



AGENDA
ORDINARY COUNCIL MEETING
21ST NOVEMBER 2025

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1. NOTICE OF MEETING.

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

Date: 21st November 2025
Time: 3.00 pm
Location: Council Chambers
22 Cameron Road, Batchelor NT 0845

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

The Ordinary Meeting of Council 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.



Chief Executive Officer.

AGENDA

ORDINARY GENERAL COUNCIL MEETING

TO BE HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON 21ST NOVEMBER 2025

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

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. PERSONS PRESENT

ELECTED MEMBERS PRESENT

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

STAFF PRESENT

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

VISITORS PRESENT

4. APOLOGIES AND LEAVE OF ABSENCE.

Date: 21st November 2025
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

RECOMMENDATION

That Council receives and notes the apologies of..... absence for the Ordinary General Meeting held 21st November 2025.

Moved:

Seconded:

COMMENT.

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 95 *Local Government Act 2019*.

1.07 Meetings of Council.

FINANCIAL IMPLICATIONS.

Nil.

5. ELECTRONIC MEETING ATTENDANCE.

Date: 21st November 2025
Author: Sharon Hillen, 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 21st November 2025 via electronic means.

Moved:

Seconded:

COMMENT.

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

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Section 95 *Local Government Act 2019*.

FINANCIAL IMPLICATIONS.

Nil.

6. DECLARATION OF INTEREST

Date: 21st November 2025
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

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

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 21st November 2025.

Moved:

Seconded:

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

Sections 175 *Local Government Act 2019*.

CEO and Staff Code of Conduct.

FINANCIAL IMPLICATIONS.

Nil.

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

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8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

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9. PETITION – COUNCILLOR CODE OF CONDUCT

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10. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS.

10.1 CONFIRMATION OF THE OCTOBER OGM DRAFT MINUTES 2025.

Date:	21 st November 2025
Author:	Sharon Hillen, Chief Executive Officer.
Attachments:	October OGM DRAFT Minutes 2025.

PURPOSE

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

RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 21st October 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.



MINUTES
ORDINARY COUNCIL MEETING
21ST OCTOBER 2025

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1. NOTICE OF MEETING.

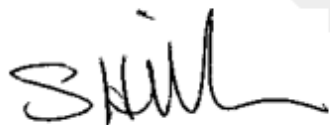
I hereby give notice that an Ordinary Meeting of Council was held on:

Date: 21st October 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.



Chief Executive Officer.

MINUTES

ORDINARY GENERAL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS, BATCHELOR
ON 21ST OCTOBER 2025

The President of the Council, Mr. Ross McGorman declared the meeting open at 3:04 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 – Via electronic means.
Councillor	Sharon Beswick
Councillor	Mae Mae Morrison
Councillor	Alan Roe
Councillor	Greg Strettles

STAFF PRESENT

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

VISITORS PRESENT

Local Government Unit	Karen Hocking & Chris Wade
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4. APOLOGIES AND LEAVE OF ABSENCE.

Date: 21st October 2025
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

This report is to table for Council's record any apologies and requests for leave of absence received for the Ordinary General Meeting held on 21st October 2025.

NIL

5. ELECTRONIC MEETING ATTENDANCE.

Date: 21st October 2025.
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

RESOLUTION 2025/10/21/001

That Council acknowledges and accepts DP. Whatley's attendance to the meeting of 21st October 2025 via electronic means.

Moved: Clr. Strettles

Seconded: Clr. Roe

Carried

6. DECLARATION OF INTEREST

Date: 21st October 2025.
Author: Sharon Hillen, Chief Executive Officer.
Attachments: Nil.

PURPOSE

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

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

RESOLUTION 2025/10/21/002

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 21st October 2025:

1. Agenda Item 21.4 – Clr. Beswick
2. Agenda Item 22.1 – CEO S Hillen
3. Agenda Item 21.2 – Action Item #2 – Clr. Strettles

Moved: Clr. Roe

Seconded: Clr. Strettles

Carried

7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

NIL

8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

NIL

9. PETITION – COUNCILLOR CODE OF CONDUCT

Date: 21st October 2025
Author: Sharon Hillen, Chief Executive Officer
Attachment: [Petition Councillor Code of Conduct](#)

PURPOSE

To brief the Council on a Petition received on the 9th of October 2025 regarding Councillor Code of Conduct.

RESOLUTION 2025/10/21/003

That Council receives and notes the Petition regarding Councillor Code of Conduct.

Moved: [Clr. Strettles](#)

Seconded: [Clr. Roe](#)

Carried

10. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS.

10.1 CONFIRMATION OF THE MINUTES FROM 16TH SEPTEMBER 2025 OGM.

Date: 21st October 2025
Author: Sharon Hillen, Chief Executive Officer.

Attachments: [DRAFT Public Minutes from the 16th September 2025.](#)

PURPOSE

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

RESOLUTION 2025/10/21/004

That the Minutes of the Ordinary General Meeting held on 16th September 2025 be confirmed as a true and correct record by Council with an amendment:

- Resolutions 2025/09/16/004 and 2025/09/16/007 record that resolution was 'Carried 5/1'

Moved: [Clr. Morrison](#)

Seconded: President McGorman

Carried

11. PRESIDENT REPORT

Date: 21st October 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 September and October 2025.

RESOLUTION 2025/21/10/005

That Council receives and notes the President's Report for the period of September and October 2025.

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date: 21st October 2025
Author: Sharon Hillen, Chief Executive Officer
Attachment: Nil

PURPOSE

To brief Council on the First Quarter Achievements against the Shire Plan 2025-2026.

RESOLUTION 2025/10/21/006

That Council receives and notes the Chief Executive Officer First Quarterly Report 2025.

Moved: Clr. Beswick

Seconded: President McGorman

Carried

Action Items: Report to Council regarding the feral horse management and the Adelaide River Helipad.

13.1 MONTHLY FINANCE REPORT

Date:	21 st October 2025
Author:	Natasha Chapman, Corporate Services Manager
Attachment:	Nil

PURPOSE

To provide a summary of the financial position of Council for the period ending 30th September 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 2025/10/21/007

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 September 2025.

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

14. REPORTS REQUIRING DECISIONS OF COUNCIL.

14.1 WASTE OIL FACILITY, ADELAIDE RIVER

Date:	21 st October 2025
Author:	Emma Dunne, Council and Community Services Manager
Attachment:	NIL

PURPOSE

To seek Council's approval to decommission and remove the aged and unlicensed waste oil facility in Adelaide River.

RESOLUTION 2025/10/21/008

That Council;

- a) notes and receives the report titled Waste Oil Facility, Adelaide River; and
- b) approves an allocation of \$20,000 for the demolition and removal of oil from the Waste Oil Facility, Adelaide River; and
- c) include the allocation of \$20,000 in the First Budget Review proposed in the coming months.

Moved: Clr. Morrison

Seconded: Clr. Strettles

Not Carried

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

14.2 REVIEW OF COUNCIL MEETINGS POLICY 1.07.

Date:	21 st October 2025
Author:	Sharon Hillen, 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 2025/10/21/010

That Council adopts the revised Policy 1.07 Council Meetings Policy.

Moved: President McGorman

Seconded: Deputy President Whatley

Carried 5/1

Action Item: Trial inclusion of summary of debate and key points raised and used for decision-making in the minutes to provide additional context to the public.

Action Item: Trial distribution of hard copy of agenda papers to Adelaide River red mailbox depending on availability of council staff/resources.

14.3 LGANT ANNUAL GENERAL MEETING AND CONFERENCE ATTENDANCE

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	LGANT Membership Value Proposition Letter

PURPOSE

This report seeks to ratify and confirm the appointment of Council's voting delegates for the 2025 LGANT Annual General Meeting in Darwin and the associated LGANT Conference.

RESOLUTION 2025/10/21/011

That Council:

- a) receives and notes the LGANT Annual General Meeting and Conference Attendance Report and approves the attendance of the President, Deputy President, Clr. Beswick and the CEO to the LGANT Bi-Annual Conference in Darwin on the 18th and 19th of November 2025; and
- b) approves the President and Deputy President as the LGANT General Meeting voting delegates; and
- c) approve the change of Councils November Ordinary General Meeting to Monday 17/11/2025 at 3:00pm.

Moved: Clr. Strettles

Seconded: Deputy President Whatley

Carried

14.4 WAGAIT COMMUNITY GOVERNMENT COUNCIL – PROPOSED LGANT ANNUAL GENERAL MEETING MOTION

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Wagait CGC Draft Motion

PURPOSE

This report seeks to confirm Councils consideration of supporting the Wagait Council's proposed motions for the November LGANT General Meeting at the 2025 LGANT Conference.

RESOLUTION 2025/10/21/012

That Council:

- a) receives and notes the report titled Wagait Community Government Council – Proposed LGANT Annual General Meeting motion; and
- b) supports the motion submitted by Wagait Shire Council to the LGANT Annual General Meeting calling for increased and more equitable funding from the Northern Territory and Commonwealth Governments to support major road infrastructure works across all Councils, with particular focus on small and remote councils.

Moved: Clr. Strettles

Seconded: Deputy President Whatley

Carried

14.5 NOMINATIONS FOR THE BATCHELOR REGION DEVELOPMENT CONSENT AUTHORITY

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Letter from the Minister for Lands, Planning & Environment. Batchelor DCA Division Area Map

PURPOSE

To recommend nominations to the Batchelor Division, Development Consent Authority.

RESOLUTION 2025/10/21/013

That Council:

a) pursuant to Section 91(1) of the *Planning Act 1999*, nominates the following four persons to the Batchelor Division, Development Consent Authority:

1. Andrew Turner (Community Representative)
2. President McGorman
3. Deputy President Whatley
4. Councillor Morrison; and

b) directs the Chief Executive Officer to forward the nomination forms to the Minister for Land Planning and Environment by the extended date of the 24th of October 2025.

Moved: Clr. Strettles

Seconded: Clr. Roe

Carried

Call for Nominations:

President nominates President McGorman - Accepted

President nominates Deputy President Whatley - Accepted

President nominates Clr. Morrison - Accepted

14.6 NT REMUNERATION TRIBUNAL DETERMINATION OF ALLOWANCES

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	NT Remuneration Tribunal Determination of Allowances for Members of Local Councils 2026. LGANT Submission 2024

PURPOSE

To provide Council the opportunity to comment on LGANTS proposed submission to the Remuneration Tribunal Review of Elected Member Allowances.

RESOLUTION 2025/10/21/014

That Council:

- a) receives and notes the NT Remuneration Tribunal Determination of Allowances for Members of Local Councils 2026 and the financial impact this will have on the 2026/27 budget; and
- b) supports the proposed content of the LGANT 2025 NT Remuneration Tribunal Submission.

Moved: Clr. Beswick

Seconded: Deputy President Whatley

Carried

14.7 CHRISTMAS OFFICE CLOSURE

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Nil

PURPOSE

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

RESOLUTION 2025/10/21/015

That Council authorises the closure of the Council Administration Office from 12:00pm on Wednesday 24th December 2025 and reopening on Monday 5th January 2026.

Moved: Clr. Strettles

Seconded: Clr. Roe

Carried

14.8 NOMINATIONS FOR THE NTG MINISTERIAL ADVISORY COUNCIL OF SENIOR TERRITORIANS REPORT

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Minister Charls Letter – MACTS - Seeking Nominations from Council

PURPOSE

For Council to nominate a member to the Ministerial Advisory Council of Senior Territorians (MACST)

RESOLUTION 2025/10/21/016

That Council:

- a) receives and notes the report titled Nominations for the Ministerial Advisory Council of Senior Territorians report; and
- b) endorses President McGorman as the representative from Coomalie Council formally nominated to the Ministerial Advisory Council of Senior Territorians; and
- c) directs the Chief Executive Officer to advise the Minister for Youth, Seniors and Equality in writing of Council's nominated representative to the Ministerial Advisory Council of Senior Territorians.

Moved: Clr. Beswick

Seconded: Clr. Morrison

Carried 5/1

Call for Nominations:

Clr. Beswick nominates Clr. Beswick

President McGorman nominates President McGorman

Call for Votes:

Clr. Beswick – 3

President McGorman – 3

Casting Vote – President McGorman

15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS ARISING, OCTOBER OGM 2025

Date:	21 st October 2025
Author:	Sharon Hillen, Chief Executive Officer.
Attachments:	Actions Arising List, October OGM 2025

RESOLUTION 2025/10/21/017

That Council receives and notes the Actions Arising List, October OGM 2025, removing items #'s 3, 4, 6, 7, 10 and 11.

Moved: Clr. Strettles
Seconded: President McGorman **Carried**

15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date:	21 st October 2025.
Author:	Sharon Hillen, Chief Executive Officer.
Attachments:	Complaints and compliments tables.

PURPOSE

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

RESOLUTION 2025/10/21/018

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

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

15.3 COMMUNITY SERVICES 1st QUARTERLY REPORT 2025-2026

Date:	21 st October 2025
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 first quarter from July to September 2025.

RESOLUTION 2025/10/21/019

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

Moved: Clr. Morrison

Seconded: Clr. Roe

Carried

15.4 COUNCIL SERVICES 1st QUARTERLY REPORT 2025-2026

Date:	21 st October 2025
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 1st Quarter July – September 2025.

RESOLUTION 2025/10/21/020

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

Moved: Clr. Strettles

Seconded: Deputy President Whatley

Carried

15.5 CORPORATE SERVICES 1ST QUARTERLY REPORT 2025-2026

Date: 21st October
Author: Natasha Chapman, Corporate Services Manager
Attachment: Nil

PURPOSE

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

RESOLUTION 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

15.6 ANNUAL REPORT AND EXTERNAL AUDIT 2024-25

Date: 21st October 2025
Author: Natasha Chapman Corporate Services Manager
Attachment: Nil

PURPOSE

To advise the Council of the proposed Annual Report and External Audit Program and schedule.

RESOLUTION 2025/10/21/022

That Council receives and notes the report titled Annual Report and External Audit 2024/25.

Moved: Clr. Morrison

Seconded: Clr. Beswick

Carried

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	21 st October 2025.
Author:	Sharon Hillen, Chief Executive Officer.
Attachment:	Incoming and outgoing correspondence tables.

PURPOSE

Council is provided with items of correspondence both received and sent during the months of August, September & early October 2025.

RESOLUTION 2025/10/21/023

That Council receives and notes the items of incoming and outgoing correspondence as tabled for the August, September and early October 2025 period.

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried

17. COUNCILLOR REPORTS.

17.1 COUNCILLOR BESWICK REPORT

Date: 21st October 2025.

Author: Sharon Beswick,

Attachment: [Oval Summary and Survey Report](#)

Purpose

Project procedure grant scope of works be place before members for input and council approval, resolution at OGM

RESOLUTION 2025/10/21/00

That Council;

- a) All current, past and ongoing projects scope of works and processes, reports to all members before any further work and
- b) A workshop convened to ASAP for presentation to members for input and
- c) All major project advice and input to community members and stakeholder for feedback, transparency and
- d) Communication and liaison with stakeholders and community who could be affected and
- e) The use of local contractor, if using local, they need to be in the NT not interstate and

Moved: Clr. Morrison

Seconded: Clr. Beswick

Not Carried 1 For/5 Against

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

18. USE OF THE COMMON SEAL.

NIL

19. LATE ITEMS AND URGENT BUSINESS.

NIL

20. GENERAL BUSINESS.

NIL

21. CONFIDENTIAL ITEMS.

RESOLUTION 2025/10/21/025

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

Moved: Clr. Morrison

Seconded: Clr. Roe

Carried

Procedural Note:

The meeting was closed to the public at: 6:07pm.

The confidential meeting opened at: 6:17pm.

21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE 16TH SEPTEMBER 2025 OGM.

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

RESOLUTION CONF2025/10/21/026

That the Confidential minutes of the Ordinary General Meeting held on 16th September 2025 be confirmed as true and accurate record by Council.

Moved: Clr. Beswick

Seconded: Clr. Strettles

Carried (5 votes only)

Procedural Note:

Clr. Morrison left the room at 6:24pm.

Clr. Morrison returned at 6:25pm.

21.2 REVIEW OF CONFIDENTIAL ACTIONS ARISING LIST FOR THE OCTOBER 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.

RESOLUTION CONF2025/10/21/027

That Council receives and notes the Confidential Actions Arising List for the October OGM 2025, removing Action Items #'s 1, 3, 4 and 5.

Moved: President McGorman

Seconded: Clr. Roe

Carried

Procedural Note:

Clr. Beswick left the room at 6:29pm.

Procedural Note:

Clr. Strettles left the room at 6:38pm (Conflict of Interest management).

Procedural Note:

Clr. Beswick left and returned at 6:40pm.

Procedural Note:

Clr. Strettles returned at 6:41pm.

**21.3 APPOINTMENT OF INDEPENDENT CHAIR FOR THE RISK MANAGEMENT AND
AUDIT COMMITTEE 2025 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.

RESOLUTION CONF2025/10/21/028

That Council;

- a) receives and notes the report titled Appointment of Independent Chair for the Risk Management and Audit Committee 2025; and
- b) appoints Robert Annis-Brown as the new Independent Chair of the Risk Management and Audit Committee.

Moved: President McGorman

Seconded: Clr. Beswick

Carried

21.4 ACTIVATING MYRTLE FAWCETT PARK REPORT

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.

Procedural Note:

Clr. Beswick left the room at 6:47pm (Conflict of Interest Management).

Procedural Note:

Clr. Beswick returned to the room at 7:25pm.

21.5 INSURANCE CLAIM REPORT

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.

RESOLUTION CONF2025/10/21/030

That Council:

- a) receives and notes the Insurance Claim report and endorses the strengthened internal control measures introduced by the Chief Executive Officer; and
- b) requests the CEO to review the delegation's policy to align with the new internal controls for managing supplier information to the policy.

Moved: Clr. Strettles

Seconded: Deputy President Whatley

Carried

Procedural Note:

Clr. Whatley left the meeting at 7:30pm.

Clr. Whatley returned to the meeting at 7:30pm.

Clr. Strettles left the meeting at 7:30pm.

Clr. Strettles returned to the meeting at 7:33pm.

21.6 BATCHELOR COMMUNITY POSTAL AGENCY

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.

Procedural Note:

Chief Executive Officer, Council & Community Services Manager and Executive Services Coordinator left the meeting at 7:38pm.

7:56pm

Motion:

RESOLUTION CONF2025/10/21/032

That Council agrees to continue the meeting for another 30 minutes to finalise the last agenda item

Moved: President McGorman

Seconded: Clr. Roe

Carried

22. RESTRICTED CONFIDENTIAL

22.1 CEO REMUNERATION AND PERFORMANCE MANAGEMENT REVIEW

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

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

RESOLUTION CONF2025/10/21/034

That Council move the following decisions into Open:

Items 21.1, 21.2, 21.3, 21.5, 21.6, noting items for contracts will move upon execution of contracts by both parties.

Moved: President McGorman

Seconded: Clr. Beswick

Carried

24. RE-OPEN MEETING TO THE GENERAL PUBLIC.

RESOLUTION CONF2025/10/21/035

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

Moved: Clr. Beswick

Seconded: President McGorman

Carried

Procedural Note:

The meeting was reopened to the public at 8:26pm

25. NEXT MEETING.

The next Ordinary Meeting of Council is scheduled to be held on **17th November 2025 at 3:00pm.**

26. CLOSURE OF MEETING.

The meeting closed at 8:26pm.

11. PRESIDENT REPORT

Date: 21st November 2025
Author: Ross McGorman, President
Attachment: NIL

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

COMMENT:

Meetings and events attended by the President.

Date	Meeting/Attendees	Purpose
21/10/2025	Council Mandatory Training Meeting Briefing Ordinary Meeting of Council (OGM)	NTG – Local Government Unit As per the OGM Agenda and Action List
24/10//2025	CEO Catch-up	OGM Agenda and Actions updates
	Corporate Services Manager	CEO Review Schedule and process
31/10/2025	CEO	Agenda Listing; Action Items; Annual Report
01/11/2025	Gamba Grass Field Day	NTG Weeds Branch & Council; demonstrations; distribution of chemical
03/11/2025	Northern Regional Emergency Committee Meeting	Function Group updates; Wet Season Preparations; BOM Weather Update
04/11/2025	Haynes Road Inspection	Inspect the completed road works
07/11/2025	COTA NT – Batchelor Public Meeting	Coomalie Seniors raised issues of concern for Council to consider
	CEO Catchup	Agenda and Actions
10/11/2025	RMAC	Attended as an observer
12/11/2025	Special Council Meeting	Annual Report and Audited Financials

CORRESPONDENCE OUT

From	Topic	Date Sent
Office of Disability & Senior Territorians	BIO for Ministerial Advisory Committee for Senior Territorians.	27/10/2025
Resident	Aged Care Service Delivery Batchelor	06/11/2025
Resident	Trees on Adelaide River Oval	07/11/2025
Resident	Dust Suppression Works on Haynes Road	07/11/2025
COTA NT	Public Meeting	13/11/2025

President Leave.

I intend to leave the region from mid-December to early January 2026 for 3 weeks.

CONSULTATION

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

NIL

12. CHIEF EXECUTIVE OFFICERS REPORT.

Date:	21 st November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Nil

PURPOSE

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

RECOMMENDATION:

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

Moved:

Seconded:

BACKGROUND

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

COMMENTS

Week commencing 20th October 2025

Meetings	<ul style="list-style-type: none">- Fire Extinguisher Training- October OGM & Session 1 for Elected Member Training- Meet and greet with new RMAC Chair – Induction and Introduction to President- Presidents Catchup – Agenda and Actions- Department of Health - Community Led Alcohol Harm Reduction Unit Mental Health, Alcohol and Other Drugs Branch – Alcohol Management Plan at Amangal Indigenous Village.- Department Housing, Local Government and Community Development – Homelands Program – Amangal Indigenous Village- Belyuen Shire Council – Aged Care Service delivery in Coomalie- EJA – Owen Lagoon Road Opening- Ward Keller – Owen Lagoon Road Opening
Other	<ul style="list-style-type: none">- Internal – Delegations Policy Workshop with ELT

Week commencing 27th October 2025

Meetings	<ul style="list-style-type: none">- NTG – Minerals and Energy – Borrow Pit Agreement- Presidents Catchup – Agenda and Actions- ALGA – Public Skills Audit Workshop- Weeds Branch - Gamba Litchfield Neighbour Program – Project Planning
Other	<ul style="list-style-type: none">- Finalise Annual Report and Audited Financial Statements

Week commencing 3rd November 2025

Meetings	<ul style="list-style-type: none"> - Presidents Catchup – Agenda and Actions - Northern Regional Emergency Committee Meeting – Wet Season Preparedness - LGANT CEO Regular Catchup - Department of Housing, Local Government and Community Development – Introductory Meeting with new CE and Executive Director of the LG Unit - Inspection of Haynes Road Resheeting and Stabilisation works with Contractor and President. - EJA – Owen Lagoon Road Opening - Ward Keller – Owen Lagoon Road Opening
Other	<ul style="list-style-type: none"> - Internal – Project and Contract Management Coordination - Finalise Annual Report and Audited Financial Statements

Week commencing 10th November 2025

Meetings	<ul style="list-style-type: none"> - Presidents Catchup – Agenda and Actions - Risk Management and Audit Committee Meeting - Special Meeting – Annual Report & Audited Financials - DLI – Deputy CEO and General Manager – Safer Local Roads and Infrastructure Program – Stuart Highway
Other	<ul style="list-style-type: none"> - Finalise Annual Report and Audited Financial Statements

Corporate Services

- Coordination of the Annual Report and External Audited Financial Statements – Forwarded to the Minister and Department of Housing, Local Government and Community Development
- Grant Writing and Acquittal:
 - o Commonwealth – Safer Local Roads & Infrastructure Program; Stuart Highway Road Reserve, Adelaide River and Helipad; Department of Logistics and Infrastructure proposing a co-contribution.
 - o Gamba Litchfield Neighbours Project – Project Plan received.
- Liaising with Department for Mandatory Training for Elected Members
- Development of Meeting Agenda's
- Contract Management and Agreements
 - o Dept of Minerals and Energy – Borrow Pit Agreement
- Correspondence to complaints and public enquiries

Community Services

- Stop Press Articles
- Commenced coordination of Bombing of Darwin and ANZAC Day Dawn Services
- Advertised Australia Day Awards
- Reports and Acquittals approval
- Swimming Pool recruitment

- Coordinated a Landcare Event for the December School Holidays for the NTG Funded Active Remote Regional Community Program – 15th of December 2025 in Adelaide River and Batchelor (TBC).
- Seniors Christmas Lunch is underway for the 5th of December – Councillors have been invited please RSVP.
- Coordinated with the CSC options for providing a donation towards the Batchelor Area School's Christmas Hamper.

Council Services

- Regulatory Services
 - o Dogs, abandoned vehicles, education and awareness, notices
- Another successful Cyclone Clean Up at Adelaide River, Batchelor, Lake Bennett Body Corporate
- Introduced the 20-tonne limit on most Council Roads
- Re-issued the Cemetery Park Tender
- Wet Season vegetation management COMMENCED
- Auction of the Blue Ute COMPLETED
- Weighbridge staff training and implementation
- Seasonal Contracts released – new Traffic Management Rules impacted on immediate issue of the contracts. Council coordinated Traffic Management Training for local contractors and organisations to ensure compliance to the reviewed Traffic Management Act.
- Coomalie Council received a \$20,000 Grant for the Gamba Litchfield Neighbours Project (GLNP) which will enable Coomalie Council to develop a prioritised regional weed strategy for a targeted and cost-effective longer-term approach, improving local contractor capacity, competence and growth opportunities.
- Project Management

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 IN PROGRESS 3. Irrigation works COMPLETED 4. Shade tree planting to occur in coming months 5. Footpaths – DLI approval received; quotes being sourced	31/10/2025
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	<ol style="list-style-type: none"> 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 scheduled for Monday 15th December School Holidays Project PARTIALLY COMPLETE 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) REQUEST FOR QUOTE RELEASED 5. Installation of a solar light to improve community safety QUOTES RECEIVED 6. Supply of park furniture around the AR Oval NOT COMMENCED 	31/12/2025
Local Roads and Community Infrastructure Program Grant 2023-24 - Phase 4 Part B	Roads	<ol style="list-style-type: none"> 1. Miles Road Drainage Works COMPLETED 2. Stabilising Compound Purchased Haynes and Strickland Roads COMPLETED 	31/10/2025
Waste and Resource Management (WaRM) 2023-24	Batchelor Waste Facility Weighbridge	<ol style="list-style-type: none"> 1. Supply and install weighbridge at Batchelor WMF COMPLETED 2. Civil works COMPLETED 3. Fence & Gates COMPLETED 4. Connect Sealed Road to Weighbridge entry (R2R Funded – Sergeant Rd) COMPLETED 	31/10/2025
Waste and Resource Management (WaRM) 2024-25	Bulk Hook Bins	Bulk Hook Bins PROCUREMENT COMMENCED	31/12/2025
Roads to Recovery 23-24	Sargent Road	<ol style="list-style-type: none"> 1. Sargent Rd COMPLETED 2. final seal awaiting installation of weighbridge COMPLETED 	31/10/2025
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
- Staff
- Australia Post

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

NIL

13. FINANCE REPORTS

13.1 MONTHLY FINANCE REPORT

Date:	21 st November 2025
Author:	Natasha Chapman, Corporate Services Manager
Attachment:	Nil

PURPOSE

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

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 October 2025.

Moved:

Seconded:

RECOMMENDATION

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

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

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

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

COMMENT

Operating Income and Expenditure

- Council's operating income is lower than YTD, resulting from anticipated operational grant payments not yet received. Council has not yet received its annual library and active sport and recreation program funding contributions; however, these are budgeted to be received in August/September each financial year.
- Fees and Charges are significantly higher than budgeted due to the change in recognition of waste collection fees, resulting in less charges on rates notices and more fee for service invoice provision.
- 2025/26 rates and charges have been levied, with the first instalment due on 26 September 2025.
- Operating expenditure is less than YTD with the main variances resulting from:
 - Employee costs have been as payable from the beginning of the financial year however not yet expended. For example, training and uniforms costs are recognised from the beginning of the year as an employee could access training from 1 July 2025, even if it isn't spent immediately.
 - Elected Member Professional Development allowance has been recognised as payable from the beginning of the financial year, however not expended.
 - Depreciation expenses are lower than YTD budget, resulting from the changes in total assets held at the end of the last financial year.

Assets

- Council disposed of one single cab utility in October 2025, with sale proceeds received of \$15k. The utility had no book value having been fully depreciated prior to sale, giving a net gain on disposal of \$15k.

Capital Works

- Adelaide River Cemetery Precinct works – electrical works completed for all three cemeteries. Majority of concreting works are completed. Car parking/road work tender has been released for a second time, with a closing date of 30th November 2025.
- Batchelor Waste Management Facility Weighbridge (WaRM Phase 4) – final scale and calibration works are completed.
- 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 October 2025, Council held \$2,979,412 in term deposits.
- At 31 October 2025, Council's cash at bank contained \$1.96 Million of tied funding.

Grants

Council received the following grant payments in October 2025:

- NT Operational Subsidy 2025-26 Payment 1 - \$356,500

Unexpended grants from the 2024-25 financial year have been finalised and recognised in this report. There will be an amendment to the annual budget at the first budget review.

Reserves

Council introduced a Reserves Policy and outlined opening balances to be created from 1 July 2025 in the Shire Plan 2025/26. Equity reserve accounts have been created, with opening balances to be transferred from retained earnings equity as detailed in the tables below. Council did not have any retained earning in the previous financial year and will require formal resolution to transfer money to these accounts. The balance sheet reflects the intended reserve balances and reduced retained earnings balance. The recommendation above provides formal council approval to create the reserve opening balances.

Rates

- 2025/26 Rates and Charges have been levied in August 2025. First instalment for 2025/26 rates was due by 26 September 2025. Any ratepayer who has not met the first instalment is now considered in arrears in accordance with the *Local Government Act 2019*.
- At 31 October 2025, Council's overdue rates are worth \$501k. 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 October 2025, \$367k is arrears from previous financial years. \$116k is arrears from 2025-26 rates and charges where no first instalment was honoured. \$18k in interest on overdue balances.
- At 31 October 2025, there are 49 properties that have a rates credit due to direct debit or payment plans being in place. The total of these applied credits is \$28k.

Tax

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

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

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Regulation 17 *Local Government (General) Regulation 2021*

FINANCIAL IMPLICATIONS

Nil

Certification by the CEO to the Council

Council Name:	COOMALIE COMMUNITY GOVERNMENT COUNCIL
Reporting Period:	31-Oct-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.

CEO Signed

18th November 2025

Date Signed

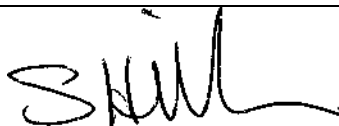


Table 1.1 Monthly Income and Expenditure Statement

	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	124,617	52,008	72,609	145,536
Operating Grants and Subsidies	840,405	1,004,336	(163,931)	1,544,627
Interest / Investment Income	60,472	63,333	(2,861)	190,000
Commercial and Other Income	73,186	17,215	55,971	76,848
TOTAL OPERATING INCOME	2,742,014	2,898,910	(156,896)	3,719,029
OPERATING EXPENDITURE				
Employee Expenses	510,284	565,815	(55,531)	1,531,668
Materials and Contracts	1,009,042	991,068	17,974	2,002,807
Elected Member Allowances	30,787	69,255	(38,468)	117,772
Elected Member Expenses	0	3,600	(3,600)	33,600
Council Committee & LA Allowances	1,127	3,500	(2,373)	7,000
Council Committee & LA Expenses	0	0	0	0
Depreciation, Amortisation and Impairment	486,676	532,855	(46,179)	1,598,564
Interest Expenses	0	0	0	0
Other Expenses	5,650	10,500	(4,850)	25,400
TOTAL OPERATING EXPENDITURE	2,043,566	2,176,593	(133,027)	5,316,811
OPERATING SURPLUS / DEFICIT	698,448	722,317	(23,869)	(1,597,782)

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
OPERATING SURPLUS / DEFICIT	698,448	722,317	(23,869)	(1,597,782)
<i>Remove</i> NON-CASH ITEMS				
<i>Less</i> Non-Cash Income	0	0	0	0
<i>Add Back</i> Non-Cash Expenses	486,676	399,640	87,036	1,598,564
TOTAL NON-CASH ITEMS	486,676	399,640	87,036	1,598,564
<i>Less</i> ADDITIONAL OUTFLOWS				
Capital Expenditure	692,539	0	692,539	1,622,000
Borrowing Repayments (Principal Only)	0	0	0	0
Transfer to Reserves	0	0	0	162,500
Other Outflows	0	0	0	0
TOTAL ADDITIONAL OUTFLOWS	(692,539)	0	(692,539)	(1,784,500)
<i>Add</i> ADDITIONAL INFLOWS				
Capital Grants Income	459,120	167,500	291,620	532,000
Prior Year Carry Forward Tied Funding	911,673	595,000	316,673	595,000
Other Inflow of Funds	0	0	0	0
Transfers from Reserves	0	0	0	781,500
TOTAL ADDITIONAL INFLOWS	1,370,793	762,500	608,293	1,908,500
NET BUDGETED OPERATING SURPLUS / DEFICIT	1,863,377	1,884,457	(21,080)	124,782

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

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Buildings	374,599	0	374,599	0
Community Assets and Other Structures	188,946	90,000	98,946	544,500
Motor Vehicles	0	0	0	70,000
Plant and Equipment	0	0	0	25,000
Roads Infrastructure	128,994	50,000	78,994	982,500
TOTAL CAPITAL EXPENDITURE	692,539	140,000	552,539	1,622,000
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Capital Grants Income	459,120	0	459,120	532,000
Prior Year Carry Forward Tied Funding	911,673	595,000	316,673	595,000
Operating Income and Subsidies	0	0	0	400,000
Reserves	0	0	0	95,000
TOTAL CAPITAL EXPENDITURE FUNDING	1,370,793	595,000	775,793	1,622,000

Table 3. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 OCTOBER 2025	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank		(1)
Tied Funds	1,967,089	
Untied Funds	2,454,954	
Accounts Receivable		
Trade Debtors	35,553	(2)
Rates & Charges Debtors	994,179	
Other Current Assets	18,565	
TOTAL CURRENT ASSETS	5,470,340	
Non-Current Financial Assets	0	
Property, Plant and Equipment	16,914,959	
TOTAL NON-CURRENT ASSETS	16,914,959	
TOTAL ASSETS	22,385,300	
LIABILITIES		
Accounts Payable	191,603	(3)
ATO & Payroll Liabilities	(8,179)	(4)
Current Provisions	136,642	
Accruals	0	
Other Current Liabilities	13,824	
TOTAL CURRENT LIABILITIES	333,889	(5)
Non-Current Provisions	0	
Other Non-Current Liabilities	0	
TOTAL NON-CURRENT LIABILITIES	0	
TOTAL LIABILITIES	333,889	
NET ASSETS	22,051,410	
EQUITY		
Asset Revaluation Reserve	15,424,509	
Reserves	391,500	(6)
Accumulated Surplus	6,235,401	
TOTAL EQUITY	22,051,410	

Note 1. Details of Cash and Investments Held

\$2,979,412 held in investments at 31 October 2025 (details in table below).

Tied funds include grant/project obligations, current provisions and tied reserve accounts.

Investments Summary

As at 31 October 2025

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$1,229,412	4.08%	At Maturity	10/12/2025
Fixed Term Deposit	\$250,000	4.10%	At Maturity	10/03/2026
Fixed Term Deposit	\$300,000	4.02%	At Maturity	21/04/2026
Fixed Term Deposit	\$400,000	4.10%	At Maturity	30/04/2026
Fixed Term Deposit	\$800,000	0.25%	At Call	
TOTAL	\$2,979,412			

Note 2. Statement of Trade Debtors

	Current	Past Due 1–30 Days	Past Due 31–60 Days	Past Due 61–90 Days	Past Due 90+ Days	Total (\$)
Commercial Waste	3,472.00	24,687.30	17.00	195.00	-	28,371.30
Facility and Equipment Hire Fees	-	-	-	-	345.53	345.53
Regulatory Services	-	-	-	-	-	-
Road permits	307.00	307.00	1,228.00	-	578.50	2,420.50
Sundry Debtors	-	-	-	-	4,416.00	4,416.00
TOTAL	\$ 3,779.00	\$24,994.30	\$ 1,245.00	\$ 195.00	\$5,340.03	\$35,553.33

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 (\$)
Advanced Weighing Technology NT Pty Ltd	7,210.50	-	-	-	-	7,210.50
Agentur	2,860.00	-	-	-	-	2,860.00
Area9 IT Solutions	232.03	655.93	-	-	-	887.96
Australian Communications Authority	116.00	-	-	-	-	116.00
Bunnings Building Supplies P/L	21.83	2,242.00	-	-	-	2,263.83
Bush Concreting Solutions	29,480.00	-	-	-	-	29,480.00
DC Jesser	286.00	-	-	-	-	286.00
Engagis Pty Ltd	214.67	-	-	-	-	214.67
Fire and Safety Australia	-	2,300.00	-	-	-	2,300.00
Football Federation NT Inc.	-	3,383.89	-	-	-	3,383.89
Jacana Energy	2,224.49	-	-	-	-	2,224.49
Nortech Communications	-	2,522.00	-	-	-	2,522.00
Officeworks Ltd	-	441.49	-	-	-	441.49
Oolloo Investments Pty Ltd	39,934.00	64,708.20	-	-	-	104,642.20
PowerWater - Bills	4,008.83	-	-	-	-	4,008.83
Practical Safety Australia Pty Ltd	595.30	-	-	-	-	595.30
Repeat Plastics Australia (T/A Replas)	-	3,295.38	-	-	-	3,295.38
Roadside Services & Solutions Pty Ltd	670.66	-	-	-	-	670.66
Royal Life Saving NT	1,015.00	-	-	-	-	1,015.00
RS Gardening Care	- 5,532.08	-	-	-	-	- 5,532.08
Telstra	275.00	1,254.95	-	-	-	1,529.95
The Trustee for Terrain Trust	-	-	-	5,500.00	-	5,500.00
Think Water Virginia	1,180.48	-	-	-	-	1,180.48
VTG Waste & Recycling P/L	5,893.93	11,787.86	-	-	-	17,681.79
WEX Australia Pty Ltd	2,824.70	-	-	-	-	2,824.70
Total Accounts Payable	\$93,511.34	\$92,591.70	\$ -	\$ 5,500.00	\$ -	\$191,603.04

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 October 2025 PAYG Withholdings will be submitted with the Business Activity Statement prior to 21 November 2025.

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

Note 5. Current Ratio

The Current Ratio measures Council's ability to pay short-term obligations or those due within one year. A Current Ratio that is higher than 1.00 is considered acceptable in contemporary financial management terms. Council's Current Ratio at 31 October 2025 is 2.5.

Note 6. Reserve Accounts

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

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

Name: S HILLEN

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
6/10/2025	20.18	Microsoft	Monthly Software Subscription
6/10/2025	230.65	Microsoft	Monthly Software Subscription
6/10/2025	638.88	Microsoft	Monthly Software Subscription
10/10/2025	268.70	Microsoft	Monthly Software Subscription
20/10/2025	222.00	Xero Australia	Monthly Software Subscription
30/10/2025	40.71	Mailchimp	Monthly Newsletter Subscription
30/10/2025	572.90	Australia Post	Rates Reminder Letters postage
Total	\$ 1,994.02		

Other Staff Credit Card Transactions

Date	Description	Credit (AUD)
01 Oct 2025	NT Custom Laser Engraving	40.00
03 Oct 2025	Payment: Firstaidpro Pty Ltd	97.00
15 Oct 2025	Life Saving Victoria	303.85
21 Oct 2025	Woolworths	216.05
24 Oct 2025	Australia Post	170.00
28 Oct 2025	AR Auto Port NT	231.00
29 Oct 2025	Academy of the Northern Territory Tech Skills	300.00
29 Oct 2025	Academy of the Northern Territory Tech Skills	300.00
29 Oct 2025	Academy of the Northern Territory Tech Skills	300.00
30 Oct 2025	Academy of the Northern Territory Tech Skills	300.00
30 Oct 2025	Life Saving Victoria	285.80
31 Oct 2025	Academy of the Northern Territory Tech Skills	300.00
Total Other Staff Credit Card Transactions		2,706.70

CCGC CBA Cheque Transactions

Date	Description	Credit (AUD)
02 Oct 2025	SALARIES AND WAGES Coomalie Communi	35,208.66
02 Oct 2025	Bank Transfer to CBA Credit Card ESC	260.76
02 Oct 2025	Bank Transfer to CBA Credit Card CSM	210.00
02 Oct 2025	Commonwealth Bank of Australia	171.77
02 Oct 2025	Commonwealth Bank of Australia	1,232.18
02 Oct 2025	Bank Transfer to CBA Credit Card CCSM	212.00
02 Oct 2025	Bank Transfer to CBA Credit Card CEO	1,636.47
03 Oct 2025	Payment: Think Water Virginia	1,161.60
03 Oct 2025	Payment: Top End Grub	1,718.60
03 Oct 2025	Payment: The Big Mower	95.65
03 Oct 2025	Payment: Roadside Services & Solutions Pty Ltd	238.26
03 Oct 2025	Payment: Bunnings Building Supplies P/L	170.07
03 Oct 2025	Payment: Roadside Services & Solutions Pty Ltd	3,452.33
03 Oct 2025	Payment: Darwin Office Technology	837.20
03 Oct 2025	Payment: Integrated Land Information System	138.00
03 Oct 2025	Payment: Think Water Virginia	745.25
03 Oct 2025	Payment: MVR	841.25
03 Oct 2025	Payment: PowerWater - Bills	779.35
03 Oct 2025	Payment: PowerWater - Bills	56.26
03 Oct 2025	Payment: Jacana Energy	2,204.73
03 Oct 2025	Payment: Bunnings Building Supplies P/L	228.21
03 Oct 2025	Payment: VTG Waste & Recycling P/L	5,893.93
03 Oct 2025	Payment: Batchelor Institute	187.00
03 Oct 2025	Payment: Think Water Virginia	133.65
03 Oct 2025	Payment: Darwin Office Technology	981.03
03 Oct 2025	Payment: Jacana Energy	83.63
03 Oct 2025	Payment: Jacana Energy	13.89
03 Oct 2025	Payment: PowerWater - Bills	245.01
03 Oct 2025	Payment: PowerWater - Bills	1,270.80

09 Oct 2025	PC091025-173290448 SuperChoice P-L	5,557.28
09 Oct 2025	Supplier payment	500.00
10 Oct 2025	Payment: The Big Mower	880.05
10 Oct 2025	Payment: RS Gardening Care	3,815.24
10 Oct 2025	Payment: Officeworks Ltd	111.88
10 Oct 2025	Payment: NT Water Filters aka Viva Water Pty Ltd	300.00
10 Oct 2025	Payment: Dirtz Auto Electrical and Airconditioning	578.40
10 Oct 2025	Payment: Northern Projects Pty Ltd	13,761.00
10 Oct 2025	Payment: Oolloo Investments Pty Ltd	9,665.50
10 Oct 2025	Payment: Top End Grub	1,718.60
10 Oct 2025	Payment: WEX Australia Pty Ltd	3,431.19
10 Oct 2025	Payment: Area9 IT Solutions	445.50
10 Oct 2025	Payment: Oolloo Investments Pty Ltd	45,000.00
10 Oct 2025	Payment: Fly Creek Tyres	545.00
10 Oct 2025	Payment: BART Volunteer Bushfire Brigade	968.00
10 Oct 2025	Payment: Practical Safety Australia Pty Ltd	57.85
10 Oct 2025	Payment: Outback Car Care	715.00
10 Oct 2025	Payment: Gleeming Cleaning Services	3,780.00
10 Oct 2025	Payment: Prestons Mowing & Gardening	4,400.00
10 Oct 2025	Payment: Nexia Edwards Marshall NT	1,265.00
10 Oct 2025	Payment: First Class Communications	1,056.00
10 Oct 2025	Payment: Pandanus NT Pty Ltd t/a Damn Straight Fencing	4,510.00
10 Oct 2025	Payment: RS Gardening Care	5,406.45
10 Oct 2025		500.00
10 Oct 2025	Commonwealth Bank of Australia	1.10
15 Oct 2025	Commonwealth Bank of Australia	3.52
15 Oct 2025	Commonwealth Bank of Australia	56.10
15 Oct 2025	NBN Biz	322.52
15 Oct 2025	Commonwealth Bank of Australia	344.96
16 Oct 2025	SALARIES AND WAGES Coomalie Communi	48,501.76
17 Oct 2025	Payment: Top End Grub	1,520.30
17 Oct 2025	Payment: TGS Diesel & Hydraulic Service & Repair	579.21
17 Oct 2025		66.00
17 Oct 2025	Payment: Gaz NT Pty Ltd	330.00
17 Oct 2025	SALARIES AND WAGES Coomalie Communi	182.12
22 Oct 2025	EQUIPMENT RENTS	227.00
22 Oct 2025	Vocus	2,511.30
24 Oct 2025	Payment: Sharon Beswick	621.83
24 Oct 2025	Payment: Valmae Morrison	621.83
24 Oct 2025	Payment: Greg Strettles	621.83
24 Oct 2025	Payment: Alan Roe	950.31
24 Oct 2025	Payment: TGS Diesel & Hydraulic Service & Repair	921.25
24 Oct 2025	Payment: Football Northern Territory Inc	9,900.00
24 Oct 2025	Payment: Ross McGorman	1,916.67
24 Oct 2025	Payment: Chris Whatley	621.83
24 Oct 2025	Payment: Top End Grub	1,520.30
24 Oct 2025	Payment: Darwin Performance Academy	4,788.00
24 Oct 2025	Payment: VTG Waste & Recycling P/L	5,893.93

24 Oct 2025	Payment: P&K Plumbing	523.00
24 Oct 2025	Payment: The Trustee for Terrain Trust	25,276.90
24 Oct 2025	Payment: Australia Day Council NT	220.00
24 Oct 2025	Payment: The Trustee for Terrain Trust	52,800.00
24 Oct 2025	Commonwealth Bank of Australia	1.10
24 Oct 2025	Direct Deposit rates	150.00
28 Oct 2025	PC281025-124861817 SuperChoice P-L	5,812.12
30 Oct 2025	PC301025-125286890 SuperChoice P-L	5,389.35
30 Oct 2025	SALARIES AND WAGES Coomalie Communi	34,404.10
31 Oct 2025	Payment: Softball NT	3,574.12
31 Oct 2025	Payment: Batchelor Service Centre	542.34
31 Oct 2025	Payment: Winc	35.63
31 Oct 2025	Payment: Winc	477.44
31 Oct 2025	Payment: NT Water Filters aka Viva Water Pty Ltd	220.00
31 Oct 2025	Payment: VTG Waste & Recycling P/L	5,893.93
31 Oct 2025	Payment: Area9 IT Solutions	297.00
31 Oct 2025	Payment: Area9 IT Solutions	445.50
31 Oct 2025	Payment: Top End Grub	1,520.30
31 Oct 2025	Payment: Winc	144.52
31 Oct 2025	Payment: Bunnings Building Supplies P/L	35.27
31 Oct 2025	Payment: Air Liquide Australia Ltd	30.26
31 Oct 2025		564.00
31 Oct 2025	Payment: Blue Sky Transport (AKA Chris Reynold Transport)	84.70
31 Oct 2025	Payment: Winc	32.54
31 Oct 2025	Payment: Captovate	165.00
31 Oct 2025	Payment: Jacana Energy	726.46
31 Oct 2025	Payment: Jacana Energy	226.99
31 Oct 2025	Payment: Australian Taxation Office	3,117.00
31 Oct 2025	Payment: Telstra	37.73
31 Oct 2025	Payment: PowerWater - Bills	100.47
31 Oct 2025	Payment: PowerWater - Bills	240.43
Total CCGC CBA Cheque		395,487.35

14. REPORTS REQUIRING DECISIONS OF COUNCIL.

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

Date:	17 th November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	First Biannual Report of the Coomalie Shire Strategic Plan 2023-2027

PURPOSE

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

RECOMMENDATION

That Council receive and note the CCGC Strategic Plan 2023-2027, First Biannual Report for 2025-2026.

Moved:

Seconded:

PREVIOUS DECISIONS

RESOLUTION 2024/04/15/007

That Council receive and note the 2024-2025 3rd Quarterly Report on the CCGC Strategic Plan 2023-2027.

Moved: Official Manager

Seconded: Official Manager

Carried

BACKGROUND

Council adopted the current Strategic Plan in April 2023 following a workshop to review and update the document in alignment with the development of the 23/24 Shire Plan.

The current annual Coomalie Community Government Council Shire Plan 2025-2026 requires the Staff to provide a report on the progress of the implementation of Councils Strategic Plan 2023-27 on a quarterly basis.

PLAN	LEAD-ROLE	REPORTING SCHEDULE
Strategic Plan 2023-2027	Council	<ul style="list-style-type: none">• Annual Report• CEO reports to Council Biannually
Shire Plan 2025-2026 <ul style="list-style-type: none">• Service Plan• Budget 2025-2026• Long Term Financial Plan	CEO	<ul style="list-style-type: none">• CEO Reports to Council Quarterly• 2 x Budget Reviews
Operational Plan	Executive Management Team	<ul style="list-style-type: none">• Report to CEO Monthly
Work Plans	Senior Management Team	<ul style="list-style-type: none">• Reports to Managers Weekly

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- *Local Government Act 2019 and Regulations*
- *Coomalie Shire Plan 2025-2026*

FINANCIAL IMPLICATIONS

NIL



STRATEGIC PLAN

1st BI-ANNUAL REPORT – November 2025

Coomalie Community Government Council

2023-2027

Our Vision:

Connecting community, driven by the unique Coomalie landscape.

Our Mission:

To focus on the diversity of the social, economic, environmental, and cultural priorities of Coomalie.

Goal 1: Stability		
Focus:	Strong, transparent and accountable local governance to achieve quality service delivery.	
Strategies:	Operational Targets (KPI's):	November 2025 – Bi-annual Report
1.1 Comply with statutory and regulatory requirements	1.1.1 Pass compliance audits with Department and auditors; and 1.1.2 Conduct annual internal audit.	1.1.1 COMPLETED 23-24 Audit unqualified: reviewed all Council policies 1.1.2 COMMENCED
1.2 Develop and implement long term strategic, financial and operational plans	1.2.1 Strategic Plan and annual Shire Plan are prepared for adoption by Council and submitted to the Department as per the Act; 1.2.2 Develop a work program that aligns with the Strategic Plan; and 1.2.3 CEO to maintain an up-to-date Operational Plan to be reviewed annually.	1.2.1 24-25 Shire Plan COMPLETED and Submitted; Strategic Plan 23-27 COMPLETED and Submitted. 1.2.2 ONGOING as per Shire Plan 2025-26 and Budget; Town Priorities aligned to Strategic plan and CEO KPI's 1.2.3 COMMENCED
1.3 Communicate effectively and honestly with community stakeholders	1.3.1 Provide Monthly Stop Press Newsletter 1.3.2 Develop a 2-way Communication Strategy; and 1.3.3 Develop a Stakeholder Engagement Strategy.	1.3.1 June, July, August, September and October 2025 issues uploaded and distributed 1.3.2. Communication Policy Reviewed and endorsed 1.3.3 COMMENCED
1.4 Recruit, retain and support quality staff and volunteers	1.4.1 Develop a Workforce Development Strategy; and 1.4.2 Develop a Volunteer Strategy and target all sectors of Community.	1.4.1 First Draft COMPLETED – OGM December 25 1.4.2 First Draft CCOMPLETED – OGM December 2025
1.5 Support provision of training for elected members	1.5.1 Develop an annual Councillors Training Plan for Elected Members	1.5.1 Elected Member Mandatory Training – 6 modules Session 1&2 COMPLETED; Asset Management Workshop confirmed for the 29 th of November 25; Elected Member Training Plan proposed for early in the new year.

Goal 2: Advocacy		
Focus:	Advocate responsibly and vigorously for the interests and wellbeing of our community	
Strategies:	Operational Targets (KPI's):	November 2025 – Bi-annual Report
2.1 Ensure community can voice opinions and ideas to Council.	2.1.1 Provide mechanisms for feedback and complaints 2.1.2 Council Agenda and Minutes provided publicly within legislative timeframes	2.1.1 COMPLETED and reported to Council monthly 2.1.2 ONGOING AND COMPLIANT
2.2 Provide assistance, participate in and support civic and community events.	2.2.1 Report quarterly the number of civic and community events held and participation by Councillors and staff.	2.2.1 ONGOING – Report to Council monthly via President, CEO & Managers Reports; detailed in Service Unit Quarterly Reports
2.3 Utilise technology to maximise responsible information gathering and communication to inform Council, residents and visitors.	2.3.1 Update Community Directory Annually 2.3.2 Provide Monthly Stop Press Newsletter 2.3.3 Conduct an annual audit/review of current technology used within Council communications (internal and external) and deliver a report annually to Council with recommendations and budget requirements.	2.3.1 COMPLETED current issue released in March 25 2.3.2 AS per 1.3.1 2.2.3 COMMENCED 2.3.3 COMMENCED
2.4 Lobby government to seek engagement and support for identified social and community issues and needs.	2.4.1 Report quarterly to Council on communications, agreements and partnerships outlined in the Shire Plan. 2.4.2 Engage Government through Grants Programs	2.4.1 ONGOING – Report to Council in October 2025 – CEO Quarterly Report 2.4.2 Grants Submitted since July 2025 – <ul style="list-style-type: none"> • Safer Local Roads and Infrastructure Program – Industry Roads • International Women's Day 2026 • Harmony Day 2026 • Youth Vibe 2026 Youth Week • WaRM Grant 2026 – Scope TBC • CBF – AR Helipad – UNSUCCESSFUL

Goal 3: Sustainability		
Focus:	Implement comprehensive and innovative planning for sustainable service delivery across the social, economic, environmental and cultural spheres	
Strategies:	Operational Targets (KPI's):	November 2025 – Bi-annual Report
3.1 Asset and infrastructure management planning to reflect social, economic, environmental, and cultural aspects of Council.	3.1.1 Develop an Asset Management Plan and review annually; and 3.1.2 Produce a Coomalie Region Economic Development plan across all sectors and promote extensively with Government. 3.1.3 Implement Councils Waste Management Strategy. 3.1.4 Complete Burial and Cremations Policies and Procedures.	3.1.1 COMPLETED and Adopted by Council in March 2025 OGM; Implementation commenced 3.1.2 COMMENCED 3.1.3 COMMENCED and near completion 3.1.4 COMPLETED
3.2 Improve the asset base needed to deliver services in fit for purpose infrastructure.	3.2.1 Record details of partnerships and use of Council facilities in Stakeholder Engagement Strategy. 3.2.2 Produce an Infrastructure Development Plan focussing on major infrastructure renewals that support economic and social development.	3.2.1 Ongoing – CEO Report – October 25 OGM 3.2.2 COMMENCED – Asset Management Workshop to be held in November 2025
3.3 Engage with the community in order to identify, assess and prioritise delivery in each sphere.	3.3.1 Number of consultations held with groups/individuals across the social, economic, environmental and cultural spheres of Council in ongoing review/discussion on asset management plans.	3.3.1 – Consultations: Batchelor Markets – 12-10-25 President – Public Meeting with Seniors 7-11-25 Gamba Grass Field Day 1-11-25
3.4 Ensure Council incorporates efficient and effective means to achieve managed growth and resilience	3.4.1 Review all service functions and associated facilities annually, highlighting any new or extended programs.	3.4.1 COMMENCED – Part of Shire Plan and Budget development for 25/26 FY and Workforce Development Plan 2025

Goal 4: Community Wellbeing & Resilience		
Focus:	Demonstrate strong support for community wellbeing	
Strategies:	Operational Targets (KPI's):	November 2025 – Bi-annual Report
4.1 Participate and represent the region at government and community's existing economic development networks.	4.1.1 Report to Council on the participation and representation activity with the economic development networks. 4.1.2 Incorporate business and industry into Council's Stakeholder Engagement Strategy.	4.1.1 <ul style="list-style-type: none"> Quarterly Meeting with Minister Yan CRG – Darwin Water Supply Infrastructure Project Meeting with Tourism and Hospitality to discuss regional impact of Silkwood Station future use. 4.1.2 COMMENCED – CEO Quarterly Report October 2025
4.2 Provide safe and attractive parks, gardens, and open areas.	4.2.1 Incorporate Council's parks, gardens and open areas into Council's Asset Management Plan. 4.2.2 Develop a set of standards for Parks and Gardens and open areas. 4.2.3 Develop a sport and recreation strategy in consultation with community	4.2.1 COMPLETED 4.2.1 NOT COMMENCED 4.2.3 COMMENCED – Batchelor Precinct and Partnership Project and
4.3 Promote local employment options.	4.3.1 Engage with federal government's community development and employment programs.	4.3.1 COMMENCED – Ongoing discussions with Ironbark – Now called Remote Australia Employment Service (RAES) - waiting for introduction of new program. Mutual Obligations are currently suspended. Expected to be recommenced on the 6 th of January 2026. Christmas Closure 12 th December reopening on 6 th of January 2025. Ironbark to present at the January OGM.

<p>4.4 Support and develop social and economic infrastructure in line with community use, activities and services.</p>	<p>4.4.1 Report on the annual infrastructure development activities by the Shire Plan. 4.4.2 Report to Council on community safety related incidents. 4.4.3 Incorporate annual stormwater drainage audit identifying priorities for the Shire Plan and budget 4.4.4 Promote responsible dog ownership</p>	<p>4.4.1 COMMENCED – Updates on Town Priority Projects in 2025-2026 Shire Plan report Quarterly in CEO Report. 4.4.2 Circulated Community Safety Audit Reports to community members 4.4.3 ONGOING 4.4.4 ONGOING – Vet Visit October 25</p>
<p>4.5 Respect culture and diversity</p>	<p>4.5.1 Develop a Council Culture and Diversity Plan in conjunction with the community. 4.5.2 Through the Library Service establish a historic keeping place program for community</p>	<p>4.5.1 NOT COMMENCED 4.5.2 COMMENCED</p>

14.2 NOMINATIONS FOR LGANT REPRESENTATIVE ON THE NT PLACE NAMES COMMITTEE

Date:	17 th November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Terms of Reference and Nomination forms for the NT Place Names Committee

PURPOSE

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

RECOMMENDATION

That Council;

- a) receive and note the Nominations for the LGANT Representative on the Place Names Committee; and
- b) Nominates _____ to represent LGANT on the NT Place Names Committee.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS:

The NTG asked LGANT to find a suitable representative for the NT Place Names Committee. The nominee must represent the entire Local Government Sector.

The Attachments outline the meeting information and nomination form.

COMMENT:

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings. LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.

CONSULTATION

LGANT

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

This is a paid position.

Place Names Committee of the NT

Nomination Form

General Committee Information

Role

The Committee considers submissions for place naming under the *Place Names Act 1967*, and makes recommendations to the Minister to name, or alter a name, for a place. The Committee does not develop place naming proposals – if you are interested in developing place naming submissions, refer to the Place Names Committee website ([How places are named - Place Names Committee - NT Government](#)).

Meetings

The Committee usually meets for around 2 – 3 hours, 4 times a year and may meet ad-hoc as required. Meetings can be conducted virtually so that any regionally based members can attend without the need for travel, and can accommodate in-person attendance. There is required reading of meeting papers before each meeting, provided electronically through a secure online portal. Members are expected to be able to use emails and the online portal (training will be provided) to undertake committee work.

Committee members may also attend an in-person regional meeting and meetings with local stakeholders, generally once every 12 – 18 months.

Support

Secretariat support for the Committee is provided by the Place Names unit within the Department of Lands, Planning and Environment. The Place Names unit coordinates Committee meetings, and provides the Committee with an assessment of naming proposals against requirements of the national standards and the guidelines for NT place naming. Documents to support the place naming process are prepared by the Place Names unit.

Remuneration

Committee members are paid sitting fees (except where they are an NT Government employee) to cover expenses and time spent on Committee business in accordance with determinations made under the *Assembly Managers and Statutory Officers (Remuneration and Other Entitlements) Act 2006*. The Committee is classified as Class C3 Ministerial Assistance, Advisory and Review Body with the current daily rate of remuneration \$304 (Chairperson) and \$228 (other members).

Travel expenses to attend meetings within the city, town or community in which the member resides are covered by sitting fees and not an additional payment. However, travel expenses for members to attend regional meetings that are in-person only and require travel to another city, town or community from which the member resides are separately organised and paid for by the Department.

14.2 ATTACHMENT 2: PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES & NOMINATION FORM



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.

NOMINATION FORM

NT Place Names Committee

LGANT Nominations close on 5 December 2025

Council Name: _____

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **NT Place Names Committee**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **NT Place Names Committee** at a meeting held on **/ /** .

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____

4. Nominee's personal details

The following information is required as per the original nomination form from the Minister.

4.1 Residential address:

4.2 Postal address (if different from residential address):

4.3 Gender: male / female / non-binary / prefer not to answer

4.4 Do you identify as Aboriginal or Torres Strait Islander? no / yes / prefer not to answer

4.5 Do you identify as a person with disability? no / yes / prefer not to answer

If yes – are there any adjustments required for you to fulfill duties of a committee member? (please explain)

4.6 Tell us a bit about yourself (short biography).

5. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

5.1 What is your current council position? _____

5.2 How long have you held your current council position? _____

5.3 Please list your educational qualifications:

5.4 What skills and experience do you have that are relevant to this committee? Briefly outline your experience/exposure/interest in place naming or the history of the NT.

5.5 Apart from your current position what other local government experience do you have relevant to this committee?

5.7 Are there any real, perceived or potential conflicts of interest that may arise if you are appointed to the Committee?

14.3 NOMINATIONS FOR THE NT WATER SAFETY ADVISORY COUNCIL

Date: 14th November 2025

Author: Sharon Hillen, Chief Executive Officer

Attachment: [Terms of Reference for the NTWSAC AND Nomination Form](#)

PURPOSE

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

RECOMMENDATION

That Council;

- a) receive and note the report titled Nominations for the NT Water Safety Advisory Council Report; and
- b) Nominates _____ to represent Council on the NT Water Safety Advisory Council.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS:

The Role of the NTWSAC:

1. to provide advice to the Minister for Sport on water safety related matters.
2. to identify gaps in existing provisions of water safety initiatives in relation to the services necessary for the prevention of drowning and near drowning in the Northern Territory.
3. to proactively develop and recommend solutions to emerging and ongoing issues; and
4. to develop and implement a Northern Territory Water Safety Strategy that focuses on Water Safety.

COMMENT:

Council manages and controls a public pool in Batchelor and several natural and manmade water bodies including Rum Jungle Lake Reserve and the downstream side of the Adelaide River Reserve.

Council is also central to the coordination of the NTG's Active Regional Remote Community Program which has identified water sports as an ongoing activity in the Coomalie Region. Council also hosts many regional schools who undertake their Learn to Swim Classes at the Batchelor Pool.

CONSULTATION:

The nominee would be required to report back to Council on outcomes of the committee meetings and also provide contemporary advice or experience in the field of water safety.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

This is a volunteer committee.



Terms of Reference

Introduction

The Northern Territory Water Safety Advisory Council (NTWSAC) will provide the Minister for Sport with high level advice on water safety issues within the Northern Territory.

The Role of the NTWSAC

1. to provide advice to the Minister for Sport on water safety related matters;
2. to identify gaps in existing provisions of water safety initiatives in relation to the services necessary for the prevention of drowning and near drowning in the Northern Territory;
3. to proactively develop and recommend solutions to emerging and ongoing issues; and
4. to develop and implement a Northern Territory Water Safety Strategy that focuses on Water Safety Education, Research and Data Collection and Standards.

Advice Provided by the Council

- The NTWSAC shall provide the best and most balanced advice possible.
- As the NTWSAC is an advisory body, the Minister retains the right to reject all or part of the advice provided.

General Operating Guidelines

- Matters referred to the attention of the NTWSAC are discussed by the group which will determine action considered appropriate.
- It is hoped that most decisions will be reached by consensus. If decisions cannot be reached by consensus then an open vote, simple majority will prevail. Each appointed member to the Council will have one voting right.
- Ensure that reports to the Minister are treated as confidential.
- Ensure that public statements on recommendations or advice from the NTWSAC are not made until approved by the Minister and are made by the Chairperson.
- The full Council will meet quarterly and or at the discretion of the Chair.
- The Council will form subgroups to address key priority areas as appropriate and will report to the full Council on a regular basis.

Membership Guidelines

- Members will be appointed to serve in a voluntary capacity.
- Membership is sought from organisations, government departments and individuals with an interest or expertise to contribute to Council.
- Members will be appointed to formally represent the community or their associated organisation or department.

Membership Structure

- The NTWSAC will comprise of up to 16 members and will be appointed by the Minister for Sport for a term not exceeding three years.
- As vacancies occur, organisations and individuals with a vested interest in water safety will be encouraged to submit expressions of interest to join the Council.
- An independent Chairperson will be appointed by the Minister.
- The structure and membership of the Council will be reviewed as required by the Minister.
- A quorum must be achieved before a meeting can proceed (half + 1 OR 51% present).
- Membership may be drawn from the following government and non-government groups:

- Kidsafe NT;
- Surf Life Saving NT;
- Royal Life Saving Society Australia NT Branch;
- Department of Education;
- Department of Health;
- Department of Territory Families, Housing and Communities - Sport;
- Department of Infrastructure, Planning and Logistics – Marine Safety;
- Local Government Association of the NT;
- Local Government Association of the NT - Remote
- Department of Industry, Tourism and Trade;
- Amateur Fisherman’s Association of the Northern Territory;
- Department of Environment, Parks and Water Security;
- Northern Territory Police;
- Community Representatives; and
- Department of Infrastructure, Planning and Logistics – Pool Fencing Unit
- Australian Volunteer Coastguard

Terms of Office

Members are to be appointed for a three year period, with reappointment at the discretion of the Minister.

A member’s position on the Council becomes vacant if the member:

- Completes the term of their appointment and is not reappointed;
- Resigns by way of letter of resignation addressed to the Minister; or
- Has not attended for three consecutive meetings except if granted leave by the Council.
- The Minister may remove a member and/or chairperson from their position(s) at any time and for any reason.

The Chairperson

An independent Chairperson will be appointed by the Minister or Chief Minister. In the event of a NTWSAC meeting having been called and the Chair is unable to attend, the Chair will appoint a proxy to conduct the meeting.

Code of Conduct and Council Member Responsibilities

Responsibilities of the Chair:

- To act as spokesperson for the NTWSAC.
- To be aware of the different skill levels of committee members and endeavour to give equitable time and space to all members.
- To work with committee members towards achieving the responsibilities of the NTWSAC.
- To facilitate the participation of members.
- To act as a guide through the agenda.
- To ensure discussion on a given topic is relevant and in order.
- To request substantiation of contributions from members when appropriate.
- To ensure that advice to the Minister is clear and achievable.
- To maintain order and direction.
- To adhere to Operating Guidelines.
- To liaise with the Water Safety Unit Manager, Executive Director and the Minister when necessary.

Responsibilities of each member:

- To attend NTWSAC meetings regularly and advise of non-attendance.
- To report to their organisation and disseminate relevant water safety information.
- To gain cooperation from their organisation to support water safety actions within the Water Safety Strategy.
- To contribute expertise in improving water safety.
- To substantiate contributions.

- To work co-operatively with other members.
- To work co-operatively as part to the committee toward achieving the responsibilities.
- It is each member's responsibility to keep abreast of ideas developments, policy direction and matters generally which impact on water safety within the Northern Territory.
- To adhere to the guidelines of the NTWSAC.

Personal and Professional Behaviour

- NTWSAC members will undertake their role using due care, honesty and integrity.
- Members will always perform the functions associated with membership diligently, impartially and conscientiously to the best of their ability. Communication will be open and constructive.
- Members will behave in a way that does not directly or indirectly lead to dishonest or improper use of their Ministerial Advisory Council position.
- Members will not use any information to which they have access to gain an improper advantage, or in a way which may be disadvantageous to the NT Government, NTWSAC or its interests.

Public Comment

- Members will not make public comment on behalf of the Minister or the Council without the specific agreement of the Minister's Office. It is understood that as a citizen and in performing other professional roles members have the right to make comments and enter into public debate, providing it is not perceived to be an official comment on behalf of the Council or the NT Government

Conflict of Interest

- Members will consciously avoid any conflict of interest and will not allow personal interest to conflict with their role as a Council member.
- Where a conflict of interest arises at a meeting, a member shall declare such conflict. The Chair will decide whether the member should withdraw from the meeting while the matter is discussed. This declaration can occur before the meeting for a determination by the Chair

Confidentiality

- Members of the Council will, from time to time, have access to confidential information. Material which is confidential and must not be disclosed will be marked "Confidential"
- Members agree to be bound by this protocol both during the term of their membership and following the completion of their term of office.
- Should a member or group of members breach confidentiality the NT Government reserves the right to take legal action to restrain the member or group of members from compromising the integrity of the Council.

Evaluation and Review

The Terms of Reference for and role of the NTWSAC will be reviewed every three years aligned to the National and Northern Territory Water Safety Strategy.



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.

NOMINATION FORM

NT Water Safety Advisory Council

LGANT Nominations Close **5 December 2025**

Council Name: _____

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the (NT WATER SAFETY ADVISORY COUNCIL).

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer
hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the (NT WATER SAFETY ADVISORY COUNCIL) at a meeting held on / /

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____

4. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

4.1 What is your current council position? _____

4.2 How long have you held your current council position? _____

4.3 Please list your educational qualifications:

4.4 What skills and experience do you have that is relevant to this committee?

4.5 Apart from your current position what other local government experience do you have relevant to this committee?



Nomination Form

Name of Nominee:

Organisation and Position:

Address:

Tel No:

Email:

Date of nomination:

Skills & Experience

Please give details below of your skills & experience (No more than 200 words.)



Nominated by:

Position:

Organisation:

Tel No:

Email:

I confirm I have gained the nominee's consent for their name and details to go forward.

Signed:

Date:

Please note that this nomination will be invalid
unless this form has been fully completed.

PART B – Appointee Information

DETAILS OF PROPOSED APPOINTEE:	
Name (including title)	
Gender	Male: <input type="checkbox"/> Female: <input type="checkbox"/> Other: <input type="checkbox"/>
Location / Region	
Postal Address / Email	
Chairperson or Member	Chairperson: <input type="checkbox"/> Member: <input type="checkbox"/>
Method of selection	Nomination: <input type="checkbox"/> Invitation: <input type="checkbox"/> Advertisement: <input type="checkbox"/> Ex-officio: <input type="checkbox"/> Eol Board Register: <input type="checkbox"/>
Public servant?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Proposed term of appointment	
Re-appointee	Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, number of years served on board: Current expiry date:
Does the person identify as Aboriginal or Torres Strait Islander?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Qualifications	
Brief background on appointee (include current employer and position; work history / voluntary involvement relevant to the Board; and any special skills or characteristics required by the legislation or terms of reference of the board, if applicable)	
Criminal History Check	Yes: <input type="checkbox"/> No: <input type="checkbox"/> Refer to the NTG Boards Handbook available on the NTG Board Remuneration website on which board members require a Criminal History Check, or a declaration regarding their criminal history.

Please complete one of these tables for each appointee

14.4 COMMUNITY GRANTS PROGRAM 2025–26

Date:	21 ST November 2025
Author:	Andrew Roberts, Community Services Coordinator
Attachment:	2.4 Coomalie Community Grants Policy

PURPOSE

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

RECOMMENDATION

That Council:

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

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS:

RESOLUTION 2024/04/16/006

That Council;

- a) receives and notes the report entitled Annual Community Grants Funding; and*
- b) authorises the funding to come from the Community Initiative Program funding.*

Moved: Clr. McClymont

Seconded: Clr. Freeman

Carried

RESOLUTION CONF2025/02/18/020 – moved into open

That Council:

- a) receives and notes the report titled Community Grants 2024-25; and*
- b) approves the three proposals received for the 2024-25 program at \$1,500 each:*
 - i) Skydive Territory; and*
 - ii) Future Initiatives Aboriginal Corporation; and*
 - iii) St Francis Church Batchelor*
- c) moves this decision into open business following notification of the successful applications.*

Moved: Official Manager

Seconded: Official Manager

Carried

COMMENT:

In accordance with Section 4.2 of Policy 2.4:

- The total pool of funding for community grants will be set annually in the Council's budget. Individual applications will not exceed \$1,500.
- Applications must be submitted in writing using the prescribed Coomalie Community Grants Application Form.
- The CEO will appoint an Assessment Panel to review and assess applications against the published Guidelines.

All successful applicants will be required to acquit funds and recognise Council's contribution. A report detailing assessment outcomes will be tabled at an Ordinary General Meeting following the assessment process.

Opening the program for 2025–26 allows sufficient time for promotion, application, assessment, and approval prior to the end of the financial year.

It is proposed to open Round One Coomalie Community Grants on the 24th of November 2025 and close on Monday the 22nd of December 2025 so that Council can approve at the January 2026 Ordinary General Meeting.

The Grant will be advertised on the website, social media and STOP Press.

CONSULTATION

- Chief Executive Officer
- Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

- Council Policy – 2.4 Coomalie Community Grants Policy
- *Local Government Act 2019 and Local Government (General) Regulations 2021*

FINANCIAL IMPLICATIONS

The total grant funding pool have been determined through the 2025–26 budget process and the total pool is set at \$5,000. Funds will be drawn from Council's operational budget.



2.4 Coomalie Community Grants Policy

Council Resolution:	2024/11/19/017
Date to take effect:	19/11/2024
Policy Custodian:	Corporate Services Manager
Review Date:	November 2027
Version (Revision Number)	1.1

1. Purpose

The Coomalie Council actively supports initiatives, which benefit the community. This Policy provides governance and outlines the method by which support is provided by way of grants, donations, scholarships, and sponsorships and annual recurrent and one-off community initiatives. This policy applies to all applicants of a community grant, sponsorship, scholarship, donation; community initiatives and in-kind support.

2. Scope

Council is committed to the principles of open and transparent government as well as ensuring Council is financially sustainable. Council endeavours to provide Community Groups and individuals from the region with financial or in-kind incentives to undertake community events and programs. Community Groups are required to apply each time for the designated type of grant detailed below.

3. Definitions

For the purposes of this policy the following definitions apply:

Term	Definition
CEO	Chief Executive Officer
Council	Refers to Coomalie Community Government Council
Donation	Where Council provides financial or in-kind support to a community group carrying out a project, activity, or purchase of material goods. Acquittal of funds is not required. GST is not applicable. Council is recognised for its contribution.



Employee	A person remunerated by Coomalie Community Government Council on a full-time, part-time, casual or contract basis.
Grant	Where Council provides financial support to a community organisation carrying out a project or activity benefitting the community, and where the organisation must acquit funds provided. GST is not applicable. Council is recognised for its contribution.
Guidelines	Refers to the most up to date Coomalie Community Grants and Initiatives Program Guidelines.
In-kind Support	Where Council provides labour and equipment to support a community group which will benefit community and contribute to the delivery of Councils Strategic Plan.
Representation	The action of speaking, competing, or acting on behalf of Coomalie Region, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Coomalie. Representation Support is a form of Donation.
Scholarship	Where Council provides financial support for education or an educational activity. Acquittal of funds is in the form of a photo of the graduate completing the educational activity. GST is applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per the details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.

4. Policy Statement

4.1 Criteria for Financial or In-Kind Support

- (a) All requests for grants, donations and sponsorship must benefit the Coomalie Community and identify how it relates to one or more of the objectives of the Annual Shire Plan or Strategic Plan 2023-2027.
- (b) Each request must include a completed Community Grants Application.
- (c) Guidelines for Coomalie Community Grants are set out in the Guidelines.
- (d) Applications by individuals will only be considered where you can demonstrate the need for assistance to attend events or conduct activities which promote the Coomalie Council area and its residents in a positive light.
- (e) Application by commercial business entities will not be considered.

One successful application per financial year from a community or not-for-profit organisation or individual will be allowed.





A table of regular In-Kind Support from Council is provided below at Schedule 1.

4.2 Annual Community Grants

- (a) The total pool of funding will be set each year in the Council budget.
- (b) Individual applications are not to exceed \$1,500.
- (c) Requests are to be made in writing, using the Coomalie Community Grants and Donations application form, and must fulfil all criteria as per the guidelines.
- (d) Applications will be assessed against the Guidelines by a Grant Assessment Panel. The CEO will determine the Assessment Panel.
- (e) A report detailing decisions made regarding the determination of the Community Grants Assessment Panel will be tabled in Council

4.3 Sponsorship

- (a) The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs/benefits.
- (b) The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer as per the Guidelines.
- (c) The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording to promote the Council's sponsorship. Council will seek permission from the individual/s photographed or recorded through a 'Talent Release' Form.
- (d) Where recurring annual sponsorship is agreed upon, the organisation must comply with criteria set out in the Agreement, and Council must resolve to provide the recurring funding.
- (e) All Grants of funds must be acquitted as per the Guidelines.

4.4 Scholarships

- (a) Individuals are eligible to apply for scholarships.
- (b) Applicants must be a resident within Coomalie Region.
- (c) Applicants must be an Australia Citizen or holder of an Australian Permanent Resident Visa.
- (d) Applicants must be undertaking study or be enrolled in an accredited tertiary educational institution or training provider delivering qualifications adhering to the Australian Quality Training Framework.
- (e) Applicant must be enrolled full-time or part-time for the duration of the Scholarship.
- (f) If successful, a Scholarship Agreement will be developed with each applicant and include scholarship value, scholarship duration, ongoing eligibility and other obligations and conditions. A scholarship may be terminated if the recipient ceases to meet the eligibility criteria, withdraws from his/her course or if the recipient breaches any conditions of the Scholarship Agreement.





4.5 Representation Support

Council may decide to support individuals or teams based in the Coomalie Shire and representing Coomalie, Northern Territory or Australia in sporting and other challenges, activities and events within the Northern Territory, interstate and internationally. The amount of funding and guidelines for eligibility are detailed in the Guidelines.

4.6 Community Initiatives Program

Council will fund ongoing community initiatives drawing from its own source revenue, including the revenue from the Container Deposit Scheme income stream. Council will determine the priorities of the Community Initiative Program based on written requests from the public regarding the development and improvement of Councils social infrastructure and programs.

The revenue produced by the refunds for Container Deposit Scheme recyclables at the Coomalie Waste Management Facilities funds the Community Initiative Programs one-off grants. These one-off projects relate to a request from a community member being presented to Council for a decision to support the proposal. The project must meet the criterion within the Guidelines.

(Example: Johnny Smith is a young person who plays NRL in the regional competition. He has made a request to Council in writing to modify the AFL goal posts at the town oval so that he can improve his NRL kicking skills. There is a modified rail that can be purchased off the shelf. A report is compiled and presented to Council.)

4.6 Grants Register

Council will maintain a community grants register which will include:

- (a) year of the grant
- (b) type of grant (Grant, Donation or In-kind Support)
- (c) term of the grant
- (d) grant applicant
- (e) grant purpose
- (f) grant acquittal date (where applicable)
- (g) Council decision
- (h) Council meeting date
- (i) Other comments (variation requests)

Where a request for a grant is made, which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be tabled for consideration by Council.





4.7 Commitment to Funding

The Council commits to setting an amount in its budget process dedicated to initiatives governed by this policy.

4.8 Annual reporting

Council must include in its Annual Report a list of all annual grants and in-kind support grants provided during the financial year pursuant to Section 291 of the *Local Government Act 2019*.

Schedule 1. In-Kind Support Program

Event	Support/ donations provided	Staff
Adelaide River Show	Provision of tables and chairs. Set up of pavilion and cleaning prior to Show. Approx. 8 hrs	Council and Community Services
Adelaide River Races	Provision of tables and chairs (if not run by Darwin Turf Club) Setting up barrier flags on roadside. Approx. 8 hrs	Council and Community Services
Adelaide River Festival (Adelaide River School)	Provision and set up of shade structures. Assistance with set up of oval including line marking. Assistance on the days Approx. 8 hrs per day	Council and Community Services
Batchelor Area School Sports & Swimming Carnival	Provision and set up of shade structures. Assistance with set up of oval including line marking. Assistance on the day Approx. 8 hrs per day	Council and Community services
Batchelor Area School & Adelaide River School	Use of Council bus, facilities, and equipment without charge in return for use of school facilities and equipment without charge. This does not cover any additional labour costs incurred by either party.	Council and Community Services
Seventh Day Adventist Church Group	Free use of Community Bus, Batchelor Oval and Bruce Jones Community Centre	Reception and Council and Community Services
Batchelor Museum Development Association	Grounds Maintenance Approx. 16 hrs	Operations Staff
Playgroup NT	Provide a site at the Adelaide River Oval on Swannel Street to store a Blue Shipping Container with Playgroup equipment and resources.	Council and Community Services
Adelaide River Railway Museum	Ground Maintenance Approx. 4 hrs	Council and Community Services
Tourism Businesses in Batchelor	Free Advertising through signage at the Batchelor Information Centre	CEO

Associated Documents

Council Shire Plan





References and Related Legislation

Local Government Act 2019

Local Government (General) Regulations 2021

DOCUMENT HISTORY	
2.4 Coomalie Community Grants Policy	
Date Adopted:	19 th November 2024
Amended:	
Amended:	



14.5 REVIEW OF 2.6 DELEGATIONS POLICY

Date:	21 st November 2025
Author:	Sharon Hillen, Chief Executive Officer
Attachment:	Reviewed policy with track changes

PURPOSE

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

RECOMMENDATION

That Council adopts the reviewed 206 Delegations Policy.

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS

Previous Decisions

RESOLUTION 2024/11/19/011

That Council;

a) receives and notes the report titled DRAFT Delegations Policy; and

b) adopts the attached Delegations Policy.

Moved: Official Manager

Seconded: Official Manager

Carried

COMMENT

The policy has been reviewed due to the recent fraud activity with Council. The revision has strengthened internal control measures within the delegation level and for managing supplier information securely.

CONSULTATION

Corporate Services Manager

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS

Local Government Act 2019

FINANCIAL IMPLICATIONS

Nil



2.6 Delegations Policy

Council Resolution:	2024/11/19/011
Date to take effect:	19/11/2024
Policy Custodian:	Chief Executive Officer
Review Date:	November 2027
Version (Revision Number)	1.1

Purpose

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

Scope

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





Definitions and Acronyms

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

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

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Policy Statement

1. Delegations

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

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

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

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

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

2. Purpose of delegating authority

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

The Council's delegations seek to ensure:





- (a) That Council's responsibilities are fulfilled in a timely, open, efficient, effective and accountable manner;
- (b) That Council's officers and employees are provided with the level of authority necessary to discharge their responsibilities;
- (c) That delegated authority is exercised by the most appropriate and best-informed individuals within the Council; and
- (d) That Council's internal controls are effective.

3. Exercise of Delegated Authority

Exercise of delegated authority is subject to compliance with:

- (a) Any relevant provisions of the Act and Regulations;
- (b) Any other legislative requirements;
- (c) Any applicable Council Policy; and
- (d) The relevant provisions of any Council By-Law.

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





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

4. Delegations by Activity and Authority Level

Area	Function	Activity	Council	CEO	CSM	Deleted: D
Complaints	Management	Authority to ensure appropriate & timely resolution of a complaint		✓	✓	
Complaints	Mediation	Authority to purchase mediation advice and or expertise		✓	Deleted: ✓	
Contracts	Leases	Approve the lease of new premises & sub-leases of existing premises over 3 years	✓		Deleted: ✓	
Contracts	Leases	Approve the lease of new premises & sub-leases of existing premises up to 3 years		✓		
Contracts	Leases	Approve renewal of existing leases within budget		✓		
Contracts	Leases	Cancel existing lease		✓		
Contracts	Professional Services	Authorise appointment of external professional advice &/or services within budget		✓	✓	
Contracts	Insurance	Approve appointment of insurers, details of contract & payment of premiums		✓	Deleted: ,	
Contracts	Commercial	Approve commercial agreements for the staff & services of Council within budget		✓	✓	



Contracts	Suppliers	Approve contracts with suppliers of goods and services for area of responsibility and organisation (non-legal)		✓	✓	Formatted Table				
Area	Function	Activity	Council	CEO	CSM	Deleted: D				
Contracts	Tenders/ Quotations	Authority to invite tenders and quotations for the supply of goods or services for area of responsibility		✓						
Contracts	Tenders/ Quotations	Authority to approve formal tenders and quotations for supply of goods and services	✓	✓						
Contracts	Grants/ Tenders	Authority to approve grant funding or tender submissions		✓	✓	Deleted: ✓				
Contracts	Grants	Authority to submit performance reports to grant funding departments/ organisations		✓	✓	✓				
Contracts	Agreements	Authority to negotiate agreements (other than suppliers) and contracts		✓	✓	✓				
Contracts	Agreements	Authority to sign agreements (other than suppliers within financial delegation), MOUs, contracts or tenders obtained		✓	✓	✓				
Contracts	Seal	Authority to use Common Seal	✓							
Contracts	Contract Management	Authority to make daily operational decisions for direct service delivery in line with relevant contracts		✓	✓	✓	✓	✓	✓	✓
Contracts	Contract Management	Authority to approve total variations to contracts during the		✓	✓	✓				





Area	Function	Activity	Council	CEO	CSM	Deleted: D				
		progress of works to a limit of 5% of the total contract sum in aggregate	✓							
Governance	Shire Plan	Authority to approve the organisational Shire Plan								
Governance	Freedom of Information	Authority to sign Freedom of Information (FOI) Notice of Decision		✓	✓					
Governance	Records Disposal	Authority to approve the transfer of ownership of records including to NT Archives		✓						
Governance	Records Disposal	Authority to approve the destruction of records under the Local Government Sector Disposal Schedule		✓						
Governance	Legal	Authority to consult with Council's external legal advisors on legal matters		✓	✓					
Governance	Legal	Authority to purchase legal advice and/or expertise		✓	✓					
Governance	Legal	Authority to settle court, legal or any other formal proceedings and bind the council	✓	✓						
Governance	Policy	Authority to approve Council Policy for Council Governance	✓							
Governance	Policy	Authority to approve Council Policy for Organisation	✓							
Governance	Policy	Authority to approve Service Area Policy for area of		✓	✓	✓				

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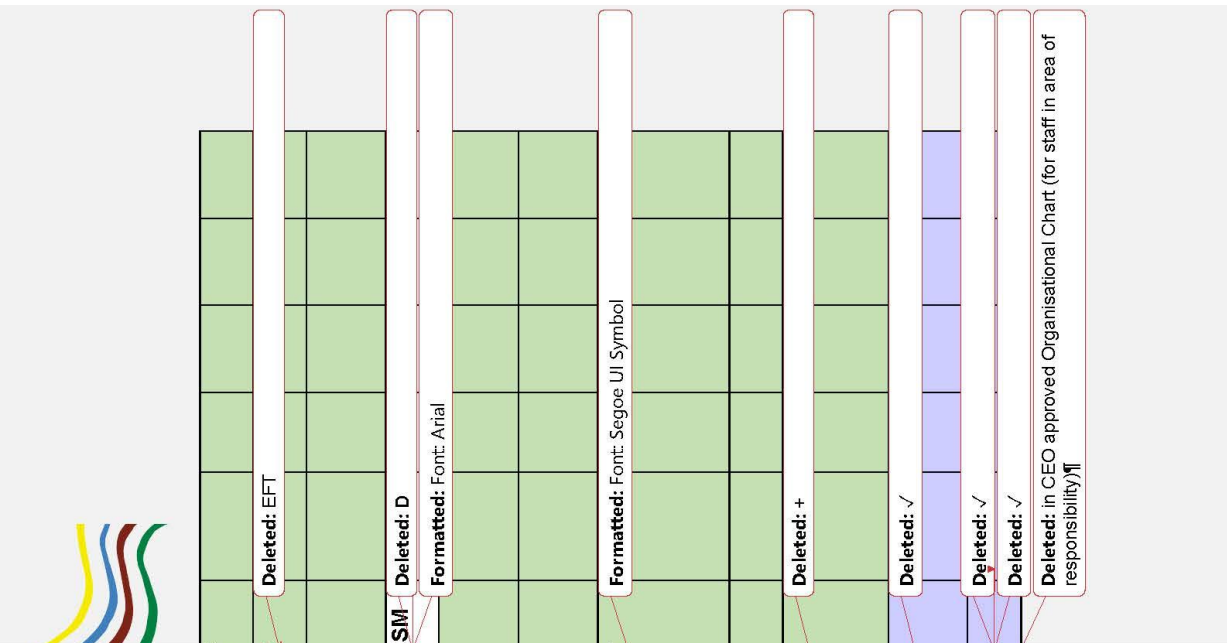
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Finance	Operational Expenditure	Authority to approve in-kind support for external organisations not already covered in Policy (this includes venue hire, vehicles and materials)	✓	✓		Deleted: ✓ Deleted: ✓
Finance	Capital Expenditure	Authority to acquire or replace items of equipment included in approved budget &/ or funding agreement	\$150k+	\$150k	\$10k	Formatted: Highlight Formatted: Highlight Formatted: Highlight
Area	Function	Activity	Council	CEO	CSM	Formatted: Highlight Deleted: capital Deleted: D
Finance	Capital Expenditure	Approval of progress payments where expenditure has already been authorised	\$250k+	\$250k	\$10k	
Finance	Capital Expenditure	Authorised to acquire or replace items of equipment not included in approved capital budget	✓			
Finance	Capital Expenditure	Approval of sale or purchase of land or buildings (pursuant to 182(1)(2) of the Local Government Act 2019)	✓			
Finance	Capital Expenditure	Authorised to sell, trade-in or dispose of assets on Financial Asset Register (all equipment over \$5,000 to be sold must be put to tender or auction unless sold as part of a trade-in)	✓	✓		
Finance	Capital Expenditure	Approval of development of new buildings	✓			
Finance	Borrowings	Approval to enter into loan agreements on behalf of the Council	✓			

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- Deleted: ✓
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- Deleted: in CEO approved Organisational Chart (for staff in area of responsibility)



People and Culture	Recruitment	Authority to appoint temporary staff/labour hire for positions not included in Organisational Chart	Council	✓		Deleted: ✓
Area	Function	Activity	Council	CEO	CSM	Deleted: ✓
People and Culture	Recruitment	Authority to approve backfilling of leave and higher duties		✓		Deleted: (In consultation with CEO for a maximum period of 6-months)...
People and Culture	Conditions of Employment	Authority to set and approve salary, package & contract for CEO	✓			Deleted: D
People and Culture	Conditions of Employment	Authority to set and approve salary & package for all staff		✓		Formatted: Font: Arial
People and Culture	Conditions of Employment	Authority to set and approve salary increments & any higher duties payments for all staff				Formatted: Font: Arial
People and Culture	Conditions of Employment	Authority to approve staff letters of offer & contracts		✓		Formatted: Font: Arial
People and Culture	Conditions of Employment	Authority to approve a staff member accepting outside employment or consultancies, additional to & separate from their Council duties		✓		Deleted: ✓
People and Culture	Timesheets	Authority to approve staff time sheets for direct reports or area of responsibility		✓	✓	Deleted: ✓
People and Culture	Probation	Authority to confirm successful completion of new staff probationary periods	CEO	✓		Deleted: duties for direct reports
People and Culture	Position Descriptions	Authority to approve new or existing Position Descriptions and subsequent changes	CEO	✓		Formatted: Font: Segoe UI Symbol





People and Culture	Position Descriptions	Authority to approve changes to existing position titles	Council	CEO	CSM	Deleted: D						
Area	Function	Activity				Formatted: Font: Arial						
People and Culture	Redundancy	Authority to decide to make a staff position redundant & the offer & acceptance of a redundancy package		✓								
People and Culture	Redundancy	Authority to recommend a redundancy of position or dismissal of a staff member		✓	✓	✓				✓		
People and Culture	Dismissal	Authority to make a decision to dismiss a staff member		✓								
People and Culture	Dismissal	Authority to negotiate and sign off on a Deed of Release		✓								
People and Culture	Overtime	Authority to approve staff Overtime within budget		✓	✓	✓	✓	✓	✓	✓	✓	✓
People and Culture	Leave	Authority to approve staff Annual, Personal/ Carers, Leave Without Pay, Compassionate, and Jury Service Leave (10 days or less) for direct reports or area of responsibility	<u>CEO</u>	✓	✓	✓	✓	✓	✓	✓	✓	✓
People and Culture	Leave	Authority to approve staff Annual Leave in advance or in excess of entitlements & cashing out leave	<u>CEO</u>	✓								
People and Culture	Leave	Authority to approve staff Long Service Leave	CEO	✓								
People and Culture	Leave	Authority to approve staff Leave Without Pay including for study	<u>CEO</u>	✓	✓	✓	✓	✓	✓	✓	✓	✓





Area	Function	Activity	Council	CEO	CSM						
		purposes and unpaid Parental Leave in consultation with CEO									
People and Culture	Leave	Authority to approve Discretionary Leave including Compassionate Leave	CEO	✓	✓	Deleted: D	Formatted: Font: Arial				
People and Culture	Leave	Authority to approve <u>paid & unpaid Study agreement</u> including leave and fee assistance	CEO	✓		Deleted: People and Culture					
People and Culture	Training & Development	Authority to approve training & development plans for staff	CEO	✓	✓	Deleted: for Study Leave	Formatted: Font: Segoe UI Symbol				
People and Culture	Training & Development	Authority to approve attendance at external training courses & conferences	CEO	✓	✓						
People and Culture	Travel	Authority to approve Interstate or International travel	CEO	✓							
People and Culture	Performance Management	Authority to approve performance reviews <u>outcomes</u>	CEO	✓	✓	Deleted: ✓	Deleted: ✓				
People and Culture	Performance Management	Authority to manage unsatisfactory staff performance	CEO	✓	✓	Deleted: ✓	Deleted: ✓				
People and Culture	Performance Management	Authority to purchase & consult with external advisors on industrial matters		✓	✓	Deleted: ✓	Deleted: ✓				
Public Relations	Branding	Approve the use of Councils name or logo by external parties	✓	✓		Deleted: for area of responsibility	Deleted: in conjunction with People and Culture				
Public Relations	Media	Authorised to release written & verbal public or media statements	✓	✓							

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Associated Documents

- 1.02 [CEO Code of Conduct & Complaints](#)
- 3.04 [Employee Code of Conduct Policy](#)
- 2.9 [Procurement Policy](#)
- 2.4 [Coastal Community Grants Policy](#)

References and Related Legislation

Local Government Act 2019
Local Government (General) Regulations 2021

DOCUMENT HISTORY	
2.6 Delegations Policy	
Date Adopted:	19 th November 2024
Amended:	
Amended:	



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Deleted: Policy

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15. REPORTS FOR RECEIVING AND NOTING.

15.1 REVIEW OF ACTIONS FOR THE NOVEMBER OGM 2025

Date: 21st November 2025

Author: Sharon Hillen, Chief Executive Officer.

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

RECOMMENDATION

That Council;

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

b) removes items _____

Moved:

Seconded:

15.1 ATTACHMENT – ACTION FOR THE NOVEMBER 2025.

(Non shaded area are new actions).

No.	ITEM	RESOLUTION	STATUS
#1	Preliminary Drafting Instructions – By-Laws	CEO to re-engage with Parliamentary Secretary to re-commence.	IN PROGRESS
#2	Item 8 - Chief Executive Officer Report 18 th June 2024	Investigate signage for Rum Jungle Lake with regards to reporting procedure when a tagged fish is caught.	IN PROGRESS
#3	Item 14.12 December OGM Smoke Free Workplace & Community Policy	RESOLUTION 2024/12/17/019 Designated signs to be erected and users of Council facilities to be introduced to this policy	IN PROGRESS
#4	Item 8.2 Cemetery June Cemetery Plan	RESOLUTION CEM2025/06/10/004 b) endorses the DRAFT <i>Coomalie Bush Cemetery, Cemetery Plan 2025, as amended.</i>	IN PROGRESS
#5	Item 8.3 Cemetery June Policy	RESOLUTION CEM2025/06/10/005 b) endorses the DRAFT Cemetery Policy as amended.	IN PROGRESS
#6	Item 12 October OGM Chief Executive Officer Report	RESOLUTION 2025/10/21/006 A report to be included in November OGM regarding feral horse management and the Adelaide River Helipad.	IN PROGRESS
#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 14.2 October OGM Review of Council Meetings Policy 1.07	RESOLUTION 2025/10/21/010 That Council adopts the revised Policy 1.07 Council Meetings Policy. Moved: President McGorman Seconded: Deputy President Whatley Carried 5/1 Action Item: Trial inclusion of summary of debate and key points raised and used for decision-making in the minutes to provide additional context to the public. Action Item: Trial distribution of hard copy of agenda papers to Adelaide River red mailbox depending on availability of council staff/resources.	SEEK TO REMOVE COMPLETED
#9	Item 14.8 October OGM Nominations for MACST	RESOLUTION 2025/10/21/016 That Council; a) receives and notes the report titled Nominations for the Ministerial Advisory Council of Senior Territorians report; and b) endorses President McGorman as the representative from Coomalie Council formally nominated to the Ministerial Advisory Council of Senior Territorians; and c) directs the Chief Executive Officer to advise the Minister for Youth, Seniors and Equality in writing of Council's nominated representative to the Ministerial Advisory Council of Senior Territorians. Moved: Clr. Beswick Seconded: Clr. Morrison Carried 5/1	SEEK TO REMOVE COMPLETED

#10	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
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15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

Date: 21st November 2025

Author: Sharon Hillen, Chief Executive Officer.

Attachments: Complaints and compliments tables.

PURPOSE

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

RECOMMENDATION

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

In the reporting period, Council also had some compliments.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

1.08 Customer Complaints Policy.

FINANCIAL IMPLICATIONS.

NIL.

15.2 ATTACHMENT: COMPLAINTS & COMPLIMENTS

COMPLAINTS FOR NOVEMBER OGM 2025				
23/09/2025	Road Maintenance – Adelaide River	Road Maintenance	Investigated – Works In Progress	SSS
09/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	SSS
10/10/2025	Stop Press & Public Communication	Omission of Lake Bennett	In Progress	SSS
13/10/2025	Waste management – Adelaide River	Waste collection	Investigated and CLOSED	Phone
13/10/2025	Vegetation Management – Batchelor	Fallen tree	Investigated and CLOSED	SSS
13/10/2025	Waste management – Batchelor	Waste collection	Investigated and CLOSED	Phone
13/10/2025	Vegetation Management – Batchelor	Vegetation management	Investigated and CLOSED Forwarded onto Housing	Phone
15/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	SSS
15/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	Email
16/10/2025	Dog management – Batchelor	Animal Management	Investigated and CLOSED	Email
23/10/2025	Infrastructure management – Batchelor	Building maintenance	Investigated and CLOSED	SSS
28/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	SSS
30/10/2025	Waste management – Adelaide River	Waste collection	Investigated and CLOSED	Phone
30/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	Email
30/10/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	Email
1/11/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	Email
1/11/2025	Infrastructure management – Batchelor	Infrastructure Damage	Investigated, forwarded onto police and in progress for repairs	SSS
2/11/2025	Dog management – Batchelor	Dog at large	Investigated and CLOSED	SSS

3/11/2025	Vegetation Management – Batchelor	Vegetation management	Works in progress	SSS
3/11/2025	Vegetation Management – Batchelor	Vegetation Management –	Investigated and CLOSED	Email
4/11/2025	Infrastructure management – Adelaide River	Road signage	Investigated and partially completed	SSS
5/11/2025	Vegetation Management – Adelaide River	Overgrown trees covering clear view of street signs. Also applies to the larger sign just before Dorat road.	Investigated and CLOSED forwarded onto DLI	SSS
5/11/2025	Waste management – Batchelor	Waste Collection	Investigated and CLOSED	Email

COMPLIMENTS

Date	Type	Description
31/10/2025	Compliment	Thank you to the CCGC team
31/10/2025	Compliment	I appreciate your help, Thank you for your work
4/11/2025	Compliment	Doing a good job Chloe

16. CORRESPONDENCE AND INFORMATION.

16.1 INCOMING AND OUTGOING MAIL.

Date:	21 st November 2025
Author:	Sharon Hillen, Chief Executive Officer.
Attachment:	Incoming and outgoing correspondence tables.

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

BACKGROUND AND PREVIOUS DECISIONS.

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

COMMENT.

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that issue.

STATUTORY ENVIRONMENT/POLICY IMPLICATIONS.

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

FINANCIAL IMPLICATIONS.

Nil.

16.1 ATTACHMENTS: INCOMING & OUTGOING CORRESPONDENCE

Date	MI	Receiver	From	Subject
7/11/2025	2025-470	Council Mail	LGANT	RE: LGANT Annual General Meeting - Board election nominee information
7/11/2025	2025-469	Council Mail	LGANT	LGANT Annual General Meeting - Board election nominee information
4/11/2025	2025-468	CEO & President	LGANT	Allowances inquiry - Remuneration Tribunal
3/11/2025	2025-467	Council Mail	Coomalie COTANT	COTA NT Coomalie Branch newsletter
3/11/2025	2025-466	Council Mail	Development Assessment Services	'PA2025/0382 Section 00867 Hundred of Cavenagh' - New Application Submitted
3/11/2025	2025-465	Council Mail	Department of Logistics & Infrastructure	Newsletter Middle Arm Precinct
2/11/2025	2025-464	CEO & Elected Members	Resident	Adelaide River Oval Trees
2/11/2025	2025-463	Council Mail	Applicant	Expression of Interest Independent Member of the CEO Employment and Remuneration Advisory Panel
31/10/2025	2025-462	Council Mail	Australian Pump Industries	Introducing Solutions for Community Water Management & Infrastructure
31/10/2025	2025-461	Council Mail	Jeder Institute	A new resource for councils strengthening community from within
31/10/2025	2025-460	CEO & President	City of Palmerston	Request for Support – LGANT Board Nomination
31/10/2025	2025-459	Council Mail	The Procurers	Procurement / Tenders contact
31/10/2025	2025-458	Council Mail	Department of Lands Planning & the Environment	'PA2023/0077 No location specified' - New Application Submitted
30/10/2025	2025-457	Council Mail	Tenants' Advice Service	Climate Comfort Renting Survey
30/10/2025	2025-456	Council Mail	Applicant	Independent Member of the CEO Employment & Remuneration Advisory Panel
29/10/2025	2025-454	CEO	Grants NT	Community Benefit Fund Major Community Grants 2025-26 (Round 1)
29/10/2025	2025-453	Council Mail & Official Manager	Australian Local Government Association	Local Government Housing Forum invitation
29/10/2025	2025-452	Council Mail	Akron Group NT	Overhead Power Works 275 Heather Lagoon Road 11/11/25
28/10/2025	2025-451	CEO & President	Resident	CCC Meeting regarding complaint
28/10/2025	2025-450	President & CEO	LGANT	Call for nominations - NT Water Safety Advisory Council
27/10/2025	2025-449	CEO & President	LGANT	Correspondence - 22 October 2025 LGANT Board meeting communique

24/10/2025	2025-448	CEO	Department of People, Sport and Culture	Coomalie MACST Nomination
24/10/2025	2025-447	CEO & President	LGANT	Review: Guideline 3 - Borrowings
12/11/2025	2025-446	Council Mail	ARSS Adelaide River Show Society	ARSS- Christmas Market/Fair 15 Nov 8am-4pm Stall Invitation
24/10/2025	2025-446	CEO	Resident	Behaviour from Public Gallery at Council Meeting 21st October 2025
24/10/2025	2025-445	CEO & President	LGANT	Call for nominations - NT Planning Commission
21/10/2025	2025-445	President & CEO	LGANT	Allowances inquiry - Remuneration Tribunal
24/10/2025	2025-444	CEO & President	LGANT	Call for nominations - NT Place Names Committee
20/10/2025	2025-444	President & CEO	LGANT	Reduction of the open road default speed limit
20/10/2025	2025-443	Coomalie Mail	Coomalie COTANT	Community Public Meeting
20/10/2025	2025-442	Council Mail	COTA NT	Seniors Voice
20/10/2025	2025-441	Council Mail	Coomalie COTANT	Consumer Affairs Talk
19/10/2025	2025-440	CEO	Resident	Aged Care Services
17/10/2025	2025-439	Council Mail	Coomalie COTANT	Our annual Christmas Party
17/10/2025	2025-438	Council Mail	Austrroads	Further updates to the Austrroads Guide to Pavement Technology released (17 October 2025)
17/10/2025	2025-437	Council Mail	Fluidra Commercial Pool Solutions	Fluidra pool programming solution
15/10/2025	2025-436	Council Mail	BIITE	Official Correspondence Update – Batchelor Institute
15/10/2025	2025-435	Council Mail	Coomalie COTANT	Stay at home program for dementia carers
15/10/2025	2025-434	Council Mail	Rum Jungle Rehabilitation Project	August - September 2025 - Newsletter
14/10/2025	2025-433	CEO	Resident	Adelaide River showground
14/10/2025	2025-432	CEO	Office of The Hon. Marion Scrymgour MP	Constituent Issue: Letchford Road Collett Creek
13/10/2025	2025-431	CEO	LGANT	Correspondence - congratulations
13/10/2025	2025-430	CEO	National Preparedness Program Team	2025-26 Higher Risk Weather Season - Local Government Sector Briefing
13/10/2025	2025-429	Council Mail	Ironbark	Donation
13/10/2025	2025-428	CEO	CommBiz	We've finalised our review of your CommBiz scam
11/10/2025	2025-427	President	Resident	New Council Facility in Adelaide River
11/10/2025	2025-426	Coomalie Mail	Coomalie COTANT	Litchfield Library
11/10/2025	2025-425	Council Mail	Coomalie COTANT	Arafura Music Collective
11/10/2025	2025-424	President	Resident	Myrtle Fawcett Park

10/10/2025	2025-423	Council Mail	Territory Natural Resource Management	Gamba grass information day - 1st November 2025
9/10/2025	2025-422	CEO & President	LGANT	LGANT Special General Meeting agenda
9/10/2025	2025-421	Council Mail	Core Traffic Control	Replacement of NOJA control panels. Haynes & Ringwood Roads
9/10/2025	2025-420	Council	Hon Steven Edgington MLA	Letter of support - Safer local roads infrastructure program
8/10/2025	2025-419	Council	Coomalie COTANT	Newsletter

16.1 ATTACHMENT: OUTGOING CORRESPONDENCE

Date	MO	SENDER	Recipient	Subject
5/11/2025	2025-563	Elected Member	Resident	Adelaide River Oval Trees
3/11/2025	2025-562	ESC	Various applicants	RMAC Chair resolution
3/11/2025	2025-561	CEO	Government House	Coomalie Council Unable to Attend
3/11/2025	2025-560	Elected Member	Resident	Adelaide River Oval Trees
1/11/2025	2025-559	CEO	Department of Housing, Local Government and Community Development	Amangal Indigenous Village Service levels
30/10/2025	2025-558	President	Resident	Public Gallery
30/10/2025	2025-557	CEO	Department of Tourism & Hospitality	Request for Coomalie Council Inclusion in Preliminary Planning – Litchfield National Park Expansion into Silkwood Station
27/10/2025	2025-556	RLMC	Various property owners	Regulatory Property notice
27/10/2025	2025-555	CEO	Department of People, Sport and Culture	Coomalie MACST Nomination
27/10/2025	2025-554	CEO	Development Consent Authority	Batchelor Division
6/11/2025	2025-553	President	Resident	Aged Care Services
24/10/2025	2025-553	CEO	Office of Senior Territorians	Coomalie MACST Nomination
24/10/2025	2025-552	CEO	Resident	Behaviour from Public Gallery at Council Meeting 21st October 2025
22/10/2025	2025-551	CSM	LGANT	Coomalie Council EOI
16/10/2025	2025-550	CEO	Resident	Deputation Request
10/10/2025	2025-549	President	Resident	Correspondence - Myrtle Fawcett Park
9/10/2025	2025-546	CEO	Resident	Community Deputation Request Adelaide River

17. COUNCILLOR REPORTS.

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18. USE OF THE COMMON SEAL.

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19. LATE ITEMS AND URGENT BUSINESS.

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20. GENERAL BUSINESS.

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21. CONFIDENTIAL ITEMS.

RECOMMENDATION

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

Moved:

Seconded:

Procedural Note:

The meeting was closed to the public at:

The confidential meeting opened at:

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

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

21.2 REVIEW OF CONFIDENTIAL ACTIONS FOR THE NOVEMBER OGM 2025

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

21.3 AMANGAL INDIGENOUS VILLAGE, ADELAIDE RIVER

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

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

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

22. RESTRICTED CONFIDENTIAL

22.1 CHIEF EXECUTIVE OFFICER CONTRACT REVIEW

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

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

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

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 ____ **December 2025 at 3:00pm.**

26. CLOSURE OF MEETING.

The meeting closed at