 266	$ 266
Regulatory Services						
Road permits					$ 602	$ 602
Sundry Debtors		$ 1,380		$ 686	$ 4,416	$ 6,482
TOTAL	**$ 33,588**	**$ 3,911**	**$ -**	**$ 708**	**$ 9,220**	**$ 47,427**

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
AC Hall Services	400.00					400.00
Agentur Pty Ltd	1,200.00					1,200.00
Bunnings Building Supplies	447.39					447.39
CONSTRUCTION 101			6,600.00			6,600.00
Darwin Mazda ana Miles Road Holdings Pty Ltd	336.00					336.00
Integrated Land Information	34.50					34.50
Jacana Energy	1,828.47					1,828.47
Nexia Edwards Marshall NT	2,310.00					2,310.00
Oolloo Investments Pty Ltd	2,094.90					2,094.90
PowerWater - Bills	3,871.50					3,871.50
Roadside Services & Solutions Pty Ltd	550.55					550.55
Telstra	275.00					275.00
TGS Diesel & Hydraulic Service & Repair	773.74					773.74
VTG Waste & Recycling P/L	12,358.03					12,358.03
Total Accounts Payable	$26,480.08		$6,600.00			$33,080.08

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 August 2026 PAYG Withholdings will be submitted with the Business Activity Statement prior to 21 September 2026.
- Business Activity Statements have been lodged by the due dates. The August 2026 BAS will be lodged prior to the due date of 21 September 2026.

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 August 2026 is 4.27.

Note 6. Reserve Accounts

Internally Restricted	**Total ($)**
Asset Renewal Reserve	142,227
Batchelor Playground Reserve	2,750
Disaster Recovery Reserve	25,000
Election Expenses Reserve	14,000
Waste Management Reserve	100,000
Externally Restricted	
Disaster Recovery Reserve	25,000
TOTAL RESERVES BALANCE	**308,977**

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

Cardholder Name: N CHAPMAN (A/CEO)

Transaction Date	**Amount $**	**Supplier's Name**	**Reason for the Transaction**
6/08/2026	$ 48.98	Shell Reddy Express	Fuel
10/08/2026	$ 260.93	Microsoft	Monthly Software Subscription
30/08/2026	$ 17.00	Darwin City	Car Parking for symposium
31/08/2026	$ 19.00	Darwin City	Car Parking for symposium
31/08/2026	$ 37.23	MailChimp	Monthly Software Subscription
Total	**$ 383.14**		

Staff Credit Card Transactions

Transaction Date	Amount $	Supplier's Name	Reason for the Transaction
3/08/2026	$639.78	DULUX DARWIN	Line paint-School sports
13/08/2026	$231.20	Australia Post	Stop Press Mail Out
13/08/2026	$115.50	RICHMOND CASTORS	Wheelie Bin
17/08/2026	$79.97	Outback Batteries	Battery
17/08/2026	$166.25	Ink Station	Ink Cartridges
18/08/2026	$3.40	Australia Post	Postage
20/08/2026	$469.83	ANIMAL CARE EQUIPM	PPE
21/08/2026	$3.40	Australia Post	Postage
21/08/2026	$713.74	Territory Wildlife Park	Seniors Tour
24/08/2026	$54.83	Ink Station	Ink Cartridges
28/08/2026	$97.00	FIRSTAIDPRO	WWC Renewal
31/08/2026	$19.00	Darwin City	Car Parking for symposium
Total	**$2,593.90**		

CCGC CBA Cheque

Date	Description	Reference	Debit (AUD)
02 Aug 2026	Commonwealth Bank of Australia		41.68
02 Aug 2026	Commonwealth Bank of Australia		139.82
04 Aug 2026	Transfer from Cheque to Credit Card		412.76
04 Aug 2026	Transfer from Cheque to Credit Card		1,047.13
06 Aug 2026	PC060826-174216272 SuperChoice P-L		5,050.86
06 Aug 2026	SALARIES AND WAGES Coomalie		33,665.56
07 Aug 2026	Payment: VTG Waste & Recycling P/L		6,142.06
07 Aug 2026	Payment: PowerWater - Bills		56.17
07 Aug 2026	Payment: PowerWater - Bills		1,371.18
07 Aug 2026	Payment: Prestons Mowing & Gardening		3,080.00
07 Aug 2026	Payment: Oolloo Investments Pty Ltd	Outstanding WGR works	10,646.63
07 Aug 2026	Payment: Area9	Microsoft annual subscription	10,822.68
07 Aug 2026	Payment: TGS Diesel & Hydraulic Service & Repair		1,293.91
07 Aug 2026	Payment: ArborWork Tree Services PTY LTD		4,620.00
07 Aug 2026	Payment: Prestons Mowing & Gardening	Weed and fire management works	16,940.00
07 Aug 2026	Payment: Agentur Pty Ltd		242.00
07 Aug 2026	Payment: Agentur Pty Ltd		242.00
07 Aug 2026	Payment: AC Hall Services		400.00
07 Aug 2026	Payment: P&K Plumbing		788.01
07 Aug 2026	Payment: Local Govt Assoc of NT	2026-27 Annual Membership	5,778.61
07 Aug 2026	Payment: PowerWater - Bills		31.31
07 Aug 2026	Payment: PowerWater - Bills		109.85
07 Aug 2026	Payment: PowerWater - Bills		31.31
07 Aug 2026	Payment: Jacana Energy		113.87
07 Aug 2026	Payment: Jacana Energy		217.36
07 Aug 2026	Payment: PowerWater - Bills		577.82
07 Aug 2026	PC070826-175235458 SuperChoice P-L		156.02
07 Aug 2026	SALARIES AND WAGES Coomalie Communi		1,623.60

07 Aug 2026	Payment: Oolloo Investments Pty Ltd	Adelaide River Oval Driveway	12,906.42
07 Aug 2026	Payment: Jacana Energy		283.11
07 Aug 2026	Payment: PowerWater - Bills		100.91
07 Aug 2026	Payment: Jacana Energy		681.70
10 Aug 2026	Commonwealth Bank of Australia		1.09
10 Aug 2026	Direct Deposit rates returned		50.00
13 Aug 2026	EQUIPMENT RENTS		187.00
17 Aug 2026	Payment: Netball NT		1,807.20
17 Aug 2026	Payment: VTG Waste & Recycling P/L		742.50
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	55,416.23
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	26,553.68
17 Aug 2026	Payment: Palmerston Paint Group		156.79
17 Aug 2026	Payment: Oolloo Investments Pty Ltd	Re-sheet Strickland Road	80,000.00
17 Aug 2026	Payment: Telstra		34.95
17 Aug 2026	Payment: Local Community Insurance		827.75
17 Aug 2026	Payment: Jardine Lloyd Thompson		4,421.35
17 Aug 2026	Payment: Jardine Lloyd Thompson		423.50
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	13,274.54
17 Aug 2026	Payment: Arafura Sweeping Pty Ltd		726.00
17 Aug 2026	Payment: Nexia Edwards Marshall NT		4,346.76
17 Aug 2026	Payment: Gleeming Cleaning Services		3,902.29
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	11,756.01
17 Aug 2026	Payment: Territory Tyres		510.50
17 Aug 2026	Payment: Top End Grub		1,582.19
17 Aug 2026	Payment: Top End Grub		1,582.19
17 Aug 2026	Payment: Palmerston Paint Group		273.50
17 Aug 2026	Payment: Captovate		165.00
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	14,777.21
17 Aug 2026	Payment: Jardine Lloyd Thompson	Insurance	74,148.24
17 Aug 2026	Payment: AC Hall Services		400.00
17 Aug 2026	Payment: Telstra		275.00
17 Aug 2026	Payment: PowerWater - Bills		726.94
17 Aug 2026	Payment: PowerWater - Bills		1,070.88
17 Aug 2026	Payment: PowerWater - Bills		3,304.98
17 Aug 2026	Payment: PowerWater - Bills		1,019.58
17 Aug 2026	Payment: Petty Cash Reimbursements		521.10
17 Aug 2026	Commonwealth Bank of Australia		3.52
17 Aug 2026	Commonwealth Bank of Australia		26.57
17 Aug 2026	Commonwealth Bank of Australia		74.80
17 Aug 2026	NBN Biz		322.52
19 Aug 2026	Bank Transfer from CCGC CBA Cheque to CBA Investment 1		4,144.12
20 Aug 2026	SALARIES AND WAGES Coomalie		34,369.18
20 Aug 2026	PC200826-103494455 SuperChoice P-L		4,888.06
20 Aug 2026	Xero Australia Pty Ltd		250.00
21 Aug 2026	Payment: National Rugby League	Rugby School Program	10,131.00
21 Aug 2026	Payment: Darwin Office Technology		587.33
21 Aug 2026	Payment: Gaz NT Pty Ltd		715.00
21 Aug 2026	Payment: Kerr Trust	Accounting	10,560.00
21 Aug 2026	Payment: Practical Safety Australia		328.95
21 Aug 2026	Payment: AC Hall Services		400.00
21 Aug 2026	Payment: WEX Australia Pty Ltd		2,510.80
21 Aug 2026	Payment: Officeworks Ltd		315.50
21 Aug 2026	Payment: VTG Waste & Recycling P/L		6,142.06
21 Aug 2026	Payment: Top End Grub		1,582.19
21 Aug 2026	Payment: Nutrien AG Solutions		44.98
21 Aug 2026	Payment: Robert John Annis-Brown		963.68

21 Aug 2026	Payment: RS Gardening Care		3,458.10
21 Aug 2026	Payment: RS Gardening Care	Mowing	5,406.45
24 Aug 2026	Payment: Qantas Airways Limited	Flights for LGANT Conference	5,876.10
24 Aug 2026	Payment: RS Gardening Care		306.03
24 Aug 2026	Commonwealth Bank of Australia		1.09
24 Aug 2026	Dishonoured payment returned		50.00
24 Aug 2026	Vocus		2,511.30
28 Aug 2026	Payment: Telstra		1,219.30
28 Aug 2026	Payment: Jacana Energy		137.70
28 Aug 2026	Payment: Jacana Energy		666.02
28 Aug 2026	Payment: Jacana Energy		211.40
28 Aug 2026	Payment: Jacana Energy		62.52
28 Aug 2026	Payment: Jacana Energy		64.34
28 Aug 2026	Payment: Air Liquide Australia Ltd		35.63
28 Aug 2026	Payment: VTG Waste & Recycling P/L		6,142.06
28 Aug 2026	Payment: Nutrien AG Solutions		270.16
28 Aug 2026	Payment: Officeworks Ltd		308.10
28 Aug 2026	Payment: Ross McGorman		2,557.17
28 Aug 2026	Payment: Think Water Virginia		596.41
28 Aug 2026	Payment: AC Hall Services		400.00
28 Aug 2026	Payment: Darwin Roller Door Services		2,950.00
28 Aug 2026	Payment: Alan Roe		840.50
28 Aug 2026	Payment: Valmae Morrison		1,040.50
28 Aug 2026	Payment: Sharon Beswick		1,340.50
28 Aug 2026	Payment: Water Dynamics-Darwin Irrigation		1,294.02
28 Aug 2026	Payment: Batchelor Service Centre		811.57
28 Aug 2026	Payment: [redacted]	Staff reimbursement	181.00
28 Aug 2026	Payment: Top End Grub		1,582.19
28 Aug 2026	Payment: Chris Whatley		1,340.50
28 Aug 2026	Payment: Greg Strettles		1,040.50
28 Aug 2026	SALARIES AND WAGES Coomalie		1,682.18
28 Aug 2026	Payment: Area9		518.98
28 Aug 2026	Payment: Outback Batteries		44.10
28 Aug 2026	Payment: MASTEC Australia Pty Ltd		3,185.49
28 Aug 2026	Payment: Access Hardware		165.00
28 Aug 2026	Payment: Bridge Toyota	Ute purchase Resolution CONF2026/02/17/020	64,326.26
28 Aug 2026	Direct Deposit rates returned		2,411.76
Total CCGC CBA Cheque			**$617,994.48**

14. REPORTS REQUIRING DECISIONS OF COUNCIL

14.1 LOCAL GOVERNMENT REPRESENTATION REVIEW SUBMISSION

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Local Government Representation Review Discussion Paper

PURPOSE

For Council to consider the current local government representation arrangements for Coomalie Shire and determine the matters for inclusion in a submission to the Local Government Representation Review Committee during the current consultation period.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Local Government Representation Review Submission;

b) requests the Chief Executive Officer to draft a submission to the Local Government Representation Review Committee detailing the following items for consideration:

-

-

c) requests the draft submission be circulated to Council out of session for review and endorsement prior to submission by the consultation closing date of 2nd October 2026.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

The *Local Government Act 2019* (the Act) requires the Local Government Representation Committee to undertake a formal review of local government representation after each general election of local councils. The relevant sections of the Act are detailed below:

Part 3.2 Local Government Representation Committee

27 Local Government Representation Committee

(1) There is a Local Government Representation Committee.

(2) The committee consists of:

(a) the Electoral Commissioner; and

(b) the Surveyor-General; and

(c) the CEO of the prescribed corporation.

(3) The chairperson of the committee is the person mentioned in subsection (2)(c).

28 Powers of committee

(1) The committee may recommend:

(a) if a local government area is divided into wards:

(i) that the local government area remain divided into the same wards or be divided into different wards; or

(ii) that the local government area should not be divided into wards; or

(b) if a local government area is not divided into wards:

(i) that the local government area remain that way; or

(ii) that the local government area should be divided into wards.

(2) If the committee makes a recommendation that a local government area be divided into wards or different wards, the committee must also recommend:

(a) the number of wards for the local government area; and

(b) the boundaries of the wards for the local government area; and

(c) the number of ordinary members for each ward.

(3) However, the recommendation under subsection (2)(c) must provide for the same total number of positions for ordinary members for the area that was in place before the recommendation.

(4) The committee may make other recommendations in relation to the local government area.

Example for subsection (4)

The committee may make a recommendation in relation to:

(a) the names of the wards; or

(b) the external boundaries of the local government area.

29 Procedures

Subject to this Act, the committee may determine its own procedures.

30 Considerations for recommendation

(1) Before making a recommendation under section 28, the committee must:

(a) invite written submissions from the council for the local government area and the public no later than 10 months after the election day for a periodic general election for the council; and

(b) allow at least 60 days after the invitation to make submissions under paragraph (a) to receive submissions; and

(c) after receiving the submissions:

(i) consider the submissions; and

(ii) publish a preliminary report on its website proposing its recommendation or alternate recommendations; and

(iii) invite written submissions from the council and the public on the preliminary report; and

(d) allow at least 60 days after the invitation to make submissions under paragraph (c)(iii) to receive submissions; and

(e) after receiving the submissions:

(i) consider the submissions; and

(ii) publish a final report with its recommendation on its website.

(2) The committee may, for subsection (1)(c), hold a public hearing or request further information from a person who made a submission.

(3) The committee must provide its final report to the council and the Minister at least 18 months before the next periodic general election for the council.

The last representation review was conducted in 2022, following the general elections held in 2021. The below resolutions outline the key submission points from Council at that time. The 2022 review identified the number of elected members to total population as a key focus for the review.

RESOLUTION 2022/09/20/014
That Council;
a) receives and notes the report entitled Local Government Representation Review Preliminary Report; and
b) requests the Chief Executive Officer provide a further formal submission confirming Council does not support any change to levels of representation within Coomalie Community Government Council.
Moved: Clr. Noble
Seconded: President Beswick Carried

RESOLUTION:2022/04/19/014
That Council;
a) receives and notes the report entitled 2022 Local Government Representation Reviews; and
b) directs the Chief Executive Officer to make a formal submission by the due date of 31st May 2022 with the following inclusions;
1) Accuracy of the recent Census report
2) Timing of the consultation process of the incorporating of unincorporated areas
3) need to proactively engage with non-electors
4) concerns with comparisons of levels of representation of other councils
Moved: Vice President McClymont
Seconded: Clr. Noble Carried

COMMENT

Council received correspondence on 23 July 2026 notifying that the Discussion Paper had been released and the initial consultation period was open. Council received a briefing from the Representation Committee on 8 September 2026. The first consultation period closes on 2 October 2026 in accordance with the requirements outlined in the Act.

The Representation Committee has the power to consider representation matters including:

- The introduction, removal or adjustment of local council wards
- Ward boundaries
- Councillor numbers per local council
- Ward name changes
- External local government area boundaries.

In considering the above matters, the Representation Committee must follow the assessment criteria detailed in the Act (section 31-32 below).

31 Assessment criteria for committee to use in recommendations

In making a recommendation under section 28, the committee must consider the following matters:

(a) community of interests in the local government area including economic, social and regional interests;
(b) types of communication and travel in the local government area with special reference to issues arising out of remoteness or distance;
(c) the trend of population changes in the local government area;
(d) the density of population in the local government area;
(e) the physical features of the local government area.

32 Assessment criteria in relation to division of wards

(1) This section applies if the committee recommends:

(a) if a local government area is divided into wards – that the local government area remain divided into the same wards or be divided into different wards; or

(b) if a local government area is not divided into wards – that the local government area should be divided into wards.

(2) In making the recommendation, the committee must consider the desirability of:

(a) the number of electors for each ward being as near to equal as practicable at the next general election; and

(b) keeping the area of each ward containing rural and remote areas as small as practicable; and

(c) keeping the demographic and geographic nature of each ward as uniform as practicable; and

(d) including an identifiable community wholly within one ward if practicable.

Council is invited to make a submission to the Representation Committee in relation to the current local government representation arrangements of the Coomalie Community Government Council and whether changes should be considered for future representation. The Committee is encouraging councils to provide written submissions with proposed changes or with no proposed changes, however requests that submissions include a rationale for the position provided by councils.

For Council's information, the 2022 Representation Review was undertaken at the same time as the NT Government's public consultation on the Incorporation of the Unincorporated Areas. During the public consultation, Council provided a joint submission with Belyuen Community Government Council regarding the incorporation of the Cox-Daly unincorporated areas into a larger regional council with Belyuen, Coomalie and Wagait Shires. Belyuen Community Government Council's CEO is seeking Coomalie Council's current position relating to this matter to report back to Belyuen Council to assist in formulating a submission to the current representation review.

CONSULTATION

Local Government Representation Committee

Acting Corporate Services Manager

Belyuen Community Government Council

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications for making a submission to the Local Government Representation Review.

14.1 ATTACHMENT: LOCAL GOVERNMENT REPRESENTATION REVIEW DISCUSSION PAPER

Previously distributed to Members via email

14.2 2026 PRE-CYCLONE CLEAN UP

Date:	19th September 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	Nil

PURPOSE

To address inequity and support rural residents in undertaking their own pre-cyclone clean-up, it is proposed that Council approve a temporary fee waiver for white goods requiring degassing.

RECOMMENDATION

That Council;

a) receives and notes report entitled 2026 Pre-Cyclone Clean Up;

b) approves/does not approve a fee waiver of $104 (inc. GST) per item for the disposal of white goods requiring degassing at the Batchelor and Adelaide River Waste Management Facilities for the month of October 2026, while the pre-cyclone clean-up is active;

c) authorises the Acting Chief Executive Officer (or delegated officer) to implement the waiver and communicate this to waste facility staff and the community; and

d) notes that this is a time-limited measure for October 2026 only, consistent with previous Council decisions supporting white goods disposal during pre-cyclone clean-up periods.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2022/11/15/23
That Council;
a) receives and notes the report entitled Management of Whitegoods, Waste Management Facilities;
b) agrees to accept all whitegoods at the Batchelor Waste Management Facility for a period of one month twice per year; and
c) does not agree to introduce a fee for the disposal of whitegoods by Council.
Moved: ***Clr. Freeman***
Seconded: ***Clr. Noble*** ***Carried 3/2***

RESOLUTION 2022/09/20/017
That Council;
a) agrees to include white goods in the pre cyclone clean up;
b) agrees to train staff in degassing whitegoods;
c) agrees to engage a contractor to degas collected whitegoods for the October 2022 pre cyclone clean up only; and
d) requests a further report be presented to Council at its next meeting outlining costs, quantum, and future anticipated need for white goods collection.
Moved: ***Clr. Noble***
Seconded: ***Clr. Bulmer*** ***Carried***

COMMENT

During the October 2026 pre-cyclone clean-up period, rural property owners outside the Batchelor and Adelaide River townships are not included in Council's kerbside or collection-based clean-up services, as these services are currently only provided to the two townships.

Rural residents who wish to participate in pre-cyclone clean-up activities must therefore transport their own waste, including white goods, to Council's waste facilities. However, white goods that require degassing currently attract a fee of $104 (inc. GST) when dropped off at the Batchelor and Adelaide River Waste Management Facilities.

This fee creates a financial barrier for rural residents who are already self-managing their clean-up.

This waiver would:

- remove the financial disincentive for rural residents to dispose of white goods safely;
- encourage proper degassing and disposal rather than unsafe storage or abandonment; and
- align rural access with the benefits already available to township residents through Council-provided clean-up services.

CONSULTATION

Acting Chief Executive Officer

Council and Community Services Manager

Ranger and Land Management Coordinator

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

CCGC Fees and Charges 2026-27

FINANCIAL IMPLICATIONS

The proposed waiver relates to a fee of $104 (inc. GST) per white good item requiring degassing.

The total financial impact will depend on the number of items dropped off during October 2026.

14.3 CONSIDERATON OF CUSTOMER SERVICE SOFTWARE UPGRADE – SNAP SEND SOLVE APP

Date:	19th September 2026
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	NIL

PURPOSE

To seek Council's consideration of the option to obtain adequate software access to enable improved Community engagement and satisfaction with reporting and rectification of issues across the Shire.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Customer Service Software Upgrade – Snap Send Solve;

b) approves/does not approve the required funds of $5,000 per annum for a 3-year period for full access to the Snap Send Solve app platform be referred to the First Budget Review 2026/27 and provisions to be included in the next two Financial Year budgets; and

c) notes there will be a review of the ongoing service requirements prior to the renewal of any service agreement at the end of the three-year period.

Moved: **Clr.**

Seconded: **Clr.**

BACKGROUND AND PREVIOUS DECISIONS

Background

Council has used the free, restricted access version of Snap Send Solve for approximately four years, with steady growth in community uptake for reporting local issues.

Council officers investigated adopting the full system two years ago; however, it was not considered cost effective at that time.

Previous Decisions

Nil at Council level.

COMMENT

Current Reporting Arrangements

Council has received 62 reports so far this calendar year (2026) and anticipated to receive approximately 82 reports by the end of the year.

Council currently receives issue reports through four channels:

- Email

- Phone calls
- Council website
- Snap Send Solve.

Each reporting channel is managed differently within the office. This creates a risk that reported items may be misplaced or overlooked.

As there is no integrated system to compile all reports through the various channels, there is the administrative task of ensuring details are logged in a separate system (typically a spreadsheet) for ongoing internal tracking. This continues to create an additional administrative burden that requires ongoing attention and support from staff to ensure it remains current and items are actioned in an efficient and timely manner.

Benefits of a Standardised Platform

Standardising the reporting process through a single platform would improve tracking, support timely completion of works, and increase community satisfaction by allowing residents to see progress on their reports. The Snap Send Solve platform has the capability to integrate with Council's website reporting portal to capture issues lodged through this channel into the one comprehensive reporting management system.

At present, reports made by email or phone receive limited follow-up to advise the community member of the status of the repair or actions taken. By lodging these reports into the platform with the community member's details, the community member will then be provided notification and updates as available from the council team.

Implementation Considerations

Purchasing the Enterprise backend of Snap Send Solve would provide the programming connectivity required to link Council's website directly to the Snap Send Solve platform.

Implementing the full system would be a significant project, as the platform would need to be customised to meet Council's operational requirements. Configuration changes would include determining which issue types can be reported, removing categories that are not relevant to Council, setting standard response comments for each Snap, and deciding when users should be directed to other agencies.

A further initiative to increase reporting could include installing standardised QR codes on major Council assets, such as public toilet blocks, to make it easier for community members to report issues directly.

CONSULTATION

Internal - Council & Community Services Manager

- Acting Chief Executive Officer

External – Snap Send Solve

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Regulations

FINANCIAL IMPLICATIONS

The purchase of the enterprise system will require a $5,000 per annum outlay over a 3-year period with the requirement to enter into a formal service agreement for this period. After the 3-year period, the rates for service may be raised.

The current retail figure for a new client is approximately $10,000 p.a. with a minimum 3-year agreement. Snap Send Solve has offered the discounted price above to get Council onboard with the system within a short period of time, noting the offer expires on 30 September 2026.

14.4 ENDORSEMENT OF DRAFT WEED MANAGEMENT STRATEGY 2026-2031

Date:	19TH September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	DRAFT Coomalie Weed Management Strategy 2026-2031

PURPOSE

For Council to endorse the Draft Weed Management Strategy 2026-2031.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Endorsement of Draft Weed Management Strategy 2026-2031; and

b) endorses the Weed Management Strategy 2026-2031; OR

b) endorses the Weed Management Strategy 2026-2031 with the following amendments:

-

-

-

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

NIL

COMMENT

Council received a three-year funding agreement through the "Gamba Litchfield Neighbours Project" from Department of Lands, Planning and Environment. The purpose of the grant funding was to develop a Weed Management Strategy in Year 1 (2025/26) and to assist with the implementation of the strategy in years 2 (2026/27) and 3 (2027/28). The total grant funding is $20,000 per year across three years (total of $60,000).

The primary objective of the grant funding is to enable Council to develop and implement a long-term strategic approach to the control of Gamba Grass and other priority weeds on Council managed land.

Council completed the procurement process to engage a suitable consultant to complete a weed survey and development of the Coomalie Weed Management Strategy in March 2026. The successful consultant engaged by Council to undertake the survey and strategy development was Construction 101 Pty Ltd.

Council officers, Construction 101 and NT Weeds Branch have worked collaboratively to develop the Coomalie Weed Management Strategy 2026-2031. The purpose of the strategic document is to identify Council priorities across the significant parcels of land that Council manages and to assist with future development of Council programs.

The Weed Management Strategy 2026-2031 aims to identify areas of priority for the next 5 years, noting that Council's annual weed and fire management budget is limited and capabilities to achieve all priorities may not be available. NT Weeds Branch recognises the limitations of Council resources and will continue to work with Council officers in achieving priority outcomes across the Shire.

CONSULTATION

Council and Community Services Manager

Department of Lands, Planning and Environment

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS

Council received grant funding of $20,000 in 2025/26 for the survey of council land and development of the Weed Management Strategy 2026-2031. The work was awarded for a total of $15,730 GST Excl., leaving funds unspent at the end of year 1 of the funding agreement.

Council officers will work with NT Weeds Branch to determine options for expending the unspent funds in line with the grant agreement.

14.4 ATTACHMENT DRAFT COOMALIE WEED MANAGEMENT STRATEGY 2026-2031

Previously distributed to Council Members

14.5 FUTURE LAND USE PLAN FOR SECTION 2830 HUNDRED OF GOYDER (RUM JUNGLE LAKE)

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	CCGC Rum Jungle Lake Rehabilitation Project Community and Stakeholder Engagement Report

PURPOSE

To seek Council's direction on the intended future land use for the portion of Section 2830 Hundred of Goyder (Rum Jungle Lake) that will be used as a Borrow Pit for the Rum Jungle Mine Rehabilitation Project by Department of Mining and Energy.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Future Land Use Plan for Section 2830 Hundred of Goyder – Rum Jungle Lake; and

b) confirms the preferred future land use after the rehabilitation of Council's Borrow Pit will be for

1.

2.

c) requests the Chief Executive Officer to provide this information to the Department of Mining and Energy and work with the relevant project team to ensure the Borrow Pit rehabilitation takes the future land use into consideration.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2024/09/17/018
That Council;
a) receives and notes the report on the Rum Jungle Lake Borrow Pit Consultation – ATRIA Group; and
b) refers this report in the next Stop Press and is made available on the Council website and further feedback is welcome from the community.
Moved: *Official Manager*
Seconded: *Official Manager* ***Carried***

COMMENT

Council entered into an agreement in 2023 with Department of Mining and Energy for the use of a portion of Section 2830 Hundred of Goyder (Rum Jungle Lake) as a gravel Borrow Pit for the Rum Jungle Mine Rehabilitation Project. This agreement required Council, in collaboration with the Department, to undertake a consultation process relating to the land use of the Borrow Pit site after completion of the Rum Jungle Mine Rehabilitation Project.

The consultation process was undertaken throughout 2023 and 2024, with the final report presented to Council in September 2024.

The Rum Jungle Mine Rehabilitation Project team is at a stage where testing at the gravel pit site is being undertaken to determine gravel quality and develop a plan for commencing the utilisation of the site. The Rum Jungle Mine Rehabilitation Project has a requirement in the Borrow Pit agreement to rehabilitate the site at the completion of use as a gravel pit and hopes to rehabilitate it in a manner that will enable Council to progress future plans for the site, where practicable. The project team is seeking Council's direction relating to the intended future use of the site to assist in ensuring rehabilitation of the gravel pit site is aligned to the future use plans.

The attached Community and Stakeholder Engagement Report details the consultation outcomes and recommendations.

The key recommendations from the consultation include:

1. Activation of the Lake Area – Council has already commenced work in line with this priority including working with Department of Agriculture and Fisheries to promote recreational fishing.
2. Activation of the Borrow Pit Area – prioritisation of borrow pit land as a recreational facility with multiple activities provided as options in the report which increasing engagement of local community members.

Overwhelmingly, the community supports the enhancement of the natural amenity of the sites into recreational spaces that will remain a valuable community asset into the future.

CONSULTATION

Rum Jungle Mine Rehabilitation Project

Council and Community Services Manager

Acting Corporate Services Manager

Coomalie Community

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There is no cost to Council to determine future land use objectives for Section 2830 Hundred of Goyder. Any future development of the site may incur costs to Council depending on the intended use and developments endorsed by Council into the future.

14.5 ATTACHMENT: CCGC RUM JUNGLE LAKE REHABILITATION PROJECT COMMUNITY AND STAKEHOLDERS ENGANEMENT REPORT

Previously distributed to Council Members

14.6 CALL FOR NOMINATIONS – LGANT BOARD DIRECTORS

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	2026 LGANT Board Director Nomination Information
	LGANT Board Director Nomination form

PURPOSE

To seek Council's endorsement of a nomination for an elected member to be considered for a LGANT Board Director position.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Call for Nominations – LGAN Board Directors;

b) nominates the following Elected Members for positions on the LGANT Board:

1. LGANT President –
2. LGANT Vice President – Regional/Shires –
3. LGANT Board Director – Regional/Shires –

c) directs the Chief Executive Officer to assist in the completion of the nomination forms and submit to LGANT by the closing date of 2 October 2026.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2022/07/19/011
That Council;
a) receives and notes the report entitled Call for Nominations LGANT Executive; and
b) nominates the following Councillors for positions on the LGANT Executive;
Executive Board Members Regional/Shires Clr: President Beswick
c) directs the Chief Executive Officer to complete the appropriate nomination forms and submit these to the LGANT Secretariat by the due date of 7th August 2022.
Moved: ***Vice President McClymont***
Seconded: ***President Beswick*** ***Carried***

COMMENT

Local Government Association of the Northern Territory (LGANT) is the peak body representing the local governments across the NT. LGANT has called for nominations for multiple Board Director positions, including the President and

Vice Presidents positions. Elections for these positions will be held at the LGANT Annual General Meeting in Alice Springs on 11 November 2026.

Nominations for LGANT Board Director positions are currently open. Nominations need to be endorsed by Council resolution and submitted to LGANT by **Close of Business Tuesday 6 October 2026.**

LGANT is a company limited by guarantee, incorporated under the *Corporations Act 2001*. LGANT represent the interests of our local government members across the Northern Territory. The Board is responsible for the overall governance, management and strategic direction of the organisation (LGANT) and for delivering accountable corporate performance in accordance with the organisation's goals and objectives.

It's crucial to understand that as a Director, you will be representing LGANT as a whole, not your individual council. You will need to "take off your council hat" and make decisions in the best interests of LGANT and its entire membership.

Eligibility criteria and disqualifications are detailed in the attached LGANT Board Director nomination information paper. Importantly, any member wishing to nominate to be a Board Director must have a Director ID or must have applied for one before being appointed as a Director of LGANT. Details on this process are in the attached information paper.

Council may nominate elected members for the following positions:

- President
- Vice President - Regional/Shires
- Board Director – Regional/Shires

CONSULTATION

Acting Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

LGANT Constitution

FINANCIAL IMPLICATIONS

Nil to Council.

LGANT Board Director nomination information

Thank you for your interest in serving on the Board of the Local Government Association of the Northern Territory (LGANT). This introduction provides you with important information about the responsibilities and expectations associated with this role. We encourage you to read it carefully before submitting your nomination.

About LGANT

LGANT is a company limited by guarantee, incorporated under the *Corporations Act 2001*. We represent the interests of our local government members across the Northern Territory.

Director Responsibilities

As a Director of LGANT, you will have significant legal and ethical responsibilities. These include:

1. Duty of Care and Diligence: You must exercise your powers and duties with the care and diligence that a reasonable person would exercise in the same circumstances. This includes staying informed about the organisation's activities and financial position.

2. Duty to Act in Good Faith: You must act in good faith in the best interests of LGANT and for a proper purpose. This means putting the interests of LGANT ahead of your own interests or those of any individual council.

3. Duty Not to Improperly Use Position or Information: You must not use your position, or information obtained through your position, to gain an advantage for yourself or someone else, or to cause detriment to LGANT.

4. Duty to Disclose Material Personal Interests: You must disclose any material personal interests in matters that relate to the affairs of LGANT.

5. Duty to Prevent Insolvent Trading: You must prevent LGANT from incurring debts that it cannot pay.

The Board is responsible for the overall governance, management and strategic direction of the organisation (LGANT) and for delivering accountable corporate performance in accordance with the organisation's goals and objectives.

It's crucial to understand that as a Director, you will be representing LGANT as a whole, not your individual council. You will need to "take off your council hat" and make decisions in the best interests of LGANT and its entire membership.

Eligibility Under the Corporations Act 2001

It is important to note that certain individuals are disqualified from managing corporations under the *Corporations Act 2001*. This includes people who are undischarged bankrupt, have been convicted of certain offences, or are subject to a court order that disqualified them from managing corporations. If you are unsure about your eligibility, please review Section 206B of the *Corporations Act 2001*, or seek legal advice before submitting your nomination.

Important: Director Identification Number (Director ID) Requirement

All Directors in Australia, including LGANT, are required to have a Director ID. This is a unique identifier that you will keep forever. If you do not already have a Director ID, you must apply for one before you can be appointed as a Director of LGANT. This is a crucial step in the nomination process.

To apply for a Director ID or for more information, visit the Australian Business Registry Services website – www.abrs.gov.au. We strongly recommend that you start this process as soon as possible if you intend to nominate, as it may take some time to complete.

Skills and Experience

Effective governance requires a diverse range of skills and experiences on the Board. We encourage nominees to consider their unique contributions in areas such as:

- Strategic planning and policy development;
- Financial management and analysis;
- Risk management and compliance;
- Stakeholder engagement and communication;
- Legal and governance expertise;
- Industry knowledge (local government, public administration); and
- Leadership and change management.

While not all Directors need to be experts in all areas, a combination of these skills across the Board is vital for LGANT's success.

Commitment

Board membership requires a time commitment. In addition to regular Board meetings, you may be asked to serve on committees, attend events, and engage in ongoing professional development. Please consider your capacity to fully engage in these responsibilities before nominating.

Governance Framework

LGANT operates under a comprehensive governance framework, primarily defined by our Constitution and Governance Charter. These documents outline our purpose, structure, and operational guidelines. We strongly recommend that you familiarise yourself with these documents before submitting your nomination.

Nomination Process

As per LGANT's Constitution, the CEO shall call for nominations on or before the second Tuesday in September and close nominations on the first Tuesday in October. Nominations open 7 August 2026 and close 6 October 2026.

Please note that each nomination must be endorsed by a resolution at a council meeting.

Only one elected member from each member council can be elected as a Director of the Board, and all others must be withdrawn from the election to any other positions, with the exception of City of Darwin which may have up to two positions on the Board (e.g. their nominated Director and an ordinary Director).

Please refer to LGANT's Constitution for more information of the nomination and voting process.

Annual General Meeting

The election will take place at our Annual General Meeting which is being held on 11 November 2026.

Nomination Form

The nomination form outlines the specific requirements for nomination. Please complete and lodge by 6 October 2026 You will be provided an opportunity to talk to your nomination at the Annual General Meeting.

If you have any questions about the nomination process or the responsibilities of a LGANT Board Director, please don't hesitate to contact our office.

We appreciate your interest in contributing to the important work of LGANT and look forward to receiving your nomination.

14.6 ATTACHMENT: LGANT BOARD DIRECTOR NOMINATION FORM

LGANT
Local Government Association Northern Territory

LGANT Board Director nomination form

Please read the accompanying nomination information sheet before completing this form.

Nominating Council:	
Name of Elected Member nominee:	
Nominee Director ID No:	
Nominee position eg. Lord Mayor, Mayor/President, Deputy Mayor/President, or Councillor	
Nominee phone number:	
Nominee email address:	
Position (please indicate):	☐ President
	☐ Vice-President – Municipal
	☐ Vice-President – Regional
	☐ Board Director – Regional and Shire
	☐ Board Director – Municipal
Relevant skills and experience:	☐ Strategic Planning Details:
	☐ Risk Management Details:

P (08) 8944 9697
E info@lgant.asn.au
W lgant.asn.au
A 21 Parap Rd, Parap NT 0820
PO Box 2075, Parap NT 0804
ABN: 35 662 805 505

We are local. We connect.

	☐ Financial Management Details:
	☐ Stakeholder Engagement Details:
	☐ Legal Governance Expertise Details:
	☐ Local Government Knowledge Details:
	☐ Leadership Experience Details:
	☐ Other (please specify) Details:

Board Director experience (please add fields if required):	**Position:**
	Date:
	Organisation:
	Position:
	Date:
	Organisation:
	Position:
	Date:
	Organisation:
Relevant tertiary qualifications eg. certificates, diplomas, degrees, etc (please add fields if required):	**Qualification:**
	Field of Study:
	Institution:
	Qualification:
	Field of Study:
	Institution:
	Qualification:
	Field of Study:
	Institution:

Declaration

☐ I confirm that I have read and understood the LGANT Constitution and Governance Charter.

☐ I am aware of the responsibilities of a Director under the *Corporations Act 2001* and am willing to fulfil these duties if elected.

☐ I confirm that I am eligible to serve as a Director under the *Corporations Act 2001* and am not disqualified from managing corporations.

☐ I have included a short candidate statement (250 words maximum) and a high-resolution digital photo as part of this application.

Elected member nominee full name:	
Nominee signature:	**Date:**
Council endorsement: I confirm that this nomination has been endorsed by a resolution of [Council Name].	
Council resolution number:	
Council resolution date:	
Council CEO name:	
Signature:	**Date:**

Completed nomination form and short biography on each nominee must be submitted to LGANT by CoB 6 October 2026 to: info@lgant.asn.au.

Privacy Statement

The personal information collected on this form is being gathered for the purposes of the LGANT Board nomination and election process. This information will be used to assess your eligibility and suitability for a Board position and will be shared with LGANT member councils as part of the election process.

Click or tap here to enter text.

Council confirmation:

I, Click or tap here to enter your full name., the Chief Executive Officer, hereby confirm that this motion was approved by resolution of council on Click or tap to enter a date. for presentation at the next LGANT General Meeting.

Resolution number: _____

In submitting this motion, I acknowledge that (please tick):

- ☐ the LGANT Board has the discretion to not accept the motion.

Signature: _____ Date: _____

14.7 LGANT ANNUAL GENERAL MEETING - CALL FOR MOTIONS

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	LGANT Calls for Motions Form

PURPOSE

To seek Council's nomination for motions to be submitted for consideration at the LGANT Annual General Meeting on 11 November 2026.

RECOMMENDATION

That Council;

a) receives and notes the report entitled LGANT Annual General Meeting - Call for Motions; and

b) approves the nomination of the below new motions:

1.

2.

c) directs the Chief Executive Officer to discuss with LGANT the above new motions and submit the required Calls for Motions form for the six motions if appropriate and not already on LGANT's agenda by the closing date of 29 September 2026.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOULTION: 2026/03/17/010
That Council;
a) receives and notes the report entitled LGANT April 2026 General Meeting Call for Motions;
b) requests the Chief Executive Officer to discuss with LGANT the below options to be submitted as Call for Motions, if not already on the LGANT Agenda
- 1. LGANT advocacy for increased Disaster Relief funding from NT and Federal Government, specifically relating to local government infrastructure
2.LGANT to develop an independent support and advocacy network for elected members
3.LGANT to coordinate Collective waste management service provision across the Top End Region of Councils
4.LGANT to advocate to reinstate NT Government funding specifically for road maintenance support relating to local council roads being used for the benefit of NT Government initiatives
Moved: ***Clr Roe***
Seconded: ***DP Whatley*** ***Carried***

COMMENT

LGANT's Annual General Meeting (AGM) will be held in Alice Springs on 11 November 2026. LGANT has called for motions for the AGM and have attached the new form that must be used for submitting motion requests.

Motions must be approved by Council resolution prior to submission to the LGANT CEO by **Close of Business 29 September 2026.**

LGANTS's purpose is to support and represent member councils to drive sustainable economic and social development of the Northern Territory community. Motions for consideration could relate to governance, capacity building, policy positions and advocacy efforts.

Council should consider submitting a motion if there is an opportunity for LGANT to take the lead on an issue that is strategically important to local government and will benefit the sector as a whole.

Previously endorsed motions by Council include:

1. **Advocacy for increased Disaster Relief funding from NT and Federal Government specifically relating to LG infrastructure.**

   The Federal Government has been reviewing the Disaster Recovery Funding Arrangements this year and LGANT has had strong advocacy involvement for NT councils relating to disaster relief funding. This item is already on the LGANT priority works.

2. **Development of an independent support and advocacy network for elected members.**

   This motion could be considered for the AGM if still required. The Department of Housing, Local Government and Community Development is undertaking a Training and Development Framework review that may encompass a support and development network for elected members. Council could still raise this with LGANT if desired.

3. **Coordination of a collective waste management service provision across Top End Region of Councils.**

   This was a request for a motion prior to the last LGANT General Meeting which was discussed with the LGANT CEO. At the time it was agreed that Coomalie CEO would further consult with other Councils. This matter has been raised as a possible future option for TOPROC members depending on changes to available waste management services in Darwin over the coming 12 months. Council could still submit a Call for Motion to LGANT regarding this matter but may wish to broaden the motion to be a collective service for each of the Top End, Central and Southern NT areas.

4. **Advocacy for reinstatement of NT Government funding specifically for road maintenance support relating to council roads being used for the benefit of NT Gov initiatives.**

   Advocacy for reinstatement of NT Government funding for local governments through Immediate Priority Grants (or similar) continues to be on the LGANT priorities. Council is welcome to further develop the motion and submit as a priority specifically relating to road maintenance where local roads are used for NT government initiative and benefit.

Possible new motions to be endorsed raised by Council over the previous months:

5. **Advocacy for the amendment of the *Bushfires Management Act 2016* to better support Councils across the NT in managing fire risk on Council managed lands.**

   This relates to roads not being recognised as formal firebreaks and therefore roads/road verges have the additional requirement for boundary breaks which are not always feasible for management. Amendment of the *Bushfires Management Act 2016* to recognise roads as firebreaks would alleviate some of the burden on councils for land management with resource constraints.

6. A**dvocacy for NT government to assist in addressing the ongoing 'Paper Road' issues prevalent across the Territory.**

This includes the long-term planning for establishment of roads, planning and approvals of new Land Titles that may create future 'Paper Roads' and the obligations of Councils under the *Bushfire Management Act 2016* and *Weeds Management Act 2001*.

CONSULTATION

Acting Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

LGANT Constitution

FINANCIAL IMPLICATIONS

Nil to Council.

14.7 ATTACHMENT: LGANT CALLS FOR MOTIONS FORM

TEMPLATE

CALL FOR MOTIONS

Member councils are invited to submit motions for debate to be included at General Meetings using this template.

Name of Council:
Click or tap here to enter council name.

Contact person and title:
Click or tap here to enter your full name and position.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

Motion title:
Click or tap here to enter text.

Resolution sought (Motion)
Motions should be clear and concise and must be limited to one subject matter/ issue.

Consider the action your motion wants LGANT to do for the local government sector.

Members call on LGANT to Click or tap here to enter text.

Supporting information:

1. Define the problem/opportunity and its impact on local government or council services and operations.
2. Provide information on any relevant legislation, policy settings and research reports and papers where available.
3. Include a statement on how the motion aligns with LGANT's Policy Statements and Strategic Plan.
4. Provide attachment/s if required.

Click or tap here to enter text.

Council confirmation:

I, Click or tap here to enter your full name., the Chief Executive Officer, hereby confirm that this motion was approved by resolution of council on Click or tap to enter a date. for presentation at the next LGANT General Meeting.

Resolution number: _____

In submitting this motion, I acknowledge that (please tick):

☐ the LGANT Board has the discretion to not accept the motion.

Signature: _____ Date: _____

14.8 DISPOSAL OF ASSETS

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Council Policy 2.2 Asset Management Policy

PURPOSE

For Council to consider the disposal of Council assets as detailed in the report.

RECOMMENDATION

That Council;

a) receives and notes report Disposal of Assets;

b) approves the disposal of the portable toilet block and trailer and the Hino 500 Tipper by open auction;

c) approves the disposal of the following items by local silent auction;

- John Deere ride on mower

- old dog trailer

d) delegates the Acting CEO to enter relevant agreements to enable the open auction through an agent and dispose of the approved items as per Council Policy 2.2 Asset Management Policy and report back the financial outcome of the disposals.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

NIL

COMMENT

For Council to consider the disposal of assets and equipment no longer required or no longer fit for purpose.

Item	Description	Recommendation
Toilet block trailer Make- Jebb Model- Sales Hire full flush Year- 2019	Toilet block is used for the Anzac Day Dawn Service. In the 7 years of having the asset, it has been hired twice. Concern is with the age of the asset, it will start deteriorating and cost more than hiring an external service provider for the Anzac Day service. Small maintenance issues are starting to arise.	Open Auction No replacement of asset. Rego/maintenance budget would be reallocated to cover hire fee costs for ANZAC Day service.

	Asset is made overseas and parts are difficult to source - will become problematic as increased maintenance needs arise.	
Old dog trailer TB 4794 Make- Homemade Model- Box trailer Year- 1987	Hasn't moved in a minimum of 2.5 years.	Local silent auction No replacement of asset.
996 236 Make- Case Model- 420 series 3 Year- 2010 Odometer- 9764hours	Skid steer is rarely used in current operations due to age and ongoing issues.	Open Auction (2027) Consider replacement with an excavator, attachments and appropriate trailer for the 2027-28 financial year.
988 037 Make- Hino Model- 500 Year- 2010 Odometer- 121,450kms	Aged asset that needs turning over for new replacement	Open Auction (2026) Replacement of vehicle in 2026/27 financial year
5x Hook skip bins	Old bins replaced by new bins	Repurpose old hooks for improved waste recycling streams (further details below).
2016 John Deere ride on mower	No longer fit for purpose Repair costs outweigh the value of the mower	Local silent auction

Hook bins

Council have replaced the 5x hook bins at both Adelaide River and Batchelor Waste Management Facilities. Council officers recommend the repurposing of all, or some, of the bins to allow for transport of 'hard to move' waste items such as scrap steel and mattresses. This will allow for safe storage of these items and ensure an appropriate mechanism to transport to Darwin for disposal when required. It is recommended to allow an allocation of funds to install solid lids in the old bins to ensure safe transport of items to Darwin.

CONSULTATION

Council and Community Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

Local Government (General) Regulations 2021

Council Policy 2.2 Asset Management Policy

FINANCIAL IMPLICATIONS

To proceed with disposal, Council will incur auction fees that are taken from the sale figure at time of completion.

An expense to procure solid cover lids for the old hook bins would be incurred if approved by Council. This would require a budget amendment at the first budget review.

2.2 Asset Management Policy

Council Resolution:	2024/11/19/008
Date to take effect:	19/11/2024
Policy Custodian:	Chief Executive Officer
Review Date:	*November 2027*
Version (Revision Number)	1.1

Purpose

1. This policy provides the framework for the management of Council's physical assets, including safeguarding, identification, acquisition, and disposal of assets as required under legislation.

Scope

2. This policy relates to Council owned assets and portable and attractive items and their recording; the regulatory requirement for a register of assets; safeguarding of assets; reporting of misappropriation; and writing off of money or assets. The policy applies to Elected Members, the CEO and all Council staff.

Definitions

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

Term	Definition
Asset	Is a physical resource (property, plant, or equipment) controlled by the Council with a purchase price of over $10,000 and a useful life of more than one (1) financial year.
Asset Register	Is a dynamic record of assets and represents the approvals made by Council when a new asset is acquired, or an asset is disposed of.
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.
Major Asset	Is defined by the Local Government (General) Regulations as an item with a value of $10,000 or above.
Minor Asset	Is defined by the Local Government (General) Regulations as an item with a value below $10,000.

Portable and Attractive Item	Is defined as having a value of below $10,000 and at increased risk of loss or damage due to the asset's portability, usage, or obsolescence (for example a computer, tablet device or mobile phone).

Policy Statement

4. Policy Principles

Council is committed to implementing a consistent approach to asset management practices to support the delivery of council services in the most efficient and cost-effective manner.

The following are key asset management principles and considerations under this policy:

a) Investment in assets will support the delivery of council services and outcomes.

b) Asset management needs and investment requirements will be considered when developing or reviewing council's strategic plan, annual plan, regional plan, annual budget, and long-term financial plan.

c) Internal processes mitigate the risk of misuse and promote asset accountability.

5. Intent and Outcomes

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

a) All assets will be safeguarded and kept secured at all times to minimise the risk of theft, vandalism, or inappropriate or unauthorised use.

b) Assets shall be maintained and repaired as required (subject to budget availability) to ensure their physical condition is maintained at a standard appropriate for their use.

c) Council records will accurately represent its asset information, including information maintained in an asset register.

d) Current and future environmental, economic, cultural and social outcomes will be considered when making investment decisions in relation to acquiring high-value assets.

6. Financial Provision for Assets

Council's budget must provide for asset management, including for the purchase of additional assets that are not considered replacements.

Accumulated surplus funds (untied) funds the purchase of additional assets and the future replacement of Council's existing physical assets.

The acquisition of a new, an addition to, or a replacement asset is to align with the Council's Shire Plan and budget and be approved by way of Council resolution. If not already included in Council's Shire Plan and budget, an amendment to the budget will be made at an appropriate time and be approved by way of Council resolution.

7. Acquisition of Assets

The acquisition of a physical asset must be in accordance with the procurement provisions of the *Local Government Act and Local Government (General) Regulations*, Council's Procurement Policy, and approved Delegations.

Prior to any acquisition, there must be an approved budget for the purchase of the asset covering its full cost (such as GST, freight, installation, stamp duty and registration costs).

Details of all acquisitions are to be recorded in the relevant Asset Register.

8. Identification and Recording of Assets

All Council's physical assets must be clearly identified and where appropriate the name of the Council should be displayed (i.e. through signage, labels, etc.) as the owner of the asset.

By allocating and maintaining a unique identification for each council asset, the asset verifier (who may be the Council's external auditor, the insurer, the asset valuer, the responsible Council employee) will then have the ability to review the Council's associated asset management records and registers to ensure records are kept up-to-date.

Council's Asset Register is regularly updated and includes information in accordance with the requirements of the *Local Government Act and Local Government (General) Regulations*.

All assets must be recorded in the Council's Asset Register with the exception of some portable and attractive items. In making a decision on whether to include a portable and attractive item, if any of the follow apply then the asset should be registered:

a) Risk of the item being stolen.

b) Whether the location in which the item is stored is locked after business hours or when not in use.

c) Whether the item is easily movable.

d) Whether the item needs to be manually verified as part of stocktaking.

Council will use a balanced approach when identifying portable and attractive items to record in the Asset Register, considering the administrative costs of recording each item versus the risk of loss, and benefits associated with greater control.

In addition to keeping a record of major and minor assets, portable and attractive items, records of funded assets will be maintained and include any grant conditions and a copy of the original funding agreement between Council and the funding provider to facilitate compliance at the time of asset disposal.

9. Safeguarding of Assets

Safeguarding assets aims to mitigate the risk of asset or item loss or damage. It includes maintaining physical security over assets and items, and the conduct of systematic stocktaking.

The frequency of stocktake for different assets or items will take into account such factors as the risk profile and degree of physical security associated with different assets and items.

Where possible, the stocktake process will be carried out by employees not directly responsible for asset management and among other things, ensure that assets are secured and maintained in a satisfactory condition.

Council will take adequate steps to locate recorded assets or items that are not initially located as a part of the stocktake process. Depending on the relative value (cost or written down value) of the asset or item, this could include a thorough investigation and report detailing recommendations to protect similar assets.

In situations where assets or items cannot be located, write-off action should not occur until it is clear that the asset or item in question has been lost or stolen.

10. Insurance Cover

Appropriate insurance cover will be maintained for all insurable Council assets. The level of insurance cover taken will be based on the asset location, attributes, and a risk assessment of the likelihood of an event occurring that would cause the insurance cover to be activated.

Following an insurable event where an asset is damaged, the insurer is to be promptly advised by the responsible Council employee and an insurance claim is to be made as soon as practicable, within the claim timeframe.

11. Disaster Recovery Funding Arrangements (DRFA)

When a natural disaster occurs, disaster recovery measures must be taken for the protection of the community and to restore local government service delivery and infrastructure as soon as practical.

Council will keep and maintain appropriate asset records (i.e. ensure information in relation to essential public assets is no more than four (4) years old) in order to support a DRFA claim and be eligible for DRFA funding assistance. Council will ensure all DRFA claims to the NT Government are submitted within the required timeframe.

12. Reporting Misappropriation, Loss, or Damage of Assets

Council will comply with the Ministerial Guidelines requirements in relation to thresholds for reporting misappropriation, loss or damage to police, and requirements in relation to certifications before writing off money or assets.

Following a council resolution that accepts that an asset cannot be located or has been misappropriated, destroyed, damaged beyond economical repair, the Council may authorise the writing off of the asset in Council's accounting records.

On receipt of the appropriate Council authorisation, the lost or damaged asset is to be written off and removed from the relevant Asset Register.

13. Hire and Private Use of Assets

Council assets are not to be used for private purposes unless part of an employment contract or agreement. The Council may hire Council assets (such as plant, vehicles, land, premises, shade structures, tables and chairs).

When determining the length of the hire/ rental agreement and the fee to be charged, the Council must consider the general benefit and/ or loss to the community. Such an agreement should have a regular renewal date.

14. Disposal of Assets

Disposal of assets will occur in accordance with the Ministerial Guideline, and may be based on one or more of the following:

a) The asset has become obsolete, or repair is uneconomical.

b) The asset does not conform with health and safety standards.

c) The asset is no longer required or has not been used for a period of at least six (6) months.

d) A maximise return threshold over time is reached for the asset.

Council will dispose of property in a manner that:

a) Is fair, accountable, and transparent.

b) Meets the objectives of Council's Shire Plan.

c) Meets the requirements of the *Local Government Act 2019*.

d) Will provide maximum return to Council.

e) Will be capable of withstanding public scrutiny.

When undertaking to dispose of an asset the following are taken into account:

a) The disposal of any major asset (a value of $10,000 or above) must be approved by the Council. When choosing a method of sale or disposal, Council must take into account the following matters:

   i) The current and possible preferred use of the asset.

   ii) The total estimated value of the asset.

   iii) The potential for the Council to obtain the best price for the asset.

   vi) The opportunity to promote local economic growth and development.

   vii) Appropriate delegations to achieve accountability, responsibility, operational efficiency and considering the urgency of the sale.

   viii) Compliance with legislative requirements and other Council obligations.

b) An asset with a value of or above $100,000 will be sold, and where required reported on in the annual report, in accordance with the Ministerial Guideline (i.e. public auction, seeking public tenders, etc.).

c) Externally funded assets must be disposed of in accordance with any conditions of the original funding agreement between the Council and the funding provider.

d) Property with an estimated sale value of less than $10,000 will be disposed of as agreed by the Chief Executive Officer, and based on the principal of transparency and openness.

Council recognises that the disposal of an asset requires environmental, optimum time for replacement, and risk considerations.

Council will develop Asset Management Plans including disposal plans, approved by Council resolution. Asset Management Plans will consider Council's objectives in the strategic plan and how the disposal can provide benefit to the communities of Coomalie Region.

15. Write-off of Assets

Council assets are to be written off and removed from the relevant asset register when one of the situations listed in the Ministerial Guideline occurs.

An asset with a zero written down value in Council's accounting records is not to be written off and removed from the relevant asset register if the asset is still in use.

For an item to be removed from the Asset Register, the write-off criteria provided in the Ministerial Guideline will first be satisfied. A write off report will not be required if an asset has been written off due to normal wear and tear.

16. Responsibilities

In accordance with the provisions of the *Local Government (General) Regulations*, Council's CEO will ensure:

a) That records are kept of assets (Asset Register) and portable and attractive items.

b) The safekeeping of all Council assets and portable and attractive items.

c) The regular stocktaking of all assets and portable and attractive items.

The Corporate Services Manager is responsible for:

a) The implementation and review of systems and processes for asset management that enable Council to comply with legislation, accounting standards and Council's commitment to effective stewardship of assets.

b) Delegating responsibility for the maintenance of the Asset Register and related documentation.

Employees are responsible for:

a) The care and management of assets within their responsibility.

b) Providing required reports on the status of assets, including in relation to the impairment and revaluation of assets, and transfer or disposal of assets. Relevant delegations are set out in Councils' delegations manual.

Associated Documents

Asset Register

Asset Management Strategy and Plans

References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

Ministerial Guideline 4: Assets

Australian Accounting Standards

DOCUMENT HISTORY 2.2 Asset Management Policy	
Date Adopted:	19th November 2024
Amended:	
Amended:	

14.9 POLICY DEVELOPMENT – OUTDOOR SIGNAGE POLICY

Date:	19th September 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	**DRAFT 4.06 Outdoor Advertising Sign Policy**

PURPOSE

To seek Council's adoption of the Outdoor Advertising Sign Policy. The policy provides guidance to staff when an advertiser seeks to exhibit advertising signs on or in a public area, or on or in premises visible from a public area within Coomalie Shire.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Policy Development: DRAFT 4.06 Outdoor Advertising Sign Policy; and

b) adopts Policy 4.06 Outdoor Advertising Sign Policy (as amended).

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2026/02/17/009
That Council;
a) receives and notes the report entitled Request to Install Permanent Signage – Information Centre;
b) approves the installation of a permanent sign to a maximum size of 1200mm x 600mm in the specified front garden hedge location on Council land adjacent to the Information Centre, subject to the applicant funding and arranging the installation of the additional post and compliance with any relevant Council design, placement, and maintenance requirements.
c) notes the community benefit of promoting local wellbeing services through this visible, low-cost signage initiative funded entirely by the applicant.
d) requests the Chief Executive Officer to investigate and develop a Signage Policy for Council to consider adopting at the June OGM.
Moved: ***Clr. Beswick***
Seconded: ***Clr. Strettles*** ***Carried***

RESOLUTION 18/07/2017/011
That Council support in principle the development of new Information Bays at the entranceways to the township of Batchelor as proposed by the Department of Infrastructure, Planning and Logistics and notes that departments pre-requisites that include points 1 and 2 below:
1 - Residents and businesses of Batchelor agree to remove all signs associated to businesses that include private signs and business signs and
2 - Coomalie Council agrees to maintain operations of the Information Bay.
3 - That Council CEO commence discussions with Ms Sue Mornane currently representing tourist/business operators of Batchelor and Litchfield Regional Tourism Group in developing a self-funding workable model that clearly manages all risks and costs associated with the ongoing operation of the Batchelor Information bays.

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

Moved: ***Clr.Corliss***

Seconded: ***Clr.Turner*** ***5/5***

COMMENT

Council requested the development of a Signage Policy following the approval of new signage to be installed on Council land in February 2026.

The policy has been prepared to support consistent management of outdoor advertising signage across the Shire**.** The policy also sits within the NT local government framework, including the *Local Government Act 2019* and the *Local Government (General) Regulations 2021*, which remain in force and relevant to council administration and regulatory activity.

The policy's main objective is to ensure outdoor advertising signs are compatible with the design and character of the premises, streetscape and locality, do not reduce amenity, do not adversely affect safety or the natural or built environment, and do not create visual clutter and disorder. It further sets size and height limits for different zoning areas and limits the number and placement of permanent advertising signs.

CONSULTATION

Acting CEO

Council and Community Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

The Local Government Act 2019

The Local Government (General) Regulations 2021

NTG Advertising and Activities in Road Reserves Management Guidelines

NT Planning Scheme 2020

FINANCIAL IMPLICATIONS

Nil

4.06 OUTDOOR ADVERTISING SIGN POLICY

Council Resolution:	**RESOLUTION XXX**
Date to take effect:	
Policy Custodian:	Chief Executive Officer
Review Date:	
Version (Revision Number)	1.1

1. Purpose

The purpose of this Policy is to provide guidance to staff and community relating to the exhibition of advertising signs on or in a public area.

2. Scope

2.1 This policy applies to all advertising signage on or in Council-managed land.

2.2 This policy does not apply to advertising signage located within Northern Territory (NT) Government roads.

2.3 Whilst land use planning in the NT falls within the jurisdiction of the NT Government, control of advertising signs and boardings is a local government responsibility. Council regulates signs for a number of reasons – primarily amenity and safety.

3. Definitions

For the purposes of this policy the following definitions apply:

Term	Definition
Advertiser	Means a person: • Who holds a valid permit in respect of the advertising sign issued, or • Who authorises or causes an advertising sign to be exhibited: or • Whose business or place of business is advertised by the advertising sign; and • Includes a person who manages and controls, or has power to manage or control, the place in which the advertising sign is exhibited.

Advertising sign	Any form of advertising using words, letters, pictures, symbols, objects or illumination, which is exhibited or displayed on or in a public area or on a building or structure that is in view of a public area, for the attention of the public, and includes any structures or materials used to display the advertising.
Commercial Zone	Refers to zones "CB", "C", "SC", "TC" and "CV" as defined in the NT Planning Scheme 2020.
Community Zone	Refers to zones "CP", "PS", "CN", "HT", and "OR" as defined in the NT Planning Scheme 2020.
Council	Refers to Coomalie Community Government Council.
Exhibit	Means to erect, install, place, paint, leave or construct an advertising sign on or in a public area or on a premises in view of a public area.
Industrial Zone	Refers to zone "LI", "GI", and "DI" as defined in the NT Planning Scheme 2020.
Permanent Advertising Sign	Means a sign that is lasting or intended to last indefinitely, and which is displayed or intended to be displayed indefinitely.
Premises	Means the land or building that is owned or occupied by the business, community group or individual proposing to advertise.
Public Area/ public land	Means any place within the Coomalie Shire which is a road reserve or land owned, controlled or maintained by Council or the Northern Territory Government.
Residential Zone	Refers to zone "LR", "MR", "HR", "RR" and "CL" as defined in the NT Planning Scheme 2020.
Rural Zone	Refers to zone "A", "RL", "R", "RD", "H" and "FD" as defined in the NT Planning Scheme 2020.
Sign	Refers to a publicly displayed board or notice inscribed with words or designs for the purposes of information, advertisement or warning.
Zone	Refers to the land use zone as defined in the NT Planning Scheme 2020, and applicable to the land on which a sign is proposed.

4. Policy Statement

The main objective for this Policy is to ensure that, as far as practicable, advertising signs exhibited within the shire;

- are compatible with the design and character of the premises, streetscape and locality to which they are related
- do not cause a loss of amenity or adversely affect natural or built environment
- do not adversely affect the safety or efficiency of a roadway or footpath
- do not cause visual clutter and disorder by the proliferation of signs in any one location by one sign obscuring another,
- do not cause offence to the general public by virtue of their design, location or message, and
- comply with standard sizing of a maximum of 1200 mm x 600mm.

5. Application / Approval

5.1 A permit is required to exhibit an advertising sign on or over public land, and may be required for advertising signs on private land that are visible from a public area, in accordance with Council's Policy and any applicable guidelines.

5.2 Where a permit is required, an advertiser must submit an application in the approved form, including sufficient details of the proposed sign (such as location, design, dimensions, materials and method of installation) to allow assessment against this Policy.

5.3 Council (or the CEO under delegated authority) may impose conditions on any approval, including but not limited to duration, design, maintenance, location and removal requirements, to ensure ongoing compliance with this Policy and relevant legislation.

5.4 Signs that do not comply with this Policy, any permit conditions, or applicable legislation may be refused, modified, or required to be removed by Council.

5.5 Council may remove or arrange the removal of non-compliant or unauthorised signs from public land, and may recover associated costs from the advertiser or responsible person in accordance with Council's Policy and any applicable legislation.

6. Responsibilities

6.1 Responsible Officer

The CEO is the Responsible Officer for this Policy and is responsible maintaining consistency for outdoor advertising signage and this includes signage within the Batchelor Signage Bay.

6.2 Managers

The Council and Community Services Manager is responsible for ensuring their service unit adheres to the requirements of this Policy and for providing guidance to achieve the strategic objectives of the Policy within their division and across the organisation.

6.3 Employees

Employees must adhere to the requirements of this Policy and operate within its authorities when assessing, approving, installing or managing outdoor advertising signage.

7. Associated Documents

- Advertising and Activities in Road Reserves Management Guidelines – Northern Territory Government
- NT Planning Scheme 2020

8. References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

NTG Advertising and Activities in Road Reserves Management Guidelines

NT Planning Scheme 2020

DOCUMENT HISTORY	
Date Adopted:	
Amended:	
Amended:	

DRAFT

14.10 POLICY DEVELOPMENT – 5.07 ROAD VERGE POLICY

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	5.7 Road Verge Policy

PURPOSE

To seek Council's endorsement of the newly developed Council Policy 5.07 Road Verge Policy.

RECOMMENDATION

That Council;

a) receives and notes the report entitled Policy Development – 5.07 Road Verge Policy;

b) adopts the new Policy 5.07 Road Verges; or

b) adopts the new policy 5.07 Road Verges with the following amendments;

c) directs the Chief Executive Officer to communicate new policy requirements to the community and implement the required procedures to support the policy.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLIUTION CONF2026/06/20/032
That Council;
a) receives and notes the report entitled Awarding of RFT2026-001- Mowing and Landscape Maintenance;
b) awards tender RFT2026-001 to KLRK Nominees Pty Ltd (T/As RD Gardening Care) to the total price of $85,681.82 (GST Excl.) due to reduced scopes of work to remove road verge maintenance;
c) approves the A/CEO to enter contractual arrangements with RS Gardening Care;
d) moves the confidential resolution into open minutes completion of contractual; arrangements.
Moved: ***DP Whatley***
Seconded: ***Clr. Morrison*** ***Carried***

COMMENT

In June 2026, Council resolved to reduce scope of works for the Mowing and Landscape contract. This included the removal of township street/road verges (nature strips) from the maintenance program.

This new policy is to support the changes adopted by Council and give both the community and staff a clear understanding of expectations and responsibilities all of parties.

Additionally, the policy will also support Council's role in undertaking regulatory functions.

CONSULTATION

Acting Corporate Services Manager

Council and Community Services Manager
Executive Services Coordinator

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS
Local Government Act 2019 and Local Government (General) Regulations 2021

FINANCIAL IMPLICATIONS
Nil

5.07 Road Verge Policy

Council Resolution:	
Date to take effect:	19th September 2026
Policy Custodian:	Chief Executive Officer
Review Date:	September 2030
Version (Revision Number)	1.0

1. Purpose

To provide guidance to the community and Council staff in relation to managing verges and regulatory functions in the Adelaide River and Batchelor townships.

2. Scope

This policy relates to the maintenance and planting of Coomalie Council controlled road verges. This policy applies to:

- The process for obtaining authorisation from the Coomalie Council to undertake planting on a road verge.
- The ongoing maintenance responsibilities of the property owners/occupiers and the Coomalie Council in relation to road verge maintenance and planting.
- Unregistered/Abandoned vehicles on the road verge.

This policy excludes:

- Private land and land managed by authorities other than the Coomalie Council.
- Public street trees

3. Definitions

For the purposes of this policy the following definitions apply:

Term	Definition
Council	Refers to Coomalie Community Government Council
Road Verge	The road verge is the area of public land between the property boundary and the road edge/kerbing.
Lawn/grass	Means living, organic grass species which grow from the soil and require regular maintenance like mowing and watering
Street tree	Any tree within the Coomalie Councils Road verge that has any part of its trunk growing on Councils controlled land.

4. Policy Statement

4.1 Application process- Planting

Any planting on road verges must be authorised by Council. Planting on road verge request must be in writing, and works must not commence until approved, and authorisation has been received by the Council.

4.2 Responsibility for maintaining a road verge

The maintenance of the road verge is vital to the presentation and liveability of our community.
Council requires owners/occupiers to maintain vegetation on the road verge, (excluding street trees). If an authorisation for planting on the road verge is approved the adjoining owner/occupier is responsible for the maintenance of the planted verge.
Ongoing maintenance can include but is not limited to:

- Keeping lawn/grass areas short and tidy- including mowing and whipper snipping
- Weeding and rubbish removal
- Pruning of planted verges for pedestrian and road users (except street trees)
- Material or plant replacement

If road verges are not maintained appropriately, they can appear overgrown, unsightly, harbour vermin and rubbish and cause obstructions which may create safety issues.
If a property is sold and has established planting on the road verge it becomes the responsibility of the new owner/occupier to ensure the road verge planting is maintained appropriately. The new owner may keep the plantings or seek authorisation from Coomalie Council to remove the plants and reinstate the road verge to natural grass.

4.3 Works on road verges by the Coomalie Council and other agencies

Regardless of any plantings on the road verge the Coomalie Council reserves the right to maintain infrastructure; and the right to construct on any part of the road verge at its discretion. If necessary, road plantings will be removed without compensation. Where possible communication to the owner/occupier will occur to provide the opportunity to remove the plant before commencement of works.
For any works undertaken on the road verge remedial work to reinstate the verge will occur this will generally be grass seed only. If evidence shows the verge has been maintained to a high standard (evident prior to works occurring) the Coomalie Council may use turf as a replacement option. The onus is then on the property owner/occupier to water and establish the site.

Utility companies may be required to undertake maintenance works on the verge and may require access from time to time. The Utility companies will undertake reinstatement of the road verge; however, the treatment will be grass seed only (if there is green lawn) unless otherwise agreed between the Coomalie Council and the utility providers. The responsibility is on the property owner/occupier to water and establish the site.

4.4 Non-compliance with road verge policy and or planting requirements

Council reserves the right for the removal of road verge plantings at any time it is not maintained to Council's satisfaction or is not safe.

When a breach is identified, a letter will be issued to the property owner/occupier requesting remedial works to be carried out.
Where the owner is unable or unwilling to complete the requested remedial works, Coomalie Council may commence enforcement action. This may result in the Coomalie Council undertaking the works and recovering the costs from the owner as a debt payable to Council.

4.5 Abandoned vehicles

Under the provisions of the *Northern Territory Traffic Regulations 1999*- Council has the authority to act on Unregistered/Abandoned vehicles on Council's road verges.
A letter will be issued regarding the breach with the direction to move the vehicle from the public road or place in a specific timeframe.
Failure to comply with the notice, will result in the vehicle being removed and impounded by the Coomalie Community Government Council. Should your vehicle be impounded, any additional costs incurred by the Council will be borne by the owner and/or property resident.

Adelaide River Township roads	Becker Street Dogherty Street Finlay Road Hardy Street Hatt Street Hopewell Street Memorial Terrace Silverton Road Swannell Street
Batchelor Township roads	Awilla Road Cameron Road Campbell Way Cutler Place Flynn Crescent Hyse Way Kirra Crescent Kirra Way Mardango Crescent

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	Mardango Way Meneling Road Naranga Street Nurndina Street Pinaroo Crescent Pinaroo Way Tarkarri Road Turana Street Wandaree Street Woolley Court

Fees and Charges

Cost of non- compliance works carried out by Council will be charged or the cost of repairing damage to Council assets by third parties will be charged as per the current Council adopted Fees and Charges Schedule, at the discretion of the Chief Executive Officer.

5. Responsibilities

5.1 Responsible Officer

The CEO is the Responsible Officer for this Policy.

The CEO has the authority to waive or modify the requirements of this Policy as needed to meet demonstrated operational requirements.

5.2 Managers

The Council and Community Services Manager is responsible for ensuring their Service Unit adheres to the requirements of this Policy and provides guidance in respect of achievement of the strategic objectives of the Policy within their division and the organisation.

5.3 Employees

Employees must adhere to the requirements of this Policy and operate within its authorities.

6. Associated Documents

- Permit to Work within a Road Reserve
- Current Council Strategic Plan

- Road Hierarchy Plan
- Current Council adopted Fees and Charges

7. References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

Northern Territory Traffic Regulations 1999

DOCUMENT HISTORY	
Date Adopted:	19th September 2026

DRAFT

14.11 CHRISTMAS OFFICE CLOSURE

Date:	19th September 2026
Author:	Luke Ackland, Acting Corporate Services Manager
Attachment:	**Nil**

PURPOSE

To seek Council's approval to close the Council Administration Office during the Christmas and New Year period.

RECOMMENDATION

That Council authorises the closure of the Council Administration Office from 12:00pm on Thursday 24 December 2026 and reopening on Monday 4 January 2027.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2025/10/21/015
That Council authorises the closure of the Council Administration Office from 12:00pm on Wednesday 24th December 2025 and reopening on Monday 5th January 2026.
Moved: *Clr. Strettles*
Seconded: *Clr. Roe* ***Carried***

COMMENT

It is customary that the Council Administration Office is closed during the Christmas and New Year period.

For 2026-27, the following dates are public holidays:

- Friday 25 December 2026 - Christmas Day
- Saturday 26 December 2026 - Boxing Day
- Monday 28 December 2026 – Boxing Day Recognised Public Holiday
- Friday 1 January 2027 – New Year's Day

It is recommended that the Administration Office be closed from 12:00pm Thursday 24 December 2026 and reopen at 8:00am on Monday 4 January 2027.

Community Libraries will be closed during the Christmas and New Year period based on site closure dates set by the Batchelor Institute and Adelaide River School. These dates are still to be confirmed.

Council Services team will continue to operate as per normal operational hours. These services include waste facilities, animal management and compliance matters, swimming pool, and day to day maintenance and responses to urgent and minor works as normal. All services will be closed on Christmas Day. An Emergency After Hours number is available on Council's website.

In the event of extreme weather and storm damage, Council's emergency response plan will be activated.

CONSULTATION

Acting CEO

Council and Community Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Section 66 of the *Local Government Act 2019*

Section 66 Council Office

(1) A council must have at least one public office.
(2) A public office must be open to the public at reasonable times determined by the council.

FINANCIAL IMPLICATIONS

Nil additional cost to Council outside of budgeted requirements for service delivery.

15. REPORTS FOR RECEIVING AND NOTING

15.1 REVIEW OF ACTIONS FOR THE SEPTEMBER OGM 2026

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	**Actions for the September OGM 2026.**

RECOMMENDATION

That Council;

a) receives and notes the Actions for the September 2026 OGM; and

b) remove items:

Moved:

Seconded:

15.1 ATTACHMENT: ACTIONS ARISING FOR THE SEPTEMBER OGM 2026.

ACTIONS ARISING

SHADED AREAS ARE FROM PREVIOUS OGM'S

NO.	ITEM	RESOLUTION	STATUS
#1	Preliminary Drafting Instructions – By-Laws	CEO to re-engage with Parliamentary Secretary to re-commence.	**IN PROGRESS** Email sent for status update
#2	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 –** waiting for confirmation
#3	Item 8.2 Cemetery June Cemetery Plan	**RESOLUTION CEM2025/06/10/004** b) endorses the DRAFT *Coomalie Bush Cemetery, Cemetery Plan 2025, as amended.*	**IN PROGRESS** Report to endorse Plan in October OGM
#4	Item 8.3 Cemetery June Policy	**RESOLUTION CEM2025/06/10/005** b) endorses the DRAFT Cemetery Policy as amended.	**IN PROGRESS** Report to endorse Policy in October OGM
#5	February 2026 OGM Item 14.4 Request to Install Permanent Signage on Council Land	**RESOLUTION 2026/02/17/009** That Council; a) receives and notes the report entitled Request to Install Permanent Signage – Information Centre; b) approves the installation of a permanent sign to a maximum size of 1200mm x 600mm in the specified front garden hedge location on Council land adjacent to the Information Centre, subject to the applicant funding and arranging the installation of the additional post and compliance with any relevant Council design, placement, and maintenance requirements. c) notes the community benefit of promoting local wellbeing services through this visible, low-cost signage initiative funded entirely by the applicant. d) requests the Chief Executive Officer to investigate and develop a Signage Policy for Council to consider adopting at the June OGM. **Moved: Clr. Beswick** **Seconded: Clr. Strettles Carried**	**COMPLETED – SEEK TO REMOVE Item in Sept OGM**
#6	March 2026 OGM Item 14.4 LGANT General Meeting Call for Motions	**RESOULTION: 2026/03/17/010** That Council; a) receives and notes the report entitled LGANT April 2026 General Meeting Call for Motions; b) requests the Chief Executive Officer to discuss with LGANT the below options to be submitted as Call for Motions, if not already on the LGANT Agenda 1. LGANT advocacy for increased Disaster Relief funding from NT and Federal Government, specifically relating to local government infrastructure 2. LGANT to develop an independent support and advocacy network for elected members 3. LGANT to coordinate Collective waste management service provision across the Top End Region of Councils 4. LGANT to advocate to reinstate NT Government funding specifically for road maintenance support relating to local council roads being used for the benefit of NT Government initiatives **Moved: Clr Roe** **Seconded: DP Whatley Carried**	**IN PROGRESS** Discussed with LGANT and advised to collaborate and detail motions further for submission throughout the year.

#7	May OGM 2026 Item 14.4 Coomalie Christmas Celebrations	**RESOLUTION 2026/05/19/009** That Council; a) receives and notes the report entitled Coomalie Christmas Celebrations; and b) requests the Acting Chief Executive Officer to proceed with planning for 2026 Christmas Celebrations by implementing a coordinated family oriented afternoon/evening event in Batchelor incorporating Carols and Santa Run. c) approves a $200 donation to Adelaide River Show Society Club for 2026 Children's Christmas Tree event **Moved: DP Whately** **Seconded: Clr Morrison Carried**	**COMPLETED – SEEK TO REMOVE**
#8	May OGM 2026 Item 14.6 LGANT November 2026 Conference Attendance	**RESOLUTION 2026/05/19/011** That Council; a) receives and notes the report entitled LGANT November 2026 Conference Attendance; b) confirms the attendance of the President McGorman, Clr Beswick, Deputy President Whatley, Clr Morrison and the CEO at the LGANT November 2026 Conference, including the dinner, in Alice Springs on 10th and 11th November 2026; and c) request the Acting Chief Executive Officer make all required bookings and registrations as early as possible in the 2026/27 Financial year with available professional development allowances. **Moved: Clr Morrison** **Seconded: Clr Beswick Carried 5/1 Clr Strettles**	**IN PROGRESS –** Bookings made. Awaiting conference registrations to open to complete.
#9	May OGM 2026 Item 14.7 Request for Munz Road Upgrade	**RESOLUTION 2026/05/19/012** That Council; a) receives and notes the report entitled Request for Munz Road Upgrade; b) does not approve the request to upgrade Munz Road to increase its tonnage weight limit, noting that works to bring the road back to a usable condition are already scheduled as part of routine road maintenance c) organise signage identifying varied load limits in the wet season. d) notes upgrading of Munz Road may be considered in the future in accordance with planned management of roads **Moved: DP Whatley** **Seconded: President McGorman Carried**	**COMPLETED – SEEK TO REMOVE**
#10	June OGM 2026 Item 14.7 Adelaide River Community Meeting	**RESOLUTION 2026/06/20/015** That Council a) receives and notes the report entitled Adelaide River Community Meeting; and b) approves the Myrtle Fawcett Park sign be relocated to the front of Myrtle Fawcett Park (Service Lane side); and c) requests report back to Council with list of issues at Adelaide River Community Meeting and status update, also advertise issues and status in Stop Press **Moved: Clr. Roe** **Seconded: Clr. Beswick Carried**	**IN PROGRESS –** Community communications issued. Working to relocate sign in collaboration with family.
#11	OGM 15th August 2026 Item 13.1 Finance Report	**ACEO to follow up Tied and Untied funds clarification** **ACEO to confirm if contractors can use our equipment under our insurance**	**COMPLETED – SEEK TO REMOVE**
#12	OGM 15th August 2026 Item 14.1 Roads to Recovery 2026/27 Project Endorsement	**RESOLUTION: 2026/08/15/009** That Council; a) receives and notes report entitled Roads to Recovery 2026/27 Project Endorsement; b) endorses the following projects, subject to indicative costs reported, acknowledging that funds may not be sufficient to cover	**IN PROGRESS**

		all works and priorities will be worked through until funds are exhausted: 1. Chinner Road Floodways' Engineering design 2. Crater Lake Road Spring Engineering design 3. Heavy patching along Miles Road prior to wet season commencing 4. Solomon Road floodway crossing prior to wet season commencing c) requests the engineering reports and liaise with other councils regarding solutions to Chinner and Crater Lake Road be brought back to council re project expenditure d) requests that Chinner Road floodways' be maintained to standard as required prior to further investigation works prior to wet season commencing e) approves through operational roads budget the completion of the Adelaide River storm water repairs **Moved: Clr Beswick** **Seconded: DP Whatley Carried**	
#13	OGM August 15th 2026 Item 14.2 Community Christmas Event	**RESOLUTION: 2026/08/15/010** That Council; a) receives and notes the report entitled Community Christmas Event Progress Report; and b) re-confirms its decision to provide a family-oriented Christmas event in Batchelor for 2026 and requests the Chief Executive Officer to continue community engagement and planning processes with a further report back to the September 2026 OGM. **Moved: Clr Morrison** **Seconded: Clr Roe Carried 5/1 Beswick** **Discussion Points:** • BOEC possible alternate venue outdoor undercover area for entire Christmas party • Reach out to Catering companies for options for menu – to be determined later	**COMPLETED – SEEK TO REMOVE**
#14	OGM August 15th 2026 Item 14.3 Rum Jungle Bowls Club	**RESOLUTION: 2026/08/15/011** That Council; a) receives and notes the report entitled Rum Jungle Bowls Club and Associated approvals; b) approves the waiver of hire fees totalling $2,704 inclusive of GST, for the term of the agreement with Rum Jungle Bowls Club, subject to their maintenance of the property as outlined in the user agreement c) authorises the Chief Executive Officer, or delegate, to finalise and execute the agreement, subject to any minor administrative amendments that do not materially alter the terms approved by Council; and d) notes that any consumption of alcohol at the facility must comply with all applicable statutory requirements and Council approvals. **Moved: Clr Beswick** **Seconded: DP Whatley Carried**	**IN PROGRESS**
#15	OGM August 15th 2026 Item 14.4 Batchelor Unowned Horse Management	**RESOLUTION: 2026/08/15/012** That Council; a) receives and notes the report entitled Batchelor Unowned Horse Management; b) confirms the intention is to remove the entire population of unowned horses from the Batchelor township when a feasible option is determined; and	**IN PROGRESS - letters have been sent, awaiting responses**

		c) requests the Chief Executive Officer to correspond to the CEO of the Department of Lands Planning and Environment, NT Police, Department of Health, Careflight, and Coomalie's local member to seek their direct assistance in the removal of horses from Batchelor township. **Moved:** **Clr Beswick** **Seconded:** **DP Whatley** **Carried** <u>Discussion Points:</u> • ACEO to reconnect with Sam Ford	
#16	OGM August 15th 2026 Item 14.5 Promote Batchelor as a Tourist Destination	**RESOLUTION: 2026/08/15/013** That Council; a) receives and notes the report Promote Batchelor as a Tourist Destination; and b) requests that CEO engage with NT Tourism and NT Parks and Wildlife and report back at January OGM **Moved:** **Clr Beswick** **Seconded:** **DP Whatley** **Carried**	**IN PROGRESS – To be taken to January 2027 OGM**
#17	OGM August 15th 2026 Item 14.5 Request for support – History Taking Project	**RESOLUTION: 2026/08/15/014** That Council; a) receives and notes the report entitled Request for Council support- Community history sharing; and b) receives and notes the correspondence from a resident regarding the proposed community history sharing activities; and c) provide in-principle support for the proposal, subject to operational requirements and availability of Council resources; **Moved:** **DP Whatley** **Seconded:** **Clr Roe** **Carried**	**IN PROGRESS – Correspondence to be sent to resident. Contacted CEO of BIITE – waiting for correspondence**
#18	OGM August 15th 2026 Item 14.7 Endorsement of Proposed Place Name – Silkwood Recreation Area	**RESOLUTION: 2026/08/15/015** That Council; a) receives and notes report entitled Proposed name change for Silkwood Recreation Area b) does not endorse in principle the proposed place name Silkwood Recreation Area for NT Portions NTP8578, NTP7358 and NTP7523, located adjacent to Litchfield National Park and including Robin Falls; and c) authorises the Chief Executive Officer to advise the Department of Tourism and Hospitality of Council's decision for the proposed name specifically noting i) lack of local Coomalie community engagement or local Traditional Owners consultation on the proposed name and ii) community concern regarding locally recognised Silkwood Estate along Dorat Road d) suggests alternative name of Warrai Recreation Area and requests the department seek further consultation with Traditional Owners and Coomalie Community **Moved:** **Clr Beswick** **Seconded:** **DP Whatley** **Carried** <u>Discussion Points:</u> • Check that the Silkwood Estate is a land title estate	**COMPLETED – SEEK TO REMOVE**
#19	OGM August 15th 2026 Item 14.8 PA2025/0205 Infill Development and Subdivision	**RESOLUTION: 2026/08/15/016** That Council; a) receives and notes the report entitled PA2026/0205 Infill Development and Subdivision – Proposed Planning Scheme Amendment;	**COMPLETED – SEEK TO REMOVE**

		b) requests the Chief Executive Officer complete a submission with the following comments regarding Planning Application PA2026/0205 Infill Development and Subdivision: - Batchelor is maintained in line with the current planning scheme and town plan and not be considered to be impacted by these proposed amendments. **Moved:** **Clr Beswick** **Seconded:** **DP Whatley** **Carried** Discussion Points: • Preserve Batchelor as a historic town – investigate as heritage listing	
#20	OGM August 15th 2026 Item 15.2 Complaints, Compliments and Service Request Register	Flood Damage under Investigation Email 163.6.26 – check Protocols on Documenting emails that come directly to Councillors	**IN PROGRESS**
#21	OGM August 15th 2026 Item 15.4 Community Services 4th Quarterly Report	Portable Toilet Sale – bring to September OGM Disposal of Asset	**COMPLETED – SEEK TO REMOVE**
#22	OGM August 15th 2026 Item 15.6 Paper Roads Update Report	**RESOLUTION: 2026/08/15/022** That Council; a) receives and notes the report entitled Paper Roads Update Report. b) ask RMAC consideration of the matter and provide recommendation back to council c) request CEO to investigate responsibilities under land title Act and to elevate the matter to LGANT agenda relevant to Bushfires and Weed Management Act **Moved:** **DP Whatley** **Seconded:** **Clr Beswick** **Carried**	**IN PROGRESS – Added to next RMAC Meeting**
#23	OGM August 15th 2026 Item 15.8 Final Acquittal of Waste and Resource Management Grant 2024/25	**RESOLUTION: 2026/08/15/024** That Council; a) receives and notes the report entitled Final Acquittal of Waste and Resource Management Grant 2024-25; and b) forwards the acquittal report for the Waste and Resource Management Grant 2024-25 to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026. **Moved:** **DP Whatley** **Seconded:** **Clr Morrison** **Carried**	**COMPLETED – SEEK TO REMOVE**
#24	OGM August 15th 2026 Item 15.9 Partial Acquittal of Waste and Resource Management Grant 2025/26	**RESOLUTION: 2026/08/15/025** That Council; a) receives and notes the report entitled Partial Acquittal of Waste and Resource Management Grant 2025-26; and b) forwards the acquittal report for the Waste and Resource Management Grant 2025-26 to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026. **Moved:** **Clr Beswick** **Seconded:** **Clr Roe** **Carried**	**COMPLETED – SEEK TO REMOVE**
#25	OGM August 15th 2026	**RESOLUTION: 2026/08/15/026** That Council;	**COMPLETED – SEEK TO REMOVE**

	Item 15.10 Acquittal: Regional and Remote Burial Areas Grant 2024/25	a) receives and notes the report entitled Acquittal: Regional and Remote Burial Areas Grant 2024/25; and b) approves the acquittal for the Regional and Remote Burial Areas Grant 2024/25 to be submitted to the Department of Housing, Local Government and Community Development. **Moved:** **Clr Beswick** **Seconded:** **DP Whatley** **Carried**	
#26	OGM August 15th 2026 Item 19.1 Development Application PA2025/0265 Section 00096 Hundred of Waterhouse	**RESOLUTION: 2026/08/15/031** That Council; a) receives and notes report entitled Development Application PA2026-0265 – Section 96 Hundred of Waterhouse; b) directs the Chief Executive Officer to respond in support of the application. **Moved:** **DP Whatley** **Seconded:** **Clr Roe** **Carried**	**COMPLETED – SEEK TO REMOVE**
#27	OGM August 15th 2026 Item 19.2 Acquittal of Community Places for People Grant 2023/24	**RESOLUTION: 2026/08/15/032** That Council; a) receives and notes the report entitled Acquittal of Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct; and b) forwards the acquittal report for the Community Places for People Grant 2023-24 – Adelaide River Cemetery Precinct to the Department of Housing, Local Government and Community Development before the reporting due date of 31st August 2026. **Moved:** **DP Whatley** **Seconded:** **Clr Roe** **Carried**	**COMPLETED – SEEK TO REMOVE**
#28	OGM August 15th 2026 Item 19.3 Community Benefit Fund Project Endorsement	**RESOLUTION: 2026/08/15/033** That Council; a) receives and notes report entitled 'Community Benefit Fund Project Endorsement'; b) approves the following project for the application: - Purchase of a garbage compactor truck for the servicing of kerbside waste collection c) notes the additional requirement of funds for the acquisition of a garbage compactor truck and will seek funds through the Waste and Resource Management Grant 2026/27 d) directs the CEO to complete an application with the above endorsed project before the closing date of 31 August 2026. **Moved:** **Clr Beswick** **Seconded:** **Clr Roe** **Carried**	**COMPLETED – SEEK TO REMOVE**

15.2 COMPLAINTS, COMPLIMENTS AND SERVICE REQUEST REGISTER.

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachments:	**Complaints, Compliments and Service Request tables.**

PURPOSE

To update Council on complaints, compliments and service requests received during August - September 2026.

RECOMMENDATION

That Council receives and notes the Complaints, Compliments and Service Request Register during August and September 2026.

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.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

1.08 Customer Complaints Policy.

FINANCIAL IMPLICATIONS.

NIL.

15.2 ATTACHMENT – COMPLAINTS, COMPLIMENTS AND SERVICE REQUEST REGISTER

SERVICE REQUEST FOR SEPTEMBER OGM 2026			
DATE	SERVICE REQUEST DESCRIPTION	**ACTION**	SOURCE
21.02.2026 21.02.2026 21.02.2026	Road maintenance – Chinner Road, Lake Bennett	**In progress – Scheduled in**	Snap Send Solve Snap Send Solve Snap Send Solve
22.02.2026	Road maintenance – Chinner Road, Lake Bennett	**In progress – Scheduled in**	Snap Send Solve
25.02.2026	Road maintenance – Chinner Road, Lake Bennett	**In progress – Scheduled in**	Snap Send Solve
06.03.2026	Road maintenance – Crater Lake Road, Batchelor	**In progress – Scheduled in**	Service request
22.03.2026	Road maintenance – Chinner road and Stuart Highway, Lake Bennett	**In progress – Scheduled in and referred onto relevant department**	Service request
07.04.2026	Road maintenance – Chinner Road	**In progress – Scheduled in**	Service request
26.04.2026 26.04.2026 26.04.2026 26.04.2026 26.04.2026 26.04.2026 26.04.2026 26.04.2026	Road maintenance- Chinner Road- Lake Bennett	**In progress – Scheduled in**	Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve
26.04.2026	Sign maintenance – Lake Bennett	**In progress**	Snap Send Solve
28.04.2026	Sign maintenance – Lake Bennett	**Under investigation**	Snap Send Solve
28.04.2026	Sign maintenance – Lake Bennett	**In progress**	Snap Send Solve
28.04.2026 28.04.2026	Road maintenance and signage – Chinner Road	**In progress – Scheduled in**	Snap Send Solve Snap Send Solve
07.05.2026	Road reserve maintenance – Batchelor	**CLOSED**	Snap Send Solve
18.05.2026	Road reserve maintenance – Batchelor	**CLOSED**	Snap Send Solve

01.06.2026	Road Maintenance – Stapleton	**Under investigation**	Phone
08.06.2026	Damaged Bin	**CLOSED**	Snap Send Solve
13.06.2026	Flood Damage	**CLOSED**	Email
18.06.2026 18.06.2026	Wild animal management	**Under investigation**	Service request Email
07.07.2026	Road maintenance – Cadogan Road, Lake Bennett	**In progress – Scheduled in**	In person
31.07.2026	Road maintenance – Otto Creek Road, Lake Bennett	**In progress – Scheduled in**	Snap Send Solve
04.08.2026	Road Signage - Batchelor	**In progress – Scheduled in**	Snap Send Solve
05.08.2026	Road maintenance – Heathers Lagoon Road and Chinner road, Lake Bennett	**In progress – Scheduled in**	Email
07.08.2026	Vegetation maintenance	**CLOSED**	Snap Send Solve
09.08.2026	Road maintenance – Lake Bennett service road	**Under investigation**	Service request
10.08.2026 10.08.2026 10.08.2026 10.08.2026	Road maintenance- Chinner Road, Lake Bennett	**In progress – Scheduled in**	Snap Send Solve Snap Send Solve Snap Send Solve Snap Send Solve
11.08.2026 11.08.2026	Road maintenance – Chinner road, Lake Bennet	**In progress – Scheduled in**	Service request Service request
12.08.2026 12.08.2026 12.08.2026	Road maintenance – Chinner road, Lake Bennet	**In progress – Scheduled in**	Snap Send Solve Snap Send Solve Snap Send Solve
16.08.2026	Animal management	**CLOSED and REFERRED ONTO RELEVANT DEPARTMENT**	Phone and email
17.08.2026	Cemetery maintenance	**CLOSED**	Email
19.08.2026	Building permit enquiry	**CLOSED**	Website
25.08.2026 25.08.2026	Animal management	**CLOSED**	Phone Snap Send Solve
31.08.2026	Fallen tree	**CLOSED**	Phone
04.09.2026	Rate enquiry	**CLOSED**	Website

08.09.2026	Animal management	**CLOSED**	Email
08.09.2026	Animal management	**CLOSED**	Email
08.09.2026	Illegal camping – Crown land, Dorat Road	**CLOSED and REFERRED ONTO RELEVANT DEPARTMENT**	Phone
09.09.2026	Abandoned vehicles – Crown land in Batchelor	**CLOSED and REFERRED ONTO RELEVANT DEPARTMENT**	Snap Send Solve
09.09.2026	Abandoned vehicles – Crown land in Batchelor	**CLOSED and REFERRED ONTO RELEVANT DEPARTMENT**	Email
10.09.2026	Vegetation management	**CLOSED**	Phone

COMPLAINTS FOR SEPTEMBER OGM 2026		
DATE	DESCRIPTION	SOURCE
17.08.2026	Cemetery administration	Family member of deceased
17.08.2026	Waste management – wet season schedule	Rate payer
18.08.2026	Waste management – Bin collected in error	Rate payer
20.08.2026	Barking animal	Resident
28.08.2026	Roaming animal	Resident
27.08.2026	Tyre damage from Road condition on Crater Lake Road	Resident

COMPLIMENTS FOR SEPTEMBER OGM 2026		
DATE	DESCRIPTION	SOURCE
21.08.2026	Positive Experience from Seniors Month Outing to Wildlife Park	Website
14.09.2026	Thank you for the help with dog management	Email

15.3 CHINNER ROAD STATUS REPORT

Date:	19TH September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil
Report	
Requested By:	Councillor Strettles

PURPOSE

To inform Council on the status of Chinner Road maintenance.

RECOMMENDATION

That Council receives and notes report entitled Chinner Road Status Report.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION: 2026/08/15/009
That Council;
a) receives and notes report entitled Roads to Recovery 2026/27 Project Endorsement;
b) endorses the following projects, subject to indicative costs reported, acknowledging that funds may not be sufficient to cover all works and priorities will be worked through until funds are exhausted:
1. Chinner Road Floodway Engineering design
2. Crater Lake Road Spring Engineering design
3. Heavy patching along Miles Road prior to wet season commencing
4. Solomon Road floodway crossing prior to wet season commencing
c) requests the engineering reports and the outcome of liaising with other councils regarding solutions to Chinner and Crater Lake Road be brought back to Council to confirm expected project expenditure;
d) requests that the Chinner Road floodways be maintained to standard as required prior to the wet season commencing; and
e) approves the completion of the Adelaide River Storm Water network assessment and repairs using the operational roads budget.
Moved: ***Clr. Beswick***
Seconded: ***DP Whatley*** ***Carried***

RESOLUTION: 2026/04/21/024
That Council receives verbal confirmation on update from Acting Chief Executive Officer regarding of Chinner Road Works.
Moved: ***Clr Strettles***
Seconded: ***Clr Morrison*** ***Carried***

COMMENT

Council have awarded works to be conducted in the Lake Bennett area 15th September 2026. These works are as detailed in the table below.

Road Works - sealed network
Cadogan Road • Pot holing- labour and supply material • Mobilisation and demobilisation to site
Chinner Road • Pot holing - labour and supply material • Edge repairs - labour and supply material • Culvert clearing • Clearing of downside of floodway's • Mobilisation and demobilisation to site
Chinner Road - Heavy patching chainage- 07.6km • Sub grade repairs and seal.
Heathers Lagoon Road • Pot holing - labour and supply material • Edge repairs - labour and supply material • Mobilisation and demobilisation to site
Owen Lagoon Road • Pot holing - labour and supply material Chainage approximate locations- 1.1km, 2.3km, 2.9kms • Edge repairs - labour and supply material (if required) • Mobilisation and demobilisation to site

Road Works – unsealed network
Cadogan Road • Water, grade and roll and clear table drains (no windrows, removal of large rocks and debris from roadside) • Re-sheet, approximately 10cubic meter. with type two (2) gravel • Tidy up where the gravel meets the concrete floodway's • Clean out culverts and clearing downside of floodway's • Mobilisation and demobilisation to site
Echidna Road • Water, Grade and roll and clear table drains (no windrows, removal of large rocks and debris from roadside) • Re-sheet, approximately 10cubic meter. with type two (2) gravel • Clean out culverts and clearing downside of floodway's • Mobilisation and demobilisation to site
Heathers Lagoon Road • Water, Grade and Roll and clear table drains (no windrows, removal of large rocks and debris from roadside) • Re-sheet, approximately 30-50 cubic meter. with type two (2) gravel

• Clean out culverts and clearing downside of floodway's • Mobilisation and demobilisation to site
Firewood Road • Water, Grade and roll and clear table drains (no windrows, removal of large rocks and debris from roadside) • Clean out culvert • Mobilisation and demobilisation to site
Otto Creek Road • Opening grade • Mobilisation and demobilisation to site
Owen Lagoon Road • Water, Grade and roll and clear table drains (no windrows, removal of large rocks and debris from roadside) • Re-sheet, approximately 10-20 cubic meter. with type two (2) gravel • Clean out culverts and clearing downside of floodway's • Mobilisation and demobilisation to site

The above detailed works are scheduled to commence no later than 21 September 2026 running for approximately 2-3 weeks.

Sealed works will commence first along with addressing urgent safety issues as the immediate priority.

Roadside drainage is being addressed as per the scope of works.

Council officers have not removed any safety signage across the road network. Signage along Chinner Road has been reviewed with independent advice sought on appropriate locations and speed reduction sites. Any additionally signs will be installed in the next month.

Guidepost replacements will be undertaken after completion of road maintenance works to minimise traffic impacts and ensure safety along the road network.

The scope has been set as above with instructions to the contractor regarding work priorities and timelines. The works will be inspected throughout the work period to ensure works are meeting the required standards. If works do not meet expectation the contractor will be required to address the issues identified within an agreed timeframe prior to invoice finalisation.

CONSULTATION

Council and Community Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Nil

15.4 CHRISTMAS EVENT UPDATE

Date:	19 September 2026
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	Nil

PURPOSE

To provide Council with an update on planning for the new Community Christmas Event.

RECOMMENDATION

That Council receives and notes the report entitled Community Christmas Event Update.

Moved: **Clr.**

Seconded: **Clr.**

BACKGROUND AND PREVIOUS DECISIONS

Background

During the start of the calendar year, Council sought its officers to prepare a report on a whole of Community Christmas Event, rather than being solely a Seniors Christmas Lunch.

Previous Decisions

RESOLUTION 2026/08/15/010
That Council;
a) receives and notes the report entitled Community Christmas Event Progress Report; and
b) re-confirms its decision to provide a family-oriented Christmas event in Batchelor for 2026 and requests the Chief Executive Officer to continue community engagement and planning processes with a further report back to the September 2026 OGM.
Moved: *Clr. Morrison*
Seconded: *Clr. Roe* *Carried 5/1*
Against: *Clr. Beswick*

RESOLUTION 2026/05/19/009
That Council;
a) receives and notes the report entitled Coomalie Christmas Celebrations; and
b) requests the Acting Chief Executive Officer to proceed with planning for 2026 Christmas Celebrations by implementing a coordinated family-oriented afternoon/evening event in Batchelor incorporating Carols and Santa Run.
c) approves a $200 donation to Adelaide River Show Society Club for 2026 Children's Christmas Tree event
Moved: *DP Whately*
Seconded: *Clr Morrison* *Carried*

Comment

A tropical Top End Christmas theme is planned to promote a relaxed, late-afternoon-to-evening event with shade, cold drinks, simple shared food, and minimal cooking onsite.

It is planned that the event will be held at the Batchelor Outdoor Education Centre on Saturday 5th December 2026, with the event commencing around 4pm.

Family-friendly activities that are being investigated include:

- Christmas carols with the local school or other community groups
- "Carols by glow-stick" — sell or hand out LED candles/glow sticks instead of real flames
- Santa arrival and free family photos using a decorated tropical backdrop
- Kids' craft corner: make ornaments, decorate paper fans, write letters to Santa
- Provide a jumping castle for the event
- Christmas-themed lawn games: sack races, ring toss, cricket and water-play games
- Best tropical Christmas outfit competition: Santa hats, Hawaiian shirts, festive thongs
- Face painting or temporary Christmas tattoos
- A short "Top End Christmas" scavenger hunt around the venue
- Raffle or lucky-door prizes donated by local businesses
- Community lawn bowls challenge

The option to include a pre-event Adelaide River and Batchelor Christmas light decoration competition and town drive with awarding of winners at the Community Christmas Event has been suggested and continues to be investigated by officers.

Council officers have contacted the following community groups, seeking assistance/inclusion at the event, or beforehand through donations:

- COTA Coomalie
- Batchelor Area School
- Batchelor Police
- BART & FERG Community bodies

Council officers will continue to engage with local businesses for opportunities to partner with them for either donations or participation in planned activities at the event.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019 and Regulations

FINANCIAL IMPLICATIONS

Council has an allocation of $4,000 in the 2026/27 budget for the Community Christmas Event.

15.5 COUNCIL COMMUNICATIONS POLICY AND STRATEGY

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Council Policy 1.06 Council Communications Policy
	Council Policy 2.6 Delegations Policy
REPORT REQUESTED BY:	Councillor Strettles

PURPOSE

To provide Council with an explanation of the Council's Communications Policy and Strategy with a particular focus on Council's website and social media.

RECOMMENDATION

That Council receives and notes the report entitled Council Communications Policy and Strategy.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

RESOLUTION 2025/01/21/09
That Council:
a) receives and notes the report titled Council Communications Policy; and
b) adopts the attached Council Communications Policy.
Moved: *Official Manager*
Seconded: *Official Manager* ***CARRIED***

COMMENT

Council Policy 1.06 Council Communications Policy and Council Policy 2.6 Delegations Policy details the Council's position on social media use and interaction by operations.

The overall scope of the Council Communications Policy is to ensure communication to the community relating to Council's plans, programs, services, reports, agendas and minutes. Specifically, outlined in the policy is that social media posts will be used to communicate and advertise relevant Council and community information, activities and events. Using these two statements as the basis for Council's social media engagement activities, social media has predominantly been used only as a platform for promotion of Council programs and events, and information relating to service provision (e.g. unexpected changes to a facility opening hours).

Council's Delegations Policy provides delegation to the Chief Executive Officer, Corporate Services Manager and Council and Community Services Manager to approve social media posts on official platforms. These posts must be in line with the Communications Policy.

There is no formal policy position, or delegation to an appropriate officer, to interact with community posts on behalf of Council.

Additionally, the communications tasks through the website and social media have historically been designated to the most 'IT' literate staff member, regardless of whether they have any training in marketing, communications or relevant field. The presence of Council across social media is not a core service of Council and often is attended to between officers undertaking the primary functions of their roles.

CONSULTATION

Acting Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

Council Policy 1.06 Council Communications Policy

Council Policy 2.6 Delegations Policy

FINANCIAL IMPLICATIONS

Nil to receive this report.

15.5 ATTACHMENT: COUNCIL POLICY 1.06 COUNCIL COMMUNICATIONS POLICY

1.06 Council Communications Policy

Council Resolution:	**2025/01/21/06**
Date to take effect:	21st January 2025
Policy Custodian:	Corporate Services Manager
Review Date:	January 2027
Version (Revision Number)	1.1

1. Purpose

This policy provides an overview and broad framework for the management of communications at Coomalie Community Government Council (CCGC).

Better practice management of communications enables CCGC to meet its overall objectives, as set out in Council's Shire Plan, and to keep residents and stakeholders fully informed.

2. Scope

This policy supports CCGC's commitment to the open and transparent business of Council and the communication of Council's plans, programs, services, reports, agendas and minutes.

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

3. Policy Statement

3.1 Communications and Public Relations

All aspects of communications from Council Elected Members and staff (including verbal, written or personal) regarding the Council's activities should reflect the objectives of the Council. Communications should be accurate, accessible and professional at all times.

3.2 Elected Members

As a representative of the community, Elected Members are required to be responsive to community views and to adequately communicate the attitudes and decisions of the Council. In doing so, Elected Members should acknowledge that:

3.5 Council Website

Council will maintain a website as a primary source of communicating CCGC's:

- Council Region and Community;
- Council Programs, Services and Events;
- Rates, Fees and Charges;
- Council Meeting Agendas and Minutes;
- Strategic Plan;
- Shire Plan and Budget;
- By Laws;
- Annual Report;
- Elected Members;
- Council Policies

3.6 Council Newsletter

At the direction of the Chief Executive Officer, information for the community will be prepared and distributed in an electronic newsletter from the Council.

Council's newsletter will be used to promote and inform;

- Decisions of Council
- Council programs, activities and events
- Community based programs, activities and events
- Planned roads, infrastructure and other works
- Council services
- Community relevant Council news
- Council may allow not-for-profit events and information to be advertised where deemed of value to the community.

Council's newsletter will be distributed via:

- CCGC website: http://www.coomalie.nt.gov.au/
- CCGC's social media
- Registered subscriptions via email

3.7 Council Noticeboards

Notices of Council, employment opportunities, dog impounds and events of interest to the community will be posted on Notice Boards. Council notices will be monitored to ensure accuracy and relevance.

3.8 Social Media

Council staff will maintain a social media presence.

Social media posts will be used to communicate and advertise relevant Council and community information, activities and events.

- As a member of the Council, there is a respect for the decision-making processes of the Council which are based on a decision of the majority of the Council at its meetings.

- Information of a confidential nature must not be communicated until it is no longer treated as confidential.

- Information relating to decisions of the Council on approvals or permits should only be communicated in an official capacity by a designated officer of the Council.

- Information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.

- In addressing the community or the media, it must be made clear whether or not they are representing the Council in accordance with an adopted viewpoint or as an individual.

- In expressing personal views, care is taken to not show disrespect for the Council, its decisions, decision-making, other Elected Members or staff.

3.3 Media

The President shall be the spokesperson for all dealings with the media. The President may deputise the Vice President or Chief Executive Officer to speak on behalf of the Council.

Any responses to media enquiries will be made by the President, Vice President and Chief Executive Officer only.

Media releases from Council must be approved by the President prior to distribution.

3.4 Council Meeting Agendas and Minutes

Pursuant to Section 92 of the *Local Government Act 2019*, the Council Agenda for the Ordinary General Meetings will be uploaded to the CCGC Council website no less than 3 business days prior to an Ordinary General Meeting and at least 4 hours prior to a Special Meeting.

Pursuant to Section 102 of the *Local Government Act 2019*, Council Meeting Minutes will be uploaded to the CCGC website within ten business days of the Council Meeting and available at Council's office.

Any official messages on behalf of the Council will be approved by the President or Chief Executive Officer.

3.9 Citizenship Ceremonies and Events

The Australian Citizenship Ceremonies Code provides relevant information required to conduct citizenship ceremonies and is available at www.citizenship.gov.au.

Council will maintain hosting and supporting of community, sporting and cultural events, which encourages residents and other stakeholders to engage with the Council, Elected Members and staff.

3.10 Council Logo

Council has adopted a design as its official logo, which is to be shown on letterheads, envelopes and other Council material and stationery, as and when considered appropriate.

Any application for the use or reproduction of the logo is to be decided on its merits. Any such applications will only be granted permission to use the official logo in its original design and approved colours.

Council supports the use of the logo by local organisations seeking to identify geographically in the Council region.

4. Associated Documents

CCGC Delegations Policy

5. References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

DOCUMENT HISTORY 1.06 Council Communications Policy	
Date Adopted:	21st January 2025
Amended:	
Amended:	

15.5 ATTACHMENT: COUNCIL POLICY 2.6 DELEGATIONS POLICY

2.6 Delegations Policy

Council Resolution:	**2024/11/19/011**
Date to take effect:	19/11/2024
Policy Custodian:	Chief Executive Officer
Review Date:	*November 2027*
Version (Revision Number)	1.2

Purpose

1. Council is committed to service delivery across the organisation within the parameters of a formal delegations framework. This policy is designed to provide clarity and ease of reference to understand the processes and accountability for administrative functions and levels of decision making across the organisation. This document operates as delegated authority from the Council to the Chief Executive Officer and all other employees.

Scope

2. This policy is applicable to all employees of the Coomalie Community Government Council.

Definitions and Acronyms

For the purposes of this policy the following acronyms and definitions apply:

Term	Definition
Council	Refers to Coomalie Community Government Council
CEO	Chief Executive Officer
CSM	Corporate Services Manager
CCSM	Council and Community Services Manager
ESC	Executive Services Coordinator
CSC	Community Services Coordinator
PCC	People and Culture Coordinator
RLMC	Ranger and Land Management Coordinator
Financial Delegations	All expenditure thresholds referred to are GST exclusive

Policy Statement

1. Delegations

The *Local Government Act 2019* (the Act) allows Council to delegate certain powers and functions to the CEO. The CEO is able to delegate (or sub-delegate) to a person or a committee a power or function, including those delegated to the CEO by Council. These powers cannot, however, be further sub-delegated by that person or committee.

Delegations can be made to a person by reference to the office, position or designation held by a person. Where a delegation is made to an office or the person for the time being holding, acting in or performing the duties of that office, a person holding, acting in or performing those duties may exercise the powers delegated to that office or position.

Delegated Authority should not be exercised where a conflict of interest exists or where it may be perceived to exist. A delegation by either the Council or the CEO does not prevent the Council or the CEO (as the case may be) from either exercising the power or function or revoking or varying the delegation at any time.

Council must review any delegations of its functions and powers within six months after a general election.

Council can only delegate the powers and functions under the Act that are able to be delegated.

2. Purpose of delegating authority

Delegations are a key component to assist in the effective governance and administration of Council's affairs and provide formal authority to key officers and employees to perform their roles and functions.

The Council's delegations seek to ensure:

(a) That Council's responsibilities are fulfilled in a timely, open, efficient, effective and accountable manner;

(b) That Council's officers and employees are provided with the level of authority necessary to discharge their responsibilities;

(c) That delegated authority is exercised by the most appropriate and best-informed individuals within the Council; and

(d) That Council's internal controls are effective.

3. Exercise of Delegated Authority

Exercise of delegated authority is subject to compliance with:

(a) Any relevant provisions of the Act and Regulations;

(b) Any other legislative requirements;

(c) Any applicable Council Policy; and

(d) The relevant provisions of any Council By-Law.

It is the responsibility of the officer or employee exercising delegated authority to be aware of any restrictions on the exercise of that authority and to comply with those restrictions. Delegation requires judgment. It may not be appropriate to exercise delegated authority in all circumstances and some decisions, which may be contentious or attract high public interest or where no clear policy guidelines exist should be referred to the CEO or Council as appropriate.

It is the expectation of the Council that the CEO and other employees will use the delegated authority conferred on them in a manner that aligns with Council's Code of Conduct for Staff and CEO, and they will demonstrate appropriate judgment and accountability in regard to the circumstances and extent of the use of that power.

4. Delegations by Activity and Authority Level

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Complaints	Management	Authority to ensure appropriate & timely resolution of a complaint		✓	✓	✓				
Complaints	Mediation	Authority to purchase mediation advice and or expertise		✓						
Contracts	Leases	Approve the lease of new premises & sub-leases of existing premises over 3 years	✓							
Contracts	Leases	Approve the lease of new premises & sub-leases of existing premises up to 3 years		✓						
Contracts	Leases	Approve renewal of existing leases within budget		✓	✓					
Contracts	Leases	Cancel existing lease		✓						
Contracts	Professional Services	Authorise appointment of external professional advice &/or services within budget		✓	✓	✓				
Contracts	Insurance	Approve appointment of insurers, details of contract & payment of premiums		✓	✓					
Contracts	Commercial	Approve commercial agreements for the staff & services of Council within budget		✓	✓	✓				
Contracts	Suppliers	Approve contracts with suppliers of goods and services for area of responsibility and organisation (non-legal)		✓	✓	✓				

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Contracts	Tenders/ Quotations	Authority to invite tenders and quotations for the supply of goods or services for area of responsibility		✓						
Contracts	Tenders/ Quotations	Authority to approve formal tenders and quotations for supply of goods and services	✓	✓						
Contracts	Grants/ Tenders	Authority to approve grant funding or tender submissions		✓	✓					
Contracts	Grants	Authority to submit performance reports to grant funding departments/ organisations		✓	✓	✓				
Contracts	Agreements	Authority to negotiate agreements (other than suppliers) and contracts		✓	✓	✓				
Contracts	Agreements	Authority to sign agreements (other than suppliers within financial delegation), MOUs, contracts or tenders obtained		✓	✓	✓				
Contracts	Seal	Authority to use Common Seal	✓							
Contracts	Contract Management	Authority to make daily operational decisions for direct service delivery in line with relevant contracts		✓	✓	✓	✓	✓	✓	✓
Contracts	Contract Management	Authority to approve total variations to contracts during the progress of works to a limit of 5% of the total contract sum in aggregate		✓	✓	✓				

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Governance	Shire Plan	Authority to approve the organisational Shire Plan	✓							
Governance	Freedom of Information	Authority to sign Freedom of Information (FOI) Notice of Decision		✓	✓					
Governance	Records Disposal	Authority to approve the transfer of ownership of records including to NT Archives		✓						
Governance	Records Disposal	Authority to approve the destruction of records under the Local Government Sector Disposal Schedule		✓						
Governance	Legal	Authority to consult with Council's external legal advisors on legal matters		✓	✓					
Governance	Legal	Authority to purchase legal advice and/or expertise		✓	✓					
Governance	Legal	Authority to settle court, legal or any other formal proceedings and bind the council	✓	✓						
Governance	Policy	Authority to approve Council Policy for Council Governance	✓							
Governance	Policy	Authority to approve Council Policy for Organisation	✓							
Governance	Policy	Authority to approve Service Area Policy for area of responsibility, in consultation with CEO		✓	✓	✓				
Governance	Procedures	Authority to approve Council Procedures for organisation		✓	✓	✓				

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Finance	Budgets	Authority to approve Draft Budget to be forwarded to Council		✓						
Finance	Budgets	Authority to approve Budget	✓							
Finance	Budgets	Authority to approve unbudgeted expenditure and re-allocation	✓							
Finance	Budgets	Authorise variations to the annual operational and capital budgets	✓							
Finance	Budgets	Authority to override all non-Council delegations & make expenditure decisions to ensure approved budgets can be achieved		✓						
Finance	Budgets	Authority to recommend to Council unbudgeted expenditure		✓						
Finance	Operational Expenditure	Authority to approve operational expenditure for services under direct control, within approved service budget &/ or funding agreement & subject to any restrictions in this document	$150k+	$150k	$10k	$50k	$3k	$2k	$2k	$2k
Finance	Operational Expenditure	Authority to approve direct report staff or relevant team staff reimbursement of expenditure on behalf of Council	✓	✓	✓	✓				
Finance	Operational Expenditure	Authority to approve in-kind support for external organisations not already covered in Policy (this includes venue hire, vehicles and materials)	✓	✓						

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Finance	Capital Expenditure	Approval of progress payments where expenditure has already been authorised	$250k+	$250k	$10k	$10k	$3k	$2k	$2k	$2k
Finance	Capital Expenditure	Authorised to acquire or replace items of equipment not included in approved capital budget	✓							
Finance	Capital Expenditure	Approval of sale or purchase of land or buildings (pursuant to 182(1)(2) of the Local Government Act 2019)	✓							
Finance	Capital Expenditure	Authorised to sell, trade-in or dispose of assets on Financial Asset Register (all equipment over $5,000 to be sold must be put to tender or auction unless sold as part of a trade-in)	✓	✓						
Finance	Capital Expenditure	Approval of development of new buildings	✓							
Finance	Borrowings	Approval to enter into loan agreements on behalf of the Council	✓							
Finance	Asset Management	Approve the transfer of any assets from Council	✓							
Finance	Salaries	Approval for payment of all payroll related transactions (for staff positions comprising salaries, PAYG tax, payroll tax, superannuation, employee payroll deductions and payment of GST and PAYG tax)		✓	✓		✓		✓	

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Finance	Invoicing	Authority to approve and finalise invoice for organisation		✓	✓		✓			
Finance	Journals	Authority to approve & post journals created		✓	✓					
Finance	Customers/ Suppliers	Authority to approve addition, deletion or amend Customer or Supplier accounts		✓	✓					
Finance	Investment	Authority to approve investment of funds in term deposits	✓	✓						
Finance	Investment	Authority to approve investment of funds in other than term deposits	✓	✓						
Finance	Investment	Authority to approve draw down of investment funds for deposit into operational accounts		✓						
Finance	Petty Cash	Authority to set up & reimburse petty cash floats (limit up to $500)		✓	✓					
Finance	Banking	Authority to alter, open or close bank accounts		✓	✓					
Finance	Banking	Authority to approve payments & sign cheques		✓	✓		✓			
Finance	Banking	Authority to approve to change or add cheque signatories		✓						
Finance	Credit Cards	Authority to approve the issuing & revocation of Credit Cards for the CEO	✓							

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
Finance	Bad Debts	Authority to approve debt recovery payment terms & approve commencement of recovery action to collection agent		✓	✓					
Finance	Bad Debts	Authority to approve write-offs of bad debts	✓							
Finance	Other Losses	Authority to approve write-offs of cash losses, theft or shortages, furniture, plant & equipment, thefts or destruction	$20k+	$20k						
People and Culture	Staffing	Authority to approve Organisational Chart (CEO to notify the Council)		✓						
People and Culture	Recruitment	Authority to advertise & appoint staff		✓						
People and Culture	Recruitment	Authority to appoint temporary staff/ labour hire for positions not included in Organisational Chart		✓						
People and Culture	Recruitment	Authority to approve backfilling of leave and higher duties		✓						
People and Culture	Conditions of Employment	Authority to set and approve salary, package & contract for CEO	✓							
People and Culture	Conditions of Employment	Authority to set and approve salary & package for all staff within budget.		✓						
People and Culture	Conditions of Employment	Authority to set and approve salary increments & any higher duties payments for all staff within budget		✓						

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
People and Culture	Conditions of Employment	Authority to approve staff letters of offer & contracts		✓						
People and Culture	Conditions of Employment	Authority to approve a staff member accepting outside employment or consultancies, additional to & separate from their Council duties		✓						
People and Culture	Timesheets	Authority to approve staff time sheets for direct reports or area of responsibility		✓	✓	✓	✓	✓	✓	✓
People and Culture	Probation	Authority to confirm successful completion of new staff probationary periods	CEO	✓						
People and Culture	Position Descriptions	Authority to approve new or existing Position Descriptions and subsequent changes	CEO	✓						
People and Culture	Position Descriptions	Authority to approve changes to existing position titles		✓						
People and Culture	Redundancy	Authority to decide to make a staff position redundant & the offer & acceptance of a redundancy package		✓						
People and Culture	Redundancy	Authority to recommend a redundancy of position or dismissal of a staff member		✓	✓	✓			✓	
People and Culture	Dismissal	Authority to make a decision to dismiss a staff member		✓						

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
People and Culture	Overtime	Authority to approve staff Overtime within budget		✓	✓	✓	✓	✓	✓	✓
People and Culture	Leave	Authority to approve staff Annual, Personal/ Carers, Leave Without Pay, Compassionate, and Jury Service Leave (10 days or less) for direct reports or area of responsibility	CEO	✓	✓	✓	✓	✓	✓	✓
People and Culture	Leave	Authority to approve staff Annual Leave in advance or in excess of entitlements & cashing out leave	CEO	✓						
People and Culture	Leave	Authority to approve staff Long Service Leave	CEO	✓						
People and Culture	Leave	Authority to approve staff Leave Without Pay including for study purposes and unpaid Parental Leave in consultation with CEO	CEO	✓	✓	✓				
People and Culture	Leave	Authority to approve Discretionary Leave including Compassionate Leave	CEO	✓	✓	✓				
People and Culture	Leave	Authority to approve paid & unpaid Study agreement including leave and fee assistance	CEO	✓						
People and Culture	Training & Development	Authority to approve training & development plans for staff	CEO	✓	✓	✓	✓	✓	✓	✓

Area	Function	Activity	Council	CEO	CSM	CCSM	ESC	CSC	PCC	RLMC
People and Culture	Travel	Authority to approve Interstate or International travel	CEO	✓						
People and Culture	Performance Management	Authority to approve performance reviews outcomes	CEO	✓						
People and Culture	Performance Management	Authority to manage unsatisfactory staff performance	CEO	✓	✓	✓	✓	✓	✓	✓
People and Culture	Performance Management	Authority to purchase & consult with external advisors on industrial matters		✓	✓	✓			✓	
Public Relations	Branding	Approve the use of Councils name or logo by external parties	✓	✓						
Public Relations	Media	Authorised to release written & verbal public or media statements	✓	✓						
Public Relations	Media	Approve response to contentious or negative media enquiries	✓	✓						
Public Relations	Media	Approve media activity	✓	✓						
Public Relations	Communications	Approve a communication strategy for a project		✓						
Public Relations	Communications	Approve public relations activities, signage & corporate style guide		✓						
Public Relations	Communications	Approve social media posts on official platforms		✓	✓	✓				
Public Relations	Communications	Approve changes to website		✓	✓	✓				

Associated Documents

1.02 CEO Code of Conduct & Complaints

3.04 Employee Code of Conduct Policy

2.9 Procurement Policy

2.4 Coomalie Community Grants Policy

References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

DOCUMENT HISTORY 2.6 Delegations Policy	
Date Adopted:	19th November 2024
Amended:	27th November 2025 **RESOLUTION 2025/11/27/012**
Amended:	

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	19th September 2026
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 August 2026 to September 2026.

RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled for August 2026 to September 2026 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 ATTACHMENT: INCOMING and OUTGOING MAIL

INCOMING MAIL

Date	MI	SENDER	From	Subject
14/09/2026	2026-284	Mail	Ratepayer	Batchelor Airstrip Gates Left Open Is The Reason There Are Animals On The Runway
8/09/2026	2026-283	Mail	Grants NT	ARRC00009 - Request for Funding Documents
8/09/2026	2026-284	Mail	Grants NT	ARRC00009 - Submission Request Approved
8/09/2026	2026-287	Mail	Student CSU	Request for Stakeholder Consultation - Gamba Grass
7/09/2026	2026-281	Mail	Grants NT	New Grant - Apprenticeship and Traineeship (User choice) Funding 2027
7/09/2026	2026-282	Mail	COTA	September Member Update
6/09/2026	2026-285	ACEO	Ratepayer	Boundary Fence Damage
6/09/2026	2026-288	ACEO	Ratepayer	Boundary Fence Damage
4/09/2026	2026-286	ACEO	Police	Near Miss with Horses at Precinct
3/09/2026	2026-280	ESC	LGANT	H5N1 Avian Bird Flu
2/09/2026	2026-272	ACSM	NTG Tourism	Endorsement of Name change - Silkwood Recreation Area
31/08/2026	2026-278	Mail	LGANT	August Newsletter
31/08/2026	2026-279	ESC	NatO Ceremonies	Australian Citizenship Day 2026 - Australian of the Year
28/08/2026	2026-277	Mail	Liquor Licencing NT	Tom Gully Workers Village - Mt Bundey Gold Project
27/08/2026	2026-275	Mail	DLPE	Lands and Planning Legislation Amendment Bill 2026
27/08/2026	2026-276	Mail	Menzies	EOI Volunteer Membership of the NT Human Ethics Committee
25/08/2026	2026-273	Mail	LGANT	LGANT Long Service Awards - Nominations Open
25/08/2026	2026-274	Mail	LGANT	LGANT Circular Economy Award Nominations Open
19/08/2026	2026-269	ACEO	NTG	Local Government Representation Review - discussion Paper
19/08/2026	2026-270	ACEO	LGANT	Local Government Representation Review - Early Advice
19/08/2026	2026-271	ACEO	NTG	NT Renumeration Tribunal - Commencement of 2027 LCG and LA Enquiries
18/08/2026	2026-267	Ranger	ABS Field Officer	Dog Attack
18/08/2026	2026-268	ACEO	NT Grants Commission	FAA Allocation Letter 2026-27
16/08/2026	2026-266	Mail	Ratepayer	Memorial Plaque
14/08/2026	2026-264	A/CSM	NTG Tourism	Endorsement of name change Silkwood Recreation Area
14/08/2026	2026-265	Mail	NT Emergency Services	EOI NT Emergency Management Symposium 2026
13/08/2026	2026/263	ACEO	Adelaide River School	Thank you for Council Support of School

OUTGOING MAIL

Date	MO	SENDER	Recipient	Subject
14/09/2026	2026-097	CCSM	Ratepayer	Cats
10/09/2026	2026-091	ACSM	Dheran Young	Assistance in Managing Unowned Horses in Batchelor
10/09/2026	2026-092	ACSM	Careflight	Assistance in Managing Unowned Horses in Batchelor
10/09/2026	2026-093	ACSM	Dept Health	Assistance in Managing Unowned Horses in Batchelor
10/09/2026	2026-094	ACSM	NT Police	Assistance in Managing Unowned Horses in Batchelor
10/09/2026	2026-095	ACSM	DLPE	Assistance in Managing Unowned Horses in Batchelor
9/09/2026	2026-084	CCSM	Supplier	Correspondence RFT2026-002 Grading and Road Maintenance
8/09/2026	2026-089	Ranger	Ratepayer	Cats
8/09/2026	2026-096	ACEO	Ratepayer	Boundary Fence Damage
7/09/2026	2026-090	CCSM	Local Business Owner	Commercial Waste Fees
1/09/2026	2026-088	Ranger	Ratepayer	Breach of Coomalie Dog Management By Laws
27/08/2026	2026-087	ACSM	Local Business	Outstanding Accounts
25/08/2026	2026-086	CSC	President	Meeting Notes for Community Christmas Event
20/08/2026	2026-080	CCSM	Ratepayer	Service Request
20/08/2026	2026-081	Ranger	Ratepayer	Noisy Dog
20/08/2026	2026-082	Ranger	Local Business Owner	Changes to Waste Collection Service
20/08/2026	2026-083	CCSM	Supplier	Correspondence RFT2026-002 Grading and Road Maintenance
20/08/2026	2026-085	ACSM	NT Tourism	Proposed Endorsement of name change - Silkwood Recreation Area
18/08/2026	2026-078	Ranger	Citizen	Dog Attack
18/08/2026	2026-079	ACSM	Ratepayer	Plaque
14/08/2026	2026-077	Clr Roe	Adelaide River School	Council Support of School

17. COUNCILLOR REPORTS.

17.1 DEPUTY PRESIDENT WHATLEY – TOPROC MEETING UPDATE

That Council receives and notes Deputy President Whatley's verbal update on the TOPROC meeting held on 4th September 2026.

18. USE OF THE COMMON SEAL.

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

Date:	19th September 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	**Nil**

PURPOSE

To seek Council's ratification for the use of its Common Seal on a Discharge of Statutory Charge form.

RECOMMENDATION

That Council, pursuant to Section 38(2)(a)(b) of the *Local Government Act 2019,* ratifies the use of the Common Seal affixed to Section 83 Form 48 – Discharge of Statutory Charge for property AN681.

Moved: **Clr.**

Seconded: **Clr.**

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION CONF2022/11/15/45 – Confidential resolution relating to registration of Overriding Statutory Charges on properties.

COMMENT

Council has previously registered an Overriding Statutory Charge on property AN681.

The property was scheduled for settlement of sale at the Lands Title Office in early September 2026. For the sale to proceed and the debt to be cleared, Council was required under Section 256 of the *Local Government Act 2019* to apply to remove the Overriding Statutory Charge upon the payment of the debt which the charge applied to. Council lodged a Section 83 Form 48, Discharge of Statutory Charge with the Land Titles Office for this property at the time of settlement and received final payment for the outstanding rates balance.

This report seeks to ratify the use of the Common Seal on the *Section 83 Form 48, Discharge of Statutory Charge* for property AN681.

Pursuant to 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.

The Section 83 Form 48 was lodged and the property sale has settled with Council receiving payment for the balance of outstanding rates and charges. All matters relating to outstanding rates between the ratepayer and Council are resolved.

CONSULTATION

Acting Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Land Titles Act 2000

Local Government Act 2019

FINANCIAL IMPLICATIONS

There are no expenses to Council for this process.

19. LATE ITEMS AND URGENT BUSINESS.

19.1 DEVELOPMENT APPLICATION - PA2026/0289 SECTION 00085 HUNDRED OF HOWARD

20. GENERAL BUSINESS.

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 MEETING MINUTES OF 15th AUGUST 2026

CONFIDENTIAL: Regulations 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(c) information that would, if publicly disclosed, be likely to:
(iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

21.2 REVIEW OF CONFIDENTIAL MINUTES FOR SPECIAL MEETING 26th AUGUST 2026

CONFIDENTIAL: Regulations 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(c) information that would, if publicly disclosed, be likely to:
(iv) subject to subregulation (3) – prejudice the interests of the council or some other person.

21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE SEPTEMBER 2026 OGM

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 PROPOSED CROWN LEASE – LOT 321 BATCHELOR

CONFIDENTIAL: Regulations 51(1)(c) information that would, if publicly disclosed, be likely to:
(i) Cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

21.5 ONSITE FUEL TANK PURCHASE

CONFIDENTIAL: 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(c) information that would, if publicly disclosed, be likely to:
(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any 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 REQUEST FOR WAIVER OF OUTSTANDING RATES AND ACCRUED INTEREST – AN235

CONFIDENTIAL: Regulations 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:
(b) information about the personal circumstances of a resident or ratepayer**.**

21.8 CEO RECRUITMENT 2026

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.

22. CONFIDENTIAL GENERAL BUSINESS

23. CONFIDENTIAL LATE ITEMS

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

RECOMMENDATION

That Council move the following items into Open:

Moved:

Seconded:

25. 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

26. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **Saturday 17th October 2026 at 10:00am.**

27. CLOSURE OF MEETING.

The meeting closed at