



AGENDA

ORDINARY COUNCIL MEETING

20TH JANUARY 2026

CONTENTS

1.	NOTICE OF MEETING.	4
2.	ACKNOWLEDGEMENT OF COUNTRY	5
3.	PERSONS PRESENT	5
4.	APOLOGIES AND LEAVE OF ABSENCE.	6
5.	ELECTRONIC MEETING ATTENDANCE.....	7
6.	DECLARATION OF INTEREST	8
7.	MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.....	9
8.	MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.....	9
9.	PETITIONS.	9
10.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.	10
10.1	CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 16 TH DECEMBER 2025.....	10
10.1	ATTACHMENT: CONFIRMATION OF THE PUBLIC ORDINARY GENERAL MEETING MINUTES OF 16 TH DECEMBER 2025.	11
11.	PRESIDENT REPORT.....	35
12.	CHIEF EXECUTIVE OFFICERS REPORT.....	36
13.	FINANCE REPORTS	39
13.1	MONTHLY FINANCE REPORT.....	39
14.	REPORTS REQUIRING DECISIONS OF COUNCIL.....	53
14.1	ELECTED MEMBER PROFESSIONAL DEVELOPMENT PLAN 2025-26.....	53
14.1	ATTACHMENT: ELECTED MEMBER PROFESSIONAL DEVELOPMENT PLAN 2025-26.....	57
14.2	DEVELOPMENT APPLICATION 'PA2025/0473'	59
14.2	ATTACHMENT: DEVELOPMENT APPLICATION 'PA2025/0473'	62
14.3	NOMINATION FOR THE MINISTER’S ADVISORY COUNCIL ON MULTICULTURAL AFFAIRS	65
15.	REPORTS FOR RECEIVING AND NOTING.	67
15.1	REVIEW OF ACTIONS FOR THE JANUARY OGM 2026.....	67
15.2	COMPLAINTS AND COMPLIMENTS REGISTER.....	70
15.3	COMMUNITY SERVICES 2 nd QUARTERLY REPORT 2025-26.....	72
15.4	CORPORATE SERVICES 2 nd QUARTERLY REPORT 2025-26.....	80
15.5	COUNCIL SERVICES 2 nd QUARTERLY REPORT 2025-26.....	83
16.	CORRESPONDENCE AND INFORMATION.....	90
16.1	INCOMING AND OUTGOING MAIL.....	90
16.1	ATTACHMENTS: INCOMING & OUTGOING CORRESPONDENCE.....	91
17.	COUNCILLOR REPORTS.	93
18.	USE OF THE COMMON SEAL	93
19.	LATE ITEMS AND URGENT BUSINESS.....	93

20. GENERAL BUSINESS.	93
21. CONFIDENTIAL ITEMS.	94
21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE SPECIAL MEETING 5 TH DECEMBER 2025	94
21.2 CONFIRMATION OF THE CONFIDENTIAL MEETING MINUTES OF 16 TH DECEMBER 2025.	94
21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE JANUARY OGM 2026.....	94
21.4 AWARDING OF RFT2025-008 SUPPLY AND DELIVERY OF A DUAL CAB UTILITY	94
21.5 AWARDING OF RFT2025-009 SUPPLY AND DELIVERY OF A BULK HOOK BINS.....	95
21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT	95
21.7 INSURANCE CLAIM PROGRESS REPORT	95
22. CONFIDENTIAL GENERAL BUSINESS.....	95
23. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.	96
24. RE-OPEN MEETING TO THE GENERAL PUBLIC.	96
25. NEXT MEETING.	96
26. CLOSURE OF MEETING.....	96

1. NOTICE OF MEETING.

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

Date: 20th January 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 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 20TH JANUARY 2026

The President of the Council, Mr. Ross McGorman will declare the meeting open at 5:00 pm and welcome all in attendance.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. PERSONS PRESENT

ELECTED MEMBERS PRESENT

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

STAFF PRESENT

Acting Chief Executive Officer	Natasha Chapman
--------------------------------	-----------------

VISITORS PRESENT

4. APOLOGIES AND LEAVE OF ABSENCE.

Date: 20th January 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 20th January 2026.

RECOMMENDATION

That Council receives and notes the apologies of..... absence for the Ordinary General Meeting held 20th January 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: 20th January 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 20th January 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: 20th January 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 20th January 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.

--

10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.

10.1 CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 16TH DECEMBER 2025.

Date: 20th January 2026
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: [DRAFT Public Meeting Minutes of 16th December 2025.](#)

PURPOSE

Minutes of the Ordinary General Meeting held on 16th December 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

RECOMMENDATION

That the Public Minutes of the Ordinary General Meeting held on 16th December 2025 be confirmed they are a true and correct record of the meeting.

Moved:

Seconded:

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 101 *Local Government Act 2019.*

FINANCIAL IMPLICATIONS.

Nil.

10.1 ATTACHMENT: CONFIRMATION OF THE PUBLIC ORDINARY GENERAL MEETING
MINUTES OF 16TH DECEMBER 2025.



MINUTES
ORDINARY COUNCIL MEETING
16TH DECEMBER 2025

Contents

1. NOTICE OF MEETING.....	4
2. ACKNOWLEDGEMENT OF COUNTRY.....	5
3. PERSONS PRESENT.....	5
4. APOLOGIES AND LEAVE OF ABSENCE.....	6
5. ELECTRONIC MEETING ATTENDANCE.....	6
6. DECLARATION OF INTEREST.....	7
7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.....	8
8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.....	8
9. PETITIONS.....	8
10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.....	9
10.1 CONFIRMATION OF THE SPECIAL MEETING MINUTES (PUBLIC) OF 12 th NOVEMBER 2025.....	9
10.2 CONFIRMATION OF THE PUBLIC MEETING MINUTES OF 27 th NOVEMBER 2025.....	10
11. PRESIDENT REPORT.....	10
12. CHIEF EXECUTIVE OFFICERS REPORT.....	11
13. FINANCE REPORTS.....	12
13.1 MONTHLY FINANCE REPORT.....	12
13.2 FIRST BUDGET REVIEW 2025-26 AND LONG-TERM FINANCIAL PLAN 2025-29.....	13
13.3 MOTION: BUSINESS MODEL, WASTE MANAGEMENT COLLECTION.....	13
13.4 REINVESTMENT APPROVAL.....	14
14. REPORTS REQUIRING DECISIONS OF COUNCIL.....	15
14.1 WaRM GRANT 2025-2026 (PHASE 6) PROJECT PROPOSAL.....	15
14.2 REVIEW OF COUNCIL POLICY 1.07 COUNCIL MEETINGS POLICY.....	16
15. REPORTS FOR RECEIVING AND NOTING.....	17
15.1 REVIEW OF ACTIONS FOR THE DECEMBER OGM 2025.....	17
15.2 COMPLAINTS AND COMPLIMENTS REGISTER.....	17
15.3 INFILL DEVELOPMENT AND SUBDIVISION IN ZONE LR (LOW DENSITY RESIDENTIAL) CONSULTATION.....	18
15.4 2025-26 COMPLIANCE PLAN FOR HIGH-RISK LANDFILLS.....	18
16. CORRESPONDENCE AND INFORMATION.....	19
16.1 INCOMING AND OUTGOING MAIL.....	19

17. COUNCILLOR REPORTS	19
18. USE OF THE COMMON SEAL	20
18.1 USE OF THE COMMON SEAL: FORM 48 – DISCHARGE OF STATUTORY CHARGE.....	20
19. LATE ITEMS AND URGENT BUSINESS.....	20
20. GENERAL BUSINESS.	20
21. CONFIDENTIAL ITEMS.....	21
21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE SPECIAL MEETING 12 TH NOVEMBER 2025	22
21.2 CONFIRMATION OF THE CONFIDENTIAL MEETING MINUTES OF 27 th NOVEMBER 2025.	22
21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE DECEMBER OGM 2025.....	22
21.4 ANNUAL AUSTRALIA DAY AWARDS	22
21.5 APPOINTMENT OF INDEPENDENT MEMBER FOR THE RISK MANAGEMENT AND AUDIT COMMITTEE REPORT	22
21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT	22
21.7 INSURANCE CLAIM NOTIFICATION	22
22. CONFIDENTIAL GENERAL BUSINESS	23
22.1 MOTION: WORKS CONTRACT	23
22.2 MOTION: FUTURE ASSET PLANNING	23
22.3 MOTION: EMPLOYEE CODE OF CONDUCT COMPLAINT	23
22.4 MOTION: EXTERNAL FINANCIAL MANAGEMENT.....	23
23. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.....	24
24. RE-OPEN MEETING TO THE GENERAL PUBLIC.....	24
25. NEXT MEETING.	24
26. CLOSURE OF MEETING.....	24

1. NOTICE OF MEETING.

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

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

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

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

The meeting was recorded for minuting purposes only.



Natasha Chapman
Acting Chief Executive Officer.

MINUTES

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

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

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. PERSONS PRESENT

ELECTED MEMBERS PRESENT

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

STAFF PRESENT

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

VISITORS PRESENT

Acting Director of Legislation Policy and Governance, Department of Housing, Local Government and Community Development	Inna Bruce
---	------------

4. APOLOGIES AND LEAVE OF ABSENCE.

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

PURPOSE

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

Nil

5. ELECTRONIC MEETING ATTENDANCE.

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

PURPOSE

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

Nil

6. DECLARATION OF INTEREST

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

PURPOSE

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

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

RESOLUTION 2025/12/16/001

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

21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE DECEMBER OGM 2025 Item #3 – Clr. Beswick

21.4 ANNUAL AUSTRALIA DAY AWARDS
Clr. Strettles – Personal connection
Clr. Beswick – Personal connect
Council & Community Services Manager, Emma Dunne – Personal connection

21.6 CODE OF CONDUCT COMPLAINT – Clr. Beswick

22.3 CEO CODE OF CONDUCT COMPLAINT – Clr. Beswick

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

Nil

8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

Nil

9. PETITIONS.

Nil

DRAFT

10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.

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

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

PURPOSE

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

RESOLUTION 2025/12/16/002

That the Public Minutes of the Special Meeting held on 12th November 2025 be confirmed they are a true and correct record of the meeting, as amended to include a note:

At item 8.2 Deputy President Whatley, “through the CEO, to thank staff for outstanding efforts towards the production of the Annual Report 2024-25.

Moved: Deputy President Whatley

Seconded: Clr. Strettles

Carried

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

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	DRAFT Public Meeting Minutes of 27th November 2025.

PURPOSE

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

RESOLUTION 2025/12/16/003	
That the Public Minutes of the Ordinary General Meeting held on 27 th November 2025 be confirmed they are a true and correct record of the meeting.	
Moved:	Clr. Strettles
Seconded:	Clr. Morrison Carried

11. PRESIDENT REPORT

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

PURPOSE

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

RESOLUTION 2025/12/16/004	
That Council receives and notes the President's Report for the period of November and December 2025.	
Moved:	Deputy President Whatley
Seconded:	Clr. Roe Carried

12. CHIEF EXECUTIVE OFFICERS REPORT.

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

PURPOSE

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

RESOLUTION 2025/12/16/005

That Council;

a) receives and notes the Chief Executive Officers Report for the period of October and November 2025; and

b) requests the Acting Chief Executive Officer to report back to Council about the burial requirements at Rum Jungle Lake.

Moved: Clr. Strettles

Seconded: Clr. Roe

Carried

Discussion Points:

- General discussion around the progress of completing the outstanding works at Myrtle Fawcett Park, including signage, bollards and fencing.
- Queries regarding the Coomalie Bush Cemetery and the burial grounds, including firebreaks, gates and fencing and the legislative requirements about burial sites.

13. FINANCE REPORTS

13.1 MONTHLY FINANCE REPORT

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

PURPOSE

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

RESOLUTION 2025/12/16/006

That Council;

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

b) receives and notes the monthly financial report for November 2025.

Moved: Deputy President Whatley

Seconded: Clr. Strettles

Carried

Discussion Points:

- General queries relating to the balance of overdue rates and recovery processes and BAS lodgements.
- Explanation of the process of grant applications, whether competitive or non-competitive grants are received and how Council determines suitable grants to apply for.
- General queries relating to trade debtor and supplier payments made.

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

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

PURPOSE

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

RESOLUTION 2025/12/16/007

That Council;

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

Moved: Clr. Morrison

Seconded: Clr. Strettles

Carried

Discussion Points:

- Changes in the Operating Grants & Subsidies, Materials & Contracts lines were outlined and discussed in depth.
- Confirmation that Elected Member allowances remain the same, but account line recognition was aligned to reflect allowances vs expenses.
- Period Contracts were discussed and cost of contracts considered.

13.3 MOTION: BUSINESS MODEL, WASTE MANAGEMENT COLLECTION

RESOLUTION 2025/12/16/008

That Council requests the Acting Chief Executive Officer to investigate an alternative business model around kerbside waste management collection and present to the February 2026 OGM.

Moved: Clr. Morrison

Seconded: Clr. Strettles

Carried

13.4 REINVESTMENT APPROVAL

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

PURPOSE

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

RESOLUTION 2025/12/16/009	
That Council;	
a) approves the reinvestment of the matured term deposit into three \$300,000 term deposits and one \$350,000 at the applicable interest rates on the day of investment, being 17 th December 2025, for the terms of 6 months, 9 months, 11 months and 12 months;	
b) approves the interest earned on the matured term deposit account to be deposited into Council's linked operational account; and	
c) endorses the amendment to Council Policy 2.6 Delegations Policy to reflect the approval requirement outlined in Council Policy 2.8 Investments Policy, specifically:	
- Authority to approve investment of funds in term deposits – Council and CEO	
- Authority to approve investment of funds in other than term deposits – Council and CEO.	
Moved:	Clr. Strettles
Seconded:	Clr. Morrison Carried

14. REPORTS REQUIRING DECISIONS OF COUNCIL.

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

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

PURPOSE

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

RESOLUTION 2025/12/16/010

That Council;

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

b) nominates the project listed below:

- Commence rehabilitation of the rear section of the Adelaide River Waste Management Facility; and

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

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

Discussion Points:

- **Project Options**
Waste bins (container) size could be larger at ARWMF.
Explore from other companies/organisations other models/plans for rehabilitation works at waste management facilities.
Interest in finding out the eligibility for Council to purchase a truck for waste collection.

14.2 REVIEW OF COUNCIL POLICY 1.07 COUNCIL MEETINGS POLICY.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	DRAFT Policy 1.07 Meetings of Council – Tracked Changes

PURPOSE

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

RESOLUTION 2025/12/16/011

That Council;

- a) receives and notes the report titled Review of Council Policy 1.07 Council Meetings Policy; and
- b) amends the meeting schedule of Ordinary General Meetings to be held on the 3rd Tuesday of each month commencing at 17:00 hours and to finish no later than 22:00 hours; and
- c) endorses the policy (as amended) and approves the publication on the website.

Moved: Clr. Strettles

Seconded: Deputy President Whatley

Carried

Discussion Points:

- **Time of meetings**
Round the table preference with regards to the start time of the OGM: Mid-afternoon or late afternoon.
A discussion was had regarding maybe having two meetings a month.

15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS FOR THE DECEMBER OGM 2025

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	Actions for the December OGM 2025

RESOLUTION 2025/12/16/012	
That Council;	
a) receives and notes the Actions for the December OGM 2025; and	
b) remove items: 9 and 13.	
Moved:	Deputy President Whatley
Seconded:	Clr. Roe Carried

15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date:	16 th December 2025
Author:	Natasha Chapman, Acting Chief Executive Officer.
Attachments:	Complaints and compliments tables.

PURPOSE

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

RESOLUTION 2025/12/16/013	
That Council receives and notes the Complaints and Compliments Register during November and December 2025.	
Moved:	Clr. Morrison
Seconded:	Clr. Strettles Carried

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

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

PURPOSE

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

RESOLUTION 2025/12/16/014	
That Council;	
a) receives and notes the report entitled Infill Development and Subdivision in Zone LR (Low Density Residential) Consultation; and	
b) supports the submission from LGANT regarding Infill Development.	
Moved:	Clr. Roe
Seconded:	Deputy President Whatley Carried

15.4 2025-26 COMPLIANCE PLAN FOR HIGH-RISK LANDFILLS

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

PURPOSE

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

RESOLUTION 2025/12/16/015	
That Council receives and notes the report entitled NTEPA 2025-26 Compliance plan.	
Moved:	Deputy President Whatley
Seconded:	Clr. Strettles Carried

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

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

PURPOSE

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

RESOLUTION 2025/12/16/016	
That Council receives and notes the items of incoming and outgoing correspondence as tabled for November and December 2025 period.	
Moved:	Clr. Strettles
Seconded:	Deputy President Whatley Carried

17. COUNCILLOR REPORTS.

Nil

18. USE OF THE COMMON SEAL.

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

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

PURPOSE

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

RESOLUTION 2025/12/16/017	
That Council, pursuant to Section 38(2)(a)(b) of the <i>Local Government Act 2019</i> , ratifies the use of its Common Seal affixed to Section 83 Form 48 - Discharge of Statutory Charge for properties AN427 and AN1083.	
Moved:	Clr. Strettles
Seconded:	Clr. Roe Carried

19. LATE ITEMS AND URGENT BUSINESS.

Nil

20. GENERAL BUSINESS.

Nil

21. CONFIDENTIAL ITEMS.

RESOLUTION 2025/12/16/018

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

Moved: Clr. Strettles

Seconded: Clr. Morrison

Carried

Procedural Note:

The meeting was closed to the public at: 5:31pm.

The confidential meeting opened at: 5:38pm

DRAFT

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

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

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

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

21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE DECEMBER OGM 2025

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

21.4 ANNUAL AUSTRALIA DAY AWARDS

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

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

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

21.6 CODE OF CONDUCT COMPLAINT PROGRESS REPORT

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

21.7 INSURANCE CLAIM NOTIFICATION

CONFIDENTIAL: Regulations 51
(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; and
(d) information subject to an obligation of confidentiality at law, or in equity

22. CONFIDENTIAL GENERAL BUSINESS

22.1 MOTION: WORKS CONTRACT

CONFIDENTIAL: Regulations 51(1)(e) subject to sub regulation (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.

22.2 MOTION: FUTURE ASSET PLANNING

CONFIDENTIAL: Regulations 51(1)(e) subject to sub regulation (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.

22.3 MOTION: EMPLOYEE CODE OF CONDUCT COMPLAINT

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

22.4 MOTION: EXTERNAL FINANCIAL MANAGEMENT

CONFIDENTIAL: Regulations 51(1)(e) subject to sub regulation (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.

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

RESOLUTION CONF2025/12/16/030

That Council move the following items into Open:

Item 21.5 **Appointment of Independent Member for the Risk Management and Audit Committee** once formal notifications have been issued.

Moved: Deputy President Whatley

Seconded: Clr. Morrison

Carried

24. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RESOLUTION CONF2025/12/16/031

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

Moved: Clr. Roe

Seconded: Clr. Beswick

Carried

Procedural Note:

The meeting was reopened to the public at 7:30pm.

Council acknowledges the tragedy in Bondi Beach and expresses its deepest sympathy to all those affected by the event in which people lost lives and many others were injured.

25. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **20th January 2025 at 5:00pm.**

26. CLOSURE OF MEETING.

The meeting closed at 7:34pm.

11. PRESIDENT REPORT

Date: 20th January 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 December 2025 and January 2026.

RECOMMENDATION

That Council receives and notes the President's Report for the period of December 2025 to January 2026.

Moved:

Seconded:

COMMENT:

Leave of absence from 20th December 2025 to 3rd January 2026.

Meetings and events attended by the President.

Date	Meeting/Attendees	Purpose
12/12/2025	LGANT CEO and Mayors Forum	Local Government Act amendments
15/12/2025	Adelaide River Landcare Day	Council run community project
	LGANT	Contact and discussion
	Department of Housing, Local Government and Community Development	Contact and discussion with Local Government team
16/12/2025	Department of Housing, Local Government and Community Development	Elected Member Mandatory Training
	Department of Logistics and Infrastructure	Briefing on Territory Energy Link Project
	Department of Housing, Local Government and Community Development	Confidential briefing on Draft Bill of Amendments to <i>Local Government Act 2019</i>
	Council OGM	Monthly ordinary general meeting
19/12/2025	Council Panel Meeting	Code of Conduct investigation
05/01/2026	Landowner	Site inspection
	A/CEO	Weekly catch up

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

NIL

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date:	20 th January 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 December 2025 to January 2026.

RECOMMENDATION:
That Council receives and notes the Chief Executive Officers Report for the period December 2025 to January 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

Sharon Hillen is on leave. Natasha Chapman is Acting CEO during this period.

Week commencing 15th December 2025

Meetings	<ul style="list-style-type: none">- Council Briefing – Department of Logistics and Infrastructure: Territory Energy Link Project- Council Briefing – Department of Housing, Local Government and Community Development: Draft Bill of Amendments to <i>Local Government Act 2019</i>- Council OGM- Council Panel meeting
Other	<ul style="list-style-type: none">- Internal project update briefing

Week commencing 22nd December 2025

Other	<ul style="list-style-type: none">- Internal closure planning- Office closed from 24th December 2025 to 12th January 2026
-------	--

Week commencing 29th December 2025

Other	<ul style="list-style-type: none">- Staff handover meetings- Office closed from 24th December 2025 – 12th January 2026
-------	---

Week commencing 5th January 2026

Meetings	<ul style="list-style-type: none">- Met with landowner for a site inspection.
Other	<ul style="list-style-type: none">- Office closed from 24th December 2025 – 12th January 2026

Week commencing 12th January 2026

Meetings	- Nil
Other	- Internal Senior Leadership Team meeting

Corporate Services

- Development of Meeting Agendas.
- Correspondence to complaints and public enquiries.
- Christmas and New Year office closure.

Community Services

- Stop Press Articles.
- Australia Day event planning.
- Bombing of Darwin event planning.
- School holiday program commenced 12th January 2026.

Council Services

- Regulatory Services
 - o Dogs, abandoned vehicles, education and awareness for Adelaide River and Batchelor Pet owners.
 - o 20-tonne limit on most of Council's sealed roads and 10-tonne limit on Council's unsealed roads remains in place.
 - o Cemetery Park Tender closed. Assessment panel to be formed.

Grant Source	Project Name	Project Description	Expected Completion
Community Places for People Grant 2022-23	Activating Myrtle Fawcett Park	1. Construct new Ablutions Block and Demolish old toilet block at Lot 76 COMPLETED 2. Install Potable Water Supply at Lot 114 Adelaide River COMPLETED	31/10/2025 Acquittal to be completed.
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; Closes 1/12/2025 PENDING PROCUREMENT	30/06/2026
Local Roads and Community Infrastructure Program Grant 2023-24 Phase 4	Safer Communities Projects	1. AR Oval Fence COMPLETED 2. Batchelor Solar Lights COMPLETED 3. AR Oval Resurfacing; irrigation; pending the wet season Landscaping and reconditioning of the oval surface, including topsoil, seeding and fertilizer. Tree Planting Day	31/12/2025

		<p>PARTIALLY COMPLETE</p> <p>4. Construction of a formal sealed access to the vehicle entry gate of the new oval fence (as access to a new helipad remains contingent on separate grant funding)</p> <p>REQUEST FOR QUOTE RELEASED</p> <p>5. Installation of a solar light to improve community safety</p> <p>QUOTES RECEIVED</p> <p>6. Supply of park furniture around the AR Oval</p> <p>NOT COMMENCED</p>	
Waste and Resource Management (WaRM) 2024-25	Bulk Hook Bins	Bulk Hook Bins PROCUREMENT IN PROGRESS	31/12/2025
Roads to Recovery 24-25	Haynes and Strickland Roads Stabilising and Resheeting	Stabiliser Product Purchased COMPLETED Haynes Road COMPLETED Strickland Road NOT COMMENCED	31/10/2025 for stabiliser Roadworks 30/06/2026
Black Spot 23-24	Haynes Road & White Horse Track	Formalise intersection and signage for road safety – Aligned with into R2R Project COMMENCED	31/10/2025
Black Spot 24-25	Solomon and Miles Road Intersection	Clear Sight Lines and improve road safety by installing turning lanes NOT COMMENCED	30/06/2025
Black Spot 24-25	Niks Crossing	Clear sight lines and install road furniture to improve safety NOT COMMENCED	30/06/2025
Burial and Cremation Grant	Cemetery and Burial Ground Fences and service gates	1. Fence Bush Cemetery – Undeveloped zones and install firebreaks and service gates PROCUREMENT COMMENCED 2. Install Vehicle barriers and Services Gates at Rum Jungle Lake PROCUREMENT COMMENCED	31/12/2025

CONSULTATION

- President
- As per meeting list
- Executive Leadership Team

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:	20 th January 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

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

RECOMMENDATION

That Council;

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

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

The monthly financial report Income and Expenditure Statement compares the actual income and expenditure to budget at two levels, firstly for the year to date (YTD), and secondly for the full year budget. Comparatives to full year are relevant if the income and expenditure is linear, otherwise the YTD budget comparison provides a clearer position. Ideally, the budget is accurately phased so that the amount allocated each month will match the pattern of income and expenditure.

COMMENT

Council undertook the first budget review at the December 2025 OGM, and the amended budget has been implemented from this reporting period.

Operating Income and Expenditure

Council's operating income is higher than YTD, resulting from:

- Movement of grant funds from capital to the operational budget after project nominations were confirmed.

- Fees and Charges are significantly higher than budgeted due to the change in recognition of waste collection fees, resulting in less charges on rates notices and more fee for service invoice provision.
- Investment income recognised is higher than YTD budget as a result of significant deposit maturing in the first half of the financial year.
- 2025/26 rates and charges have been levied, with the first instalment due on 26 September 2025.

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

- Employee costs have been 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 2025, 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.
- Elected Member Professional Development allowance has been recognised as payable from the beginning of the financial year, however not expended. Movements of budget figures have been aligned to declared amounts in the 2025-26 Shire Plan, no additional funds have been added, just moved to the 'allowances' line rather than the 'expenses' line in the budget tables.
- Depreciation expenses are lower than YTD budget, resulting from the changes in total assets held at the end of the last financial year.
- Other expenses, such as consultant fees for specific Council business, have not yet been completed and therefore remain lower than YTD estimates.

Assets

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

Capital Works

- Adelaide River Cemetery Precinct works – Concreting works are completed. Car parking/road work tender closed on 30th November 2025. Tender assessment delayed due to shortage of staff to sit on the assessment panel. Assessment panel will meet late in January, and the report will be presented in February 2026 for awarding by Council.
- Roads to Recovery – Haynes and Strickland Rd dust suppression project. Haynes Rd works are completed. Strickland Rd to be commenced following completion of Haynes Rd.

Investments

- At 31 December 2025, Council held \$3M in term deposits.
- At 31 December 2025, Council's cash at bank contained \$2.05 Million of tied funding.

Grants

Council received the following grant payments in December 2025:

- Annual Library Funding 2025-26 = \$48,587.87
- Youth Vibe School Holiday Program 2025-26 Grant = \$4,000
- Waste and Resource Management Grant 2025-26 = \$104,500

Rates

- 2025/26 Rates and Charges have been levied in August 2025. The second instalment for 2025/26 rates was due by 28th November 2025. Any ratepayer who has not met the first and/or second instalments is now considered in arrears in accordance with the *Local Government Act 2019*.

- At 31 December 2025, Council's overdue rates are worth \$498k. The overdue rates balances relate to rates and charges from current and previous financial years and continue to accrue interest until payment is received.
- At 31 December 2025, \$348k is arrears from previous financial years. \$150k is arrears from 2025-26 rates and charges where the first and/or second instalment was not honoured.
- At 31 December 2025, there are 53 properties that have a rates credit due to direct debit or payment plans being in place. The total of these applied credits is \$32k.

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 December PAYG Withholdings will be submitted with the Business Activity Statement in January 2026.
- Business Activity Statements have been lodged by the due dates. The December BAS will be lodged by the due date of 21st January 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-Dec-25

That, to the best of the CEO's knowledge, information and belief:
 (1) The internal controls implemented by the council are appropriate; and
 (2) The council's financial report best reflects the financial affairs of the council.

A/CEO Signed



Date Signed

14th January 2026

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING INCOME				
Rates	1,237,968	1,248,201	(10,233)	1,248,201
Charges	405,366	513,817	(108,451)	513,817
Fees and Charges	127,844	81,978	45,866	156,796
Operating Grants and Subsidies	1,519,207	1,279,561	239,646	2,130,030
Interest / Investment Income	121,685	95,002	26,683	190,000
Commercial and Other Income	87,811	73,339	14,472	118,304
TOTAL OPERATING INCOME	3,499,880	3,291,898	207,982	4,357,148
OPERATING EXPENDITURE				
Employee Expenses	725,254	806,033	(80,779)	1,531,668
Materials and Contracts	1,429,545	1,547,809	(118,264)	2,744,876
Elected Member Allowances	45,965	88,882	(42,917)	147,772
Elected Member Expenses	372	3,600	(3,228)	3,600
Council Committee & LA Allowances	1,927	3,500	(1,573)	5,000
Council Committee & LA Expenses	0	0	0	0
Depreciation, Amortisation and Impairment	727,956	799,280	(71,324)	1,598,564
Interest Expenses	0	0	0	0
Other Expenses	10,757	30,400	(19,643)	67,400
TOTAL OPERATING EXPENDITURE	2,941,777	3,279,504	(337,727)	6,098,880
OPERATING SURPLUS / DEFICIT	558,104	12,394	545,710	(1,741,732)

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	558,104	12,394	545,710	(1,741,732)
Remove NON-CASH ITEMS				
Less Non-Cash Income	0	0	0	0
Add Back Non-Cash Expenses	727,956	72,796	655,160	1,598,564
TOTAL NON-CASH ITEMS	727,956	72,796	655,160	1,598,564
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	715,164	393,380	321,784	1,566,672
Borrowing Repayments (Principal Only)	0	0	0	0
Transfer to Reserves	0	0	0	105,783
Other Outflows	0	0	0	0
TOTAL ADDITIONAL OUTFLOWS	(715,164)	(393,380)	(321,784)	(1,672,455)
Add ADDITIONAL INFLOWS				
Capital Grants Income	104,500	338,500	(234,000)	338,500
Prior Year Carry Forward Tied Funding	911,673	911,673	0	911,673
Other Inflow of Funds	0	0	0	0
Transfers from Reserves	0	0	0	565,450
TOTAL ADDITIONAL INFLOWS	1,016,173	1,250,173	(234,000)	1,815,623
NET BUDGETED OPERATING SURPLUS / DEFICIT	1,587,069	941,983	645,086	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	388,419	0	388,419	203,380
Community Assets and Other Structures	197,751	90,000	107,751	191,145
Motor Vehicles	0	0	0	70,000
Plant and Equipment	0	0	0	249,500
Roads Infrastructure	128,994	50,000	78,994	852,647
TOTAL CAPITAL EXPENDITURE	715,164	140,000	575,164	1,566,672
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Capital Grants Income	104,500	0	104,500	338,500
Prior Year Carry Forward Tied Funding	864,173	864,173	0	864,173
Operating Income and Subsidies	459,120	248,999	210,121	248,999
Reserves	0	0	0	115,000
TOTAL CAPITAL EXPENDITURE FUNDING	1,427,793	1,113,172	314,621	1,566,672

Table 2.2. Quarterly Report on Planned Major Capital Works

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$	YTD Actuals \$	Total Actuals \$	Total Planned Budget \$	Total Yet to Spend \$	Expected Project Completion Date
Buildings	CPP 2022-23 - Myrtle Fawcett Park	219,620	183,943	403,563	423,000	19,437	31/10/2025
Community Assets	WaRM 2023-24 - Batchelor Waste Facility Weighbridge	61,965	51,547	113,512	120,000	6,488	31/10/2025
	IPG 2023-24 - Adelaide River Social Infrastructure	127,890	1,502	129,392	256,000	126,608	28/02/2026
Motor Vehicles	Replacement of 1 utility	0	0	0	70,000	70,000	31/12/2025
Plant and Equipment	WaRM 2024-25 - Bulk Hook Bins	0	0	0	120,000	120,000	30/06/2026
Roads	CPP 2023-24 Adelaide River Cemetery Precinct road and parking upgrades	39,020	45,150	84,170	625,000	540,830	30/06/2026
	Black Spot - Solomon and Miles Roads Intersection	0	0	0	150,000	150,000	30/06/2026
TOTAL		448,495	282,142	730,637	1,764,000	1,033,363	

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 DECEMBER 2025	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank		(1)
Tied Funds	2,048,019	
Untied Funds	2,130,605	
Accounts Receivable		
Trade Debtors	32,005	(2)
Rates & Charges Debtors	796,170	
Other Current Assets	18,565	
TOTAL CURRENT ASSETS	5,025,364	
Non-Current Financial Assets	0	
Property, Plant and Equipment	16,673,679	
TOTAL NON-CURRENT ASSETS	16,673,679	
TOTAL ASSETS	21,699,043	
LIABILITIES		
Accounts Payable	4,459	(3)
ATO & Payroll Liabilities	(17,657)	(4)
Current Provisions	136,642	
Accruals	0	
Other Current Liabilities	11,341	
TOTAL CURRENT LIABILITIES	134,784	(5)
Non-Current Provisions	0	
Other Non-Current Liabilities	0	
TOTAL NON-CURRENT LIABILITIES	0	
TOTAL LIABILITIES	134,784	
NET ASSETS	21,564,259	
EQUITY		
Asset Revaluation Reserve	15,424,509	
Reserves	391,500	(6)
Accumulated Surplus	5,748,250	
TOTAL EQUITY	21,564,259	

Note 1. Details of Cash and Investments Held

\$3,000,000 held in investments as at 31 December 2025 (details in table below). Tied funds include grant/project obligations, current provisions and tied reserve accounts.

Investments Summary

As at 31 December 2025

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$250,000	4.10%	At Maturity	10/03/2026
Fixed Term Deposit	\$300,000	4.02%	At Maturity	21/04/2026
Fixed Term Deposit	\$400,000	4.10%	At Maturity	30/04/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	4/05/2026
Fixed Term Deposit	\$300,000	4.34%	At Maturity	15/06/2026
Fixed Term Deposit	\$400,000	4.20%	At Maturity	1/07/2026
Fixed Term Deposit	\$300,000	4.44%	At Maturity	14/09/2026
Fixed Term Deposit	\$300,000	4.50%	At Maturity	12/11/2026
Fixed Term Deposit	\$350,000	4.52%	At Maturity	17/12/2026
TOTAL	\$3,000,000			

Note 2. Statement of Trade Debtors

	Current	Past Due 1–30 Days	Past Due 31–60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Commercial Waste	-	-	3,432.00	22,829.40	212.00	26,473.40
Facility and Equipment Hire Fees	-	-	-	-	345.53	345.53
Regulatory Services	-	-	-	-	-	-
Road permits	-	-	-	-	602.00	602.00
Sundry Debtors	167.60	-	-	-	4,416.00	4,583.60
TOTAL	\$ 167.60	\$ -	\$ 3,432.00	\$22,829.40	\$ 5,575.53	\$ 32,004.53

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
Jacana Energy	120.58	-	-	-	-	120.58
MVR	1,368.00	-	-	-	-	1,368.00
Prestons Mowing & Gardening	2,970.00	-	-	-	-	2,970.00
Total Accounts Payable	\$ 4,458.58	\$ -	\$ -	\$ -	\$ -	\$ 4,458.58

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 December 2025 PAYG Withholdings will be submitted with the Business Activity Statement prior to 21 January 2026.
- Business Activity Statements have been lodged by the due dates. The December 2025 BAS will be lodged prior to the due date of 21 January 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 December 2025 is 2.4.

Note 6. Reserve Accounts

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

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

Cardholder Name: S HILLEN (CEO) & N CHAPMAN (A/CEO)

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
3/12/2025	40.79	Mailchimp	Monthly Newsletter Subscription
4/12/2025	214.50	Microsoft	Monthly Software Subscription
4/12/2025	638.88	Microsoft	Monthly Software Subscription
10/12/2025	263.54	Microsoft	Monthly Software Subscription
19/12/2025	362.10	Australia Post	Rates Letters Postage
22/12/2025	222.00	Xero Australia	Monthly Software Subscription
30/12/2025	39.78	Mailchimp	Monthly Newsletter Subscription
Total	\$1,781.59		

Staff Credit Card Transactions

Date	Description	Credit (AUD)
02 Dec 2025	Bunnings	50.00
03 Dec 2025	SPOTLIGHT PTY LTD	264.00
03 Dec 2025	Everyday Rewards	50.00
03 Dec 2025	Kmart	242.75
04 Dec 2025	Kmart	(27.50)
08 Dec 2025	Australia Post	340.00
18 Dec 2025	Kmart	109.00
23 Dec 2025	Seek Limited	511.50
Total Other Staff Credit Cards		1,539.75

CCGC CBA Cheque

Date	Description	Credit (AUD)
02 Dec 2025	Commonwealth Bank of Australia	81.13
02 Dec 2025	Commonwealth Bank of Australia	324.33
02 Dec 2025	Bank Transfer from Cheque to CEO Credit Card	3,000.42
02 Dec 2025	Commonwealth Bank of Australia	3.03
02 Dec 2025	Bank Transfer from Cheque to CCSM Credit Card	1,077.38
02 Dec 2025	Bank Transfer from Cheque to ESC Credit Card	888.60
02 Dec 2025	Bank Transfer from Cheque to CSM Credit Card	30.00
05 Dec 2025	Payment: Water Dynamics-Darwin Irrigation	2,128.24
05 Dec 2025	Payment: Water Dynamics-Darwin Irrigation	9,485.42
05 Dec 2025	Payment: Area9 IT Solutions	551.87
05 Dec 2025	Payment: Nexia Edwards Marshall NT	2,200.00
05 Dec 2025	Payment: Nexia Edwards Marshall NT	3,417.33
05 Dec 2025	Payment: EASA Inc	307.65
05 Dec 2025	Payment: Officeworks Ltd	130.79
05 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
05 Dec 2025	Payment: Water Dynamics-Darwin Irrigation	9,199.59
05 Dec 2025	Payment: RS Gardening Care	5,642.08
05 Dec 2025	Payment: Top End Grub	1,520.30
05 Dec 2025	Payment: Prestons Mowing & Gardening	810.00
05 Dec 2025	Payment: The Big Mower	162.80
05 Dec 2025	Payment: P&K Plumbing	4,878.37
05 Dec 2025	Payment: RS Gardening Care	6,307.48
05 Dec 2025	Payment: Litchfield Outback Resort	5,760.00
05 Dec 2025	Payment: Figleaf Pool Products	275.00
05 Dec 2025	Payment: Area9 IT Solutions	1,039.50
05 Dec 2025	Payment: Practical Safety Australia Pty Ltd	311.80
05 Dec 2025	Payment: Jacana Energy	750.68
11 Dec 2025	SALARIES AND WAGES Coomalie Communi	37,287.90
11 Dec 2025	PC111225-127238728 SuperChoice P-L	5,994.65

12 Dec 2025	Payment: Corrugated Iron Youth Arts Inc	7,151.10
12 Dec 2025	Payment: Bunnings Building Supplies P/L	238.56
12 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
12 Dec 2025	Payment: Practical Safety Australia Pty Ltd	368.50
12 Dec 2025	Payment: Top End Grub	1,520.30
12 Dec 2025	Payment: Arafura Sweeping Pty Ltd	660.00
12 Dec 2025	Payment: Arafura Sweeping Pty Ltd	825.00
12 Dec 2025	Payment: Figleaf Pool Products	150.00
12 Dec 2025	Payment: Figleaf Pool Products	125.00
12 Dec 2025	Payment: Batchelor Service Centre	637.87
12 Dec 2025	Payment: TGS Diesel & Hydraulic Service & Repair	2,575.14
12 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
12 Dec 2025	Payment: Winc	50.01
12 Dec 2025	Payment: Oolloo Investments Pty Ltd	13,298.82
12 Dec 2025	Payment: Pandanus NT Pty Ltd t/a Damn Straight Fencing	1,595.00
12 Dec 2025	Payment: Arafura Sweeping Pty Ltd	660.00
12 Dec 2025	Payment: Darwin Office Technology	985.39
12 Dec 2025	Payment: Officeworks Ltd	27.74
12 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
12 Dec 2025	Payment: Arafura Sweeping Pty Ltd	660.00
12 Dec 2025	Payment: Officeworks Ltd	178.24
12 Dec 2025	Payment: Bunnings Building Supplies P/L	664.71
12 Dec 2025	Payment: Officeworks Ltd	646.50
12 Dec 2025	Payment: The Big Mower	162.80
12 Dec 2025	Payment: Roadside Services & Solutions Pty Ltd	572.00
12 Dec 2025	Payment: Gaz NT Pty Ltd	880.00
12 Dec 2025	Payment: L&V Nominees Pty Ltd aka Poolwerx	1,720.00
12 Dec 2025	Payment: Integrated Land Information System	34.50
12 Dec 2025	Payment: WEX Australia Pty Ltd	3,842.95
12 Dec 2025	Payment: Captovate	165.00
12 Dec 2025	Payment: Air Liquide Australia Ltd	30.26
12 Dec 2025	Payment: Councilwise	32,328.45
12 Dec 2025	Payment: ArborWork Tree Services PTY LTD	5,830.00
12 Dec 2025	Payment: Figleaf Pool Products	64.00
12 Dec 2025	Payment: Adelaide River Primary School	200.00
12 Dec 2025	Payment: Netball NT	1,411.20
12 Dec 2025	Payment: Turbo's Tyres	566.50
12 Dec 2025	Payment: Prestons Mowing & Gardening	4,180.00
12 Dec 2025	Payment: Adelaide River Show Society	200.00
12 Dec 2025	Payment: Batchelor Area School Council Inc	200.00
12 Dec 2025	Payment: PowerWater - Bills	1,055.32
12 Dec 2025	Payment: Telstra	1,269.96
12 Dec 2025	Payment: PowerWater - Bills	227.90
12 Dec 2025	Payment: PowerWater - Bills	268.47

12 Dec 2025	Payment: MVR	841.25
15 Dec 2025	Commonwealth Bank of Australia	5.72
15 Dec 2025	Commonwealth Bank of Australia	38.28
15 Dec 2025	Commonwealth Bank of Australia	153.12
15 Dec 2025	NBN Biz	322.52
18 Dec 2025	EQUIPMENT RENTS	227.00
19 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
19 Dec 2025	Payment: Gleeming Cleaning Services	4,060.00
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	1,824.80
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	6,639.88
19 Dec 2025	Payment: Gaz NT Pty Ltd	1,166.00
19 Dec 2025		120.00
19 Dec 2025	Payment: Winc	1,038.65
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	5,000.00
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	8,572.22
19 Dec 2025	Payment: NT Water Filters aka Viva Water Pty Ltd	220.00
19 Dec 2025	Payment: Darwin Office Technology	981.03
19 Dec 2025	Payment: Batchelor Institute	71.50
19 Dec 2025	Payment: Top End Grub	1,784.70
19 Dec 2025	Payment: TGS Diesel & Hydraulic Service & Repair	715.00
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	17,786.50
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	18,082.21
19 Dec 2025	Payment: Oolloo Investments Pty Ltd	20,885.96
19 Dec 2025	Payment: KCS Industrial Services	10,157.40
19 Dec 2025	Payment: Engagis Pty Ltd	214.67
19 Dec 2025	Payment: Area9 IT Solutions	591.36
19 Dec 2025	Payment: TGS Diesel & Hydraulic Service & Repair	1,744.88
19 Dec 2025	Payment: Debbie Pennell	400.00
19 Dec 2025	Payment: Australian Taxation Office	3,748.00
19 Dec 2025	Payment: Jacana Energy	1,007.47
19 Dec 2025	Payment: Jacana Energy	726.46
20 Dec 2025	Payment: Valmae Morrison	821.83
20 Dec 2025	Payment: Ross McGorman	4,403.99
20 Dec 2025	Payment: Sharon Beswick	621.83
20 Dec 2025	Payment: Chris Whatley	821.83
20 Dec 2025	Payment: Greg Strettles	821.83
20 Dec 2025	Payment: Alan Roe	1,150.31
22 Dec 2025	Vocus	2,511.30
23 Dec 2025	SALARIES AND WAGES Coomalie Communi	35,940.13
24 Dec 2025	Payment: Delta Electrics	1,071.53
24 Dec 2025	Payment: The Big Mower	300.10
24 Dec 2025	Payment: Earl James & Associates	23,000.00
24 Dec 2025	Payment: Litchfield Outback Resort	153.00
24 Dec 2025	Payment: EASA Inc	922.95
24 Dec 2025	Payment: P&K Plumbing	390.34

24 Dec 2025	Payment: Darwin Office Technology	700.95
24 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
24 Dec 2025	Payment: Gaz NT Pty Ltd	379.50
24 Dec 2025	Payment: Top End Grub	1,718.60
24 Dec 2025	Payment: Prestons Mowing & Gardening	770.00
24 Dec 2025	Payment: Royal Life Saving	410.00
24 Dec 2025	Payment: Debbie Pennell	400.00
24 Dec 2025	Payment: Paradise Landscaping (NT) Pty Ltd	4,365.00
24 Dec 2025	Payment: North Country Refrigeration & Airconditioning	1,809.50
24 Dec 2025	Payment: Sam McAuley Electrical	390.50
24 Dec 2025	Payment: SD Electrical and Air-conditioning	572.00
24 Dec 2025	Payment: Bunnings Building Supplies P/L	169.46
24 Dec 2025	Payment: Batchelor Service Centre	525.83
24 Dec 2025	Payment: EASA Inc	307.65
24 Dec 2025	Payment: HD Pumps - Humpty Doo/Winnellie	266.20
24 Dec 2025	Payment: Oolloo Investments Pty Ltd	12,769.60
24 Dec 2025	Payment: Jacana Energy	350.63
24 Dec 2025	Payment: Jacana Energy	163.60
24 Dec 2025	Payment: PowerWater - Bills	2,180.02
24 Dec 2025	Payment: PowerWater - Bills	333.92
24 Dec 2025	Payment: PowerWater - Bills	33.10
24 Dec 2025	Payment: Jacana Energy	210.63
24 Dec 2025	Payment: PowerWater - Bills	65.30
24 Dec 2025	Payment: PowerWater - Bills	431.88
24 Dec 2025	Payment: PowerWater - Bills	42.71
24 Dec 2025	Payment: PowerWater - Bills	93.16
24 Dec 2025	Payment: Telstra	290.00
24 Dec 2025	Payment: MVR	301.00
24 Dec 2025	Payment: Jacana Energy	43.18
24 Dec 2025	Payment: PowerWater - Bills	260.79
24 Dec 2025	Payment: Telstra	1,149.94
24 Dec 2025	Payment: Telstra	38.72
24 Dec 2025	PC231225-160917414 SuperChoice P-L	5,502.71
31 Dec 2025	Payment: Top End Grub	1,718.60
31 Dec 2025	Payment: Lions Club of Litchfield Inc	1,344.00
31 Dec 2025	Payment: Palmerston Paint Group Pty Ltd	188.98
31 Dec 2025	Payment: Officeworks Ltd	75.00
31 Dec 2025	Payment: VTG Waste & Recycling P/L	2,514.20
31 Dec 2025	Payment: VTG Waste & Recycling P/L	5,893.93
31 Dec 2025	Payment: Officeworks Ltd	33.62
31 Dec 2025	Payment: PowerWater - Bills	92.79
31 Dec 2025	Payment: Jacana Energy	45.61
31 Dec 2025	Payment: MVR	125.85
31 Dec 2025	Payment: Jacana Energy	713.57

31 Dec 2025	Payment: Jacana Energy	136.34
31 Dec 2025	Payment: PowerWater - Bills	32.74
31 Dec 2025	Payment: Jacana Energy	958.23
31 Dec 2025	Payment: PowerWater - Bills	142.77
Total CCGC CBA Cheque		460,276.97

14. REPORTS REQUIRING DECISIONS OF COUNCIL.

14.1 ELECTED MEMBER PROFESSIONAL DEVELOPMENT PLAN 2025-26

Date:	20 th January 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Elected Member Professional Development Policy

PURPOSE

Council is committed to recognising the most appropriate types of conferences and training opportunities that enable a council member to develop capabilities in the member's role. Council will assist in the professional development of councillors by approval of attendance at appropriate conferences, seminars, meetings and development programs for the 2025/2026 year.

RECOMMENDATION:

That Council;

- a) receives and notes the proposed Elected Member Professional Development Plan 2025-26;
- b) endorses the plan (as amended) for the 2025-26 financial year;
- c) approves the attendance of ALL Councillors/or of Clrs _____ at the AICD Governance Essentials for LG and the use of the Professional Development Allowance for this course.

Moved:

Seconded:

PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2025/01/21/14

That Council:

- a) receives and notes the report titled Elected Members Professional Development Policy;*
- and*
- b) adopts the attached Elected Members Professional Development Policy.*

Moved: Official Manager

Seconded: Official Manager

CARRIED

BACKGROUND

A Professional Development Allowance is set each year for Elected Members through a Determination from the Northern Territory Remuneration Tribunal. The professional development allowance for the 2025-26 financial year is \$5,000 per council member.

The Professional Development Allowance may be expended in relation to attending or undertaking the following types of conference and training within the Northern Territory or via a web-based remote program:

- (a) mandatory training relevant to being an Elected Member;
- (b) course of study or other training course relevant to performance as an Elected Member;
- (c) training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint;
- (d) training, mediation or counselling recommended by the President; or
- (e) a conference, seminar, symposium, expo or other similar event on a topic or function related to local government.

COMMENT

Professional Development opportunities for the Coomalie Community Government Council Elected Members have been identified and broken down into four categories for consideration:

1. **Mandatory Training**
2. **Workshop Series** – workshops facilitated by the CEO to develop plans and identify priority areas for the operations.
3. **External Training** – short courses and presentations regarding specific topics; and
4. **Professional Development Events** – events held throughout the year that are relevant to the Local Government sector where attendance will provide development and networking opportunities.

Each category is presented below in table format outlining the proposed training, training timeframes/dates for completion and financial implications applicable.

1. Mandatory Training Series

Workshop Topic	Proposed Date	Expected Duration	Financial Implications
Understanding Local Government	COMPLETED 21 st October 2025	1 hour	NIL
Roles and Responsibilities		1 hours	NIL
Conflict of Interest		1 hours	NIL
Code of Conduct	COMPLETED 16 th December 2025	1 hours	NIL
Council decision Making and Meeting Procedures		1 hour	NIL
Financial Management		1 hour	NIL

2. Workshop Series

Workshop Topic	Proposed Date	Expected Duration	Financial Implications
Asset Management and Town Tour	7 th February 2026	6 hours	<ul style="list-style-type: none"> Extra Meeting Allowance for Ordinary EM's up to \$500 per member.
Seniors Consultation	TBC	2 hours	Public Meeting called by COTANT – Coomalie Branch
Economic Development Plan	TBC	4 hours	<ul style="list-style-type: none"> Extra Meeting Allowance for Ordinary EM's up to \$500 per member

3. External Training

Training Topic	Proposed Date	Expected Duration	Financial Implications
Independent Commissioner Against Corruption (ICAC)	TBC	1 – 2 hours	<ul style="list-style-type: none"> Proposed to complete prior to an OGM when Members are already on-site.
JLT Risk and Protections	TBC	1- 2 hours	<ul style="list-style-type: none"> Proposed to complete prior to an OGM when Members are already on-site
Rum Jungle Rehabilitation Consultation Planning	TBC	1 hour	<ul style="list-style-type: none"> Proposed to complete prior to an OGM when Members are already on-site
Darwin Water Supply Infrastructure Project	TBC	1 hour	<ul style="list-style-type: none"> Proposed to complete prior to an OGM when Members are already on-site
LGANT/AICD Governance Essentials for LG	12 th – 13 th March 2026 in Darwin	2 days	<ul style="list-style-type: none"> External governance for LG course hosted by LGANT and facilitated by Australian Institute of Company Directors. Cost per attendee is TBC. Council members can opt to utilise accommodation or claim travel (km) for attendance.

4. Professional Development Events

Training Topic	Proposed Date	Expected Duration	Financial Implications
LGANT Conference	2 x conferences per year	2 Full Day attendance	<ul style="list-style-type: none"> • 3 Council members attended November 2025 conference. • Registration is approx. \$500 • Travel and Accommodation as required.
ALGA Conference	23-25 June 2026 in Canberra	Full conference attendance 3 days	<ul style="list-style-type: none"> • Proposed for a delegate to attend biannually. • 2026 registration \$1,550 • Travel and Accommodation additional • Travel Allowance

CONSULTATION

- President
- Local Government Unit
- LGANT

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Regulation 66(6) and 67(2) of the *Local Government (General) Regulations 2021*

FINANCIAL IMPLICATIONS

As per the tables above.



1.12 Elected Members Professional Development Policy

Council Resolution:	2025/01/21/14
Date to take effect:	21 st January 2025
Policy Custodian:	Corporate Services Manager
Review Date:	January 2027
Version (Revision Number)	1.1

1. Purpose

This policy provides guidance on the types of professional development that can be undertaken by Coomalle Community Government Council (CCGC) Elected Members using the professional development allowance.

2. Scope

This policy supports CCGC's commitment to Elected Members receiving appropriate levels of professional development in the interests of their roles in overseeing the business of Council. This policy applies to all Elected Members and staff of CCGC.

3. Policy Statement

3.1 Professional development

A Professional Development Allowance is set each year for Elected Members through a Determination from the Northern Territory Remuneration Tribunal.

The Professional Development Allowance may be expended in relation to attending or undertaking the following types of conference and training within the Northern Territory or via a web-based remote program:

- (a) mandatory training relevant to being an Elected Member;
- (b) course of study or other training course relevant to performance as an Elected Member;
- (c) training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint;



- 
- (d) training, mediation or counselling recommended by the President; or
 - (e) a conference, seminar, symposium, expo or other similar event on a topic or function related to local government.

3.2 High-cost training courses

If an Elected Member is attending a training course that exceeds the Professional Development Allowance available in the current financial year:

- (a) any remaining Professional Development Allowance in the current financial year is to be expended to partially pay for the training course;
- (b) the outstanding cost of the training course may be expended against the Professional Development Allowance of an Elected Member in future financial years (only within the term of the Council).

Expenditure of the Professional Development Allowance in future financial years will only be made on a reimbursement basis to an Elected Member who has personally paid the remaining cost of the training course.

Access to reimbursement is subject to:

- (a) the Elected Member remaining to be an Elected Member in the future financial year(s) when a claim for reimbursement is made; and
- (b) any changes in the maximum amount of Professional Development Allowance available in the future financial year(s) (which may reduce the reimbursement amount available).

4. Associated Documents

Elected Members Code of Conduct

Determination of Allowances for Members of Local Councils (Remuneration Tribunal)

5. References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

DOCUMENT HISTORY	
1.12 Elected Members Professional Development Policy	
Date Adopted:	21 st January 2025
Amended:	
Amended:	

14.2 DEVELOPMENT APPLICATION 'PA2025/0473'

Date:	20 th January 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Development Application Map

PURPOSE

From time-to-time Council is required to provide comment on various developments within the Coomalie Region. This report requires Council to review the application and provide a written submission for the application.

RECOMMENDATION

That Council;

- a) receives and notes the report titled Development Application 'PA2025/0473'; and
- b) provides a submission for the Development Application PA2025/0473 for the clearing of 44.44 hectares of native vegetation for hay production and nursery based on the conditions detailed in this report by the closing date of 6th February 2026.

Moved:

Seconded:

BACKGROUND

A new development application has been received over Section 00206 Hundred of Playford, 205 Dorat Rd, Robin Falls NT. The development application is for the purpose of clearing of 44.44 hectares of native vegetation for hay production and nursery.

In accordance with the requirements of the *Planning Act 1999*, Council is invited to review the [application](#) and provide written advice or comments no later than 6th February 2026.

COMMENT

The property is located directly behind the Adelaide River Showgrounds and Racecourse.

The following application details and recommendations are provided for Council's consideration regarding development application PA2025/0473 for land clearing at Section 00206 Hundred of Playford:

1. Compliance with Planning Guidelines

- The application requests a variation from key NT Planning Scheme requirements by implementing a reduced buffer zone from 100m to 20m a buffer zone along all property boundaries with the requirement for a 10m firebreak around the clearing footprint. For additional consideration, the proposed area has been historically cleared which would see less change in visual amenity overall.

- The application contains biodiversity assessments identifying sensitive flora/fauna in the proposed clearing area and surrounding land.

2. Environmental Protections

Recommended conditions to ensure ecological safeguards:

- Third-party verification of buffer zone implementation prior to clearing commencement
- Erosion control measures including sediment barriers and staged clearing to match seasonal conditions (dry season implementation preferred)
- Wildlife corridor maintenance between cleared areas to preserve ecological connectivity

3. Weed Management Protocol

Given Gamba Grass presence near Stuart Highway boundaries:

- Implement mandatory machinery wash-down stations at all property entry points
- Require weed surveillance reports submitted quarterly for first two years of operation
- Enrol property in Gamba Action Program for free herbicide access and technical support

4. Economic Considerations

The development aligns with pastoral land use priorities by:

- Supporting NT's \$1.3 billion cattle industry through production enhancements

5. Infrastructure and Public Amenity

- The application notes the Stuart Highway, the North Australia Railway and the Adelaide River Townships as nearby amenity that will be 'minimally impacted'.
- The application does not consider the impact to the Adelaide River Showgrounds and Racecourse and the Railway Museum, especially given the requested reduction in buffer zone around the property boundary and clearing site.

Recommended Approval Conditions

- Buffer zone size be carefully considered especially given the proximity and visual amenity to local community facilities.
- Pre-clearance audit confirming buffer zone demarcation
- Weed management plan
- Post-clearance monitoring and a management plan for the drainage lines
- Fire management plan addressing increased fuel loads from pasture grasses

This application demonstrates willingness to adhere to most planning requirements while offering economic benefits through pastoral intensification. The proposed conditions provide necessary environmental safeguards given the sensitive floodplain ecosystem.

CONSULTATION

- Development Assessment Services
- NT Information Land Services

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

NT Planning Scheme Land Clearing Guidelines

FINANCIAL IMPLICATIONS

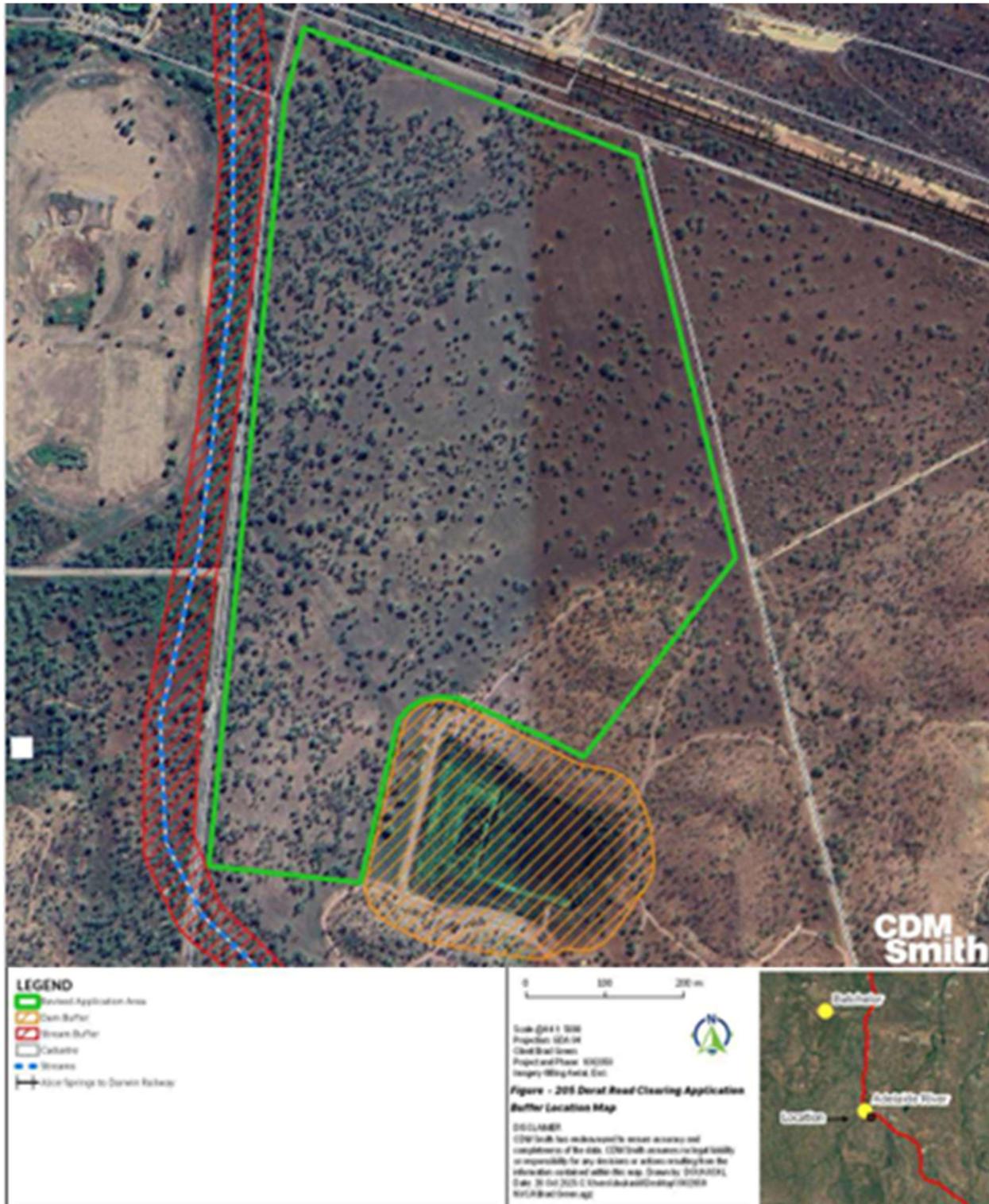
NIL

14.2 ATTACHMENT: DEVELOPMENT APPLICATION 'PA2025/0473'

PROPOSED CLEARING SITE



STREAM AND SENSITIVE FAUNA MAP



BUFFER ZONE MAP



Legend:

Green – 20m buffer zone

Red – 100m buffer zone

14.3 NOMINATION FOR THE MINISTER’S ADVISORY COUNCIL ON MULTICULTURAL AFFAIRS

Date:	20 th January 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

To seek Council’s nomination for membership to the Minister’s Advisory Council on Multicultural Affairs (MACMA).

RECOMMENDATION

That Council;

- a) receives and notes the report entitled Nomination for the Minister’s Advisory Council on Multicultural Affairs; and
- b) endorses _____ to be nominated as a member for the Minister’s Advisory Council on Multicultural Affairs.
- c) requests the Chief Executive Officer submits the nomination by the closing date of 30th January 2026.

Moved:

Seconded:

COMMENT

Correspondence from the Minister for Multicultural Affairs was received on 13th January 2026 seeking a nomination from Council for consideration for membership to the Minister’s Advisory Council on Multicultural Affairs (MACMA).

The MACMA is a non-statutory advisory group providing high-level strategic advice from the community to NT Government on multicultural affairs matters to improve policy and service delivery outcomes. Membership of the MACMA comprises of community members and organisational members selected for their roles in representing and/or providing services to multicultural communities.

Local government is a key sector in supporting multicultural communities and this is recognised through a dedicated position for local government representation on the MACMA.

The closing date for nominations is the 30th January 2026.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Nil to Council.

15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS FOR THE JANUARY OGM 2026.

Date: 20th January 2026

Author: Natasha Chapman, Acting Chief Executive Officer.

Attachments: [Actions for the January OGM 2026.](#)

RECOMMENDATION

That Council;

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

b) remove items:

Moved:

Seconded:

15.1 ATTACHMENT – ACTION LIST FOR THE JANUARY 2026 OGM
(shaded area is from previous meetings).

No.	ITEM	RESOLUTION	STATUS
#1	Preliminary Drafting Instructions – By-Laws	CEO to re-engage with Parliamentary Secretary to re-commence.	IN PROGRESS
#2	Item 8 - Chief Executive Officer Report 18 th June 2024	Investigate signage for Rum Jungle Lake with regards to reporting procedure when a tagged fish is caught.	IN PROGRESS
#3	Item 14.12 December OGM Smoke Free Workplace & Community Policy	RESOLUTION 2024/12/17/019 Designated signs to be erected and users of Council facilities to be introduced to this policy	IN PROGRESS
#4	Item 8.2 Cemetery June Cemetery Plan	RESOLUTION CEM2025/06/10/004 b) endorses the DRAFT <i>Coomalie Bush Cemetery, Cemetery Plan 2025, as amended.</i>	SEEK TO REMOVE COMPLETED
#5	Item 8.3 Cemetery June Policy	RESOLUTION CEM2025/06/10/005 b) endorses the DRAFT Cemetery Policy as amended.	SEEK TO REMOVE COMPLETED
#6	Item 12 October OGM Chief Executive Officer Report	RESOLUTION 2025/10/21/006 A report to be included in November's OGM regarding feral horse management and the Adelaide River Helipad.	IN PROGRESS MOVED TO FEBRUARY 2026 OGM
#7	Item 14.1 October OGM Waste Oil Facility, Adelaide River	RESOLUTION 2025/10/21/009 That Council; a) notes and receives the report titled Waste Oil Facility, Adelaide River; and b) approves the removal of oil from the Waste Oil Facility, Adelaide River at Council's cost and formal closure of the site and local communications announcing the end of the service; and c) requests the opening of an Expression of Interest for the purchase and removal of the Waste Oil Facility. Moved: Deputy President Whatley Seconded: Clr. Beswick Carried	IN PROGRESS
#8	Item 17.1 October OGM Councillor Beswick's Report	RESOLUTION 2025/10/21/0024 That Council convene an Asset Management and Project Management workshop to familiarise themselves with ongoing and upcoming projects. Moved: Deputy President Whatley Seconded: Clr. Roe Carried 5/1	IN PROGRESS
#9	Item 14.4 November OGM Coomalie Community Grants	RESOLUTION 2025/11/27/011 That Council: a) receive and note the report titled Community Grants Program 2025-26; and b) approves the opening of the Coomalie Community Grants Program for the 2025–26 financial year; c) authorises the Chief Executive Officer to convene a	IN PROGRESS PANEL WILL BE CONVENED AT CLOSURE OF APPLICATION PERIOD

		Community Grants Assessment Panel in accordance with Section 4.2(d) of Policy 2.4. Moved: Deputy President Whatley Seconded: Clr. Strettles Carried	
#10	Item 14.5 November OGM Delegations Policy	RESOLUTION 2025/11/27/012 That Council; a) adopt the reviewed 2.6 Delegations Policy as amended below: - page 12 of policy, row 3 & 4 to include the wording “within budget” at the end of the activity description. Moved: Clr. Morrison Seconded: Clr. Beswick Carried 4/1 (Clr. Beswick)	SEEK TO REMOVE COMPLETED
#11	Item 17. November OGM Paper Roads	RESOLUTION 2025/11/27/16 That Council receive a progress report on paper roads in the Shire at the December OGM. Moved: Deputy President Whatley Seconded: Clr. Beswick Carried	IN PROGRESS MOVED TO FEBRUARY OGM
#12	Item 12. December OGM, CEO Report	RESOLUTION 2025/12/16/005 That the CEO report back to Council about the burial requirements at Rum Jungle Lake	IN PROGRESS
#13	Item 13.3 December OGM, Business Model, Waste Management	RESOLUTION 2025/12/16/008 That the Acting CEO investigate an alternative business model around kerbside waste management collection and present to the February OGM.	IN PROGRESS
#14	Item 14.1 WaRM Grant 2025-26 (Phase 6) Project Proposal.	RESOLUTION 2025/12/16/010 That the Acting CEO correspond with the Dept. of the Chief Minister confirming Council’s acceptance of the WaRM 2025-26 grant funding and it’s nominated project.	SEEK TO REMOVE COMPLETED

15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date: 20th January 2026
Author: Natasha Chapman, Acting Chief Executive Officer.
Attachments: [Complaints table.](#)

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

BACKGROUND

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

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

1.08 Customer Complaints Policy.

FINANCIAL IMPLICATIONS.

NIL.

COMPLAINTS FOR JANUARY OGM 2026				
05/12/2025	Post Office	Inconvenient closed day	Closed – response sent	Email
09/12/2025	Public Convenience	Not compliant or finished	Closed – response sent	Email
15/12/2025	Recreation facility	Illegal activities	Closed	Email
16/12/2025	Roads	Erosion and washouts on Council land	Closed – response sent	SSS

COMPLIMENT FOR JANUARY OGM 2026

05/12/2025 Firstly, thank you for all you've done to help BOEC deliver fun and engaging activities at Batchelor Pool in 2025. I know the pool has been a high priority for you over last couple of months, as we've had a massive amount of rainfall which disrupted the water quality. I appreciate your efforts during this time so that BOEC could continue delivering programs and the BAS Swim and Survive lessons could continue with minimal disruptions.

15.3 COMMUNITY SERVICES 2nd QUARTERLY REPORT 2025-26

Date:	15 January 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 second quarter from October to December 2025.

RECOMMENDATION:

That Council receives and notes the Community Services 2nd Quarterly Report 2025-26.

Moved: Clr.

Seconded: Clr.

BACKGROUND AND PREVIOUS DECISIONS

NIL

COMMENT

Completed Council Events

Seniors Christmas Lunch

The annual Seniors Christmas Party was held on the 5th December 2025, with 74 attendees to the event. All of which had a fantastic time and loved the event and social side of the gathering!

Special thanks need to go to COTA Coomalie, Batchelor Town & Country Markets and COTA NT for their generous donations!

Landcare Days

Council had a Landcare day in both Adelaide River and Batchelor to plant new trees at Adelaide River oval and in the park between Kirra & Flynn Crescents, Batchelor. Approx. 25 trees were planted at both sites, with 1 adult and 2 children attending the Adelaide River session and 1 adult attending the Batchelor session.

Further tree plantings will occur in both communities as tree stock is available to plant.

Upcoming Community Events

Currently planned events for 2026 are listed below:

Event	Date	Council / Other
School Holiday Program	January	Council
Australia Day	January 26 th	Council
Bombing of Darwin Commemoration	February 20 th	Council
Clean Up Australia Day	March 1 st	Council
International Women's Day	March 8 th	Council
Youth Week	April	Council
ANZAC Day	April 25 th	Council
Road Safety Week		Other
Adelaide River Show	June	Other
School Holiday Program	June - July	Council
Territory Day	July 1 st	Council
NAIDOC	July	BIITE
Rosella Festival	July	Other
Seniors Month	August	Council
Adelaide River Festival	August	ARPS
School Holidays	September	Council
Art Show	September 11 th - 13 th	Council
Seniors Christmas Lunch	December 4 th	Council

SWIMMING POOL

Pool Statistics

Attendances for the quarter remain consistent with the prior year's statistics, with some good numbers evident during the hotter weeks between monsoon roughs.

The mandated primary school swimming lessons have completed for the local schools within our region. Originally, we had 3 bookings, being Adelaide River School, Batchelor Area School and Woolaning School. Woolaning School had to merge their program with Batchelor Area School's due to unforeseen circumstances.

Speaking with the Royal Life NT Swim & Survive Coordinator, they are keen to use Batchelor Pool as a regional/remote hub for school swimming lessons going forward. As they are the peak body for lessons within the NT they coordinate with schools and private swim school providers to ensure the programs occur for all enrolled students.

The rise in heat and humidity has resulted in more people attending the pool. According to the relief lifeguard and new pool supervisor, this consistent attendance is a new trend.

Week Start	Lap Swim	Adult	Child	Conc	Schools	Aqua Fitness	Swim Lessons	Total	Last Year
29/09/2025	11	51	56		23			141	80
6/10/2025	*	11	14					25	208
13/10/2025	*	12	119		43			174	215
20/10/2025	*	15	115		26			156	261
27/10/2025	*	16	57					73	125
3/11/2025	*	11	134		315			460	156
10/11/2025	*	13	61				290	364	365
17/11/2025 **	2	8	10			8		28 **	150
24/11/2025		18	43		96		115	272	514
1/12/2025	4	17	54		13		129	217	127
8/12/2025	4	29	108			12		153	131
15/12/2025	3	16	68			7		94	114
22/12/2025	0	28	49					77	120
29/12/2025	10	58	89					157	98
Totals	34	303	977	0	516	27	534	2,363	2,559
YTD Total	122	804	1,631	12	752	27	534	3,854	3,335

* Lap Swimming was temporarily unavailable during this period.

** Facility and Shire effected by TC Fina, required closing of facility

COMMUNITY LIBRARIES

Library Statistics

Numbers have been good over the past quarter, as can be seen in the table below.

Week Start	Adult	Child	Total
29/09/2025	8	18	36
6/10/2025	12	20	32
13/10/2025	26	32	58
20/10/2025	13	30	43
27/10/2025	11	22	33
3/11/2025	22	32	54
10/11/2025	18	59	77
17/11/2025**	5	18	23
24/11/2025	11	39	50
1/12/2025	No data available at time of writing		
8/12/2025			
15/12/2025			
22/12/2025			
29/12/2025			
Totals	126	270	396

** Cyclone forced closure of Batchelor Institute campus

Officers have been unable to get data for December due to vandalism at Adelaide River School and Library at the time of writing. This data will be provided in the next quarterly report.

The next “Evening with...” has not been released by BorrowBox or NT Libraries. Once this has been determined planning & advertising will commence.

SPORT AND RECREATION

Active Regional & Remote Sport Program

Week Start	School Sport	ARRS After School		ARRS During School	
	Adelaide River	Adelaide River	Batchelor	Adelaide River	Batchelor
6/10/2025					
13/10/2025	17				
20/10/2025	16	2	6	53	
27/10/2025	13	11	4	54	
3/11/2025	18	11	4	44	
10/11/2025	16	12	4	51	
17/11/2025	14	0**	1	52	
24/11/2025	14	***	0	51	Not held **
1/12/2025	8	***			
8/12/2025					
Totals	119	36	15	304	

** Cancelled due to TC Fina

*** To be carried forward to 2026 due to unsafe tree near school hall

*Have requested Batchelor School numbers on numerous occasions and have yet to come to hand.

Term	Adelaide River School	Batchelor Area School	After School Adelaide River	After School Batchelor
3, 2025	Netball	Soccer	Softball	Soccer
4, 2025	Darwin Performance Academy / Swimming	Corrugated Iron	Soccer	Netball
1, 2026	Gymnastics	Basketball	Tennis	Field Hockey
2, 2026	Netball	TBC	NRL	NRL

Adelaide River School have provided positive feedback for their dance program being run during term 4, with lots of positive comments for the facilitator.

Planning for 2026 semester one is in progress, but some sporting bodies are hesitant to commit, and others are quoting high prices to come to the Coomalie region and run activities. We have been working with these providers in an effort to reduce costs to the community. Basketball NT have committed to undertaking term 1 programming at Batchelor Area School and continue on after school for a community program as well.

Gymnastics have committed to Adelaide River School for term 1, and tennis NT have also been secured for the post school program with a coaching session followed by Cardio Tennis.

The survey that Council developed regarding Sport & Recreation options for the community was out and available for 4 months, however only 12 respondents put their information in. We have now put in the hands of our library assistants to gain more responses from residents.

SENIORS SUPPORT SERVICES

Seniors Mystery Bus Tours have continued this quarter with good attendance to activities.

The tour for October travelled to The Gardens in Darwin, where the attendees enjoyed a round of mini golf at the golf links there. Lunch followed at the Botanic Garden's café, Eva's café.

The tour for November attended a craft activity at Bunnings Palmerston where the group made bird feeders with a decoration session also. Lunch followed at the Palmerston Golf Club.

Date	Numbers
30/10/2025	11
20/11/2025	4 **
18/12/2025	Not held
Total	15

*** Several no shows evident for this activity, had 10 people booked*

ICT SUPPORT AND STATISTICS

The Community Services Coordinator provides local ICT Support to all staff. Council has 15 Active Devices and 25 Active Licenses. All systems are backed up daily. There are currently 2 desktop computers that need to be repurposed that are currently running Windows 10, these are not in use and will be erased and have free software installed on them.

ASD CHIPs Report

The Australian Signals Directorate provide a quarterly report into business risk in relation to their websites and email security. This is called the Cyber Hygiene Improvement Program, or CHIP's for short.

The latest report, dated November 2025, shows Council posture has improved to 100% in relation to Website Encryption, and maintained 100% secure for Email Security & Encryption.

Key insights

Critical Vulnerabilities



Service Visibility



Admin Consoles



MFA



Dormant Websites



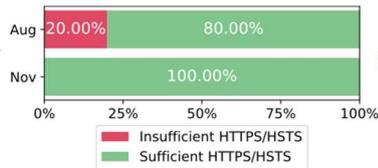
DNS Hygiene



Email Security



Website Encryption



Email Encryption



Information Centre Kiosk

No support cases were raised by Engagis for this month, this was due to an internet outage when a contractor cut the fibre optic cable at Manton Dam works site. This issue was rectified within 24 hours.

Area9 Statistics

Month	Patches Applied		Trend Protection Events			Microsoft 365 Backup	
	Windows	Trend	Anti Spyware	Antivirus	URL Filtering	Licences	Volume (GB)
Oct-25	21	14	0	12	10	31	1,800
Nov-25	21	15	0	12	10	34	1,800
Dec-25	7	14	0	12	10	31	1,800
Totals	49	43	0	36	30	32	1,800

Website Data

Month	Visits	Page Views	Emails Sent	Call Clicks	Form Submissions
Oct-25	5,122	6,577	12	40	20
Nov-25	6,003	7,202	3	36	14
Dec-25	7,037	8,029	10	34	8
Totals	18,162	21,808	25	110	42

Stop Press/Mailchimp Interaction Data

Month	Sent	Open Rate	Click Rate	Unsubscribe Rate
Oct-25 (2 notices)	999	40.6%	2.4%	1
Nov-25	506	43.5%	2.1%	1
Dec-25	No December Issue sent			
Totals	1,505	42.1%	2.2%	2

CONSULTATION

External: BIITE Library Manager, Adelaide River School, Batchelor Area School

Internal: Council and Community Services Manager; Library Staff; Outdoor Pool Supervisor, CEO

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- 1.6 Annual Community Grants Program Policy.
- Council Policy 4.1 Batchelor Swimming Pool.
- Council Policy 4.4 Annual Community Recognition.
- Shire Plan 2023.

FINANCIAL IMPLICATIONS

- Council entered into a Five-Year Funding Agreement with the Northern Territory Government and receives an annual allocation of \$125,000 for the provision of sport and recreation activities to the Coomalie community.
- Council has entered the 3rd year of a 5-year funding agreement through the Northern Territory Library and Archives Service. Through this agreement Council receives annual funding of \$48,000.

GRANT APPLICATIONS SINCE LAST REPORT

Grant Applications submitted:

- Australia Day Council NT Grant - \$1,800

- International Women's Day Grant - \$1,000
- Harmony Week Grant - \$1,000
- Youth Week 2026 Grant - \$2,000

Grants awarded:

- Youth Vibe Holiday Grants - \$4,000

15.4 CORPORATE SERVICES 2nd QUARTERLY REPORT 2025-26

Date:	20 th January 2026
Author:	Natasha Chapman, Acting Chief Executive Officer
Attachment:	Nil

PURPOSE

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

RECOMMENDATION
That Council receives and notes the report entitled Corporate Services 2 nd Quarterly Report 2025-26.
Moved:
Seconded:

PREVIOUS DECISIONS

RESOLUTION 2025/10/21/021

That Council receives and notes the report titled Corporate Services 1st quarterly Report 2025-2026.

Moved: Clr. Strettles

Seconded: Clr. Roe

Carried

RESOLUTION SPEC2025/06/26/003

That Council;

a) receives and notes the report entitled Declaration of Rates and Charges 2025-26 ;

b) declares to raise \$1,762,018.05 in General Rates and Charges for the 2025-26 financial year to be paid in four (4) instalments as amended due on:

- 1. 26th September 2025*
- 2. 28th November 2025*
- 3. 30th January 2026*
- 4. ~~27th March 2026~~ 7th April 2026*

and;

c) declares to publish the notice as per section 241(1) of the Local Government Act 2019.

Moved: Official Manager

Seconded: Official Manager

Carried

COMMENT

Financial Management

The 2025-26 budget and long-term financial plan 2025-2029 were reviewed and amended in the second quarter in accordance with the *Local Government Act 2019* and associated Regulations.

The Monthly Financial Report is provided at each Ordinary General Meeting of Council as a separate item to this report.

The Annual Report and Audited Financial Statements required considerable resources to supply data from the finance systems to inform the financial statements. This was completed and endorsed by Council in November 2025.

The second instalment for property rates and charges was due on 30th November 2025. Third instalment reminders for property rates and charges were issued in December 2025 and are due 30th January 2026.

Governance

Elected Member Training

- Elected Members have now completed the following mandatory training:
 - *Understanding Local Government*
 - *Roles and Responsibilities of Council Meetings*
 - *Code of Conduct*
 - *Understanding Conflicts of Interest*
 - *Decision Making and Meeting Procedures*
 - *Introduction to Finances*

Policy Reviews

- The Council Meetings Policy was endorsed at the December OGM, resolving new meeting start time to 5:00pm, every 3rd Tuesday. The policy has been adopted and published.
- Delegations Policy
- CEO Recruitment, Remuneration and Performance Policy

People and Culture

Recruitment

Figure 1. Vacancies as at 31 December 2025

POSITION TITLE	EMPLOYMENT TYPE	LOCATION
Senior Administration Officer	Full time fixed-term	Batchelor
Executive Services Coordinator	Full time	Batchelor

Figure 2. Roles filled in December Quarter 2025

POSITION TITLE	EMPLOYMENT TYPE	LOCATION
Pool Lifeguard	Part time	Batchelor
Community Postal Officer	Casual	Batchelor

3 open vacancies in December 2025 Quarter, 2 of which were filled and 1 vacancy late December.

Staff Training/ Workforce

- Confine small emergencies in a facility training x 16 staff members
- Operate as part of an emergency control organisation x3 staff members
- Disciplinary training and coaching for SLT
- CPR training x 2 staff members
- Pool Lifeguard course completed x 3 staff members
- Pool Lifeguard refreshers completed x 1 staff member
- Short Term Low Impact Traffic Management course x 5 staff members

WHS

- 3 WHS Worksite Inspections completed
- 1 vehicle incident loaded
- 1 public member incident loaded

Employee Performance and Development Review

- Delegations Policy review for Council approval
- 4-week interim probation assessments completed x 2
- Secondment into higher roles x 2

CONSULTATION

- Executive Services Coordinator
- People and Culture Coordinator

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- *Local Government Act 2019*
- Human Resource Management Policy

FINANCIAL IMPLICATIONS

Nil

15.5 COUNCIL SERVICES 2nd QUARTERLY REPORT 2025-26

Date:	20 th January 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 2nd Quarter of 2025-26: October – December 2025.

RECOMMENDATION

That Council receives and notes the Council Services 2nd Quarterly Report of 2025-2026.

Moved: Clr.

Seconded: Clr.

BACKGROUND AND PREVIOUS DECISIONS

As per the Coomalie Shire Plan 25/26, a quarterly report is provided to the Council on all functions in the Service Delivery Plan.

STAKEHOLDER ENGAGEMENT

- LEC meeting (Local Emergency Committee)
- Adelaide River School safety zone meeting
- Department of Housing meeting
- Numerous contract management and project management meetings

BUILDING, FACILITIES AND ASSETS

- Quotes being obtained for upgrades at bowls club.
- Coomalie Bush Cemetery driveway and memorial footpath completed.
- Adelaide River oval gates repaired after being damaged. Fence repaired from fallen tree.
- Batchelor oval toilets vandalised and general damage - repaired and reported to Police.
- Single cab utility sold at auction.
- Adelaide River oval gates damaged on another occasion in December, repairs to occur in January. Top dressing required on the oval due to public misuse of site causing damage for the 3rd time this season.

SEASONAL CONTRACTS

Council awarded seasonal roadside slashing program to local contractor and published details on the website.

PROJECT MANAGEMENT

Project management obligations as per Projects table in Chief Executive Officer report.

GRANTS

Applications Submitted pending approval

Grant Source	Project Name	Project Description	Expected Completion
Black Spot 25-26	Batchelor School Zone	Application submitted	TBC
Safer Local Roads Infrastructure Program	Industry Roads - Meneling/Miles and Perreau Rds	Application submitted	TBC
Community Benefit Fund Grant	Adelaide River Helipad	Application submitted	Unsuccessful

PARKS AND GARDENS

- Regular maintenance is conducted in the parks and gardens in both Adelaide River and Batchelor. Works include staff conducting regular tidy ups, tree lifts, stump grinding and removal of mahogany and neem saplings. Council's period contractor undertakes mowing, whipper snipping and landscaping of the green spaces.
- Tree maintenance is undertaken throughout the year to provide a safe environment for the community.
- Footpaths are regularly blown off and footpaths pressure washed during the wet season.
- Irrigation systems turned off for wet season.

Lot 260 Flynn Crescent Batchelor

- Stage 1- tree works in park completed
- Stage 2- vehicle bollards installed completed
- Stage 3- tree planting complete and irrigation installation (quoted)
- Stage 4- footpath and park bench in progress

PUBLIC CONVENIENCES

- Council has two period contractors who clean the public toilets on a regular cleaning maintenance schedule.

WASTE MANAGEMENT

- Pre-cyclone clean up completed in both Adelaide River (week of 20th October) and Batchelor (week of 27th October) in October 2025. Good level of engagement from both townships in putting out pre-cyclone items.
- NTEPA landfill site management and compliance work continues.
- Domestic and commercial kerb side waste collection (residential service on a Monday and Commercial service Tuesday and Thursday).
- Both facilities are running well. Council continues to look for recycling options to reduce waste going into landfill. Increasing education and awareness in recycling, reusing and reducing waste.
- Council staff have commenced running loads of scrap steel to Darwin to reduce stock levels.
- Council aims to obtain a license to occupy with Crown Land Estate to be able to lift our service delivery to the community. In doing so being able to apply to the EPA for licencing for some waste streams.
- Council staff take recycling to town regularly.
- Waste statistics are captured by waste facility attendants
- Regular tidying up at both sites.

Waste facility items taken to town	CCGC	Contractor	Financial return to Council
Drum Muster drums	Y		N
10c recycling	Y		Y
White goods	Y		Y/N
Scrap Steel		Y	N

Adelaide River

Waste Statistics		
Residential/Commercial	Stream	QTY (visits)
Residential	General	575
	Green	127
Commercial	General	24
	Green	20
Commercial	Stream	Volume (cubic metre)
Commercial	General	32.75
	Green	61
	Steel	
	Carboard	
	Other	6

Batchelor

- Council continues to work with Crown Land to complete the land acquisition.

	Waste statistics	
Residential/Commercial	Stream	QTY (visits)
Residential	General	961
	Green	154
Commercial	General	106
	Green	46
Commercial	Stream	Volume (cubic metre + Tonne)
Commercial	General	5m3 1360t
	Green	2.5m3 16,780t
	Steel	2540t
	Carboard	
	Other	9t

Weighbridge update

- Weighbridge project is complete and it is now functioning.
- Staff training underway with rollout of processes to commence in the third quarter 2025-26.

LOCAL ROAD NETWORK

- Owen Lagoon Road opened.
- Council is monitoring the AARNet project, civil works have commenced.
- Bulk of the road damage on Coach Road has been completed; sealing is now completed.
- Weight restrictions were introduced again in October 2025.
- Regular pruning of roadsides by staff is ongoing.

The following Roads to Recovery Projects are completed or underway in this quarter:

Program	Project	Progress report	Contractor
RTR	Haynes Road Stabilisation and partial re-sheeting	Complete	Oolloo Investments
RTR	Strickland Road Stabilisation and partial re-sheeting	Product Sourced Material being laid in new year.	Oolloo Investments
RTR and WARM Grant	Sargent road- sealing works	Completed	Oolloo Investments

ROAD PERIOD CONTRACT

Councils Period Contractor for Road Grading and Maintenance, Oolloo Investments, has undertaken the following works in the last quarter:

Works description	Progress report
Heather Lagoon Road driveway repair	COMPLETED
Munz Road pipe repair	QUOTED
Coach Road, washed out culvert repairs	COMPLETED
Coach road, shoulder repairs and seal	COMPLETED
Coach Road repairs	COMPLETED
Cadogan Road floodway extension	COMPLETED
Grade, Water, Roll program	COMPLETED

STREETLIGHTING

- Council conducts quarterly inspections and bi-annual repairs of the streetlights due to the high cost of mobilising qualified trades and repairs.
- Streetlights can be sensitive with the storms and blow fuses. Staff continue to monitor the number of lights out throughout the year.
- Completed a Street Light Audit 2nd January 2026 – 9 outages across the region:
 - Adelaide River x 3
 - Batchelor x 6
 - Note the threshold for engaging a qualified contractor is 10 outages

CEMETERIES

Council has approved the Draft Cemetery Plan with amendments as per the new *Burial and Cremations Act 2022*. The Bush Cemetery has a high standard of maintenance with regular attention to lawns, trees and garden beds. There were 1 burial, 1 ash internments and 0 request for a memorial plaque installation this quarter.

REGULATORY SERVICE AND COMPLIANCE

- The ranger is conducting daily controlled drives around townships, following up with complaints and working with other departments to ensure by-laws are followed.
- Working with NT housing to reduce overgrown properties and antisocial behaviour.
- Working with Animal welfare to ensure pet owners are being responsible and to keep animals safe in the community.
- Working with the Police to reduce vandalism, abandoned vehicles and antisocial behaviour.
- Vet Clinic held in October 2025, including feral cat trapping program.

Impounded dogs	8
Returned to owner	8
Rehomed	14
Euthanised	1
Lost dog followed up	4
Animals surrendered	10
Found by public	2
Dog complaints	16
Dogs seized	5
Animal Notices	6

Vet clinic was held in October 2025. Due to no/low uptake from Adelaide River residents, the clinic day was only hosted in Batchelor.

Council resolution is to hold 2 vet clinic day sessions per year due to both requests and previous uptake from the community.

Due to early rain traps were unable to be put out overnight and staff were only able to trap on the day.

Animal Service	Batchelor
Female dog desexing	7
Female cat desexing	1
Male dog desexing	4
C3	6
C5	6
F3	1
Health check / Nail Clip	4
Flea and tick Collar (Council supplied)	2
Worming (Milpro)	6
Feral Cat	6
Council dog registration	7

Other Regulatory activities included:

- Continue to monitor and report on ongoing issues at Lake Bennett regarding wastewater on Councils Road reserves.

Untidy/overgrown Properties	13
Waste on road reserves	2
Impounded vehicles	1
Abandoned vehicle notices	3
Vehicles disposed of	1

WEED AND FIRE MANAGMENT

Coomalie Council partnered with NTG Weeds Branch for a Gamba Action Program education day 1st November 2025.

Weeds branch, Parks and Wildlife, Bushfires NT, Crown Land and Coomalie Council in attendance.

WORKHEALTH AND SAFETY

- Fire training for staff in completed in October 2025.
- STLI training.
- Daily toolbox meetings held to discuss workplans, reflection on previous days works and any safety issues.
- Daily vehicle and machinery checks undertaken.
- Ongoing hazard inspections of Council buildings and assets.
- Ongoing hazard reporting.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- *Coomalie Community Council General By-Laws 1998*
- *Coomalie Community (Dog Management) By-Laws 1998*
- *Local Government Act 2019* and Regulations
- NT EPA

FINANCIAL IMPLICATIONS

Item	Income
Pound Fees	\$1353.00
Dog registration	\$1010.50
Total	\$2363.50

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	20 th January 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 December 2025 to January 2026.

RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled for December 2025 to January 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 ATTACHMENTS: INCOMING & OUTGOING CORRESPONDENCE

INCOMING

Date	MI	Receiver	From	Subject
19/12/2025	2025-508	Coomalie mail	Rum Jungle Rehabilitation Project	Rum Jungle Rehabilitation Project - October - November 2025 - Newsletter
18/12/2025	2025-506	Coomalie mail	COTA NT	Thank you and Merry Christmas from all at COTA NT
18/12/2025	2025-507	Coomalie mail	Development Assessment Services	'PA2025/0473 Section 00206 Hundred of Playford' - New Application Submitted
16/12/2025	2025-504	ESC	Batchelor Area School	EOY Certificate of Appreciation
16/12/2025	2025-505	CEO & President	LGANT	Extension granted - NTLRC Draft Report on Statutory Immunity from Criminal Liability Provisions in the Local Government Act 2019 - Request for comment
15/12/2025	2025-502	CEO	LGANT	2026 CEO forums
15/12/2025	2025-503	CEO & President	LGANT	RE: NTLRC Draft Report on Statutory Immunity from Criminal Liability Provisions in the Local Government Act 2019
11/12/2025	2025-501	CEO	LGANT	Market sounding: Building Early Education Fund
9/12/2025	2025-498	Coomalie mail	Services Australia	Centrelink will be visiting Adelaide River 15 December 2025. [SEC=UNOFFICIAL]
9/12/2025	2025-499	Coomalie mail	Services Australia	RE: Centrelink will be visiting Batchelor 17.12.2025 [SEC=UNOFFICIAL]
9/12/2025	2025-500	CEO & President	LGANT	For review: LGANT draft submission - NT Gender Equality Strategy 2025–2030
8/12/2025	2025-497	CCSM	Department of Logistics and Infrastructure	Streetlights - Stuart Highway service road in Adelaide River - 05/12/2025
7/12/2025	2025-495	Coomalie mail	Coomalie COTANT	Invitation to participate in Voices for Change survey to inform rural-centric dementia strategy
7/12/2025	2025-496	Coomalie mail	Coomalie COTANT	DECEMBER/JANUARY NEWSLETTER
5/12/2025	2025-494	Coomalie mail	Department of Home Affairs	For Information - Updated Australian Citizenship Ceremonies Code [SEC=OFFICIAL]
2/12/2025	2025-493	Council mail	LGANT	LG elections working group - evaluation report

OUTGOING

Date	MO	Receiver	From	Subject
23/12/2025	2025-572	Applicants x 4	Acting CEO	Correspondence – Advisory Panel Decision
17/12/2025	2025-571	Rum Jungle Rehabilitation Project	ESC	Executed Deed of Variation – Framework Agreement

17. COUNCILLOR REPORTS.

--

18. USE OF THE COMMON SEAL.

Nil

19. LATE ITEMS AND URGENT BUSINESS.

--

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 MINUTES FROM THE SPECIAL MEETING 5TH DECEMBER 2025

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

21.2 CONFIRMATION OF THE CONFIDENTIAL MEETING MINUTES OF 16TH DECEMBER 2025.

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

21.3 REVIEW OF CONFIDENTIAL ACTIONS FOR THE JANUARY OGM 2026

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 AWARDING OF RFT2025-008 SUPPLY AND DELIVERY OF A DUAL CAB UTILITY

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

21.5 AWARDING OF RFT2025-009 SUPPLY AND DELIVERY OF A BULK HOOK BINS

CONFIDENTIAL: 51 (1) (c) (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 INSURANCE CLAIM PROGRESS REPORT

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

22. CONFIDENTIAL GENERAL BUSINESS



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

RECOMMENDATION

That Council move the following items into Open:

Moved:

Seconded:

24. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RECOMMENDATION

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

Moved:

Seconded:

Procedural Note:

The meeting was reopened to the public at

25. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **17th February 2026 at 5:00pm.**

26. CLOSURE OF MEETING.

The meeting closed at