



**SPECIAL COUNCIL MEETING**

**AGENDA**

**29<sup>TH</sup> AUGUST 2025**

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## 1. NOTICE OF MEETING

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

Date: 29<sup>TH</sup> August 2025  
Time: 2.00 pm  
Location: Council Chambers  
22 Cameron Road, Batchelor NT 0845

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

The meeting will be recorded for minuting purposes only.

A handwritten signature in black ink, appearing to read 'S. Hill', with a long horizontal flourish extending to the right.

Chief Executive Officer.

# AGENDA

## SPECIAL COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 29<sup>TH</sup> AUGUST 2025

The Official Administrator of the Council, Mr. Mark Blackburn, will declare the meeting open at 2:00pm 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**

Official Manager

Mr. Mark Blackburn

#### **STAFF PRESENT**

Chief Executive Officer

Sharon Hillen

Corporate Services Manager

Natasha Chapman

Executive Services Coordinator

Stacey Shooter

#### **VISITORS PRESENT**

#### 4. APOLOGIES AND LEAVE OF ABSENCE

**Date:** 29<sup>th</sup> August 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachments:** Nil

#### PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Special Meeting held on 29<sup>th</sup> August 2025.

#### RECOMMENDATION

That Council receives and notes the apologies of..... absence for the Special Meeting held 29<sup>th</sup> August 2025.

**Moved:**

**Seconded:**

#### COMMENT

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

#### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Section 95 *Local Government Act 2019*

1.07 Council Meetings Policy.

#### FINANCIAL IMPLICATIONS

Nil

## 5. ELECTRONIC MEETING ATTENDANCE

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachments:</b>	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 29<sup>th</sup> August 2025 via electronic means.

**Moved:**

**Seconded:**

### COMMENT

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

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

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Section 95 *Local Government Act 2019*

### FINANCIAL IMPLICATIONS

Nil

## 6. DECLARATION OF INTEREST OF MEMBERS OR STAFF

**Date:** 19<sup>th</sup> August 2025

**Author:** Sharon Hillen, Chief Executive Officer

**Attachments:** Nil

### PURPOSE

Members 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 must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the vote on the issue. The Council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

### RECOMMENDATION

That Council receives the declarations of interest as listed for the Special Council Meeting held 19<sup>th</sup> August 2025.

**Moved:**

**Seconded:**

### STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Sections 114 and 119 *Local Government Act 2019*

Conflict of Interest – Code of Conduct

### FINANCIAL IMPLICATIONS

Nil

## 7. REPORTS REQUIRING DECISIONS FROM COUNCIL

### 7.1 ACQUITTAL OF COMMUNITY PLACES FOR PEOPLE GRANT 2022-23 – ACTIVATING MYRTLE FAWCETT PARK

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Natasha Chapman, Corporate Services Manager
<b>Attachment:</b>	<a href="#">Acquittal CPP 2022-23</a>

#### PURPOSE

An acquittal of the Community Places for People Grant (CPP) 2022-23 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

#### RECOMMENDATION

That Council;

a) receives and notes the report entitled Acquittal of Community Places for People Grant 2022-23 – Activating Myrtle Fawcett Park; and

b) forwards the acquittal report for the Community Places for People Grant 2022-23 – Activating Myrtle Fawcett Park to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and

c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the unspent funds and obtain an extension to complete the outstanding project works.

**Moved:**

**Seconded:**

#### BACKGROUND AND PREVIOUS DECISIONS

##### **RESOLUTION 2024/08/20/017**

*That Council;*

*a) receives and notes the report entitled Partial Acquittal Community Places for People Grant 2022/23 – Myrtle Fawcett Park Toilet Block and Potable Water Point; and*

*b) forwards the acquittal report for the Community Places for People Grant Program to the Department of the Chief Minister and Cabinet.*

**Moved:** **Official Manager**

**Seconded:** **Official Manager**

**Carried**

#### COMMENT

Council was offered funding through the Community Places for People Grant 2022-23 in June 2023, with Council accepting the funding offer. Council received \$415,000 of funding, with a co-contribution of \$8,000 for the project.

Council is required to complete the project expenditure by 30 June 2025 and submit a final acquittal by 31<sup>st</sup> August 2025.



The tender for the works was awarded in August 2024, and work commenced to prepare the site for the new ablution block. On the 30 June 2025, the ablution block construction was not completed. A total of \$219,620 has been expended on 30 June 2025, with \$203,380 remaining, however committed to complete the project. At the time of writing the only components remaining are the demolition of the old toilet block, landscaping and the potable water installation at lot 114.

The project has had significant delays due to exceptional circumstances:

- The initial delay was due to concerns over the location of the Toilet Block considering significant road safety issues identified when scoping out the project.
- Additional funding was received from a Tourism Asset Grant to provide some professional technical advice about the proposed location of the new toilet block and the associated road safety concerns. This work was completed in June 2024 and a resolution of Council finalised the location of the new toilet block at the June 2024 OGM.
- Council went to tender via Local Buy, and a contractor Terrain Group were the only supplier able to complete the entire project to design and construct and complete the demolition works.
- The Contractor neglected to supply certified drawings and acquire the associated Building Permit. The design process was lengthy as Council building certifiers had a difficult task in acquiring certified drawings and compliance due to the difference in building regulations from Terrain Group interstate office. It took nearly 6 months to receive a Building Permit to build.
- The Section 40 Building permit for the proposed Demolition of existing Toilet Block and Constructed New Toilet block was issued on the 24<sup>th</sup> of June 2025.
- Once the Section 40 Building Permit was received the project flow ramped up and was on track however it has lapsed the grant funding agreement deadline for project completion at the 30<sup>th</sup> of June 2025. At the time of writing the toilet block construction is completed with electricity being connected today 29<sup>th</sup> of August 2025. This will allow the new block to be opened for use and the old toilet block demolition to commence.
- The old toilet block demolition will commence the week of the 1<sup>st</sup> of September 2025.

The project is expected to be completed by the end of September and grant acquittal completed by the 31<sup>st</sup> of October 2025.

## **CONSULTATION**

- Chief Executive Officer
- Council and Community Services Manager
- Northern Projects
- Tick of Approval
- Power Water Corporation
- Jacana Energy

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

## **FINANCIAL IMPLICATIONS**

Council received \$415,000 through the Community Places for People Grant 2022/23 and committed a co-contribution of \$8,000. \$219,620 has been expended at 30 June 2025. \$203,380 remains unspent however committed and may be required to be repaid to the Department if an extension and retention of funds is not approved.

# Local Government Grant Funding Acquittal

## Community Places for People Grant Program

Council Name: COOMALIE COMMUNITY GOVERNMENT COUNCIL

Grant Program Year: 2022-2023

Grant Application Number: CPP2300013

Purpose of Grant: ACTIVATING MYRTLE FAWCETT PARK, ADELAIDE RIVER

Purchases were in accordance with the Northern Territory Buy Local Plan: ☐ Yes ☐ No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Community Places for People Grant	\$415,000
Other income	\$8,000
Total income	\$423,000
Total Expenditure (Specify accounts and attach copies of ledger entries) <i>An 'administration fee' is not to be apportioned to the grant for acquittal purposes.</i>	\$219,620
Surplus/(Deficit)	\$203,380

IS THE PROJECT COMPLETE: ☐ Yes ☒ No

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☐ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman

28/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

### DEPARTMENTAL USE ONLY

File Number: \_\_\_\_\_

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement - Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: \_\_\_\_\_

Comments:

MANAGER GRANTS PROGRAM: \_\_\_\_\_

\_\_\_\_/\_\_\_\_

Department of the Chief Minister and Cabinet



## 7.2 PARTIAL ACQUITTAL OF COMMUNITY PLACES FOR PEOPLE GRANT 2023-24 – ADELAIDE RIVER CEMETERY PRECINCT

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Natasha Chapman, Corporate Services Manager
<b>Attachment:</b>	<a href="#">Acquittal CPP 2023-24</a>

### PURPOSE

An acquittal of the Community Places for People (CPP) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

### RECOMMENDATION

That Council;

- a) receives and notes the report entitled Partial 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 the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

**Moved:**

**Seconded:**

### BACKGROUND AND PREVIOUS DECISIONS

#### **RESOLUTION 2024/02/20/007**

*That Council;*

- a) receives and notes the Chief Executive Officer Report for the January and February 2024 period.*
- b) Approve the following projects be developed and submitted for the NTG Community Places for People Grant 2023-24:*

- 1. Cemetery Precinct Project – Pathways and Parking*
- 2. Tree Audit and subsequent tree removal and lopping*

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

**Seconded:** **Clr. Luxton**

**Carried**

#### **RESOLUTION 2024/07/16/010**

*That Council;*

- a) receives and notes the report entitled Community Place for People Grant 2023/24 – Cemetery Precinct;*
- b) approves the co-contribution of \$210,000 to be utilised from the 2024/25 annual roads budget; and*
- c) acknowledges the grant funding and project expenditure will be added to the 2024/25 First Budget Review.*

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

**Seconded:** **Clr. Freeman**

**Carried**

### COMMENT

The CPP 2023-24 Grant was offered to Council and accepted in June 2024. The grant agreement requires council to complete the project by 30 June 2025 and acquit the grant by 31<sup>st</sup> August 2025.

The grant must be fully expended by 30 June 2026, with the final acquittal due by 31<sup>st</sup> August 2026.

There are three components to the project required to be staged:

- Stage 1 Under ground power and power bollard to all three cemeteries
- Stage 2 Concrete pathways and grave headboards in Coomalie Bush Cemetery
- Stage 3 Car Parking

The funds were received in June 2024, and the tender processes for electrical works and survey commenced in January 2025.

Stage 1 Electrical Works commenced in June 2025, however, were way laid due to the Department of Veteran Affairs requiring additional technical support from an arborist to protect the root zones of the heritage listed trees within the War Grave area. Methodology for cable installation had to be requested and scoped from open trenching to underground directional boring and an arborist had to be onsite at the time of drilling to supervise the trenching to ensure the trees were not damaged. At the time of writing the electrical portion of the project has been completed and the Department of Veterans affairs funding will be acquitted as per the funding agreement.

Stage 2 & 3 are now ready to go to tender. It is expected that concrete and carpark works will be completed by 29<sup>th</sup> of December 2025 and an acquittal finalised in January 2026.

## **CONSULTATION**

- Chief Executive Officer
- Council and Community Services Manager
- Northern Projects
- Department of Veteran Affairs

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

## **FINANCIAL IMPLICATIONS**

Council received \$415,000 through the CPP 2023-24 grant for the Adelaide River Cemetery Precinct enhancement project. Council resolved a co-contribution of \$210,000, making the total project budget \$625,000. Council has expended \$32,765 as at 30 June 2025, leaving a balance of \$592,235 to be expended by 30 June 2026.

Council also received \$184,000 from the Department of Veteran Affairs for the electrical works and Project Management and design costs. This grant is due for completion of all deliverables by the 26<sup>th</sup> of September.

# Grant Funding Acquittal

## Community Places for People Grant Program

Council/Organisation Name: COOMALIE COMMUNITY GOVERNMENT COUNCIL

Grant Program Year 2023-24

Grant Application Number: CPP2400005

Purpose of Grant: Cemetery Precinct Parking, Power and Parkland Enhancement Project

Purchases were in accordance with the Northern Territory Buy Local Plan: ☐ Yes ☐ No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Immediate Priority Grant	\$415,000
Other income	\$210,000
Total income	\$625,000
Total Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	\$ 32,765
Surplus/(Deficit)	\$592,235

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☐ Yes ☒ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman

28/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

### DEPARTMENTAL USE ONLY

File Number: \_\_\_\_\_

Grant amount correct: ☐ Yes ☐ NoExpenditure conforms to approved purpose: ☐ Yes ☐ NoProcurement – Bought from Territory Enterprise: ☐ Yes ☐ NoMinutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: \_\_\_\_\_

Comments:

MANAGER GRANTS PROGRAM: \_\_\_\_\_

### 7.3 ACQUITTAL OF IMMEDIATE PRIORITY GRANT 2023-24 – BACKHOE REPLACEMENT

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Natasha Chapman, Corporate Services Manager
<b>Attachment:</b>	<a href="#">Acquittal IPG 2023-24 Backhoe</a>

#### PURPOSE

An acquittal of the Immediate Priority Grant (IPG) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

#### RECOMMENDATION

That Council;

- a) receives and notes the report entitled Acquittal of Immediate Priority Grant 2023-24 – Backhoe Replacement; and
- b) forwards the acquittal report for the Immediate Priority Grant 2023-24 – Backhoe Replacement to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

**Moved:**

**Seconded:**

#### BACKGROUND AND PREVIOUS DECISIONS

##### **RESOLUTION 2023/11/21/015**

*That Council;*

*a) endorses the following project proposals for submission to the Immediate Priority Grants Program;*

- 1. Upgrade access to the helipads, Install new playground and Softfall at AR Oval & Conduct tree audit.*
- 2. Replace Backhoe.*

*b) agrees to provide a co-contribution toward each proposal of the following amounts;*

- 1. \$20 000.00*
- 2. \$20 000.00; and*

*c) directs the Chief Executive Officer to submit the two applications before the closing date of 1<sup>st</sup> December 2023.*

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

**Seconded:** **Deputy President Freeman**

**Carried**

##### **RESOLUTION 2024/08/27/05**

*That Council;*

*a) receives and notes the report entitled RFT2024-007 Supply and Delivery of Backhoe; and*

*b) awards the local buy tender RFT2024-007 Supply and Delivery of Backhoe to Construction Equipment Australia for the price of \$234,300 (GST Excl.); and*

*c) increase Council's co-contribution to \$24,300 to fill the funding gap of \$4,300 and that this matter is referred to the first quarter budget review; and*

*d) delegates to the Chief Executive Officer to enter into required contractual agreements to complete the supply and delivery of the backhoe; and*

*e) moves this decision into open upon formal execution of the contract and publishes the outcome on Council's website.*

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

**Moved to open business as per resolution CONF2024/10/15/021**

## **COMMENT**

The IPG 2023-24 Grant was offered to Council and accepted in March 2024. The grant agreement required council to fully expend the grant by 30 June 2025, lay an acquittal before a council meeting and submit the acquittal by the 31<sup>st</sup> August 2025.

The funds were received in May 2024, and the tender process was undertaken for procurement of a replacement backhoe in July and August 2024. The backhoe was delivered to Council in January 2025, completing the expenditure of the grant funds and council's co-contribution.

## **CONSULTATION**

Chief Executive Officer

Council and Community Services Manager

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

## **FINANCIAL IMPLICATIONS**

Council received \$210,000 through the IPG 2023-24 grant for the backhoe replacement. At the time of nominating projects, Council resolved a co-contribution of \$20,000. When awarding the procurement tender, an additional \$4,300 was resolved to be contributed to meet the tendered price, making Council's total co-contribution \$24,300. The total project expenditure was \$234,300 (GST Excl).

# Grant Funding Acquittal

## Immediate Priority Grant Program

Council/Organisation Name: COOMALIE COMMUNITY GOVERNMENT COUNCIL

Grant Program Year 2023-24

Grant Application Number: IPG2400005

Purpose of Grant: BACKHOE REPLACEMENT

Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Immediate Priority Grant	\$210,000
Other income	\$ 24,300
Total income	\$234,300
Total Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	\$234,300
Surplus/(Deficit)	\$ 0

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☒ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman

26/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_/\_\_\_\_/\_\_\_\_

### DEPARTMENTAL USE ONLY

File Number: \_\_\_\_\_

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement - Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: \_\_\_\_/\_\_\_\_/\_\_\_\_

Comments:

MANAGER GRANTS PROGRAM: \_\_\_\_/\_\_\_\_/\_\_\_\_



#### 7.4 ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2023-24

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	<a href="#">Acquittal WaRM 2023-24</a>

#### PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

#### RECOMMENDATION

That Council;

- a) receives and notes the report entitled Acquittal of Waste and Resource Management Grant 2023-24;
- b) forwards the acquittal report for the Waste and Resource Management Grant 2024-25 to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and
- c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the unspent funds and obtain an extension to complete the outstanding project works.

**Moved:**

**Seconded:**

#### BACKGROUND AND PREVIOUS DECISIONS

##### **RESOLUTION 2024/05/21/024**

*That Council;*

- a) receives and notes the report entitled WaRM Grant Program 2023-24 Project Correction; and*
- b) corrects **resolution 2023/11/21/009(b)** to:*
  - nominates the following project to be funded by the WaRM Grant Program 2023-24:*
    - Acquisition of one **30-tonne** weighbridge to be located at the Batchelor Waste Management Facility and to co-contribute funds of \$15,500.*
- c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet regarding the amendment to Council's project nomination.*

**Moved: Clr. McClymont**

**Seconded: Clr. Freeman**

**Carried 5/0**

##### **RESOLUTION 2023/11/21/009**

*That Council;*

- a) receives and notes the report entitled WaRM Grant Program 2023-24 Phase 4 proposal; and*
- b) nominates the following project to be funded by the WaRM Grant Program 2023-24:*
  - Acquisition of one 10-tonne weighbridge to be located at the Batchelor Waste Management Facility and to co-contribute funds of \$15 500.00; and*
- c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet confirming Council's acceptance of the WaRM 2023-24 grant funding and its nominated projects.*

**Moved: Clr. McClymont**

**Seconded: President Beswick**

**Carried**

## **COMMENT**

The WaRM Grant 2023-24 (Phase 4) was offered to Council in September 2023 and accepted with Council's project nomination in November 2023. A correction to the project nomination was submitted in May 2024. The grant agreement requires council to fully expend the grants by 30 June 2025 and acquit the grant by laying an acquittal before a council meeting and submitting the acquittal by the 31<sup>st</sup> August 2025.

At 30 June 2025, Council had completed the preliminary site improvement works (road strengthening) to support the installation of the weighbridge and the installation of the weighbridge has commenced. At 30 June 2025, the weighbridge project remains incomplete.

The project timeline was disrupted to to a lack of Project Management resources and the timeframes relating to the supply; transport and concrete curing times required between the civil works and installation of the weighbridge.

Development approvals from the NTEPA and Crown Land, the landowner, required a lengthy and complex negotiation to get approval to install the weigh bridge. This matter prolonged the commencement of the project.

It is anticipated that the installation process will be completed by the end of September 2025 with the grant acquitted by October 2025.

## **CONSULTATION**

Chief Executive Officer

Council and Community Services Manager

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

## **FINANCIAL IMPLICATIONS**

Council received \$104,500 through the WaRM 2023-24 grant for the installation of a weighbridge at the Batchelor Waste Management Facility. At the time of nominating projects, Council resolved a co-contribution of \$15,500. The total project budget is \$120,000.

At 30 June 2025, Council has unspent funds of \$58,035 that may be required to be paid back if an extension is not approved. If an extension is not approved, Council will then be required to fund the completion of the project from its own funds.

# Coomalie Community Government Council

## Acquittal of Waste and Resource Management (WaRM) grant 2023-24

File Number:

Purpose of Grant: *To procure and install a 30-tonne weighbridge for the Batchelor Waste Management Facility.*Waste Management Strategy attached: ☐ N/A ☐ Yes ☒ No (previously supplied)Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No  
(If no please provide an explanation with this acquittal)

## INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2024

Waste and Resource Management grant 2023-24	\$104,500 (ex GST)
Other income	\$15,500
Total income	\$120,000
Expenditure (Specify accounts and attach copies of ledger entries, invoices, photos, Waste Management Strategy if applicable ) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	
Total Expenditure	\$61,965
Surplus/(Deficit)	\$58,035

IS THE PROJECT COMPLETE: ☐ Yes ☒ No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman \_\_\_\_\_ 26/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_

## DEPARTMENTAL USE ONLY

Grant amount correct: ☐ Yes ☐ NoExpenditure conforms to purpose: ☐ Yes ☐ NoWaste Management Strategy - copy supplied: ☐ N/A ☐ Yes ☐ NoGoods/Services - Bought from Territory Enterprise: ☐ Yes ☐ NoMinutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: \_\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_

Celia Hill, Manager Grants Program \_\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_

## 7.5 ACQUITTAL OF IMMEDIATE PRIORITY GRANT 2023-24 – COOMALIE COMMUNITY SAFETY THROUGH SOCIAL INFRASTRUCTURE

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Natasha Chapman, Corporate Services Manager
<b>Attachment:</b>	<a href="#">Acquittal IPG 2023-24 Social Infrastructure</a>

### PURPOSE

An acquittal of the Immediate Priority Grant (IPG) 2023-24 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

### RECOMMENDATION

That Council;

- a) receives and notes the report entitled Acquittal of Immediate Priority Grant 2023-24 – Coomalie Community Safety Through Social Infrastructure.
- b) forwards the acquittal report for the Immediate Priority Grant 2023-24 – Coomalie Community Safety Through Social Infrastructure to the Department of the Chief Minister and Cabinet before the reporting due date of 31st August 2025; and
- c) requests the Chief Executive Officer write to the Department of the Chief Minister and Cabinet to seek to retain the unspent funds and obtain an extension to complete the outstanding project works.

**Moved:**

**Seconded:**

### BACKGROUND AND PREVIOUS DECISIONS

#### **RESOLUTION 2023/11/21/015**

*That Council;*

*a) endorses the following project proposals for submission to the Immediate Priority Grants Program;*

- 1. Upgrade access to the helipads, Install new playground and Softfall at AR Oval & Conduct tree audit.*
- 2. Replace Backhoe.*

*b) agrees to provide a co-contribution toward each proposal of the following amounts;*

- 1. \$20 000.00*
- 2. \$20 000.00; and*

*c) directs the Chief Executive Officer to submit the two applications before the closing date of 1<sup>st</sup> December 2023.*

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

**Seconded:** **Deputy President Freeman**

**Carried**

## **COMMENT**

The IPG 2023-24 Grant was offered to Council and accepted in March 2024. The grant agreement required council to fully expend the grant by 30 June 2025, lay an acquittal before a council meeting and submit the acquittal by the 31<sup>st</sup> August 2025.

The funds were received in May 2024. The tree audit and removal of unsafe trees were conducted throughout the 2024/25 financial year. Additional safety works throughout the community, including removal of condemned play equipment was also completed. As at 30 June 2025, \$128,110 remained unspent however committed in line with the purpose of the funding agreement:

- Access to the helipad is dependant on Council getting a grant to establish a new helipad; however, a formal sealed access to the vehicle entry gate of the new oval fence is proposed as an alternative option \$35,000
- Installation of a solar light – quoted \$41,000
- Landscaping and reconditioning of oval surface (topsoil, seed and fertilise) \$20,000
- Supply of park furniture around the new oval fence \$32,110

## **CONSULTATION**

Chief Executive Officer

Council and Community Services Manager

## **STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

## **FINANCIAL IMPLICATIONS**

Council received \$236,000 through the IPG 2023-24 grant for the Coomalie Community Safety Through Social Infrastructure. At the time of nominating projects, Council resolved a co-contribution of \$20,000. The total project budget was \$256,000 (GST Excl), with \$127,890 expended at 30 June 2025. \$128,110 remains unspent and may be required to be repaid to the Department if an extension and retention of funds is not approved.

# Grant Funding Acquittal

## Immediate Priority Grant Program

Council/Organisation Name: COOMALIE COMMUNITY GOVERNMENT COUNCIL

Grant Program Year 2023-24

Grant Application Number: IPG2400001

Purpose of Grant: Coomalie Community Safety Through Social Infrastructure

Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Immediate Priority Grant	\$236,000
Other income	\$ 20,000
Total income	\$256,000
Total Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	\$127,890
Surplus/(Deficit)	\$128,110

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☒ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman

28/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_\_/\_\_\_\_/\_\_\_\_

### DEPARTMENTAL USE ONLY

File Number: \_\_\_\_\_

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement - Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: \_\_\_\_\_/\_\_\_\_/\_\_\_\_

Comments:

MANAGER GRANTS PROGRAM: \_\_\_\_\_/\_\_\_\_/\_\_\_\_

## 7.6 PARTIAL ACQUITTAL OF WASTE AND RESOURCE MANAGEMENT GRANT 2024-25

<b>Date:</b>	29 <sup>th</sup> August 2025
<b>Author:</b>	Natasha Chapman, Corporate Services Manager
<b>Attachment:</b>	<a href="#">Acquittal WaRM 2024-25</a>

### PURPOSE

An acquittal of the Waste and Resource Management Grant (WaRM Grant) 2024-25 funds expended by 30 June 2025 is required to be laid before Council prior to being submitted to the Department of the Chief Minister and Cabinet in accordance with the reporting requirements outlined in the Grant Agreement.

### RECOMMENDATION

That Council;

- a) receives and notes the report entitled Partial 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 the Chief Minister and Cabinet before the reporting due date of 31st August 2025.

**Moved:**

**Seconded:**

### BACKGROUND AND PREVIOUS DECISIONS

#### **RESOLUTION 2024/12/17/021**

*That Council;*

- a) receives and notes the report entitled WaRM Grant Program 2024-2025 Phase 5 proposal; and*
- b) nominates the replacement of the Bulk Hook Bins requiring a total of \$120,000 and a co-contribution from Council for \$15,500 from its cash at bank.*
- c) requests the Chief Executive Officer correspond with the Department of the Chief Minister and Cabinet confirming Council's acceptance of the WaRM 2024-25 grant funding and its nominated projects.*

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

### COMMENT

The WaRM Grant 2024-25 (Phase 5) was offered to Council in November 2024 and accepted with Council's project nomination in January 2025. The grant agreement requires council to acquit the grant as at 30 June 2025 by laying an acquittal before a council meeting and submitting the acquittal by the 31<sup>st</sup> August 2025. Full expenditure of the grant is required by 30 June 2026, with the final acquittal due by 31<sup>st</sup> August 2026.

The funds were received in March 2025. Council has not yet commenced the procurement for replacement of the Bulk Hook Bins and therefore, the partial acquittal is a zero-expenditure report.

**CONSULTATION**

Chief Executive Officer

Council and Community Services Manager

**STATUTORY ENVIRONMENT/POLICY IMPLICATIONS**

NTG Grant Agreement

**FINANCIAL IMPLICATIONS**

Council received \$104,500 through the WaRM 2024-25 grant for the replacement of bulk hook bins. At the time of nominating projects, Council resolved a co-contribution of \$15,500. The total project budget is \$120,000.



# Coomalie Community Government Council

## Acquittal of Waste and Resource Management (WaRM)

### 2024-25

File Number:

Purpose of Grant: *Replacement of Bulk Hook Bins at waste management facilities*

Waste Management Strategy attached:

☐ N/A ☐ Yes ☒ No

Purchases were in accordance with the Northern Territory Buy Local Plan:

☐ Yes ☐ No

(If no please provide an explanation with this acquittal)

**INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2025**

Waste and Resource Management grant 2024-25

\$ 104 500  
(ex GST)

Other income

\$ 15,500

Total income

\$ 120,000

Expenditure (Specify accounts and attach copies of ledger entries, invoices, photos, Waste Management Strategy if applicable)

*An 'administration fee' is not to be apportioned to the grant for acquittal purposes.*

Total Expenditure

\$ 0

Surplus/(Deficit)

\$ 120,000

IS THE PROJECT COMPLETE: ☐ Yes ☒ No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: N. Chapman \_\_\_\_\_

26/08/2025

Laid before the Council at a meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_ Copy of minutes attached.

CEO or CFO: \_\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

**DEPARTMENTAL USE ONLY**

Grant amount correct:

☐ Yes ☐ No

Expenditure conforms to purpose:

☐ Yes ☐ No

Waste Management Strategy - copy supplied:

☐ N/A ☐ Yes ☐ No

Goods/Services - Bought from Territory Enterprise:

☐ Yes ☐ No

Minutes checked:

☐ Yes ☐ No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED:

☐ Yes ☐ No

Acquittal checked by: \_\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

Manager Grants Management

\_\_\_\_/\_\_\_\_/\_\_\_\_

## 8. 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

## 9. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL

### RECOMMENDATION

That Council move the following items into Open:

**Moved:**

**Seconded:**

## 10. 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

## 11. CLOSURE OF MEETING

The meeting closed at