



AGENDA
ORDINARY COUNCIL MEETING
WEDNESDAY, 27 FEBRUARY 2013

Notice is given that the next Ordinary Meeting of the Roper Gulf Shire Council will be held on:

- Wednesday, 27 February 2013 at
- The Mataranka
- Commencing at 8.30am

Your attendance at the meeting will be appreciated.

Tony Jack
MAYOR

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BUSINESS ARISING FROM PREVIOUS MINUTES



ITEM NUMBER 9.1
TITLE Action List
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345359

AUTHOR Kym Henderson, Executive Assistant to the CEO

RECOMMENDATION

- (a) That Council receive and note the current Roper Gulf Shire Council Action List

BACKGROUND

Nil

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

INCOMING CORRESPONDENCE



ITEM NUMBER 10.1
TITLE Incoming Correspondence
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\AGENDA - 342897

AUTHOR Kym Henderson, Executive Assistant to the CEO

RECOMMENDATION

- (a) That Council accept the correspondence received by Council.

	Date	Received By	Sender	Description	InfoXpert ID	Comments
1						
2						
3						
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ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE



ITEM NUMBER 11.1
TITLE Outgoing Correspondence
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 344425
AUTHOR Kym Henderson, Executive Assistant to the CEO

RECOMMENDATION

- (a) **That Council accept the Outgoing Correspondence sent by Council**

	Date	Received By	Sender	Description	InfoXpert ID	Comments
1						
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ATTACHMENTS:

There are no attachments for this report.

WARD REPORT



ITEM NUMBER 12.1
TITLE Never Never Ward Report
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345585
AUTHOR Stephen Roper, Community Engagement Officer

RECOMMENDATION

- (a) **That Council accept the nomination of Roberta Roth to the Larrimah Local Board.**
- (b) **That Council receive and note the Never Never Ward Report.**

BACKGROUND

Local Boards were held in Larrimah on the 21st January, in Jilkminggan on 5th February and in Mataranka the 5th February. Councillor Clive Roberts has resigned due to work and other commitments and this will lead to a by election in the ward.

Larrimah

The first Larrimah Local Board meeting was held on the 22nd of January. Four new Local Board Members attended with two resident observers. One new nomination from Roberta Roth was received for membership of the Larrimah Local Board. There is still opportunity for new members to join the Board. The meeting was chaired by the Deputy Mayor. Discussion ranged from the management of firebreaks, grass slashing, drainage on Mahoney Street and Western Creek road, the future of the house on Lot 58 and the need for a new dump. The Local Board will meet quarterly.

Mataranka

There is still ongoing concern about the VAST TV program in particular that it does not over Mataranka with the exception of Mulgan Camp and people in receipt of Centrelink payments. CDEP in Mataranka is organising an opportunity Shop to both provide low cost second hand clothes and to give participants some introduction to retailing.

There is some concern about the growth of Caltrop which seems to be bad in the town this year. RGSC land care staff has done extensive spraying and slashing recently and training is being planned. The local board are also concerned about the maintenance of the airstrip as it is used for emergency flights still.

Jilkminggan

The Shire services manager at Jilkminggan has resigned as of the 22/2. The SSM indicates that alcohol is becoming an issue again in the community. The Black cockatoo Sculpture to be located at the entrance to the community is ready to erect. There have been ongoing negotiations over leases and an outcome is expected in the near future.

The Community Vegetable garden is being prepared for the dry following a successful growing year last dry. The community is looking good following a big clean up. There is concern across the region about the lateness and small scale of rainfall and at this stage no significant road closures due to rain or flooding has been reported.

ISSUES/OPTIONS/SWOT

Action List

Item	Action	Updates/Date Completed
Mataranka		
Minutes of Previous Meeting	Manager G&CP to liaise with the relevant Jilkmिंगgan Traditional Owners, the Artist and other stakeholders to have the sculpture relocated to Mataranka providing that there will be no cultural repercussions that are directed back to Mataranka Community.	Ongoing
VAST Television System	MRLB request a full report on the costing of upgrading the existing tower over to digital from analogue	Ongoing
Wallaby Sculpture	To be discussed at next Jilkmिंगgan Local Board Meeting	Forwarded in agenda for next meeting.
Counter Disaster Management	Stephen Roper to contact Mataranka Police requesting the Mataranka Emergency/Counter Disaster Plan and also copies of all the FERG minutes. Stephen also to chase up the RGSC Emergency Plan.	Ongoing
Mining Rates	MRLB to be provide with more information on this item	Ongoing
Vacant RGSC Unit on Gunn St.	Inspection of unit to be carried out by RGSC	Ongoing
Mulgan/ Animal Welfare Officer Position	SSM to follow this up with HQ	Ongoing
Larrimah		
	SSM Mataranka to follow up on availability of suitable vehicle to level the mound on the south side of the cricket ground.	Ongoing
Town Priorities	DITS review need for an location of new tip for Larrimah	Ongoing
Town Priorities	DITS to be asked to review current parking along the highway and add to township priorities	Ongoing
Town Priorities	DITS to investigate and follow up with relevant NT govt departments with regards to the Western Creek Road.	Ongoing
Other Business	DCO and SSM Mataranka to determine who is responsible for slashing and fire breaks and to check whether RGS can take on this.	Ongoing
	Issues of feral donkeys to refer to Land Care Coordinator/Animal Management.	Ongoing
	That the Larrimah Local Board request that the RGSC support a request that the NT government review and improvement drainage treatments on Birdum Creek on Western Creek Road to reduce the amount of closed access due to flooding in high flows.	Ongoing
	Governance to review dates for meeting and report to next meeting.	Ongoing

Item	Action	Updates/Date Completed
Jilkmिंगgan		
AMP	SSM to Invite Night Patrol. JCAC to invite Police to Community meeting. SSM and JCAC to arrange Community meeting sometime in February.	
Counter disaster/ emergency management plan	SSM to get copy from Mataranka Police	
Sign with Sculptures story	SSM to obtain the story from HQ and arrange to have the sign made up and erected.	

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Mataranka Local Board 050213.pdf
- 2 Larrimah Local Board Minutes 220113.pdf
- 3 Larrimah Local Board Nomination form.pdf
- 4 Jilkmिंगgan Local Board Minutes 050213.pdf



MATARANKA Local Board Meeting Minutes

Held in the Community Hall, Mataranka
Service Delivery Centre.

5th February 2013
5.30pm

Meeting opened at 5.37pm by Biddy Hamilton who has been designated Chair
at this Mataranka Region Local Board Meeting

1. Present:

1.1 - Elected Members

Merran Williams (MRLB)
Sue Edwards (MRLB)
Clair O'Brien (MRLB)
Anthony Heaslip (MRLB)
Biddy Hamilton (MRLB) – Minute Taker

1.2 - Shire Staff

Stephan Roper (Community Engagement Officer)
Nerine Purton (CDEP Regional Manager)

1.3 – Councillors

1.4 - Visitors/Guests

2. Apologies:

Virginya Boon (SSM)
Mayor - Tony Jack
Deputy Mayor – Judy MacFarlane
Catherine Proctor (Director Community Services)
Mandy Devereux (Acting SSM)

3. Minutes of Previous Meeting:

Minutes of previous meeting held 04/12/2012;
Amendment: 6.7 – Wallaby Structure – Jilkminggan
Action to read:

Action: Manager G&CP to liaise with the relevant Jilkminggan Traditional Owners, the Artist and other stakeholders to have the sculpture relocated to Mataranka providing that there will be no cultural repercussions that are directed back to Mataranka Community.

Moved. Clair / Sue

4. Business Arising/Action List:

6.3 – CDEP Op Shop

Feedback forms had been distributed through a post box drop and also on the counter. Believe approximately 50 responses – 2 against using the community hall, the rest supporting this venture using the community hall.

Action: Nil action required.

6.6 – VAST Television System

This is still ongoing as it appears that only Mulgan Residents and Centrelink recipients are available to receive this subsidy in Mataranka.

Action: MRLB request a full report on the costing of upgrading the existing tower over to digital from analogue

6.7 Wallaby Sculpture - Jilkminggan

This was to be discussed at the Jilkminggan Local Board meeting but as the Traditional Owners that have the problem with this statue were not present at that meeting to have been deferred to the March meeting.

Action: To be discussed at next Jilkminggan Local Board meeting.

6.8 Ordinary Council Meeting – February 2013

Stephen reminded MRLB that the OCM is this month and being held in Mataranka. The briefing day is to be held in Jilkminggan and the meeting will be held in Mataranka, looking into having a BBQ after the meeting as a good chance for community members to catch up with the Councillors.

Action: MRLB request that the gear stored in the corner of the hall be removed prior to the Council meeting.
SSM to organise BBQ.

7.1 Oval – Mataranka School

Virginya had completed a part spray and RRLCG finished it off over the school holidays.

5. Correspondence

5.1 - Outgoing Correspondence

NIL

5.2 – Incoming Correspondence

NIL

6. General Business

6.1 Elected Member report

Written report provided by Deputy Mayor MacFarlane – Received and noted

6.2 Shire Service Manager Report

No report as SSM on annual leave

6.3 CDEP

Written & verbal report provided by CDEP Regional Manager – Received and noted.

6.4 Update on the progress of the Sport & Rec Grounds & Facilities

Nothing new to report

6.5 Counter Disaster Management

Sue Edwards has been in contact with FERG and no-one appears to have a copy of the minute from the last meeting.

Action: Stephen Roper to contact Mataranka Police requesting the Mataranka Emergency / Counter Disaster Plan and also copies of all the FERG minutes. Stephen also to chase up the RGSC Emergency Plan.

6.6 Alcohol Management Plan

MRLB concerned that this has been ongoing for far too long with no real answers being provided.

Action: MRLB request that a follow up letter be sent and ask for a response by next MRLB meeting.

6.7 Mining Rates

Stephen provided a briefing on this, MRLB requested more information other than comparisons by the states and territories.

Action: MRLB to be provided with more information on this item

6.8 Vacant RGSC Unit on Gunn St

MRLB concerned that no-one has been in this unit for nearly 12 months now and are worried about the inside condition and possible infestations of rats and pests. MRLB asked if RGSC could organise an inspection as they are entitled to be inspecting rental properties and have obligation to look after their assets.

Action: Inspection of unit to be carried out by RGSC

6.9 Mulgan / Animal Welfare Officer Position

MRLB asked if this position was going to be resuming any time soon as the incumbent is currently on workers compensation. There is concern with the extra work load that this is putting on other staff and wondered if this was a long term absence whether there was the provision for a casual to fill this until the employees return.

Action: SSM to follow this up with HQ

6.9 Outstanding Actions on List

Discussed items on the actions list being ongoing for a long time. MRLB have now decided to put action dates on all items to try to get them actioned faster.

6.10 Caltrop / Weed Control

There had been a fair amount of concern from within the community that the spraying had been missed and the town was full of caltrop. RGSC Landcare staff had been to Mataranka and commenced spraying of the town last week and plan to continue in the coming weeks to try to get on top of this. Gary Hillen had spoken to MRLB member and advised that he was willing to come down to Mataranka to do a talk / presentation on weeds and weed control for any community people that are interested.

Action: Organise a time for Garry to come down and present a weed control presentation for the community and RGSC Mataranka outdoor staff.

6.11 Hall – Annual Clean

MRLB member queried the annual cleaning / maintenance of the hall and was concerned that carpets hadn't been steam cleaned and air con filters not regularly cleaned.

Action: SSM to look into cleaning of hall and action if required.

7. Other Business

7.1 Shire Plan

MRLB member said she had received a copy of the Shire Plan and queried the Aged care containers being completed. It was advised that they have been built are now not too far away from being delivered in Mataranka. Copies of the plan are available to be read at the RTC. MRLB queried if they would be receiving copies as per previous years, this is being looked into.

Action: Stephen to look into this for MRLB

8. Meeting Closed

7.20pm

Next MRLB meeting: Tuesday 5th March 2013

As the Chair at the Mataranka Region Local Board Meeting held on the 5th February 2013, I certify these minutes to be a true and correct record of this meeting.

Biddy Hamilton - / /20

DECLASSIFIED

DRAFT



Larrimah Local Board Meeting Minutes

Held at Larrimah

22nd January 2013
10:00

Meeting opened at 10:45am by Deputy Mayor Judy Macfarlane who has been designated Chair at this Larrimah Local Board Meeting

1. Present:

1.1. Elected Members

Deputy Mayor – Judith MacFarlane
Karl Roth
Greg Saunders
Bill Hodgetts

1.2. Shire Staff

Virginya Boon – SSM Mataranka
Stephen Roper – Community Engagement Officer

1.3. Visitors/Guests

Bobby Roth
Rob Eggleston (proxy for Wesley Wyer)

2. Apologies:

Wesley Wyer
Fran Hodgetts
Micheal Berto
Steve Hennessy
Sharon Hillen

3. Minutes of Previous Meeting:

Moved Karl Roth, Seconded: Greg Saunders. That the minutes be accepted. Passed.

4. Business Arising/Action List;

4.1. Previous minutes action List

Shire to circulate a notice and call for nominations for local board formation. –
Completed Action 6.1 can be removed from action list.

6.1

6.2 Shire house Lot 58 is ongoing – There is some question as to whether the lot is subject to Native title claim. The Shire is to organise a professional assessment of the property.

- The Mataranka Muns crew will undertake a clean up, mow etc every 6 – 8 weeks,
- The issue of Calthrop spraying around the grounds was raised as it will become a real problem when it seeds.

Karl offered to do it but was told it would require a he had a cert 2 in chemical handling.

- It was also requested that next time a suitable vehicle was available that the mound on the south side be levelled.

Action: SSM Mataranka to follow up.

- The FERG Shed tenure issue is being followed up by the PFES.
- A detailed survey of the town is being arranged.

5. Correspondence

5.1. - Outgoing Correspondence - No correspondence

5.2. – Incoming Correspondence - No correspondence

6. General Business

6.1. Elected Member Report.

The Deputy Mayor welcomed the new board and spoke briefly about importance of local boards. She also reported that the on issue of TV retransmission and said that individual satellite receivers were needed as a terrestrial retransmission is unlikely to happen. The ineligibility of many towns for subsidy for satellite is currently being addressed by LGANT with the Commonwealth. Mataranka will host the next Ordinary Council Meeting on the 27 February and residents are invited to attend.

ACTION: Actions will appear under each point like this.

6.2. SSM Report

6.3. CDEP – No report

6.4. Alcohol management planning. No report

6.5. Policy Update -No new policies

6.6. Workhealth and Safety – No specific report

6.7. Counter Disaster Management – No report

6.8. Town Priorities

Run off from Mahoney Street to the south is flooding property on the south side of the road.

This needs to be graded and possible drains put in to reduce over flow.

A new dump is needed. This needs to be fenced. A new location needs to be surveyed.

Action: DITS review need for and location of new tip for Larrimah

6.9. There was concern raised about truck parking on the Stuart Hwy and the need for a slip lane off the Stuart Hwy into Mahoney Street. This needs to be surfaced and a table drain put in place to reduce wash aways. Current parking along the highway needs to be reviewed.

Action: DITS be asked to review this and add to township priorities.

6.10. Western Creek Road needs to be reconnected with the Stuart Hwy as it currently has a high shoulder preventing larger vehicles from safely accessing the Hwy. This means road trains and most traffic needs to divert through the town to access the highway. This is a safety issue and can be very difficult in the dry due to the large amounts of traffic and parked vehicles including caravans around the Hotel.

Action: DITS to investigate and follow up with relevant NT govt departments.

6.11. Stephen Roper spoke on the roles and responsibilities of Local Boards and members and provided information kits for new members. Members were advised about the members Code of conduct.

6.12. A draft Terms of Reference was presented to the Local Board and will be endorsed at the next Larrimah Local Board meeting. Local Board members were asked to review the Terms of Reference before the next meeting.

7. Other Business

7.1. Question as to who is responsible for slashing of vacant crown land. Fire breaks also need to be maintained.

Action: DCO and SSM Mataranka are asked to determine who is responsible for slashing and fire breaks and to check whether RGS can take on this.

7.2. Feral Donkeys are becoming a problem in the town proper and damaging property.

Action: Refer to Land care Coordinator /Animal Management.

7.3. The new culvert on Western Creek Road at Birdum Creek is channelling water at high flows into a narrow funnel and is restricting access during the wet which was not the case previously.

This road is the only access for a number of stations along this road and now can only be accessed by boat in high flow periods. This could be remediated with some alternative by pass drains or other management treatments.

Action: That the Larrimah Local board request that the RGSC support a request that the NT government review and Improvement drainage treatments on Birdum Creek on Western Creek Road to reduce the amount of closed access due to flooding in high flows.

7.4 Lot 58 Shire House. The Larrimah local Board is supportive of maintaining the house on Lot58 for shire and Community usage and request that the water, toilet and hand basin be reconnected.

7.5 The Larrimah Local Board has agreed to four meeting a year but would like them scheduled to match with meetings of the Mataranka Local Board. Larrimah meeting to held early pm.

Action: Governance to review dates and report to next meeting.

8. Meeting Closed 12:20pm

Next meeting: The next meeting is scheduled for the 17th April.

To be signed once minutes are confirmed on the <DATE>

As the Chair at the _____ Local Board Meeting held on the _____ I certify these minutes to be a true and correct record of this meeting.

Chairperson

Action List to be included



Local Board Nomination Form

Location: Larrimah Date: 19/2/13

Name of nominee: Roberta Roth

Best Contact:

Landline: 08 89754822

Mobile: _____

Email: ~~terroth~~ k.roth@actws.net.au

Postal Address:

P.O. Box 4106
MATARANKA

Key Areas of Interest: (please tick any box)

- | | |
|--|---|
| <input type="checkbox"/> Waste management | <input type="checkbox"/> Childcare |
| <input type="checkbox"/> Aged care | <input type="checkbox"/> Roads and infrastructure |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Animal management |
| <input type="checkbox"/> Parks and gardens | <input type="checkbox"/> Sport and Recreation |

Other information relevant to my nomination for the local board:

Signature of nominee:



Jilkmिंगgan Local Board Meeting Minutes

Held in the Board Room, Jilkmिंगgan
Service Delivery Centre.

05.02.13
10 am

Meeting opened at 10.30am by Mayor Tony Jack who has been designated Chair at
this Jilkmिंगgan Local Board Meeting

1. Present:

1.1 - Elected Members

Mayor Tony Jack
Pamela Daylight – Proxy for Ossie Daylight
Fay Roberts
Wendy Daylight
Wayne Roy

1.2- Shire Staff

Vas Pergat – SSM
Catherine Proctor – Director Community Services
Nerine Purton – CDEP Regional Manager
Sharon Hillen – Director Technical Services & Infrastructure

1.3-- Visitors/Guests

Cheryl Lardy –JCAC
Sheila Conway –JCAC
Simon Baker -
Helena Lardy – Chair person JCAC
Nathan Kingsly

2. Apologies:

Cr. Annabelle Daylight
Ossie Daylight

3. Minutes of Previous Meeting:

Approved by: Wendy Daylight
Seconded by: Fay Roberts

4. Business Arising/Action List;

4.1– Previous minutes action List

5. Correspondence

5.1- Outgoing Correspondence – NA

5.2– Incoming Correspondence – NA

6. General Business

6.1 – Councillors report: NA

6.2 – SSM Report: Jilkmिंगgan has been entered into the next "Tidy Town Awards" in 3 different categories. Tidy Town, Tidy Street & CDEP Project.

6.3 – AMP: Forming a new sub-committee following a Community meeting within the next couple of days. Revising original Plan for re-submission. Police and Night Patrol to be invited to the next Community Meeting.

ACTION: SSM to invite Night Patrol. JCAC to invite Police to Community meeting.
ACTION: SSM and JCAC to arrange Community meeting sometime in February.

6.4 – Counter disaster/emergency management plan – Nearly completed.
ACTION: SSM to get copy from Mataranka Police

6.5 – Policy up-dates: Still waiting on street names to be approved by NT Govt.

6.6 – Policy up-dates: A list of the Town Priorities to be reviewed at the next meeting.

6.7 – CDEP Report: 13 fences round houses to begin after signing of leases. Project manager has been appointed. This will generate 6mths full time paid work for CDEP participants who complete their training which is taking place at Mataranka now. That training is a 10 week.
CDEP Stops at the end of this financial year.

6.8 – Rates Discussion: RGSC to charge for rubbish removal service. More info pending

6.9 – Territory Housing have stated that no money will be released for major repair & maintenance until the leases have been finalised with JCAC. Discussion will be held with RGSC & JCAC after the Board Meeting.

6.10 – Mayor Tony Jack is taking the time to visit Communities and attend Board Meetings to keep himself abreast with all the Communities and their issues/achievements. There is to be a full Council meeting at Jilkmिंगgan on 27th Feb.
Clive Roberts has resigned as Councillor so there will be a by-election in a few months. We need interested people to stand. Information will be pending.

6.11 – Government is to change shires. A discussion paper is to be sent out by the NT Gov. with different models for discussion. NT Govt says "Cultural Authority" are the key words for Communities.

6.12 – Mataranka has accepted the statue only with overall agreement of the Jilkmिंगgan people. A sign with the Sculptures story is to be erected at the current site.
ACTION: SSM to obtain the story from H.Q. and arrange to have the sign made up and erected.

6.13 – Shire plan & Budget review – to be looked at in March, April & May.

7. Other Business

7.1 – Clarification was sort by a Board Member on the CDEP report about Grandfather Payments and were they being stopped when CDEP stops and was told that they would not.

7.2 - VAST TV is to be installed into Jilkmिंगgan residents over the next couple of months. Residents are responsible for the boxes that will be installed in their homes. If they get broken the repair will be at the residents own cost. Initial installation is at no cost.

7.3 – Waiting on JCAC to decide on location of new Cemetery. Graves need to be marked and that will be a CDEP project.

7.4 – Any repairs or maintenance needed at outstations are to be presented to the Shire office and a repair & maintenance request sent to HQ. Outstations are a Shire responsibility not NT Housing.

7.5 – A request was made for water to be made available to the meeting place across from the School Basketball grounds.

ACTION: Wayne Roy to meet with SSM to implement.

8. Meeting Closed

12.15 pm

Next Jilkmिंगgan meeting: Tuesday 5th March 2013. 10.00am

To be signed once minutes are confirmed on the 5th March 2013

As the Chair at the Jilkmिंगgan Region Local Board Meeting held on the 5th February 2013, I certify these minutes to be a true and correct record of this meeting.

Mayor Tony Jack

WARD REPORT

ITEM NUMBER 12.2
TITLE Nyirranggulong Ward Report
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345765

AUTHOR Stephen Roper, Community Engagement Officer

RECOMMENDATION

(a) **That Council receive and note the Nyirranggulong Ward Report.**

BACKGROUND

Local Boards were held in Beswick on the 16th January and in Bulman/Weemol on the 16th January and 13th of February

Bulman

SSM in Bulman has resigned.

The Mayor visited Bulman and Weemol on the 16th of January and did a walk around and attended the Local Board Meeting. His visit was very well received. Meeting held on the 13th Febuary included discussion on telecommunications with representatives of Telstra, Sunrise Health, and other services. The meeting discussed the need for improved services including Mobile coverage. A follow up is planned.

The new CSM role is working well with services becoming more responsive. The town has undertaken a pre wet season cleanup. The new tractor has arrived and the compactor is due soon. Clean ups and maintenance has been undertaken at Mt Catt and Bugetti both of which now have people living there. Major works have begun around the airstrip. There have been extra people applying to join the CDEP which may reflect a new confidence in the community.

Beswick

The Beswick school holiday program was very successful and also involved some joint program activities with Barunga and Manyallaluk. The new CSM position is working well. There has been improved reporting with the Night Patrol and they are working with the Police more effectively. Road blocks are also being used to reduce alcohol importation into the town.

A birthday party was organised by the Mayor for "Major" James Taylor who turned 102 years of age on the 14 February. This was attended by around 100 people including local members, family members and representatives of Sunrise Health and local service agencies. Mr. Mayor presented Mr Taylor with his letters from the Queen, Governor General and Prime Minister.

The Beswick AMP is almost complete and ready for endorsement by the local board and community. This will reflect the new 7 minimum standards that FACSIA will base new Alcohol Management plans on. Research is about to commence in the community about the role of the social club and alcohol to be conducted on behalf of the FACSIA. A meeting is planned in April to discuss the implementation of a Volatile Substance Plan.

Manyallaluk

There were no Local Boards held in Manyallaluk in January and February. Next scheduled meetings in Manyallaluk is on the 19th March. Communities report business as usual.

A shower and toilet has been built at the workshop which has been long requested by staff. The car park opposite the SDC is now complete. The grader is currently working on the road from the highway to the town. The SSM reports that there has been a lot rain but no road closures. She also reports that the town is quiet and settled. Manyallaluk had community Vet visit on the 8th February.

Barunga

There were no Local Boards held in Barunga in January and February. Next scheduled meetings in Barunga is on the 16th April. Communities report business as usual.

Barunga has had community Vets visit in February. They have been undertaking a boroa weed management program and munching garden beds. Department of Health ran a meeting in February around issues of Volatile Substance abuse and are to hold a follow-up meeting in late march.

ISSUES/OPTIONS/SWOT

Action List

Item	Action	Updates/Date Completed
SSM Report	Richard Kennedy to follow up with Clinic and Acting SSM to arrange for "No Parking" signs to go up.	Ongoing
SSM Report	SSM to follow up with DITS about time table for plumbing of Mens' shed	Ongoing
Alcohol Management Planning	Deanna Kennedy and Joesph will arrange to meet with the store committee to further coordinate social activities. Sunrise and YMCA (Tammy) should be invited to be involved with this.	Have initial meeting. Ongoing
Alcohol Management Planning	Moirra Mc Creesh to send copies of the draft to SSM for distribution before the next meeting.	Ongoing
Volatile Substance Abuse	Vicki New to follow up on a youth food program.	Ongoing

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Beswick Local Board Meeting Minutes 160113.pdf
- 2 Agreement and Outcomes 2012 social club committee meeting.pdf



Beswick Local Board Meeting Minutes

Held in the Training Centre
Beswick

16 January 2013
10:00

Meeting opened at 10:14am by Richard Kennedy who has been designated Chair at this Beswick Local Board Meeting

1. Present:**1.1. Elected Members**

Richard Kennedy
Deanna Kennedy (IPO –Fahcsia)
Raelene Bulumbara
Sam Ashley
Joseph Brown

1.2. Shire Staff

Susie Kidd -Acting SSM
Stephen Roper – Community Engagement Officer (* Minutes)
Paul Amarant Jnr – Sport and Recreation
Vicki New- Acting Community Services Manager

1.3. Visitors/Guests

Gayle Duffy –Youth Work Coordinator –Sunrise Health
Ted Green Department of Health AODP
James Parfitt C.A.A.P.S
Moirra Mc Creesh –Dof H Regional Alcohol Strategy Project Officer

2. Apologies:

Cr. Selina Ashley.
Lorraine Bennett

3. Minutes of Previous Meeting:

Minutes were passed subject to correction of 6.4 should read "...that applications for changes in Alcohol restrictions ..."
and "... the Australian Government is preparing minimum standards for for AMPs... All plans will be tested against these in the future". Delete the second sentence.
Moved Sam Ashley - Seconded Joseph Brown , Passed.

4. Business Arising/Action List;**4.1. Previous minutes action List**

- Construction of the Bough Shelter has not been completed and will be done after school returns next week.
- New direction signs have been put in place in the new area
- VSP is to be reported on at this meeting.
- These actions can be removed from action list

5. Correspondence

5.1. - Outgoing Correspondence - No correspondence

5.2. – Incoming Correspondence - No correspondence

6. General Business**6.1. Elected Member Report**

There was no Elected Members report.

ACTION: Actions will appear under each point like this.

6.2. SSM Report

A new slasher has arrived and is being used. It is much more efficient than the old one. Acting SSM attended a meeting for SSMs and managers in Katherine. OHS survey conducted at the end of 2012 was very positive about community. Follow up actions are being addressed mid January. There has been a complaint about the parking around the large tree located on the intersection in front of the SDC and the Sunrise Clinic. There is a risk for children and larger vehicles have difficulty turning. Sunrise clinic has parking in the old shed which is not being used.

Action: Richard Kennedy to follow up with Clinic and Acting SSM to arrange for "No parking" signs to go up.

A question was asked about the plumbing for the Mens' shed . It has been proposed to do bicycle repair and rebuilds and it is hoped to get an instructor from out of town for this.

Action: SSM to follow up with DJTS about time table for plumbing of Mens' shed.

6.3. CDEP

Richard Kennedy reported that CDEP workers had been working on new houses and building public tables and chairs in the community. They had also been doing grass cutting.

6.4. Alcohol management planning.

Moira McC to visit on the 31 January to do further follow up on ID applications. This will be coordinated with the SSM.

The grog free community Christmas party was very successful but further work is needed on grog free social activities

Action: Deanna Kennedy and Joseph will arrange to meet with the store committee to further coordinate social activities. Sunrise and YMCA (Tammy) should be invited to be involved with this.

The Australia Govt is developing 7 minimum standards to be matched with all new AMP before any new plans will be approved.

Social Club research as previously supported by LB is to begin around 4th March and agreements and outcome sheets are attached with minutes.

The Community area sign located at Roper Creek has been moved further east along the Central Arnhem Hwy to reflect the change in usage patterns following deaths at the old community area last year.

AMP needs to be finalised.

This needs to be endorsed or reviewed by the local Board at the next meeting

Action: Moira Mc Creesh to send copies of the draft to SSM for distribution before the next meeting

6.5. Policy Update - No new policy to report

6.6. Workhealth and Safety

6.7. Counter Disaster Management. -Nothing to report

6.8. Town Priorities - no new priorities

6.9 Sport and Recreation report – Paul Amarant Jnr reported on the school holiday program . So far has been very successful. There is a new worker Adam Bostek.

Some activities have been combined with other local communities –Manyallaluk and Barunga.

There is a need for activities are also to be co coordinated with Sunrise youth services, Night patrol.

6.10 CSM report.

6.11 Vicki out lined the new position. She is acting in role till June 2013.

Sport and Recreation are doing very well

Aged care is doing well and Caroline Werebun is doing a great job

Two clients are finally getting Cataract eye operations finally after 2 years

Centrelink now has 5 workers.

"Major" James Taylor a resident at the aged care has now turned 102 years of age and his birthday will be celebrated at a party in February. The mayor will present his letters of congratulations from Queen PM and GG at the party

BRACS 107.3 FM is starting to broadcast to the community more often and Trevor is doing a great job.

Night patrol is co ordinating with Police and it has a better reporting system in place. A series of roadblock checks are to happen.

The acting SSM reported how well the CSM role is working.

7. Other Business**7.1. Volatile Substance Abuse**

Paul reported there will be a meeting held on the 12 April. The roll out of OPAL fuel should be completed by 13 the July. Gail from Sunrise reported she has applied to be an authorised person under the act. There is still concern that there is a significant group up to 25 young people sniffing in the community though numbers are fluid. It was requested that RGSC keep a basic data base on user numbers, ages, relapses etc. Vicki New will follow up on a youth food program. A Christian youth outreach group have some funding though FAHCSIA that may be applicable. Action: Vicki New to follow up.

7.2. ILO presented a proposed design for the prohibited areas sign in around town. There is still a need to decide on wording and language.

Motion: That the Beswick Local Board supports the design presented a motif of an Eagle and Barramundi for the new prohibited area signs and that the wording be in Kriol. Moved Raylene, seconded Joseph, and passed unanimously.

7.3. Community engagement Officer requested that board members look at the terms of reference document before next meeting so that this can be discussed and completed.**8. Meeting Closed 12:30**

Next meeting: 20 February 2013

To be signed once minutes are confirmed on the <DATE>

As the Chair at the _____ Local Board Meeting held on the _____ I certify these minutes to be a true and correct record of this meeting.

Chairperson

Action List to be included

Licensed Social Club Research Advisory Committee Meeting

Agreements and Outcomes 2012

Summary

Summary of the minutes from the last five Licensed Social Club Research Advisory Committee meetings held on

- 20 July 2012
- 10 August 2012
- 8 October 2012
- 12 November 2012
- 14 December 2012

This document is to keep you updated and to provide you with a summary of what was discussed and decided with the Research Group Bowchung and the Research Advisory Committee. This report forms a combination of minutes from the past five meetings; we will endeavour to get these reports out in a timelier manner after the next meeting.

The committee is made up of representatives of Central Land Council, Aboriginal Medical Services Alliance of the Northern Territory (AMSANT), NTG – Alcohol Strategy, FAHCSIA representatives, Department of Health Alcohol and Other Drug (AOD) program area, NT Police, Remote AOD workforce – Department of Health (DoH) and of course the principle researcher Gill Shaw – Bowchung research team.

AgreementsQuestionnaires

Two draft questionnaires were developed by the research team to check all members of the communities understanding of how their social club works and asking if there are other alcohol related problems in the community. There are two different questionnaires, one for community members and the second for Licensed Social Club staff and Management in each of the relevant communities. The questionnaire was tested by a Northern Territory Government Regional Alcohol Strategy Project Officer on the Tiwi Islands (Pirtangimpi and Milikapiti) to ascertain what important questions may have been missed and which questions could be worded better or were not understood.

Permission Process

During October and November members of both Alcohol Strategy Unit and FAHCSIA visited each community to request permission for the research team to attend and collect information. It was decided that the Permission process needed to be extended to include the local boards/leadership in each community and not just the social clubs. Officers from both NTG and FAHCSIA visited each community involved in the research to give an explanation of the research, answer questions and gain permission for the research to take place and for the research team from Bowchung to be allowed in the community. This was to ensure that Government approached those who have leadership roles in the community and at the same time give the entire community a chance to come and listen and ask questions about the research.

Ethics Approval

Whenever research is conducted anywhere, an important part of that process is to go to an ethics approval committee to ensure that the research process is reasonable and ensures peoples human rights and privacy are not breached. The original Ethics application was rejected by the Ethics Committee pending a series of 45 questions that the Ethics

Licensed Social Club Research Advisory Committee Meeting

Agreements and Outcomes 2012

Committee felt need answering from the research team. The secondary ethics approval submission was lodged with the Ethics Committee on 7 November which included: a response to each of the questions, copies of permission letters, revised questionnaires, a tracked-changes version of the submission and a covering letter.

OutcomesQuestionnaires

The two questionnaires have now been amended based on feedback from the communities and the research advisory committee and are currently in production in readiness to take out to communities.

Permission Process

All communities have since given consent for the research to take place and for the research team from Bowchung to come into their community to administer the questionnaires. The support from leadership groups and or members and local communities about the research has been very positive.

Ethics Approval

The secondary ethics approval submission was considered by the Aboriginal Ethics Sub-Committee on 28 November 2012 and the Human Research Ethics Committee on 5 December 2012. The research team was advised of the positive outcome on 14 December 2012, the research has ethics approval and can proceed.

Unfortunately, due to a number of reasons listed above, the timeframes to commence the research has been pushed out a little. The suggested dates for community visits are listed below, however these dates are up for negotiation and will be discussed with your Government Engagement Coordinator and/or Indigenous Engagement Officer in the first instance, who will then speak with the community.

Travel

- Data collection in in **Gunbalanya** in the week beginning **18 February 2013**
- Data collection in **Kalkarindji** and **Pirlangimpi** in the week beginning **25 February 2013**
- Data collection in **Beswick** and **Milikapiti** in the week beginning **4 March 2012**
- Data collection in **Ranku** and **Peppimenarti** in the week beginning **11 March 2013**

Next Meeting

- The next Licensed Social Club Research Advisory meeting will be held on 24 January 2013. You can expect to receive another Agreements and Outcomes discussion paper soon after this meeting.

WARD REPORT

ITEM NUMBER 12.3
TITLE Yugal Mangi Ward Report
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 346131

AUTHOR Stephen Roper, Community Engagement Officer

RECOMMENDATION

- (a) **That Council receive and note the Yugal Mangi Ward Report.**

BACKGROUND

Ngukurr Local Board has been reinvigorated. Two of our governance staff members spent a week in Ngukurr to assist with the process. Two meetings have now been held this year on 31 January and 14 February 2013. Minutes are attached.

Ngukurr SSM resigned in December and the Coordinator of Sport and Recreation, Paul Amarant has been acting SSM.

A new local AFL football and Basket ball competition has begun and is involving a substantial number of community members as both players and spectators.

ISSUES/OPTIONS/SWOT

Action List

Item	Action	Updates/Date Completed
Weed eradication	SSM to follow up with DITS about weed eradication methods and implementation as well as tree planting	Gary Hillen of the Shire and a local crew did spraying in the community. This also included training with regard to preparation, chemical use and spraying equipment. Sharon has mentioned that the tree planting program in the community will start in the near future.
Rubbish Collection at Shop	Gates are not always open to collect the rubbish. Bobby to discuss this with the shop manager	Ongoing
By-laws	Check for possibility of having bylaws for N/Patrol to enforce noise pollution laws.	Application for dogs, rubbish and noise were already made.
Radio	Representatives from the council to talk about issues raised in the meeting on radio so that people will be better informed.	
Housing	Sharon to follow-up with regards to the power meters running faster and resulting higher electricity costs.	To be reported in next meeting.
Portable Stage	Sharon to report back	To be reported in next meeting.
Street names	To report on progress on naming streets	Sharon mentioned that progress is being made with

Item	Action	Updates/Date Completed
		street names, maps and signs and will report back on next meeting.
Toilet Block Airstrip	Follow up with DITS about sourcing a toilet for the Ngukurr Airstrip	Sharon has mentioned that the waterless toilets are on the market and is investigated for use at the airstrip.
Trainings	Bobby to provide a list of names from people in the community that are willing to undertake trades training in the areas of plumbing, construction and electrical.	To be reported in next meeting
Outstations	Follow up with Tony Berto about getting the slashing done at the outstations near Ngukurr	To be reported in next meeting

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 Ngukurr Local Board Minutes 140213.pdf



Minutes of Local Board Meeting, held in RGSC Conference room at Ngukurr on Thursday 14 February 2013

1 Present:

Margaret George, Paul Amarant, Sharon Hillen, Bobby Nunggumajbarr, Allison Bush, Jonathan Farrell, Jerry Ashly, Andrew Robertson, Derek Thompson, Councillor Davis Daniels, Councillor Daphne Daniels, Dalas Thompson, Trevor Henselwood, Rien vander Kooij and Eric Roberts (Chair person).

2 Apologies:

John Graham, Ian Gumbula, Kirk Whelan, Walter Rogers and Robin Rogers.

(TCU was given an opportunity to speak and is reported in 6.7.)

3 Minutes of previous Meeting.

It was decided to follow and discuss points as minuted during the last meeting.

4 Business Arising.

4.1 Crossing Wilton river: September 2013 is mentioned for a starting date.

4.2 Radio station/newsletter: Trevor Henselwood mentioned that he can help with a 'news paper' and will talk to Kirk Whelan for his inputs in this matter.

4.3 Weed eradication: Gary Hillen of the Shire and a local crew did spraying in the community. This also included training with regard to preparation, chemical use and spraying equipment. It was made clear that the chemical used will not hurt anybody. Sharon mentioned that the tree planting program in the community will start in the near future. The community is consulted where to plant and include the oval and the new park grounds.

4.4 Housing: It was mentioned that power meters seem to run "faster" and results in higher electricity costs. Sharon will follow-up. Any housing problem should be reported immediately to Anne or Margret at the Shire office. The meeting agrees that more must be done to inform people on electricity usage. Trevor will get 'tips' for saving on electricity (and water) for broadcasting.

5 Updates

5.1.1 Training Local persons: Sharon mentioned the research showed that travel can cover 40% of the total bill from contractors. This means that more effort must be directed in using local skills to do smaller jobs. This is a point of discussion at the next Shire Council meeting. This will also include to have a talk with the TO's with regard to an area plan and to make more land available for houses and small businesses.

5.1.2 Rubbish collection at shop: Gates are not always open to collect the rubbish. Bobby will discuss this with the shop manager.

5.1.3 Land and Sea Ranger: Sharon mention that the transfer was already approved and finalized in 2009.

5.1.4 By-laws: Applications for dogs, rubbish and noise were already made. The noise level should be within an acceptable level at 10pm. The Shire needs to have authorized persons to enforce fines. A course to be an authorized person has to be completed. When a person want to make a complaint the police must be called and when going through the call centre a reference number must be asked for. The housing office at the Shire office can also be contacted with a complaint and a staff should visit that house to discuss the problem.

Rien mentioned that Sport & Rec will sometimes go on with a higher noise level till 11.30pm when there is a disco at the shed on a Friday or Saturday evening.

Councillor Davis Daniels mentioned that in his view Night patrol did not enough to stop young children walking the streets at night and stopping fights. It was mentioned that Night Patrol has very limited powers and did communicate with children/youth on the streets late at night. They also patrolled building/businesses. Dalas from Youth Services mentioned that it was also the responsibility of families to look after their family members.

The use of the Men's Shelter is under revision and Bobby mentioned that the Y/M Board is in discussion with the appropriate department to use it for a Young Boy/Men Centre. Dalas mentioned that an 'overnight' facility (Half Way House/Hostel) for troubled youth could be an option to consider.

Jerry Ashley mentioned that drinking at home is resulting in violence and asked the question; 'What to do?' Night Patrol must report any grog 'import' into Ngukurr to the police. The Government is busy discussing an Alcohol Management Plan. Both sides of the argument to relax some regulations are discussing the possibility to allow moderate drinking in a club surrounding, strict control measures. Bobby is on an Alcohol Management Plan committee.

5.1.5 Ngukurr Workshop: A draft agreement is drawn-up between Y/M and Jason. Jason is renting the workshop and running it as his own business. He opens the workshop for only 4 hours per day. Any person or business can use his workshop service. Sharon

mentioned that Shire mechanics will help outstanding Shire repairs to keep maintenance up-to-date.

The question was also asked if a local person would be able to start a mechanic apprenticeship with Jason. Bobby will follow-up. The new RJCP will also play an important role in training.

5.2.1 Local Government: The NT Government is reviewing the present local form of Government. A Committee is looking into all aspects including affordability. Discussions on different models are taking place and also include cultural aspects. This committee will report back to the NT Government.

5.2.2 Portable Stage: Sharon will report back.

5.2.3 Street names: Sharon mentioned that progress is being made with street names, maps and signs and will report back.

5.2.4 Out Stations (OS):

Sharon gave the following information. Funding for Out Stations is different. The new Shire approach for OS maintenance is as follows: Any maintenance issues have to be reported to the relevant Shire office. A Job is logged with Assets Management and will provide the Shire with the necessary permission to action the work. There will also be a scheduled maintenance plan that will be actioned by the relevant Shire. Capital works have to be applied for and approved as per budget. The Government will make money available up to the amount of \$5200.00 per year for maintenance as long as the OS is permanently occupied. The NT Government allocated \$20 million for all OS in the NT. Phones on OS are to be applied for. Ngukurr has 5 OS that are permanently occupied.

5.2.5 River Crossings:

Civil works did grade both crossing to prevent vehicle sliding on the Roper and Wilton crossings.

5.2.6 Toilet Block Airstrip:

Sharon mentioned that waterless toilets are on the market and is investigated for use at the airstrip.

5.2.7 Street/Pool Lighting:

Paul Amarant mentioned the electricians are coming next week to install the pool lighting.

6 New points.

6.1 Councillor Daphne Daniels discussed in short the following; Council Meeting procedure, Governance Factsheet – Local Boards, members Code of Conduct, the function of the Local Board and a Local Board Nomination Form.

6.2 Correctional Services program:

The SSM mentioned that 3 young persons were placed in the care of the Shire by Correctional Services to do community work for a minimum of 3 hours per day and have to spent another hour at Youth Services in the afternoon.

6.3 Out station Urapunga:

Willy (Urapunga) mentioned that his works vehicle is in the workshop for repairs.

6.4 Air cons in houses:

All different payment options should be considered before committing to a final deal. A loan with TCU is also an option. One person mentioned that C.Link had made a deduction but does not know why but can be to pay for his air con. It was made clear to this person that any Centre Link deduction must be questioned when now clear explanation is given.

6.5 Housing and NFA:

Sharon mentioned that NFA had a 12 month default period to rectify any issues with regard to drainage, soil erosion etc. This again makes it very important to report issues to the NT housing office immediately.

6.6 Radio:

Trevor mentioned that one more person can be trained in Ngukurr. He also would ask representatives from the council to talk about issues raised in this meeting so people will be better informed.

6.7 TCU - Ngukurr:

A TCU representative discussed the following: The current membership in Ngukurr is 273. A further 340 people are needed to expand services. TCU is looking for a Community mentor and is also proposing a meeting between major role players in the community to discuss TCU Branch and Business Banking. Sharon mentioned the Shire has a fixed account with the TCU and the interest is re-invested in the communities. Trevor also mentioned to advertise TCU on the radio.

7 The meeting closed at 1.40pm and the date for the next meeting is Thursday 14 March at 10.30am.

As the chair of the Local Board Meeting held on 14 February 2013, I certify these minutes to be a true and correct record of this meeting.

.....
Eric Roberts

Date:.....



Local Board Meeting Minutes

Held in the RGSC Conference room at Ngukurr

Thursday 31st January, 2013
11:30am – 1:45pm

1. Present:

Kirk Whelan
Bobby Nunggamajbarr
Paul Amarant
Ida Boney
Councillor Daphne Daniels
Councillor Davis Daniels
Jerry ~~Daniels~~ Ashley
Jonathon Farrell
-Derek Thompson
Catherine Proctor
Margaret George
Eric Roberts Snr

Meeting opened at 11:30am by Daphne Daniels who has been designated Chair at this Local Board Meeting

2. Apologies:

Ian Gumbula
Walter Rogers
Robert Roberts
Robin Rogers
-John Graham
-Andrew Robertson

3. Minutes of Previous Meeting:

Minutes of previous meeting: Approved by way of general consensus

4. Business Arising/Action List

- o GBM advised that work is to commence on the crossing over the Wilton river this year
- o At the previous meeting a question was asked when radio station would be operating and the radio station has been operating under the direction of Trevor Henzlewood since 1st November 2012
- o Councillor Daphne Daniels has asked whether there would be an option for the Ngukurr News joining in with the BRACS service
- o SSM to follow up with DITS about weed eradication methods and implementation as well as tree planting
- o Margaret George advised that her and Anne Thompson are currently going around and checking on houses that require fences to be fixed and are submitting the work requests accordingly through NT Housing

- o GBM provided some feedback on the power increases within community. Currently the increase in the sale of power cards has gone from \$5,000 - \$10,000 p/wk

5. General Business

5.1 GB Update from Bobby

- o Bobby asked if there was any chance of getting people in the community to undertake training in the areas of plumbing, building, housing and electrical works so that there would be a pool of contractors on community to choose from when there is work that needs to be done instead of waiting on contractors to come from out of town to do repairs
Outcome: SSM & Catherine Proctor have asked Bobby to provide a list of names from people in community that are keen to undertake trades training in these areas. List to be provided at the next LBM.
- o Bobby has also asked if rubbish collection has been happening at Outback Stores.
Outcome: SSM & Jonathon Farrell have said they will follow up with Stewart Hall (Environmental Waste Officer) about this when he returns from leave but ensured that rubbish collection will commence at the store.
- o Bobby has asked about the hand over of the stabby craft boat from the Shire to Yugul Mangi & Sea Rangers.
Outcome: Catherine Proctor some feedback and has indicated that this has been done and a letter has been provided to Yugul Mangi. Catherine also mentioned that she will follow up and provide another copy of the letter to Yugul Mangi.
- o Bobby wanted to know if there was a possibility of having by-laws for N/Patrol to enforce noise pollution laws
Outcome: Catherine Proctor provided feedback on the process of by-laws and the time frame it takes to have them introduced. All in attendance agreed that instead of trying to get by-laws introduced the community could have signs erected to advise the community about noise pollution.
- o Bobby said that Yugul Mangi has been in discussion with Jason from Roper Bar about being contracted to do 4hrs per day at the workshop here in Ngukurr.
Outcome: Bobby said that an agreement is yet to be finalised between Yugul Mangi and Jason.

5.2 GB Update from Councillor Daphne Daniels

- o Councillor Daniels raised concern about the issue of the break up of the Shire and about the process of bringing issues forward for discussion. Councillor Daniels also mentioned that there was some concern raised with her about people's jobs and their livelihood with the change in job servicing in the community
Outcome:

2

5.3 GB Update from Councillor Davis Daniels

- o Councillor Daniels asked if there was any news of when the portable stage is coming.
Outcome:

- o Councillor Daniels also queried if there was any progress or decision made on the street names and signs.
Outcome:

5.4 GB Update from Local Board member – Jerry Ashley

- o Jerry asked the local board who is in charge of outstations and who takes care of the slashing at the outstations.
Outcome: SSM advised that Tony Berto is in charge of outstations and that he would follow up with him about slashing at the outstations. *

5.5 GB Update from SSM – Paul Amarant

- o Advised that the Civil works crew are situated at Roper Bar and will commence to grade both crossings to help alleviate the issue of vehicles sliding on the crossings as well as the road between Roper Bar and Ngukurr
- o Paul said he will be following up with Dept. of Infrastructure about sourcing a toilet block for the Air Strip – block/foundations are there but no toilet exists at this stage.
- o Paul said the lights should be installed at the oval over the coming weeks and that the street lights should be fixed over the coming days by Bush Sparkies

8. Meeting Closed

- 1:45pm

To be signed once minutes are confirmed at the next meeting:

As the Chair at the Local Board Meeting held on the 31st January 2013, I certify these minutes to be a true and correct record of this meeting.


(Daphne Daniels) Chairperson 31/01/13

3



Ngukurr Local Board Meeting Action List

Name	Action	Updates/Date Completed <small>(Updates are in italics)</small>
Paul Amarant	Follow up with Tony Berto about getting the slashing done at the outstations near Ngukurr.	
	Follow up with DJTS about week eradication and provide info at the next LBM at Ngukurr	
	Follow up with the Dept. of Infrastructure about sourcing a toilet for the Ngukurr Airstrip	
Bobby Nungumajbarr	To provide a list of names from people in the community that are willing to undertake trades training in the areas of plumbing, construction and electrical.	

4

WARD REPORT



ITEM NUMBER 12.4
TITLE South West Gulf Ward Report
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 346140

AUTHOR Stephen Roper, Community Engagement Officer

RECOMMENDATION

- (a) **That Council receive and note the South West Gulf Ward Report.**

BACKGROUND

The Borroloola Local Board met on the 22 January. Minutes are attached. The Local Board expressed concern about the roads budget and felt that the \$95K was not sufficient to meet current requirements. There are several roads requiring total reconstruction. The Local Board has agreed to the demolition of the Old Cricket Club building subject to an asbestos audit being done.

The Trade training centre is to start in the coming dry season. There is a plan to renovate art work currently on the front wall of the shire office. The Show grounds are applying for an exemption from the Shires no smoking regulations. Good rains have been encouraging grass growth and requiring extra mowing.

A very good school holiday program was run through sport and Recreation.

The problems in recruiting for night patrol seem to be resolved with three new workers starting recently. There is an ongoing mosquito problem in the town and a public awareness campaign around mosquito management is planned.

ISSUES/OPTIONS/SWOT

See the attached Action List.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Borroloola Local Board Minutes 220113.pdf



Borroloola Local Board Minutes

Held in the Old Board Room, at Mabunji.

Tuesday 22nd January 2013

1. Present:

1.1 – Elected Members

Stan Allen
Chrissy Joll
Geoff Hulm
Trish Elmy
Mike Longton
Mayor Tony Jack – Arrived 11.15am

1.2 – Shire Staff

Sharon Hillen
Julie Kartinyeri
Stephanie Towers
Chris Cookson
Gil Pogson
Candice Siedler-Twine
Val Rogers

1.3 – Visitors/Guests

Michelle Echo

Meeting opened at 10.09am by Chrissy Joll who has been designated Chair at this Borroloola Local Board Committee Meeting

2. Apologies:

Don Garner
Sam Evans
Belinda Carlson
Lizzie Hogan

3. Minutes of Previous Meeting:

Minutes of previous meeting: Approved by way of general consensus.
Moved: Mike Longton
Seconded: Stan Allen

4. Business Arising/Action List

4.1 Roads

- There is \$95,000 allocated for roads in Borroloola, which is not enough.
- RGSC have applied to MRM CBT for an extra \$60,000 for road repairs.
- The roads in Yanula Camp need total reconstruction. Work should begin after the wet.

- Mike Longton mentioned that the mains water line should be factored in before work starts on the reconstruction.
- Sharon Hillen is having meetings with Mabunji and Neville Andrews to get all parties working together.

4.2 TTC

- Is to be built on Crown Land which could attract Native Title.
- RGSC can sub lease long term on a Peppercorn Rental.
- Project should start next dry.

4.3 Department of Infrastructure

- RGSC in conjunction with Department of Infrastructure to identify where roadside work to be carried out in Borroloola, including cleaning rubbish and maintain roadside verges, including the Old McArthur River Crossing, car park area etc.

ACTION:

DITS to arrange Terms of Reference and Contract with Department of Infrastructure, for works to be carried out in Borroloola.

4.4 Recycling

- DITS negotiating with Simms Metal Merchants for recycling washing machines, steel, old vehicles etc.
- Vic Daly Shire – Regional Strategy - \$100,000 for waste management, which could impact on RGSC.

4.5 Night Patrol

- Julie Karinyeri is meeting today with GEC.
- Staffing problems, have advertised for months with little interest.
- Obtaining Ochre Cards slows the process, RGSC will assist with this.
- Must have 2 people on patrol at one time.
- Young people are suitable to relate to younger kids on the street.

4.6 Sandridge Track

- This track is not a road that RGSC is responsible for, and we do not have the money or resources to fix it.
 - Councillor Allen said somebody should be responsible to help the people.
 - Gravel at back of Sub Division – Steelcon could do it.
 - Mabunji started this track 15 years ago.
 - RGSC priority road is back track at Mara Camp.
 - Sharon to discuss with Alison to see if CDEP can be used as a training program to repair this track.
- ACTION: Sharon to discuss with Alison re training program for CDEP to repair Sandridge Track.

4.7 SIHIP

- First Stage – Negotiation between NLC and Government.
- Leases over Land Tenure.
- Second Stage rolling out.

- Board Members to talk to local people around town to impress the importance of signing Land Leases, and for residents to talk to their local Members of Parliament both Federal and Territory.

5. Correspondence (Incoming & Outgoing)

5.1 Mosquito Control

- Geoff Hulm says he uses the chemical Dicanthrin.
 - MRM could advise which chemical to use.
 - Do a public campaign on mosquito awareness.
- ACTION:** SAO to resend material on Mosquito Control to LB Members.

5.2 Garawa Illegal Dump

- Current dumping is localised rubbish and is illegal. Pits are no longer allowed.
- NLC have a responsibility – Enforcement, and get residents to assist with the cleanup.
- Do a major education programme.
- When bridge flooded – Garawa people have to put their rubbish somewhere.
- RGSC can put in temporary measures for wet season using a Skip Bin.

5.3 More Police Presence

- All Shires have requested more police presence in their communities.
- Accommodation is a problem in remote communities.

6. General Business

6.1 Shire Service Managers Report.

- Received and noted.

6.2 Street Lighting

- Special purpose grants for Street Lighting – turned down.

6.3 Road Restoration

- Sub Division – Peter Lockett, Power and Water and Steelcon have done some roadwork, but more still needs to be done in Sub, then needs to be tested.
- Steelcon are responsible for repairing fences, sidewalks, kerbing, pot holes etc in sub division. RGSC are aware of the infrastructure.

6.4 Youth Services

- Have been allocated funding for Training for Youth.
- Congratulations to Borroloola S&R staff for the great work in organising Sport & Rec programmes for the School Holidays.
- Youth Services has internal staffing issues at the moment and are considering more staffing.

6.5 Indonesian Trip

- Youth Services are putting a book and DVD together to distribute to communities.
- Students were supposed to be selected for this trip from their school attendance. Community asking questions on this.
- Sponsorship money was used to pay for this trip, not RGSC.
- Indonesian Report required to be presented at next Council Meeting.

MOTION:

That Borroloola Local Board receives a full report from Council regarding the Indonesian Goodwill Games.

Moved: Trish Elmey **Seconded:** Stan Allen **Carried.**

7.0 Government Engagement Co-ordinators Report

- Received and noted.

7.8 Terms of Reference for Local Board Members

- TOR is a framework to keep on track and take views from Local Board to Council.
- This is a DRAFT for Local Board members to read through and adopt or change to make suitable for Borroloola.

MOTION:

Borroloola Local Board agree that there should be a Terms Of Reference.

Moved: Mike Longton **Seconded:** Sam Evans **Carried.**

ACTION:

All Borroloola Local Board Members read through the DRAFT of Terms of Reference, make any changes suitable for Borroloola and present at next Local Board Meeting.

7.9 Facelift to Front Wall of RGSC Office Complex, Robinson Road

- Photograph for historical purposes.
- Philip Timothy was artist. Wilton Timothy said his family would be willing to touch up the art work.
- There is no legal ownership of public art on structures belonging to RGSC.
- It was suggested to repair, render and repaint the whole fence.
- Scope of works must last approx 20 years.
- Artwork needs public consultation
 - Option 1 – Photograph and Record
 - Option 2 – Repaint and touch up existing artwork.
 - Option 3 – Preservation of Infrastructure must be maintained.

ACTION:

All Local Board Members to inspect Infrastructure and Artwork, and bring suggestions to next Local Board Meeting on 7/03/2013.

7.10 Cricket Club Building Condemned

- This building is beyond economic repair.
- We need written confirmation that there is no asbestos in the building before demolition can proceed.
- There is no current funding in this years budget to demolish the building, it has to go into next years Business Plan.
- What is the future for this facility? 10 year plan for Sport & Rec,
- Distance, security etc is too far away for general public with no transport. Utilise the new Multi Purpose Building proposed in town.
- Candice asked the Shooting Club if their building could be demolished as well.

MOTION:

Local Board agree to have the Old Cricket Club demolished, keep what is salvageable and maintain caged area.

Moved: Mike Longton Seconded: Trish Elmy Unanimous.

7.11 No Smoking Policy – Support exclusion area at Showgrounds.

- Local Board is seeking exemption from Council to designate a space for smokers at the Showgrounds. To be allocated near the gate area of the showgrounds.
- A vote was taken to support the above and was carried.

ACTION:

SSM to submit a report on allocated Smoking Area at Showgrounds, for OCM for council consideration.

7.12 Caretakers

- Due to continued break in's and vandalism at the Municipal Depot and Showgrounds, it was suggested that a live in caretaker would be a good deterrent. This caretaker to supply their own caravan. Free rent, power and water in return for odd repairs and maintenance at depot. No alcohol permitted on premises and signed tenancy agreement required.
- Governance to investigate Public Liability, OH&S, Caretaker Policy, Insurance etc.
- A vote was taken that the Local Board recommends caretakers for both properties. Carried.

ACTION:

DITS to action required Governance documentation implementation (eg. Caretaker Policy, Tenancy Agreement including mention of Public Liability, OH&S, Insurance etc) for Caretakers with own caravans to be placed at Municipal Depot and Borrooloola Showgrounds. Action by 4/3/2013.

8. Other Business

- **8.1 Old House Next to Council – Lot 386**
- This building is a danger if a cyclone comes our way and should be cleaned up or demolished.

- A contractor has inspected the site and we are waiting on a quote to repair or demolish.

8.2 Funding for Roads

- Is there funding for Manangoora, Seven Emu's and Batten Road.
- Mayor to meet with LGANT on 2nd and 3rd February 2013 on this matter
- Sharon to ask Peter McLinden regarding the funding for these roads.

ACTION:

Sharon to contact Peter McLinden regarding funding for Manangoora, Seven Emu's and Batten Roads.

8. Meeting Closed

- 12.35pm

Next Borrooloola Local Board Committee Meeting: 7th March 2013.

As the Chair at the Borrooloola Local Board Meeting held on the 22nd January 2013, I certify these minutes to be a true and correct record of this meeting.

Chrissy Joll



Borroloola Local Board Action List

From

Name	Action	Updates/Date Completed <i>(Updates are in italics)</i>
DITS	DITS to arrange Terms of Reference and Contract with Department of Infrastructure, for works to be carried out in Borroloola.	From 11.09.2012 meeting
DITS	To discuss with Alison re training program for CDEP to repair Sandridge Track.	
SAO	To resend material on Mosquito Control to LB Members	
DITS	Local Board requests DITS to source funding through MRM CBT to develop Waste Management Plan regarding recycling in Borroloola and King Ash Bay.	From 27.11. 2013
DITS	Write to Dept of Lands and Planning regarding raising Searcy Street culverts for wet season access to Waste Facility.	On Going
DITS	Local Board request Council to write to Minister to investigate options on moving the Power Station and Buffer Zone in Borroloola. Or to investigate the options of extending the gas pipeline from McArthur River Mine to Borroloola. This will be more environmentally friendly, save huge fuel costs and freight. (Plans are ahead for a bigger generator for Borroloola).	<i>On Going</i>
SAO	To resend material on Mosquito Control to LB Members.	

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Borroloola Local Board Action List

Name	Action	Updates/Date Completed <i>(Updates are in italics)</i>
DITS	DITS to write a letter to Acting Regional Executive Director Christine Hart requesting information on next round of housing for Borroloola.	From 27/11/2012
DITS	DITS to discuss with Alison re training program for CDEP to repair Sandridge Track.	
Council	That Borroloola Local Board receives a full report from Council regarding the Indonesian Goodwill Games.	
Borroloola Local Board Members	All Borroloola Local Board Members read through the DRAFT of Terms of Reference, make any changes suitable for Borroloola and present at next Local Board Meeting on 7 th March 2013.	
Borroloola Local Board Members	All Local Board Members to inspect Infrastructure and Artwork, and bring suggestions to next Local Board Meeting on 7/03/2013.	
SSM	SSM to submit a report on allocated Smoking Area at Showgrounds for OCM for council consideration.	
Governance	DITS to action required Governance documentation implementation (eg. Caretaker Policy, Tenancy Agreement including mention of Public Liability, OH&S Insurance etc) for Caretakers with own caravans to be placed at Municipal Depot and Borroloola Showgrounds. Action by 4/3/2013.	
Mayor DITS	DITS to contact Peter McLinden regarding funding for Manangoora, Seven Emu's and Batten Roads.	

8

WARD REPORT

ITEM NUMBER 12.5
TITLE Numbulwar Numburindi Ward Report
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 346159

AUTHOR Stephen Roper, Community Engagement Officer

RECOMMENDATION

- (a) **That Council accept the nomination of Edwin Rami.**
 (b) **That Council receive and note the Numbulwar Numburindi Ward Report.**

BACKGROUND

Local Board Meetings were held on the 17 January and 12 February. Minutes are attached. Awaiting the February minutes. Local board discussed the new cemetery and options and a visit with some traditional owners was conducted with the SSM to look at options. The Numbulwar Local Board reviewed and endorsed a nomination from Edwin Rami. This is attached for council endorsement.

The fuel distribution system has been changed from the Store to the Shire. All transactions are now to be made by card (Ausfuel , debit, credit, basics Cards etc). There is some resistance but is settling in. Some training and assistance is being offered.

A big clean up has been conducted as part of Counter disaster preparations. A tree planting program has begun targeting public places such as the foreshore area and streets.

A new, GEO Mr Charlie Walker has begun at Numbulwar.

The SIHIP Housing building project is well underway and producing some interesting design options such as two story duplex.

ISSUES/OPTIONS/SWOT

Action List

Item	Action	Updates/Date Completed
Cemetery	SSM to pick up Langayina Rami and Galiliwa Nunggarra to look at possible sites for Cemetery	Tour undertaken. Project ongoing
New dump site	SSM to pick up Langayina Rami and Galiliwa Nunggarra to look at possible sites for new dump site	Tour undertaken. Project ongoing

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Numbulwar Local Board Meeting Minutes 170113.pdf
- 2 Numbulwar Local Board Nomination Form.pdf
- 3 Numbulwar Local Board Minutes 120213.pdf



Numbulwar Local Board Meeting Minutes

Held in the Conference Room, Numbulwar
Shire Service Office.

Thursday 17/01/2013
10.00am

Meeting opened at 10.26am by Virginia Nundhiribala who is the
designated Chair at this Numbulwar Local Board Meeting

1. Present:

1.1- Elected Members

Faith Numamurdirdi
Mildred Numamurdirdi
Jangu Nundhiribala
Virginia Nundhiribala
Gallilwa Nunggaragal
Loma Nunggaragal
Sheila Nunggamajbarr
Langayina Rami
Bob Nundhiribala
Kathy-Anne Numamurdirdi
Margaret Mimiyan
Wulja Nunggaragarlu

1.2- Shire Staff

Alan Mole (SSM)
Kristine Mulholland
Steve Roper

1.3- Visitors/Guests

Charlie Walker (GECO)

2. Apologies:

Sharon Hillen (RGSC DITS)
Henry Nunggamajbarr
Ngadurin Murrungun
Lathan Murrungun
Cheryl Nundhiribala
Reginald Numamurdirdi
Faye Manggura
Ngala Wilfred
Edwin Rami
Timothy Wurrumurra
Hubert Nunggamajbarr

Reginald Numamurdirdi
Billy Gumana

3. Minutes of Previous Meeting:

Minutes of previous meeting: Approved by way of general consensus.

4. Business Arising/Action List:

6.5 – Previous minutes action List

- SSM read out the minutes from the last meeting and discussed/updated LB on issues and the action list.

5. Correspondence

- Outgoing Correspondence

- Nil

5.2 – Incoming Correspondence

- Nil

6. General Business

6.1 – Elected Member Report – Kathy-Anne Numamurdirdi.

- The RGSC Elected Member reported on a range of issues arising from the minutes of the last RGSC Meeting.

6.2 – Ausfuel Update:

- From January 31st 2013, ALPA Store will no longer be selling any fuel cards
- RGSC have requested and engaged Ausfuel to have new Fuel Bowser's installed. These new bowser's will work using the following cards;
 - Basic card
 - Credit card,
 - Ausfuel fuel card
 - Debit card
- RGS will be responsible for the R&M off the fuel bowser's and ordering fuel supplies.

6.3 – Big Cleanup:

- **SSM** has requested that LB inform the community that they become more involved in cleaning up their yards and removing objects that may become a hazard in high winds.
- If residents move any large objects to the front of their home, the Shire will remove the items to the dump at no cost to the residents.
- **SSM** has informed LB that the RGS will forward the message onto the residents via speakers and notices and that if there are items such as fridges, cars, washing machines etc, they can inform the main office and the Shire will have a truck sent to their resident and remove the items.

6.4 – Tree/Shrub Planting Project:

- Gary Hillen (RGS Land Care & Horticulture Manager) will be visiting Numbulwar in the near future to Project Manage the tree/shrub planting program. Some areas under consideration for planting are the;
 - Shoreline
 - Basketball Courts
 - S&R Centre
 - Main Office
 - BBQ Areas
 - Accommodation Areas
 - Staff houses

6.5 – Road Safety:

- Community members are encouraged to speak with children about road safety. To be aware of trucks and heavy machinery. Children should be watchful and careful, on the roads.
- A suggestion of having an announcement over the speakers was discussed and decided that this announcement should be made on a weekly basis.

6.4 – Cemetery:

- SSM has requested the LB to consider a new site for a new cemetery.
- RGSC would have the responsibility of maintaining and caring of the new cemetery under their core services programs.
- SSM to pick up Langayina Rami and Galliliwa Nunggaragalu to look at possible sites.

6.5 – Local Board:

- The LB has concerns about Lot 150. They are asking why this building is taking so long to be finished, and wants to know where is all the money gone?
- The Project is taking too long to complete and LB recommends having this job completed ASAP. SSM has advised LB that he will pass their concerns onto the relevant Regional Manager.
- LB has also raised issues with Housing Maintenance e.g. Plumbing, Electricity.
- LB would like local people to do an apprenticeship in these trades, so they can have their people to do the work, when it arises.
- SSM informed the LB that he did raise this question with Thomas Michel (Commercial Operations Manager) whilst attending the SSM Forum.
- SSM asked the COM to look at a Training Scheme to employ local people in an apprenticeship so that in the future Numbulwar will have their own qualified Tradesmen.

6.6– Charlie Walker (GECO)

- Charlie thanked the RGSC Staff and Kathy-Anne for assisting him to settle into the community and discussed a range of issues with the LB.

6.7– Steve Roper (Community Engagement Officer)

3

- CEO discussed and advised the LB on a range of subjects, such as;
 - How often LB are required to hold a meeting
 - How the information from the LB is submitted to the RGSC meetings and that RGSC considers all information from the LB meetings.
 - That the RGSC would like to hear more from the LB on what they would like to see happening in their township.
 - CEO advised the LB that as this is his first visit to Numbulwar he would like to return for a longer visit to discuss governance with members of the LB.

6.8– New Dump Site.

- SSM raised the matter of the new dump site and the magnitude of the TO's and NLC selecting and agreeing on a new dump site ASAP.
- SSM to pick up Langayina Rami and Galliliwa Nunggaragalu to look at possible sites.

Meeting Closed: 12.35pm

As the Chair at the Numbulwar Local Board Meeting held on the 17th January, 2013, I certify these minutes to be a true and correct record of this meeting.

Virginia Nundhiribala

Virginia Nundhiribala

Date: 17/01/2013



<NAME> Action List

Item	Action	Updates/Date Completed <i>(Updates are in italics)</i>



LOCAL BOARD MEETING

12/2/13

Numbulwar

ATTENDANCE SHEET

Name	Service /Company	Date
Virginia Nundhir/Local Board	Local Board	12-2-13
Gailiwa Nunggangala	Local Board	12-2-13
Aaisy Wurrumera	Local Board	12-2-13
Janqu Nundhiribala	Local Board	12-2-13
Mildred Numamandili	Local Board	12-2-13
Erith Numamandili	Local Board	12-2-13
Margaret Mirriyusan	Local Board	12-2-13
Wulla Nunggangala	Local Board	12-2-13
Swaran Hilleh	RGSC DITS	12-2-13
Kathryn Numamandili	Councillor	12-2-13
Stephen Roper	Local Board	12-2-13
Charlie Ullah	Local Board	12-2-13
Doris Murrungun	Local Board	12-2-13
Henry Nunggangabarr	Local Board	12-2-13
Hubert Kosi	Local Board	12-2-13
Nigel Linklatz	Chair Manager	12-2-13
Edwin Nunggangabarr	Local Board	12-2-13
Shela Nunggangabarr	Local Board	12-2-13
Faye Manggunka		

13/2/13 To be added to register

G:\Gov&Corp Planning\Local Boards\LOCAL BOARD MEETINGS\Attendance Sheet_Template_Local Boards.doc



Numbulwar Local Board Meeting

Held in the Conference Room at the
Numbulwar Service Delivery Centre.

DATE: 12th February 2013
TIME: 10:00am (10:25 am)

Item	Subject
1.	✓ Present Staff/Guests*
2.	✓ Apologies*
3.	✓ Minutes of previous meeting*
4.	✓ Business arising/action list*
5.	✓ Correspondence (Incoming & Outgoing)* <i>None</i>
6.	General business*
✓ 6.1	Elected Member Report <ul style="list-style-type: none"> • Councillor Kathy-Anne Numamurdirri
✓ 6.2	Sharon Hillen (DITS) RGS <ul style="list-style-type: none"> • Stephen Roper
✓ 6.3	Governance – Terms of Reference <ul style="list-style-type: none"> • Mining Rates • Strategic Planning Review
✓ 6.4	Land lease – NLC – Traditional Owner. <ul style="list-style-type: none"> • Dumps • Cemetery
6.5	Shire Services – Katie Olsen
6.6	Shire Services Manager – Update. <ul style="list-style-type: none"> • Fuel Browsers
6.7	Radio test transmission <ul style="list-style-type: none"> • Yarramundi Kids • SSM Annual Leave 11th March – 22nd March
6.8	Charlie Walker – GEC <ul style="list-style-type: none"> • SEAM • Closing the Gap Results
7.	Other business* <ul style="list-style-type: none"> • Brain Sheean
8.	Next meeting* 12 th March 2013

- * Permanent agenda item
- Alcohol Management
 - Counter Disaster Management
 - Policy Updates
 - Town Priorities



Local Board Nomination Form

Location: Numbulwar Date: 14/02/2013

Name of nominee: Edwin Rami

Best Contact:

Landline: 89254-625

Mobile: _____

Email: bundurrami@ntschool.net

Postal Address:

Numbulwar Community PMB 17
Via Winnellie 0882

Key Areas of Interest: (please tick any box)

- | | |
|--|--|
| <input type="checkbox"/> Waste management | <input checked="" type="checkbox"/> Childcare |
| <input type="checkbox"/> Aged care | <input checked="" type="checkbox"/> Roads and infrastructure |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Animal management |
| <input type="checkbox"/> Parks and gardens | <input type="checkbox"/> Sport and Recreation |

Other information relevant to my nomination for the local board:

Health/Education

Signature of nominee:

Edwin Rami



Numbulwar Local Board Meeting Minutes

Roper Gulf Shire Council Office –
Numbulwar. Dated: 12th February 2013

Meeting Opened at 10:25am

1. Present:

1.1- Elected Members and Board Members

- Virginia Nundhirbala – Chairperson
- Jangu Nundhirbala
- Galiliwa Nunggarra
- Faye Manggurra
- Margret Mirniyowan
- Wulja Nunggarra
- Mildred Numamurdirdi
- Daisy Wurrumurra
- Faith Numamurdirdi
- David Murrungun
- Henry Nunggamajbarr
- Hubert Rami
- Edwin Rami
- Langayina Rami
- Kathy-Anne Numamurdirdi Councillor RGSC

1.2- Shire Staff

- Sharon Hillen – Governance & Corporate Planning Manager
- Stephen Roper – Community Engagement Officer

1.3- Visitors/Guests

- Charlie Walker – Government Engagement Coordinator
- Brian Sheena – School Principal
- Nigel Linklater – Clinic Manager

2. Apologies:

- Timothy Wurrumurra

3. Minutes of Previous Meeting:

- Minutes from the previous minutes were tabled and approved as true and correct.
- Moved: Virginia Nundhirbala
- Second: Galiliwa Nunggarra

4. Business Arising/Actions Arising;

4.1 – Business Arising

- Discussion on the new fuel system

5. Correspondence

5.1- Outgoing Correspondence – Nil

5.2- Incoming Correspondence – Nil

6. General Business

6.1 Elected Members Report – Kathy – Anne Numamurdirdi

- Informed LBM's on the upcoming celebrations for the 102 year old elder from the Berwick Community.
- Seek support from the LBM's for the RGS to start negotiations with mining companies within the Shire boundaries to pay rates. LBM's fully support the proposal.
- Informed LBM's on the next RGSC meeting to be held on the 26th of February 2013 at Mataranka and invites members to attend if they wish too.
- Asked that Edwin Rami be endorsed as a new Local Board Member. This was approved by the board and Edwin filled in the required forms and passed them on to CEO Stephen Roper

6.2 DITS – Sharon Hillen.

- Explained to the LBM's her role within the RGSC
- Reviewed core services
- Reviewed budgets
- Discussed the Advisory Committee and the roles it is tasked with
- LBM's informed DITS Manager that Numbulwar people and the LBM would like to continue having a voice through the Local Board Meetings and that they support and would like to see the Roper Gulf Shire Council remain as the Council and Service providers.
- New Dump Site and ramifications for the Shire if there is not a decision on a new site forthcoming.
- New Site for a Cemetery

6.3 Community Engagement Officer – Stephen Roper

- Discussed the Terms of Reference Document and asked LBM's to complete the form. SSM suggested that he and the LB workshop the Document at a later date.
- Updated the LBM's on the Strategic Plan, why a plan is required etc.

6.4 SSM Alan Mole.

Updated the LB on:

- Fuel Bowser and the New System being implement
- Radio Test Transmission
- Yarramundi Kids
- SSM Annual Leave.

6.5 Government Engagement Officer - Charlie Walker

Informed LB on:

- SEAM
- Closing the Gap Results

Other Business:

- Brain Sheen – School Principal - spoke to the LBM's in relation to matters of concerning the school.
- Nigel – Clinic Manager- spoke to the LBM's in relation to matters of concerning the clinic.

7. Meeting Closed

Meeting closed at 1:10pm

8. Next meeting 12th March 2013

As the Chair at the Numbulwar Local Board Meeting held on the 12th of February 2013, I certify these minutes to be a true and correct record of this meeting.

Chairperson: Virginia Nundhirbala.

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER	14.1
TITLE	Rates - Conditional Rating Proposal 2013-14
REFERENCE	\\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 344547
AUTHOR	Lokesh Anand, Assistant Finance Manager

RECOMMENDATION

- (a) **That Council agree to a Conditional Rates Proposal for the 2013-14 period, and forward this Proposal to the Minister for Local Government by 29 February.**

BACKGROUND

Each year, Council is required by legislation to prepare a rating proposal for Conditionally Rateable Land in order to levy rates for mining and pastoral properties within the shire. However, the Minister for Local Government has the authority to approve or not approve rating proposals for conditionally rateable properties.

For this reason, Council must prepare and adopt a Rates Proposal to submit to the Minister for Local Government for approval by 28 February 2013. If the Minister approves the Proposal, this can be adopted into the Council's Rates Declaration

ISSUES/OPTIONS/SWOT

It is proposed that conditionally rateable land be rated for the 2013/14 financial year in accordance with the approved rating proposal for the 2012/2013 financial year, with the addition of Territory adjusted CPI.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 14022013 Rates Proposal 2013-14 Final.doc



Minister for Local Government
GPO Box 3146
DARWIN NT 0801

Postal Address:
GPO Box 1321
Katherine NT 0850
ABN: 94746956090

Tel: 08 8972 9000
Fax: 08 8972 3714

Dear Minister

RE: CONDITIONALLY RATEABLE LAND RATING PROPOSAL 2013-14

Pursuant to section 142 on the *Local Government Act 2008*, Council is required to put forward a proposal for conditionally rateable land to the Minister for Local Government for consideration.

The *Local Government Act 2008* guidelines state that a proposal must be presented to the Minister for Local Government at least four months prior to the relevant financial year.

I advise that Council proposes that conditionally rateable land be rated for the 2013/14 financial year in accordance with the approved rating proposal for the 2012/2013 financial year, with the addition of Territory adjusted CPI.

Yours sincerely

Michael Berto
CEO
Roper Gulf Shire Council
12-February-2013

Ordinary Council Meeting

27 February 2013

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER 14.2
TITLE Grant Funding - Variation No. 2 Night Patrol Funding 2012-2014 - Attorney Generals Department (AG)
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 344620
AUTHOR Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the variation number 2 for the Night Patrol Program for 2012 – 2014 from the AG department that was signed at FACM 30/01/2013, requested to be presented at OCM by the CEO.**

BACKGROUND

The Night Patrol funding is to deliver Community Night Patrol Services in Numbulwar, Robinson River, Minyerri, Weemol, Bulman, Rittarangu, Ngukurr, Jilkminggan, Beswick, Manyallaluk, Barunga, Mataranka and Borroloola.

The project aims to divert people away from contact with the criminal justice system and increase personal and community safety, particularly for women and children.

The variation is to extend the Activity End Date from 31/12/2012 to 30/06/2014 and the Schedule Completion Date from 31/05/2013 to 30/11/2014.

ISSUES/OPTIONS/SWOT

Please see note on report from FCAM 30/01/13. It is requested to hold the agreement for OCM Feb 2013.

FINANCIAL CONSIDERATIONS

Funding amount \$7,317,190.00

ATTACHMENTS:

- 1 Variation 2 signed FACM 300113.pdf

Finance and Audit Committee

30 January 2013

FINANCE REPORTS

ITEM NUMBER 0.0
TITLE Grant Funding - Variation No.2 for Night Patrol Funding 2012-2014 - Attorney Generals Department (AG)
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\FINANCE COMMITTEE MEETINGS\2013\2013.01.30 FCMREPORTS - 339246
AUTHOR Amanda Haigh, Grants Coordinator

**RECOMMENDATION**

- (a) That the Finance Committee accept the variation number 2 for the Night Patrol Program for 2012 – 2014 from the AG department by signing, dating and affixing the Common Seal to both copies of the funding agreements.

BACKGROUND

The Night Patrol funding is to deliver Community Night Patrol Services in Numbutwar, Robinson River, Minyerrri, Weemot, Bulman, Rittarangu, Ngukurr, Jilkminggan, Beswick, Manyallaluk, Barunga, Mataranka and Borroloola.

The project aims to divert people away from contact with the criminal justice system and increase personal and community safety, particularly for women and children.

The variation is to extend the Activity End Date from 31/12/2012 to 30/06/2014 and the Schedule Completion Date from 31/05/2013 to 30/11/2014.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Funding amount \$7,317,190.00

ATTACHMENTS:

- 1 Variation No2.pdf



NOTE:

THIS AGREEMENT WAS RESOLVED TO BE APPROVED AT THE FACM ON 30/1/13, HOWEVER IT WAS SUBSEQUENTLY RESCINDED IN WRITING FROM THE CEO, TO BE REAPPROVED AT THE FEBRUARY 2013 OCM FOR APPROVAL. (GIVEN THE SIGNATURES AND COMMON SEAL ARE (USED) ON 1ST COPY OF AGREEMENT THIS WILL BE HELD OVER TO THE OCM. PLEASE DO NOT FORWARD ANY AGREEMENTS TO THE AG UNTIL FURTHER ADVISED.

M. J. O.
21/1/13.



Australian Government

Attorney-General's Department
National Office

Roper Gulf Shire Council
PO Box 1321
Katherine
KATHERINE NT 0851

Dear Sir/Madam

Variation of Agreement

Following discussion with you, we have agreed to vary the Agreement as detailed in the table below.

This letter embodies the variation ("**Letter of Variation**"). Two copies are enclosed for you to sign and return to us. When we receive the signed variations, we will sign and date them and return a copy to you for your organisation's records.

Variation to the Standard Funding Agreement

Roper Gulf Shire Council and the Commonwealth of Australia, represented by the **Attorney-General's Department ("the Parties")**, have entered into the Standard Funding Agreement dated **02 September 2011 ("the Agreement")**.

The Parties seek to vary the Agreement and do so with this Letter of Variation.

The Parties agree to the following variation(s):

Activity Name	Program Name	Variation	Amount of Funding *
Roper Gulf Shire Community (Night) Patrols	Northern Territory Service Delivery	Modified	\$7,317,190.00

* Exclusive of GST (if applicable)

This Funding Agreement may include funding to be provided for one or more Activities under one or more Programs. A separate Schedule is provided for each Activity. Other Schedules for Activities under other Programs may also be added to this Funding Agreement by means of a variation, prior to the Funding Agreement Completion Date.

Provision of this Funding is subject to all Parties signing the Funding Agreement and your compliance with it.

The Parties agree that:

- (a) the variation takes effect from the date on which the Parties sign this Letter of Variation (and if they sign on different dates, then the date when the last Party signs); and

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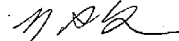
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Robert Garran Offices National Circuit, BARTON ACT 2600 • Robert Garran Offices National Circuit, BARTON ACT 2600
Tel. • Fax. •

(b) terms in this Letter of Variation with initial capital letters have the same meaning as they have in the Agreement; and

(c) the only variations are those set out in this Letter of Variation. In all other respects, the Agreement remains unamended.

Yours sincerely



Xvette Harris
Director, Northern Territory Service Delivery
20 December 2012

Varied Schedule 1

Submission number : 29573

Variation number : 2

Changes to Activity : Roper Gulf Shire Community (Night) Patrols

	<u>Old Value</u>	<u>New Value</u>
Activity end date	31/12/2012	30/06/2014
Schedule Completion Date	31/05/2013	30/11/2014

Activity ObjectivesOld Value

You will deliver Community (Night) Patrol Services (the Project) in the [INSERT REGION], Northern Territory (NT). The Project aims to divert people away from contact with the criminal justice system and increase personal and community safety, particularly for women and children.

You must deliver the Project in accordance with the 'Night Patrol Service in the Northern Territory (NT) - Operational Framework - January 2010' (or any subsequent revised edition).

Specifically, You must ensure that the Community (Night) Patrol Services in each of the nominated communities:

- " operate at times when most needed in the community, at least five (5) nights per week, with a minimum of two (2) patrolers, with the appropriate skills to deliver an effective service and/or including a designated team leader as a priority where feasible
- " provide a safe, culturally sensitive service to relevant areas in communities or townships including identified 'hot spots'
- " develop service level partnership arrangements with providers in the community to share information and deliver consistent support and referral practices, and
- " provide public awareness regarding the night patrol service to promote its benefits through relevant communication strategies.

You will deliver Community (Night) Patrol Services to the following communities in the Roper Gulf Local Government Area NT:

- Numbulwar
- Robinson River
- Minyerri (Hodgson Downs)
- Weemol
- Bulman
- Rittarangu
- Ngukurr
- Jilkminggan (Duck Creek)
- Beswick
- Manyallaluk
- Barunga
- Mataranka
- Borraloola

Roper Gulf Shire Council

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New Value

You will deliver Community (Night) Patrol Services (the Project) in the [INSERT REGION], Northern Territory (NT). The Project aims to divert people away from contact with the criminal justice system and increase personal and community safety, particularly for women and children.

You must deliver the Project in accordance with the 'Night Patrol Service in the Northern Territory (NT) - Operational Framework - January 2010' (or any subsequent revised edition).

Specifically, You must ensure that the Community (Night) Patrol Services in each of the nominated communities:

- operate at times when most needed in the community, with a minimum of two (2) patrolers, with the appropriate skills to deliver an effective service and/or including a designated team leader as a priority where feasible
- provide a safe, culturally sensitive service to relevant areas in communities or townships including identified 'hot spots'
- develop service level partnership arrangements with providers in the community to share information and deliver consistent support and referral practices, and
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- Beswick
- Manyallaluk
- Barunga
- Mataranka
- Borraloola

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Supplementary ConditionsOld Value**GENERAL**

1. In carrying out the Project, You must comply with Our 'Night Patrol Service in the Northern Territory (NT) - Operational Framework - January 2010' (or any subsequent revised edition).

2. You must complete the Community (Night) Patrol Services Operational Plan as specified at Attachment A of the Operational Framework, and submit it to Us within 60 days of the Standard Funding Agreement being signed for approval by Us.

3. On a quarterly basis You must report to the Attorney-General's Department on performance against Your approved Operational Plan as it relates to the Operational Framework.

4. If there is any inconsistency between a requirement in the Operational Framework and the Terms and Conditions - Standard Funding Agreement, You must meet the requirement set out in the Terms and Conditions.

5. You must ensure that Your organisation has in place policies which are consistent with the Operational Framework including compliance with the Service Standards for Night Patrols in the Northern Territory. You must develop procedures to support each of Your policies.

6. You must certify to Us that:
a. Your policies are consistent with the Operational Framework, and
b. You have developed procedures to ensure Your policies are followed.

7. If You receive over \$100,000 in Funding under this Agreement, You must:
(a) prepare the financial statements and accounts required under this Agreement on an accrual basis for that Financial Year, and
(b) provide Us with an independently audited financial acquittal report at the times specified in Item F of the Agreement and in accordance with Clause 10 of the Terms and Conditions - Standard Funding Agreement.

New Value**GENERAL**

1. In carrying out the Project, You must comply with Our 'Night Patrol Service in the Northern Territory (NT) - Operational Framework - January 2010' (or any subsequent revised edition).

2. You must complete the Community (Night) Patrol Services Operational Plan as specified at Attachment A of the Operational Framework, and submit it to Us within 60 days of the Standard Funding Agreement being signed for approval by Us.

3. On a quarterly basis You must report to the Attorney-General's Department on performance against Your approved Operational Plan as it relates to the Operational Framework.

4. If there is any inconsistency between a requirement in the Operational Framework and the Terms and Conditions - Standard Funding Agreement, You must meet the requirement set out in the Terms and Conditions.

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(b) provide Us with an independently audited financial acquittal report at the times specified in Item F of the Agreement and in accordance with Clause 10 of the Terms and Conditions - Standard Funding Agreement.

8. To allow for consistency in financial reporting, Your Approved Auditor must use the Audit Kit issued by the Indigenous Coordination Centre. You must ensure that You notify Your Approved Auditor in writing of this requirement. The Audit Kit will be sent to each funded organisation at the end of each financial year.

STAFFING

1. Funding for night patrol staff is conditional on You confirming that former CDEP participants have been or will be transferred to the Project as permanent full-time, part-time employees, and not funded through the CDEP program.

2. Employment in night patrol involving casual staff (including CDEP on-the-job work experience) must be first approved by Us. Approval for use of casual staff will only be given on a temporary basis.

3. You must comply with Northern Territory legislation and regulations in regard to 'working with children checks' and 'police checks' as well as ensuring compliance with the working with vulnerable persons as stated in clause 19 of the Terms and Conditions - Standard Funding Agreement.

ASSETS

1. If Assets are to be purchased or leased with Funding provided under this Agreement You must:

- a. Use all Assets acquired only in accordance with this Agreement, unless our written approval for alternative use of Assets is received
- b. Not encumber or dispose of any Assets or deal with or use them, other than in accordance with this Agreement, without first getting our approval in writing
- c. Hold all Assets securely and safeguard them against theft, loss, damage or unauthorised use
- d. Keep all assets in good working order
- e. Maintain all appropriate insurance for all Assets
- f. If required, maintain registration and licensing of all Assets specified by Us
- g. Be fully responsible for, and bear all risks relating to, the purchase or lease, use or disposal of all Assets, and
- h. Keep a record identifying all Assets and, if we ask, give Us that record.

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- g. Be fully responsible for, and bear all risks relating to, the purchase or lease, use or disposal of all Assets, and
- h. Keep a record identifying all Assets and, if we ask, give Us that record.

2. If we consider that You do not have the capacity to undertake a procurement process, we may require You to engage an appropriate person, approved by Us, to do so.
3. If Funding is provided to enable You to procure an Asset and You do not procure the Asset, we may reduce the Funding by the amount allocated to the purchase or lease of this particular Asset if you have not procured it:
- In the case of single year Agreements - within 60 Business Days of the Commencement Date, and
 - In the case of multi-year Agreements - within 60 Business Days of the beginning of the financial year.
4. "Undepreciated Value" means the value of an asset ignoring any depreciation for income tax purposes.
5. "Depreciation Rate" means the depreciation rate nominated by Us from time to time for:
- Assets of a particular type, or
 - For a particular Asset.
6. "Interest", for the purpose of the Item, means interest calculated at an interest rate equal to the general interest rate charged as specified in section 8AAD of the of the Taxation Administration Act 1953, on a daily compounding basis.
7. If we provide Funding for the purchase or lease of an Asset in the form of a motor vehicle You must:
- Register the motor vehicle and comprehensively insure it at all times in accordance with clause 21 (Insurance) of the Terms and Conditions - Standard Funding Agreement, and do nothing to render the insurance void and, where the motor vehicle is leased, do nothing to breach the terms of the lease
 - Have them regularly serviced and maintained in accordance with the manufacturer's specifications or recommendations, and keep full records of the servicing and maintenance
 - Ensure that they are driven only by people You authorise to do so and who hold an appropriate driver's licence
 - Not use them for private purposes, and
 - If they are purchased, ensure that they are

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 - Have them regularly serviced and maintained in accordance with the manufacturer's specifications or recommendations, and keep full records of the servicing and maintenance
 - Ensure that they are driven only by people You authorise to do so and who hold an appropriate driver's licence
 - Not use them for private purposes, and
 - If they are purchased, ensure that they are

unencumbered when required and remain unencumbered (unless we give our prior written approval to an encumbrance).

8. Before You sell or dispose of an Asset purchased with the Funding:
- You must seek our written approval for the sale or disposal of the Asset, and
 - If we approve the sale of an Asset purchase with Funding and if at the time of the sale or disposal, the Asset has not been fully depreciated, we may require You to pay Us an amount equal to the value of the Asset, following depreciation calculated using the Depreciation Rate. If we did not provide all of the Funding for the Asset, then this amount is to be reduced to reflect the proportion of the purchase price of the Asset derived from the Funding, and
 - You must comply with any such request within 20 Business Days of the request being made.
9. If at any time during the Agreement You sell or dispose of an Asset purchased wholly or partly with the Funding we may direct You to either treat as Funding (to be used for the Project) or pay to Us the greater of:
- The proceeds of the disposal, and
 - The Undepreciated Value of the Asset.

10. You must comply with any direction to pay Us such an amount under Item 9 of this supplementary condition, within 20 Business Days of the request being made, or the completion of the sale or disposal, whichever is the later. If we did not provide all the Funding for the Asset, then the amount payable is to be reduced to reflect the proportion of the purchase price of the Asset derived from the Funding.

11. Any Assets lost, damaged or destroyed are to be reinstated or replaced by You.

12. All proceeds of insurance are deemed to form part of the Funding and You will notify Us of amounts and related Assets should You receive any such payments.

13. At our sole discretion and directed to You in writing, we may require You to deal with any Asset upon completion of the Project or earlier termination. We may also require You to deal with any Asset where any of the following applies:

- You are in breach of this Agreement

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- You are in breach of this Agreement

b. We cease to provide Funding to You for any reason
 c. You cease to deliver the Project
 d. You have ceased to use an Asset to deliver the Project, or we are of the opinion that an Asset is no longer suitable to be used for the Project or the purpose for which it we approved under this Agreement.

14. For the purposes of Item 13 of this supplementary condition, we may, in our sole discretion, give You a written discretion to:
 a. Transfer the Asset to Us or our nominee
 b. Pay Us an amount equal to the proportion of the value of the Asset following depreciation using the Depreciation Rate, that is equivalent to the proportion of the purchase price of the Asset that was funded from the Funding (if any)
 c. Sell the Asset to a bona fide purchaser for market value, subject to any conditions we specify in the direction, and
 You must comply with any such request within 20 Business Days of the request being made.

15. You must provide Us with security over any Asset, purchased wholly or partly with the Funding, in whatever form we require, and pay all stamp duties and reasonable legal costs of, and incidental to, such security upon our request.

16. For the purposes of this Supplementary Condition, if You do not pay Us the amount required to be paid under Items 8,9 or 13 of this supplementary condition within the timeframe specified:
 a. You must pay that amount to Us and must also pay Interest to Us on the relevant amount from the date it was due, for the period it remains unpaid to Us, and
 b. The relevant amount, and Interest owed, will be recoverable by Us as a debt due to Us by You.

FUNDING CONTROLLER

1. We may at any time, without prejudice to any other rights we have, appoint a Funding Controller if we consider that You are:
 a. Unable to perform the Project
 b. Unable to complete the Project within the Project Period
 c. Unable to satisfactorily manage the Funding
 d. In breach of Your obligations under this Agreement

b. We cease to provide Funding to You for any reason
 c. You cease to deliver the Project
 d. You have ceased to use an Asset to deliver the Project, or we are of the opinion that an Asset is no longer suitable to be used for the Project or the purpose for which it we approved under this Agreement.

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 c. Unable to satisfactorily manage the Funding
 d. In breach of Your obligations under this Agreement

2. The Funding Controller's role is to pay You amounts equivalent to the Funding, for the term of the appointment.

3. If we appoint a Funding Controller under this Supplementary Condition:
 a. We may specify the Funding Controller's term of appointment and functions, and
 b. We may recover from You the costs and fees associated with the Funding Controller's appointment and provision of services to You, and
 c. Our obligation to pay Funding to You under this Agreement ceases for the period of the appointment, and
 d. Subject to Item 3(a) above, the Funding Controller may perform some or all of Your obligations under Clauses 6 to 12 inclusive (About the Funding) of the Terms and Conditions - Standard Funding Agreement, and
 e. Notwithstanding the appointment of the Funding Controller, the Terms and Conditions continue to apply in respect to the Funding.

MANAGEMENT OF FUNDS

1. You must not use the Funding for any of the following purposes:
 a. To make a loan or gift
 b. To pay sitting fees to Directors or members of Your organisation
 c. For overseas travel without our written prior approval
 d. To relieve cash flow problems in other activities
 e. To settle or agree to consent orders in relation, or otherwise resolve, any proceeding or application for reinstatement and/or wrongful dismissal by a current or former employee, without our prior written approval
 f. To pay commissions, success bonuses or similar benefits to Directors, staff members or consultants as payment for work undertaken.

2. If (and only if) we give our prior written consent, You may reimburse Directors for their reasonable travel and accommodation expenses. We may refuse our consent if we consider:
 a. The travel was not reasonable and necessary for the Project
 b. The expenses were not incurred attending Your Board meetings
 c. The cheapest mode of travel available was not used

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 a. The travel was not reasonable and necessary for the Project
 b. The expenses were not incurred attending Your Board meetings
 c. The cheapest mode of travel available was not used

d. The claimed rate is higher than that in ATO ruling TR 2004/6

3. Except with our prior written approval, You must not use any of the following as security for the purpose of obtaining or complying with any form of loan, credit, payment or other interest:

- a. The Funding
- b. This Agreement or any of our obligations under this Agreement
- c. Any Assets or Intellectual Property Rights in the Agreement Material

GOVERNANCE

1. Each of Your Board, Committee or Council members must undertake and complete governance training or a refresher governance training program annually.

LINE BUDGETING

1. For the purposes of clause 9.1(b) (Spending the Funding) you must not vary or substitute any line item or amount within the agreed budget, if any, without our prior written approval.

UNDERTAKINGS IN RELATION TO ADVOCACY ACTIVITIES

1. The Australian Government is committed to ensuring that its agreements do not contain provisions that could be used to stifle legitimate debate or prevent organisations engaging in advocacy activities. In order to avoid any doubt about the interpretation of provisions in this agreement, the Department gives the following undertakings:

- a. no right or obligation arising under this agreement will be read or understood by the Department as limiting Your right to enter into public debate or criticism of the Australia Government, its agencies, employees, servants or agents.
- b. the Department will not require You to obtain advance approval of any public debate or advocacy activities in relation to this agreement, and
- c. if the Department possesses a contractual power to unilaterally remove personnel from the performance of the Project, the Department will only exercise that power on reasonable ground related to the performance of the Project.

VULNERABLE PERSONS

Roper Gulf Shire Council

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3. Except with our prior written approval, You must not use any of the following as security for the purpose of obtaining or complying with any form of loan, credit, payment or other interest:

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- c. if the Department possesses a contractual power to unilaterally remove personnel from the performance of the Project, the Department will only exercise that power on reasonable ground related to the performance of the Project.

For the purposes of clause 19.2 (a) (Working with Vulnerable Persons, Vulnerable Persons, Police Checks and Criminal Offences) of the Terms and Conditions - Standard Funding Agreement, you do not have to conduct a Police Check for a person where they have: (a) provided a statutory declaration, in a form approved by us, containing a statement from the person that they do not have a Serious Record or a Criminal or Court Record, or (b) where a Working with Children (NSW) check or an equivalent check in another jurisdiction has been undertaken.

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Budget	Financial Year	Old Description	Old Value	New Value
INCOME				
Operational carryover 2011-12	2012/13			\$10,247.00
Operational	2012/13		\$1,652,441.00	\$2,505,330.00
Operational	2013/14		\$0.00	\$2,705,074.00
Capital carryover 2011-12	2012/13			\$314,826.00
EXPENDITURE				
Vehicles (B)	2012/13			\$314,826.00
Travel and Accommodation	2012/13		\$36,000.00	\$35,000.00
Travel and Accommodation	2013/14			\$35,595.00
Training	2012/13		\$5,000.00	\$10,000.00
Training	2013/14		\$0.00	\$10,170.00
Torches and Batteries	2012/13		\$3,250.00	\$5,227.00
Torches and Batteries	2013/14			\$5,316.00
Telephone/Fax	2012/13		\$22,500.00	\$34,095.00
Telephone/Fax	2013/14		\$0.00	\$34,675.00
Salary On Costs @ 20%	2012/13	Salary On Costs @ 20%	\$214,489.00	\$323,733.00
Salary On Costs @ 20%	2013/14			\$345,602.00
Repair&Maintenance	2012/13		\$28,102.00	\$51,613.00
Repair&Maintenance	2013/14		\$0.00	\$52,490.00
Registration	2012/13		\$9,733.00	\$19,466.00
Registration	2013/14		\$0.00	\$19,797.00
Office Supplies	2012/13		\$3,750.00	\$6,106.00
Office Supplies	2013/14		\$0.00	\$6,210.00
NPS Uniforms	2012/13		\$12,448.00	\$18,689.00
NPS Uniforms	2013/14			\$18,985.00
Grant Management Fee @ 12%	2012/13		\$177,047.00	\$299,210.00
Grant Management Fee @ 12%	2013/14			\$352,836.00
Fuel&Oil	2012/13		\$53,087.00	\$64,605.00
Fuel&Oil	2013/14		\$0.00	\$65,703.00
First Aid Kits	2012/13		\$4,000.00	\$6,000.00
First Aid Kits	2013/14			\$6,102.00
Energy(elec/gas)	2012/13		\$5,594.00	\$11,188.00
Energy(elec/gas)	2013/14		\$0.00	\$11,378.00
Buildings	2012/13		\$0.00	\$12,000.00
Buildings	2013/14		\$0.00	\$12,204.00
Audit Fees	2012/13		\$5,000.00	\$0.00
39 Patrolers	2012/13	39 Patrolers	\$683,513.00	\$1,006,315.00
39 Patrolers	2013/14	39 Patrolers	\$0.00	\$1,023,422.00
12 Team Leaders	2012/13	12 Team Leaders	\$254,030.00	\$426,510.00
12 Team Leaders	2013/14			\$433,760.00
03 Zone Coordinators	2011/12	02 Zone Coordinators	\$0.00	\$0.00
03 Zone Coordinators	2012/13	02 Zone Coordinators	\$62,500.00	\$107,040.00
03 Zone Coordinators	2013/14			\$190,688.00
01 NPS Manager	2012/13	01 NPS Manager	\$39,400.00	\$78,800.00
01 NPS Manager	2013/14			\$80,140.00
01 Deputy Manager	2012/13	01 Deputy Manager	\$33,000.00	\$0.00

Milestones and Reports	Information to be included	Report / Document Template to be used	Due Date	Payment Amount (GST excl.)
F.1	Financial Acquittal Report (Audited)		15/11/2012	
F.2	Payment	Payment 4 2012-13	01/01/2013	\$426,445.00
F.3	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/02/2013	
F.4	Performance Report		11/02/2013	
F.5	Payment	Payment 5 2012-13	01/04/2013	\$426,444.00
F.6	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/05/2013	
F.7	Performance Report		11/05/2013	
F.8	Payment	Payment 1 2013-14	01/07/2013	\$1,352,537.00
F.9	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/08/2013	
F.10	Performance Report		11/08/2013	
F.11	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/11/2013	
F.12	Performance Report		11/11/2013	

The following table combines all of your reporting requirements. If you comply with the terms of this Agreement, we will make payments to you on the first available Business Day on or after the due date as set out below or, where no date is specified, then by mutual agreement as and when required.

MILESTONES / REPORTING REQUIREMENTS / PAYMENT SCHEDULE				
Milestones and Reports	Information to be included	Report / Document Template to be used	Due Date	Payment Amount (GST excl.)
F.1	Financial Acquittal Report (Audited)		15/11/2012	
F.2	Payment	Payment 4 2012-13	01/01/2013	\$426,445.00
F.3	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/02/2013	
F.4	Performance Report		11/02/2013	
F.5	Payment	Payment 5 2012-13	01/04/2013	\$426,444.00
F.6	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/05/2013	
F.7	Performance Report		11/05/2013	
F.8	Payment	Payment 1 2013-14	01/07/2013	\$1,352,537.00
F.9	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/08/2013	
F.10	Performance Report		11/08/2013	
F.11	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.	11/11/2013	
F.12	Performance Report		11/11/2013	

F.13	Financial Acquittal Report (Audited)			15/11/2013	
F.14	Payment	Payment 2 2013-14		01/01/2014	\$676,288.00
F.15	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.		11/02/2014	
F.16	Performance Report			11/02/2014	
F.17	Payment	Payment 3 2013-14		01/04/2014	\$676,269.00
F.18	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.		11/05/2014	
F.19	Performance Report			11/05/2014	
F.20	Financial Report	You must, within six weeks after the end of each quarter or as agreed to in writing by us, provide us with a periodic financial report prepared in accordance with the reporting requirements as set out in Item E of the Schedule.		11/08/2014	
F.21	Performance Report			11/08/2014	
F.22	Financial Acquittal Report (Audited)			15/11/2014	

Executed by the Parties

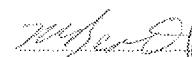
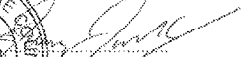
Signed for and on behalf of the Commonwealth of Australia by the relevant Delegate, represented by and acting through the Attorney-General's Department ABN 92 661 124 436 in the presence of:


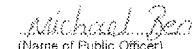
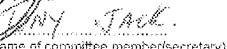
.....
 (Signature of Departmental/Agency Representative) (Signature of Witness)

.....
 (Name of Departmental/Agency Representative) (Name of Witness in full)

.....
 (Date)

Signed by Roper Gulf Shire Council ABN 94 746 956 090 by affixing its common seal in accordance with its rules in the presence of:

 
 (Signature of Public Officer) (Signature of committee member/secretary)

  
 (Name of Public Officer) (Name of committee member/secretary)

31/01/2013
 (Date)

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER 14.3
TITLE FINANCE - RGSC FINANCE REPORT FOR JANUARY 2013
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345174
AUTHOR Lokesh Anand, Assistant Finance Manager

RECOMMENDATION

That the Council receive and note the financial reports for the period ending 31 January 2013

BACKGROUND

Attached are the financial reports for Roper Gulf Shire to 31 December 2012, including:

- Balance Sheet
- Cash-at-bank Statement & 12-month graph on cash balances
- Income and expenditure report by service group
- Income and expenditure report by account category
- Expenditure reports for all communities
- AR Age analysis report
- AP Age analysis report

Interpretation of AR & AP reports

Debtors

The summary below shows the amount of debt outstanding for the current and the prior month.

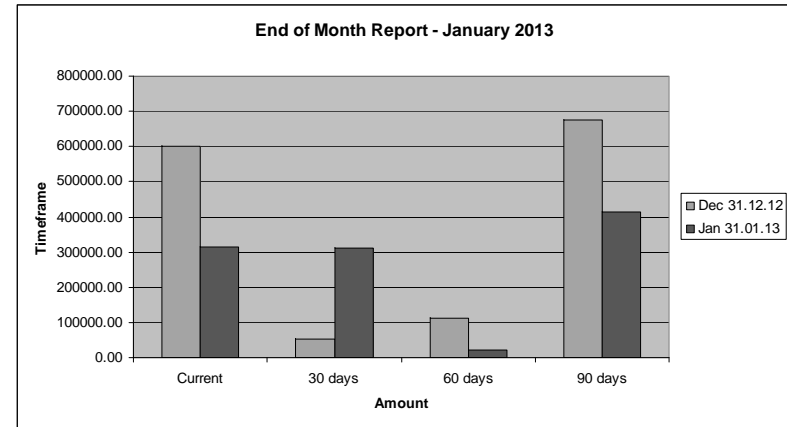
See attached: Aged Analysis Report – Summary Report – Accounts Receivable 31 January 2013.

As at 31 January 2013, \$952,058.32 debt is outstanding.

Comparatively, 31 December 2012, the debt was outstanding of \$995,581.69, not including unapplied credits. Unapplied credits have no effect on the financial outcome; they are just related to system clearing issues.

Over 90 days and over 60 days have decreased from December showing that old debts are being recovered.

Debtors		
Current	\$313,953.86	29.63%
30 Days	\$310,809.81	29.33%
60 Days	\$22,171.02	2.09%
90 Days	\$412,622.20	38.94%
Total Outstanding Amount	\$1,059,556.89	
Less – Unapplied Credits	\$107,498.57	
Actual Outstanding	\$952,058.32	



Creditors

As at 31st January 2012, \$481,599.20 in creditors is outstanding and the AP age analysis report depicts the following:

Creditors	Amount	
Current	173,570.23	36.04%
Over 30 days	80,968.45	16.81%
Over 60 days	70,178.61	14.57%
Over 90 days	156,881.91	32.58%
Total outstanding amount (Including Overdue)	481,599.20	

*Note: 1) Age analysis report was run on 1st February 2013.
 2) Unapplied debit \$257,932.89 is not included.*

Following are the details of invoices over \$10,000 which were received and entered during the month of January 2013:

Supplier	Amount
Airpower	25,561
AP construction	25,090
Ausfuel	40,774
Hitachi Construction Machinery	22,133
Indigenous Essential Services	15,554
Katherine Small Engine	39,800
Merit Partners	16,060
Power Projects	26,082
Telstra	12,576
Toyota Finance	10,144
Watershed	25,705
Total	259,479

All entered amounts as stated above have already been paid or will be paid during first week of February 2013.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Finance Reports.pdf
- 2 AP Age Analysis Report.pdf
- 3 AR Age Analysis Report.pdf

**Roper Gulf Shire Council
Balance Sheet as at 31 January 2013**



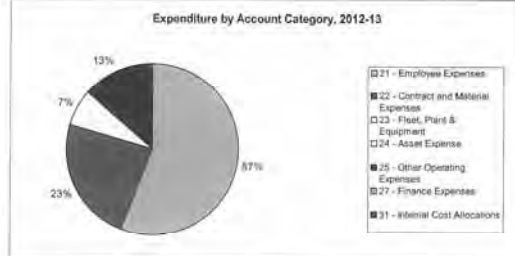
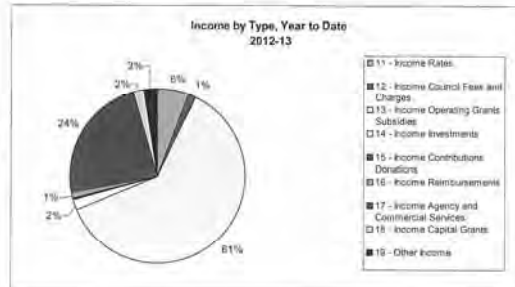
ASSETS		LIABILITIES	
Current Assets		Current Liabilities	
Cash	\$10,446,427	Accounts payable	\$218,703
Accounts receivable (less doubtful accounts)	\$1,723,113	Taxes payable	\$453,102
Inventory	\$399,000	Accrued payroll	\$0
Temporary Investment	\$50,236	Provisions	\$1,567,032
Prepaid expenses	\$117,448	Current loan liabilities	\$0
Other current assets	\$8,333	Other current liabilities	\$87,808
		Suspense accounts	\$1,689
Total Current Assets	\$12,386,537	Total Current Liabilities	\$2,177,717
			=
Non-current Assets		Long-term Liabilities	
Long-term Investments	\$0	Mortgage	\$0
Land	\$393,735	Other long-term liabilities	\$393,162
Buildings (less accumulated depreciation)	\$34,264,903	Total Long-Term Liabilities	\$290,152
Plant, Infrastructure and Equipment (less accumulated depreciation)	\$9,600,114	Total Liabilities	\$2,467,879
Furniture and fixtures (less accumulated depreciation)	\$23,494,779	EQUITY	
Work in Progress assets	-\$1,735,348	Retained earnings	\$48,472,702
Other non-current assets	-\$88,263	Total Shareholders' Equity	\$48,472,702
Total Non-current Assets	\$39,554,024	TOTAL LIABILITIES & EQUITY	\$0,940,531
TOTAL ASSETS	\$0,940,531		
	OK		
Balance Sheet Check			
RATIOS			
Current Ratio	5.69		
Quick Ratio	3.30		
Cash Ratio	4.80		
Working Capital	\$10,208,839		

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Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



	13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (2)	13GLBUD2 Full Year Budget (\$)
Income				
11 - Income Rates	670,465	352,165	-518,288	607,745
12 - Income Council Fees and Charges	203,464	146,417	-57,048	291,606
13 - Income Operating Grants Subsidies	9,280,970	12,978,582	3,530,042	21,263,283
14 - Income Investments	286,761	300,000	83,239	600,000
15 - Income Contributions Donations	45,235	0	-45,235	0
16 - Income Raimbursements	191,697	0	-191,697	0
17 - Income Agency and Commercial Services	3,077,238	5,269,765	1,692,527	9,033,884
18 - Income Capital Grants	277,127	299,448	18,321	936,432
19 - Other Income	377,088	1,662,517	1,634,529	3,398,601
Total Income	15,110,943	20,974,914	6,161,308	35,956,995
Expenditure				
21 - Employee Expenses	8,962,582	10,054,510	-1,091,927	17,256,202
22 - Contract and Material Expenses	3,763,066	5,415,430	-1,673,347	9,283,595
23 - Fleet, Plant & Equipment	1,120,860	1,015,399	-106,761	1,738,112
24 - Asset Expense	0	1,640,853	-1,640,853	3,190,206
25 - Other Operating Expenses	2,147,410	2,630,122	-482,712	4,426,775
27 - Finance Expenses	43,615	0	-43,615	0
31 - Internal Cost Allocations	0	0	0	0
Total Expenditure	16,037,862	20,974,914	4,938,564	35,956,994
Surplus/(Deficit)	-926,917	0	1,142,834	0
Capital Expenditure				
53 - WP Assets	2,478,857	1,902,792	-1,329,728	3,186,318
Total Capital Expenditure	0	0	0	0

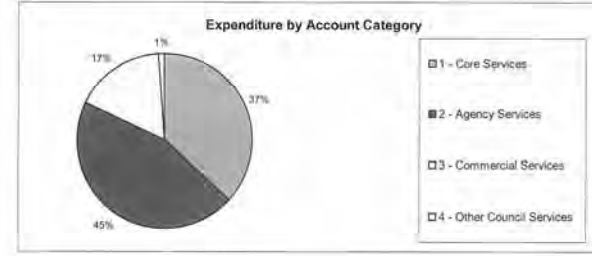
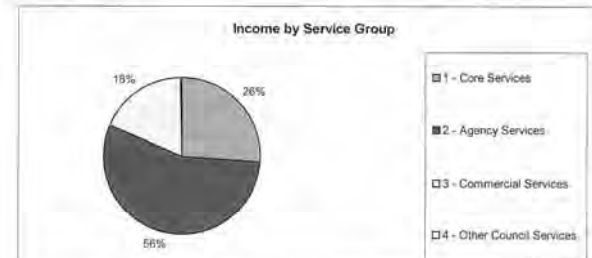


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Roper Gulf Shire Council
Income & Expenditure Report as at
31-December-2012
for the year 2012 - 2013



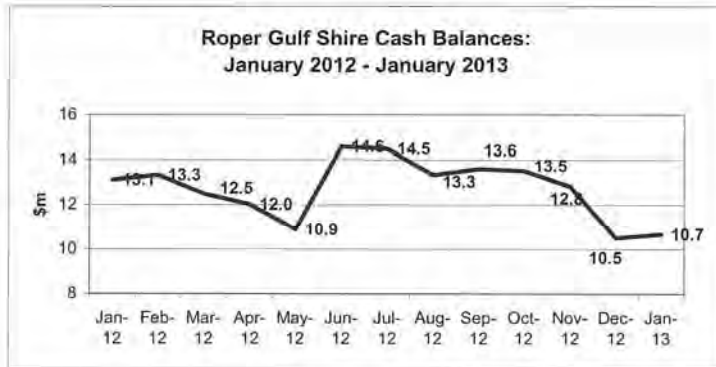
	13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (\$)	13GLBUD2 Full Year Budget (\$)
Income				
1 - Core Services	3,272,625	4,419,909	1,147,184	8,839,618
2 - Agency Services	6,977,798	9,002,874	2,025,076	18,005,748
3 - Commercial Services	2,306,001	4,545,814	2,239,813	9,091,629
4 - Other Council Services	24,956	10,000	-14,956	20,000
Total Income	12,581,380	17,978,497	5,397,117	35,956,995
Expenditure				
1 - Core Services	5,152,631	5,894,203	743,896	11,766,406
2 - Agency Services	6,318,641	8,598,164	2,279,524	17,196,329
3 - Commercial Services	2,392,740	3,290,676	897,431	6,581,351
4 - Other Council Services	137,515	195,455	51,415	390,009
Total Expenditure	14,001,540	17,978,498	3,972,256	35,956,995
Surplus/(Deficit)	-1,420,160	0	1,424,861	0
Capital Expenditure				
1 - Core Services	1,506,491	781,000	-725,491	1,532,000
2 - Agency Services	340,397	442,087	101,690	834,318
3 - Commercial Services	9,000	347,500	338,500	695,000
4 - Other Council Services	0	62,500	62,500	125,000
Total Capital Expenditure	1,855,888	1,633,087	-222,801	3,186,318



Roper Gulf Shire Council Actual cash at bank as at 31 January 2013



Bank:	Closing balance as at 31 January 2013
Commonwealth - Business 10313307	\$9,993,878.69 CR
Monthly interest earned	\$28,935.91
Commonwealth - Operating 10313294	\$86,404.60 CR
Monthly interest earned	\$224.48
Commonwealth - Trust 103133315	\$61,889.86 CR
Monthly interest earned	\$158.90
Traditional Credit Union 12-month Term L	\$520,000.00 CR
Monthly interest earned minus	\$0.00
Traditional Credit Union Low Usage Busi	\$4,313.64 CR
Monthly interest earned minus	\$0.09
Total Cash at Bank	\$10,666,486.79
Total Interest Earned (annualised)	\$377,364.56



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Roper Gulf Shire Council Income & Expenditure Report as at 31-January-2012 for the year 2012 - 2013



13GLACT	13GLBUD2	13GLBUD2
Year to Date	Year to Date	Full Year Budget
Actual (\$)	Budget (\$)	(\$)

Barunga (Banyil)

Expenditure by Service

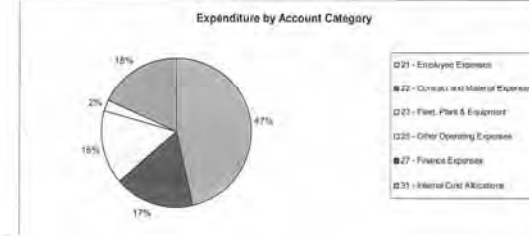
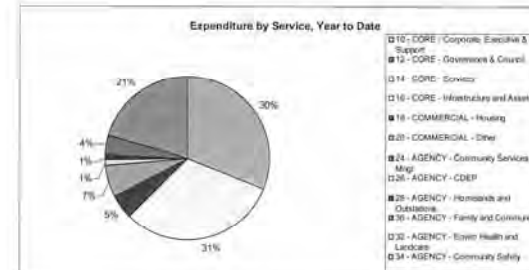
10 - CORE - Corporate, Executive & Support	31,043	14,231	-16,814	170,773
12 - CORE - Governance & Council	0	100	100	1,200
14 - CORE - Services	11,175	18,847	-7,672	226,162
16 - CORE - Infrastructure and Assets	0	4,962	4,962	38,797
18 - COMMERCIAL - Housing	4,814	26,127	-21,313	385,524
20 - COMMERCIAL - Other	6,501	14,609	-8,108	175,652
24 - AGENCY - Community Services Mngt	0	12,334	12,334	148,000
26 - AGENCY - CDEP	1,067	1,542	-475	19,500
28 - AGENCY - Homesteads and Outstations	-433	0	433	0
30 - AGENCY - Family and Community	3,992	11,072	-7,080	132,861
32 - AGENCY - Elder Health and Landcare	0	1,000	1,000	12,000
34 - AGENCY - Community Safety	20,518	31,975	-11,457	385,644
Total Expenditure	96,472	142,842	-46,370	1,714,105

Expenditure by Account Category

21 - Employee Expenses	45,615	76,209	-30,594	914,502
22 - Contract and Material Expenses	18,874	34,829	-15,955	413,208
23 - Fleet, Plant & Equipment	15,528	5,004	10,524	60,046
25 - Other Operating Expenses	2,459	6,449	-3,990	77,787
27 - Finance Expenses	73	0	73	0
31 - Internal Cost Allocations	17,813	20,722	-2,909	245,563
Total Expenditure	98,472	142,842	-44,370	1,714,105

Capital Expenditure

5301 - Capital Purchase/Construct Buildings	0	49,856	49,856	49,856
5301 - Capital Purchase Plant & Equipment	0	7,917	7,917	30,000
5301 - Capital Purchase Vehicles	0	10,206	10,206	122,471
Total Capital Expenditure	0	67,979	67,979	267,327



14 Finance Department - admin@ropergulf.com.au Council Reports/January (2-13) Expenses by Location - Boswick

Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT	13GLBUD2		13GLBUD2
Year to Date	Year to Date	Variance (\$)	Full Year Budget
Actual (\$)	Budget (\$)		(\$)

Boswick (Wugulan)

Expenditure by Service

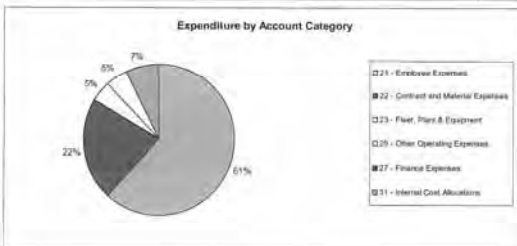
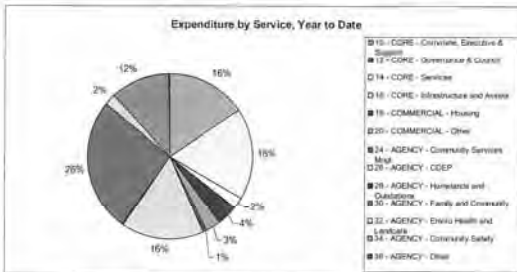
10 - CORE - Corporate, Executive & Support	172,200	175,043	3,401	301,177
12 - CORE - Governance & Council	439	700	269	1,200
14 - CORE - Services	197,026	238,285	38,263	463,352
16 - CORE - Infrastructure and Assets	23,566	33,416	10,346	57,203
18 - COMMERCIAL - Housing	46,745	222,469	175,724	381,375
20 - COMMERCIAL - Other	30,717	13,363	17,334	22,942
24 - AGENCY - Community Services Mngt	10,125	89,226	79,111	152,376
26 - AGENCY - CDEP	179,128	185,364	6,236	322,581
28 - AGENCY - Homelands and Outstations	-2,772	0	2,772	0
30 - AGENCY - Family and Community	289,728	598,713	308,985	883,596
32 - AGENCY - Enviro Health and Landcare	22,513	44,796	22,283	78,794
34 - AGENCY - Community Safety	128,831	185,640	60,810	323,741
36 - AGENCY - Other	3,500	0	-3,500	0
Total Expenditure	1,102,096	1,590,927	488,831	2,727,303

Expenditure by Account Category

21 - Employee Expenses	590,366	641,026	269,671	1,614,099
22 - Contract and Material Expenses	238,440	370,056	137,447	625,756
23 - Fleet, Plant & Equipment	51,098	41,877	-9,220	71,760
25 - Other Operating Expenses	50,376	108,415	58,038	185,854
27 - Finance Expenses	36	0	-36	0
31 - Internal Cost Allocations	80,188	128,219	48,033	219,850
Total Expenditure	1,102,096	1,590,927	488,831	2,727,303

Capital Expenditure

501 - Capital Purchase/Construct Buildings	0	35,000	35,000	68,000
503 - Capital Construct Infrastructure	15,364	0	-15,364	0
504 - Capital Purchase Plant & Equipment	0	44,750	44,750	89,500
507 - Capital Purchase Vehicles	42,781	77,270	34,484	132,471
Total Capital Expenditure	58,675	161,025	102,366	257,471



14 Finance Department - admin@ropergulf.com.au Council Reports/January (2-13) Expenses by Location - Borroloola

Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT	13GLBUD2		13GLBUD2
Year to Date	Year to Date	Variance (\$)	Full Year Budget
Actual (\$)	Budget (\$)		(\$)

Borroloola

Expenditure by Service

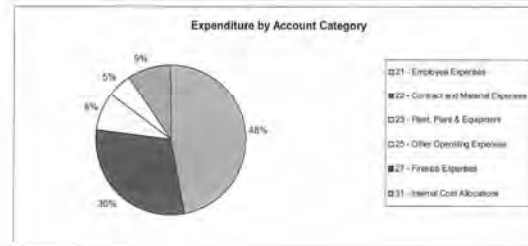
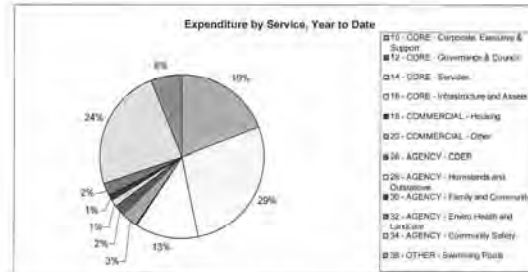
10 - CORE - Corporate, Executive & Support	204,800	207,708	3,130	356,205
12 - CORE - Governance & Council	400	700	307	1,300
14 - CORE - Services	236,006	308,200	72,213	631,233
16 - CORE - Infrastructure and Assets	134,116	16,243	-117,873	116,988
18 - COMMERCIAL - Housing	2,398	0	-2,398	0
20 - COMMERCIAL - Other	31,182	5,833	-25,349	-10,600
26 - AGENCY - CDEP	-35,990	0	-35,990	0
28 - AGENCY - Homelands and Outstations	-13,654	0	13,654	0
30 - AGENCY - Family and Community	13,938	-42,461	-28,523	72,801
32 - AGENCY - Enviro Health and Landcare	28,330	28,469	4,139	48,803
34 - AGENCY - Community Safety	261,747	587,520	326,182	1,007,678
36 - OTHER - Swimming Pools	62,516	111,668	47,252	150,385
Total Expenditure	1,044,202	1,421,055	376,853	2,436,094

Expenditure by Account Category

21 - Employee Expenses	480,704	730,347	280,563	1,262,024
22 - Contract and Material Expenses	314,223	162,868	-151,355	261,700
23 - Fleet, Plant & Equipment	85,000	123,227	47,316	236,285
25 - Other Operating Expenses	56,147	119,710	63,563	243,917
27 - Finance Expenses	36	0	-36	0
31 - Internal Cost Allocations	8,122	285,612	187,490	469,964
Total Expenditure	1,044,202	1,421,055	376,853	2,436,094

Capital Expenditure

501 - Capital Purchase/Construct Buildings	0	30,217	30,217	51,800
504 - Capital Purchase Plant & Equipment	7,346	116,667	109,321	200,000
507 - Capital Purchase Vehicles	77,381	48,523	-28,858	117,471
Total Capital Expenditure	84,727	215,408	150,681	369,271



0: Finance Department - Bulman (Gulin Gulin) Council Report January 12-13 Expenses by Location Bulman

Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (\$)	13GLBUD2 Full Year Budget (\$)
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Bulman (Gulin Gulin)

Expenditure by Service

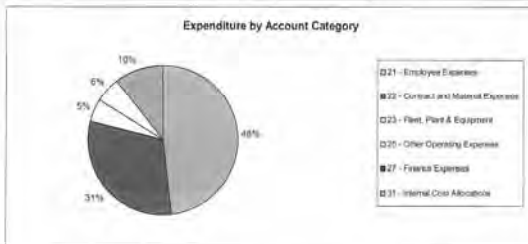
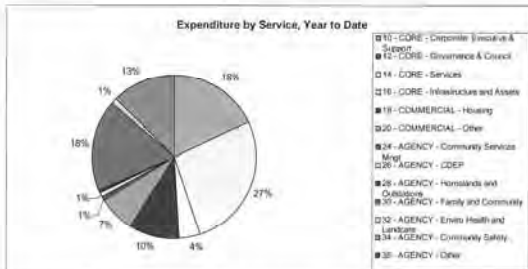
10 - CORE - Corporate, Executive & Support	103,711	105,993	-2,282	181,685
12 - CORE - Governance & Council	49	700	-651	1,200
14 - CORE - Services	107,285	118,819	-11,534	196,633
16 - CORE - Infrastructure and Assets	32,172	17,413	14,759	36,423
18 - COMMERCIAL - Housing	14,010	131,294	-117,284	223,017
20 - COMMERCIAL - Other	54,801	39,556	15,245	119,243
24 - AGENCY - Community Services Mgr	5,720	84,717	-79,000	143,333
26 - AGENCY - CDEP	5,676	12,623	-7,947	22,000
28 - AGENCY - Homesteads and Outstations	-3,228	24,634	-28,063	42,517
30 - AGENCY - Family and Community	135,109	231,681	-96,572	462,710
32 - AGENCY - Enviro Health and Landcare	7,707	7,000	707	12,000
34 - AGENCY - Community Safety	83,118	166,360	-83,242	306,617
38 - AGENCY - Other	0	583	-583	5,000
Total Expenditure	735,989	1,087,737	-351,748	1,864,693

Expenditure by Account Category

21 - Employee Expenses	354,188	564,749	-210,561	1,019,570
22 - Contract and Material Expenses	226,637	220,363	6,274	377,251
23 - Plant, Plant & Equipment	36,034	41,340	-4,306	70,865
25 - Other Operating Expenses	41,081	66,708	-25,627	114,459
27 - Finance Expenses	-40	0	40	0
31 - Internal Cost Allocations	77,212	165,618	-88,406	262,544
Total Expenditure	735,989	1,087,737	-351,748	1,864,693

Capital Expenditure

5311 - Capital Purchase Plant & Equipment	42,600	125,777	-83,177	216,617
5371 - Capital Purchase Vehicles	0	29,187	-29,187	50,000
Total Capital Expenditure	42,600	154,964	-112,343	266,617



0: Finance Department - Bulman (Manjalaluk) Council Report January 12-13 Expenses by Location Eva Valley

Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (\$)	13GLBUD2 Full Year Budget (\$)
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Eva Valley (Manjalaluk)

Expenditure by Service

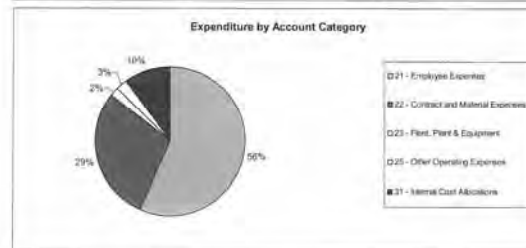
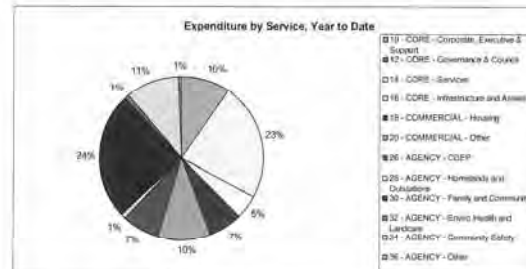
10 - CORE - Corporate, Executive & Support	51,070	52,675	-1,606	90,361
12 - CORE - Governance & Council	0	700	-700	1,000
14 - CORE - Services	110,281	146,370	-36,089	250,520
16 - CORE - Infrastructure and Assets	25,841	15,395	10,447	22,962
18 - COMMERCIAL - Housing	34,023	42,303	-8,280	72,519
20 - COMMERCIAL - Other	53,474	71,096	-17,622	121,810
24 - AGENCY - CDEP	39,617	20,262	19,355	34,725
26 - AGENCY - Homesteads and Outstations	-4,866	0	4,866	0
30 - AGENCY - Family and Community	129,655	134,734	-5,079	230,972
32 - AGENCY - Enviro Health and Landcare	4,214	5,250	-1,036	9,000
34 - AGENCY - Community Safety	55,416	73,978	-18,562	176,200
38 - AGENCY - Other	0	0	0	0
Total Expenditure	508,226	560,722	-52,496	961,238

Expenditure by Account Category

21 - Employee Expenses	286,545	377,239	-90,694	476,388
22 - Contract and Material Expenses	147,986	141,841	6,145	243,327
23 - Plant, Plant & Equipment	9,932	8,829	1,103	9,992
25 - Other Operating Expenses	13,350	27,621	-14,271	47,330
31 - Internal Cost Allocations	50,333	106,034	-55,701	165,201
Total Expenditure	508,226	560,722	-52,496	961,238

Capital Expenditure

5321 - Capital Purchase Contract Buildings	0	32,467	-32,467	60,000
5341 - Capital Purchase Plant & Equipment	0	14,283	-14,283	26,000
5371 - Capital Purchase Vehicles	0	25,333	-25,333	40,000
Total Capital Expenditure	0	67,083	-67,083	116,000



G:\Finance Department - admin files\Lakeisha\Council Reports\January 12-13\Expenses by Location - Jilkinggan

Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013

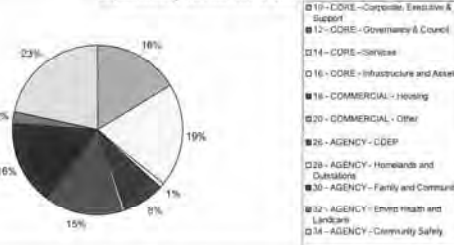


13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (\$)	13GLBUD2 Full Year Budget (\$)
Jilkinggan (Duck Creek)			
Expenditure by Service			
10 - CORE - Corporate, Executive & Support	144,314	150,412	6,098
12 - CORE - Governance & Council	349	709	451
14 - CORE - Services	171,171	193,087	21,916
16 - CORE - Infrastructure and Assets	8,341	43,467	35,126
18 - COMMERCIAL - Housing	71,020	149,150	78,130
20 - COMMERCIAL - Other	3,997	8,743	4,745
26 - AGENCY - CDEP	132,180	113,875	-18,305
28 - AGENCY - Homeless and Quilts/Blankets	0	4,375	4,375
30 - AGENCY - Family and Community	140,119	212,701	72,582
32 - AGENCY - Enviro Health and Landcare	20,913	4,083	-16,830
34 - AGENCY - Community Safety	190,559	213,020	22,461
Total Expenditure	882,873	1,093,990	211,117
Expenditure by Account Category			
21 - Employee Expenses	543,288	642,223	98,935
22 - Contract and Material Expenses	178,828	206,273	28,444
23 - Fleet, Plant & Equipment	43,120	67,160	24,040
25 - Other Operating Expenses	34,225	34,454	22,929
31 - Internal Cost Allocations	20,300	120,381	37,501
Total Expenditure	882,873	1,093,990	211,117
Capital Expenditure			
5341 - Capital Purchase Plant & Equipment	-6,090	0	6,090
5371 - Capital Purchase Vehicles	38,268	62,691	24,423
Total Capital Expenditure	32,178	62,691	18,333

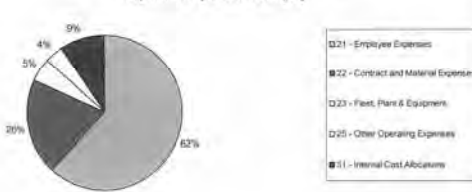
Capital Expenditure

5341 - Capital Purchase Plant & Equipment	-6,090	0	6,090
5371 - Capital Purchase Vehicles	38,268	62,691	24,423
Total Capital Expenditure	32,178	62,691	18,333

Expenditure by Service, Year to Date



Expenditure by Account Category



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Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT Year to Date Actual (\$)	13GLBUD2 Year to Date Budget (\$)	Variance (\$)	13GLBUD2 Full Year Budget (\$)
Mataranka			
Expenditure by Service			
10 - CORE - Corporate, Executive & Support	178,823	127,647	-41,236
12 - CORE - Governance & Council	50	700	642
14 - CORE - Services	207,030	219,363	-12,333
16 - CORE - Infrastructure and Assets	6,960	26,732	19,771
18 - COMMERCIAL - Housing	91	0	-91
20 - COMMERCIAL - Other	69,400	156,400	86,900
24 - AGENCY - Community Services Mgt	0	12,323	12,323
26 - AGENCY - CDEP	40,216	58,384	18,168
28 - AGENCY - Homeless and Quilts/Blankets	-33,495	0	-33,495
30 - AGENCY - Family and Community	180,195	203,875	23,680
32 - AGENCY - Enviro Health and Landcare	14,059	21,002	6,943
34 - AGENCY - Community Safety	112,022	137,232	25,210
36 - AGENCY - Other	1,610	0	-1,610
Total Expenditure	830,837	1,032,357	201,521
Expenditure by Account Category			
21 - Employee Expenses	524,260	528,477	15,288
22 - Contract and Material Expenses	172,526	141,196	-31,330
23 - Fleet, Plant & Equipment	20,368	52,184	31,816
25 - Other Operating Expenses	32,508	59,281	26,773
27 - Finance Expenses	40	0	-40
31 - Internal Cost Allocations	60,825	240,219	179,394
Total Expenditure	830,837	1,032,357	201,521
Capital Expenditure			
5371 - Capital Purchase Plant & Equipment	0	11,667	11,667
5371 - Capital Purchase Vehicles	0	78,750	78,750
5371 - Capital Purchase Vehicles	6,273	40,653	34,380
Total Capital Expenditure	6,273	131,250	124,997

Mataranka

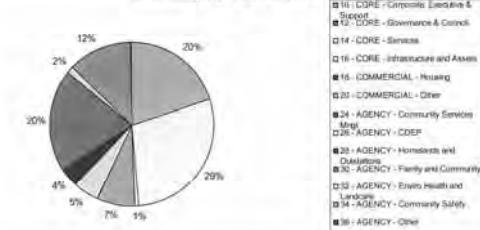
Expenditure by Service

10 - CORE - Corporate, Executive & Support	178,823	127,647	-41,236
12 - CORE - Governance & Council	50	700	642
14 - CORE - Services	207,030	219,363	-12,333
16 - CORE - Infrastructure and Assets	6,960	26,732	19,771
18 - COMMERCIAL - Housing	91	0	-91
20 - COMMERCIAL - Other	69,400	156,400	86,900
24 - AGENCY - Community Services Mgt	0	12,323	12,323
26 - AGENCY - CDEP	40,216	58,384	18,168
28 - AGENCY - Homeless and Quilts/Blankets	-33,495	0	-33,495
30 - AGENCY - Family and Community	180,195	203,875	23,680
32 - AGENCY - Enviro Health and Landcare	14,059	21,002	6,943
34 - AGENCY - Community Safety	112,022	137,232	25,210
36 - AGENCY - Other	1,610	0	-1,610
Total Expenditure	830,837	1,032,357	201,521
Expenditure by Account Category			
21 - Employee Expenses	524,260	528,477	15,288
22 - Contract and Material Expenses	172,526	141,196	-31,330
23 - Fleet, Plant & Equipment	20,368	52,184	31,816
25 - Other Operating Expenses	32,508	59,281	26,773
27 - Finance Expenses	40	0	-40
31 - Internal Cost Allocations	60,825	240,219	179,394
Total Expenditure	830,837	1,032,357	201,521

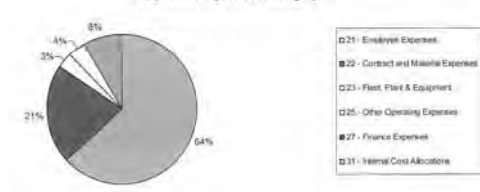
Capital Expenditure

5371 - Capital Purchase Plant & Equipment	0	11,667	11,667
5371 - Capital Purchase Vehicles	0	78,750	78,750
5371 - Capital Purchase Vehicles	6,273	40,653	34,380
Total Capital Expenditure	6,273	131,250	124,997

Expenditure by Service, Year to Date



Expenditure by Account Category



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Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT	13GLBUD2	13GLBUD2	
Year to Date	Year to Date	Year to Date	Full Year Budget
Actual (\$)	Budget (\$)	Variance (\$)	(\$)

Minyarri

Expenditure by Service

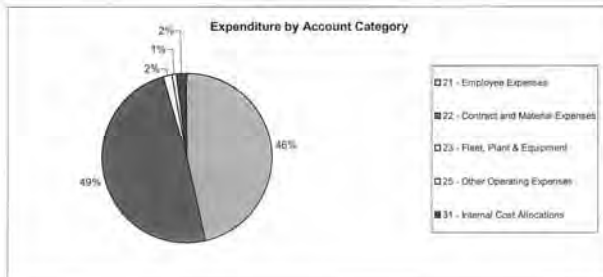
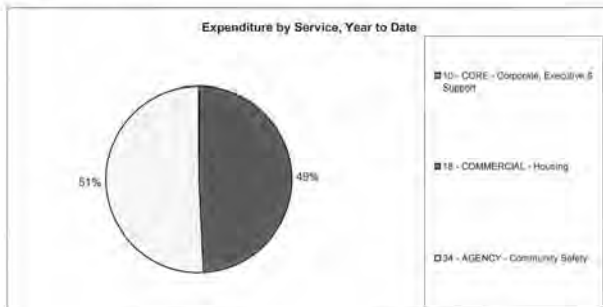
10 - CORE - Corporate, Executive & Support	524	187,833	187,309	322,000
18 - COMMERCIAL - Housing	91,870	284,351	192,461	467,459
34 - AGENCY - Community Safety	95,416	115,953	19,537	197,234
Total Expenditure	187,510	587,237	399,727	1,006,692

Expenditure by Account Category

21 - Employee Expenses	66,807	161,504	14,557	174,006
22 - Contract and Material Expenses	92,395	475,422	303,027	816,009
23 - Fleet, Plant & Equipment	3,092	3,029	-64	5,192
25 - Other Operating Expenses	1,242	3,298	2,056	6,550
31 - Internal Cost Allocations	3,815	3,987	173	6,830
Total Expenditure	187,510	587,237	399,727	1,006,692

Capital Expenditure

5371 - Capital Purchase Vehicles	37,727	30,608	-7,119	52,471
Total Capital Expenditure	37,727	30,608	-7,119	52,471



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Roper Gulf Shire Council
Income & Expenditure Report as at
31-January-2012
for the year 2012 - 2013



13GLACT	13GLBUD2	13GLBUD2	
Year to Date	Year to Date	Year to Date	Full Year Budget
Actual (\$)	Budget (\$)	Variance (\$)	(\$)

Ngukur

Expenditure by Service

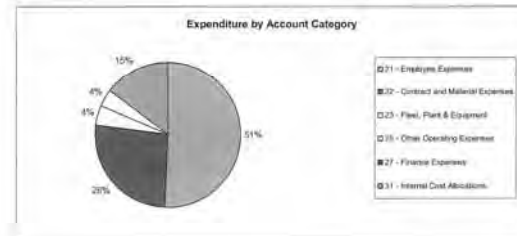
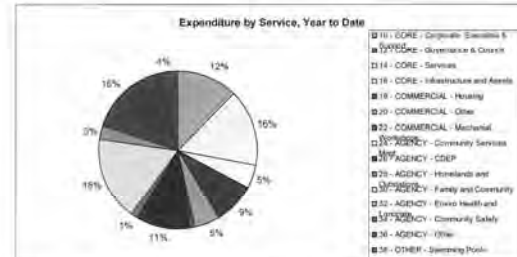
10 - CORE - Corporate, Executive & Support	278,311	310,522	31,311	392,320
12 - CORE - Governance & Council	6	700	700	1,250
14 - CORE - Services	358,901	424,252	73,052	727,805
16 - CORE - Infrastructure and Assets	119,000	203,688	105,800	462,684
18 - COMMERCIAL - Housing	195,004	278,786	80,784	477,023
20 - COMMERCIAL - Other	112,143	254,300	92,227	350,347
22 - COMMERCIAL - Mechanical Workshops	8,445	117,196	115,664	200,813
24 - AGENCY - Community Services Mktg	10,410	1,187	-9,243	2,000
26 - AGENCY - CDEP	255,209	309,216	53,946	530,084
28 - AGENCY - Homeless and Outcasts	30,790	66,481	35,691	113,868
30 - AGENCY - Family and Community	308,743	410,204	24,462	703,207
32 - AGENCY - Enviro Health and Landcare	64,873	90,377	25,503	154,932
34 - AGENCY - Community Safety	252,691	510,251	157,242	675,146
36 - AGENCY - Other	0	1,187	1,187	2,000
38 - OTHER - Swimming Pools	85,305	129,014	13,709	186,652
Total Expenditure	2,252,974	2,869,788	616,814	4,919,637

Expenditure by Account Category

21 - Employee Expenses	1,140,604	1,326,187	207,493	2,398,041
22 - Contract and Material Expenses	593,672	797,861	204,190	1,367,762
23 - Fleet, Plant & Equipment	87,666	122,303	24,754	209,747
25 - Other Operating Expenses	82,232	141,261	49,029	242,161
27 - Finance Expenses	36	0	-36	0
31 - Internal Cost Allocations	328,770	410,198	81,398	703,125
Total Expenditure	2,252,974	2,869,788	616,814	4,919,637

Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	84,167	84,167	110,500
5311 - Capital Construct Infrastructure	14,828	0	-14,828	0
5341 - Capital Purchase Plant & Equipment	51,007	61,220	10,103	100,000
5311 - Capital Purchase Vehicles	25,232	123,641	100,704	212,471
Total Capital Expenditure	89,167	249,258	160,194	427,471



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Roper Gulf Shire Council
Income & Expenditure Report Lines at
31-January-2012
for the year 2012 - 2013



13GLACT	13GLBU02	13GLBU02	13GLBU02
Year to Date	Year to Date	Year to Date	Full Year Budget
Actual (\$)	Budget (\$)	Variance (\$)	(\$)

Numbered

Expenditure by Service

10 - CORE - Corporate, Executive & Support	198,854	202,244	53,449	440,732
12 - CORE - Governance & Council	-198	750	858	1,200
14 - CORE - Services	316,860	334,701	241	542,915
16 - CORE - Infrastructure and Assets	23,024	-35,205	-60,472	40,858
18 - COMMERCIAL - Housing	81,043	236,430	175,442	405,403
20 - COMMERCIAL - Other	40,002	80,143	40,141	137,357
22 - COMMERCIAL - Mechanical Workshops	22,613	38,688	16,081	57,708
34 - AGENCY - Community Services Mngt	3,913	95,615	91,702	163,912
28 - AGENCY - CDEP	228,316	317,204	87,547	343,890
29 - AGENCY - Homeless and Outcasts	-5,267	0	5,267	0
30 - AGENCY - Family and Community	223,044	80,434	80,369	520,173
32 - AGENCY - Envis Health and Landcare	22,887	18,000	-12,387	18,000
34 - AGENCY - Community Safety	174,821	253,864	80,088	438,591
34 - AGENCY - Other	0	1,167	1,167	2,000
Total Expenditure	1,310,864	1,883,095	572,630	3,228,162

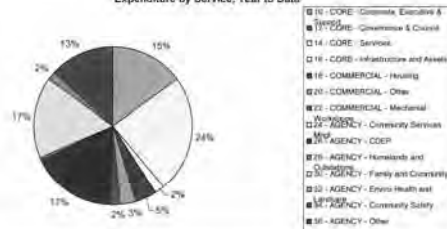
Expenditure by Account Category

21 - Employee Expenses	754,523	861,448	209,322	1,668,194
22 - Contract and Material Expenses	295,156	664,900	361,204	1,106,640
23 - Plant, Plant & Equipment	74,097	73,727	-371	126,389
25 - Other Operating Expenses	59,588	186,759	46,170	181,300
27 - Finance Expenses	36	0	-36	0
31 - Internal Cost Allocation	130,564	87,261	-23,360	168,634
Total Expenditure	1,310,864	1,883,095	572,630	3,228,162

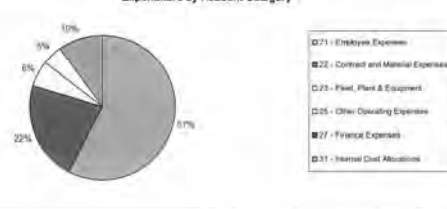
Capital Expenditure

5321 - Capital Purchases/Completed Buildings	98,427	0	-98,427	0
5321 - Capital Purchases/Infrastructure	0	29,167	29,167	50,000
5341 - Capital Purchases Plant & Equipment	24,449	53,687	26,218	89,000
5371 - Capital Purchase Vehicles	58,814	40,933	-3,020	70,000
Total Capital Expenditure	181,690	123,687	-38,023	212,000

Expenditure by Service, Year to Date



Expenditure by Account Category



Roper Gulf Shire Council
Shire PY Data Entry

Age Analysis Report - Summary Report
Ledger APACT Accounts Payable (AUD)

As at: 31/01/2013

Document No	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30Days In 2012/2013	>60Days In 2012/2013	>90Days In 2012/2013	Future Items
10000	AGREST										
10002	Australian Super			1,444,328	1,444,328	0.00	1,444,328	0.00	0.00	0.00	0.00
10003	AXA Australia			10,457,67	10,266,00	-244,58	10,266,00	0.00	0.00	291,44	0.00
10006	HESTA SUPER FUND			6,230,25	6,230,44	0.00	2,008,20	2,008,31	0.00	253,83	0.00
10007	Hoopius			206,47	763,76	-401	763,77	0.00	0.00	0.00	0.00
10009	Local Government Superannuation Scheme			-2,538,00	21,001,29	-192,72	21,049,79	0.00	0.00	0.00	0.00
10010	MLC SUPER			909,29	909,29	0.00	398,92	0.00	519,97	0.00	0.00
10011	MTNA Superannuation			2,376,96	2,376,96	0.00	1,500,28	816,68	0.00	0.00	0.00
10012	Retail Employees Superannuation			1,905,08	1,905,08	0.00	1,905,08	0.00	0.00	0.00	0.00
10014	Sun Superannuation			798,93	798,93	0.00	798,93	0.00	0.00	0.00	0.00
10017	VIC SUPER			64,234	64,234	0.00	262,52	0.00	0.00	379,72	0.00
10019	AUSTRALIAN TAXATION OFFICE			-1,230,25	2,280,27	-1,25	2,251,60	0.00	0.00	31,62	0.00

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As of: 31/01/2013

Document No	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
10086			COLONIAL FIRST STATE Superannuation	24665	24665	0.00	24665	0.00	0.00	0.00	0.00
10090			CONNECTED SOLUTIONS GROUP LTD	-1,075.71	-1,075.71	-3,513.67	2,598.57	5,860.54	4,475.41	17,603.34	0.00
10091			STAPLES AUSTRALIA PTY LTD (CORPORATE E	105.71	105.71	0.00	105.71	0.00	0.00	0.00	0.00
10093			CROWNE PLAZA DARWIN	369.00	369.00	0.00	369.00	0.00	0.00	0.00	0.00
10094			CNA CONTRACTING (ND) PTY LTD	229.90	229.90	0.00	229.90	0.00	0.00	0.00	0.00
10137			GULIN GULIN COMMUNITY STORE ABORIGIN	-29.44	-29.44	0.00	29.44	0.00	0.00	0.00	0.00
10148			HITACHI CONSTRUCTION MACHINERY (AUST	10,932.58	10,932.58	0.00	0.00	10,932.58	0.00	0.00	0.00
10150			HOBBS SHEET METAL	2,429.66	2,429.66	0.00	2,429.66	0.00	0.00	0.00	0.00
10170			KATHERINE AVIATION PTY LTD	4,300.00	4,300.00	0.00	4,300.00	0.00	0.00	0.00	0.00
10171			KATHERINE CAMPING & FISHING	320.80	320.80	0.00	320.80	0.00	0.00	0.00	0.00
10179			KATHERINE MITRE 10	219.84	219.84	0.00	219.84	0.00	0.00	0.00	0.00
10180			KATHERINE OFFICE MACHINES	215.80	215.80	0.00	215.80	0.00	0.00	0.00	0.00

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Ledger APACT Accounts Payable (AUD)

As of: 31/01/2013

Document No	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
10025			FINKS RECOVERY UNIT	2300.20	941.00	0.00	2000.00	400.00	341.00	0.00	0.00
10027			TERRITORY HOUSING	41,133.50	41,300.83	0.00	130.00	0.00	0.00	41,160.83	0.00
10038			ALL FOOD EQUIPMENT	58.59	58.59	0.00	0.00	58.59	0.00	0.00	0.00
10039			IRIS STYLES / ALL SEASONS / KATHERINE	3,852.33	3,852.33	0.00	2,813.33	351.00	960.00	0.00	0.00
10046			ARAFURA CATERING EQUIPMENT	-7792.37	-627.40	-1,890.23	0.00	0.00	700.56	562.27	0.00
10054			ALISFUEL	23,409.16	22,409.16	-120.00	20,700.02	2,757.71	76.91	0.00	0.00
10057			WATERSHED	477.40	477.40	0.00	308.00	0.00	169.40	0.00	0.00
10058			MCAN JUNGLEBRO STORE (BARRONGA STORE)	330.16	330.16	0.00	330.16	0.00	0.00	0.00	0.00
10061			BIG RIVER HOLDING	13570.00	13570.00	0.00	13570.00	0.00	0.00	0.00	0.00
10070			CADILLAC TRANSPORT REPAIRS PTY LTD	131.30	131.30	0.00	131.30	0.00	0.00	0.00	0.00
10071			CAPITAL FINANCE AUSTRALIA LIMITED	229.05	229.05	0.00	0.00	229.05	0.00	0.00	0.00
10072			CAR PARTS NT	40.45	40.45	0.00	40.45	0.00	0.00	0.00	0.00

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Document No	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
10254			REPCO AUTO PARTS	106.10	106.10	0.00	0.00	0.00	106.10	0.00	0.00
10261			KATHERINE LOCK & KEY	147.50	147.50	0.00	0.00	147.50	0.00	0.00	0.00
10280			TELSTRA CORPORATION	9,749.22	9,749.22	0.00	8,702.31	1,046.91	0.00	0.00	0.00
10283			TERRACE EMPORIUM PTY LTD	1,675.74	1,675.74	0.00	0.00	352.83	1,022.92	299.99	0.00
10289			TOP END RURAL SUPPLIES PTY LTD	1,813.32	1,813.32	0.00	0.00	0.00	50.65	1,754.67	0.00
10290			TOP NEWS	124.24	124.24	0.00	0.00	124.24	0.00	0.00	0.00
10293			TOWN & COUNTRY BUTCHERY	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00
10293			TRADILINK PTY LTD	21.54	21.54	0.00	21.54	0.00	0.00	0.00	0.00
10301			VANDERHELD	657.56	657.56	0.00	0.00	166.61	490.95	0.00	0.00
10308			WOOLWORTHS LIMITED	3,527.10	3,527.10	0.00	0.00	0.00	0.00	0.00	0.00
10309			RESNICK COMMUNITY STORE	127.70	127.70	0.00	127.70	0.00	0.00	0.00	0.00
10337			PALMERSTON 4WD SPARES	550.00	550.00	0.00	0.00	0.00	0.00	0.00	0.00

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As of: 31/01/2013

Document No	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
10181			KATHERINE OFFICE SUPPLIES	2,099.47	2,099.47	0.00	2,708.43	0.00	191.04	0.00	0.00
10185			KATHERINE SMALL ENGINES	192.80	192.80	0.00	192.80	0.00	0.00	0.00	0.00
10193			KILKENNY GAS	302.50	302.50	0.00	0.00	0.00	0.00	302.50	0.00
10194			KNOTTS CROSSING RESORT	568.00	568.00	0.00	568.00	0.00	0.00	0.00	0.00
10198			LANDMARK OPERATIONS LIMITED	3,530.00	3,530.00	0.00	0.00	0.00	0.00	3,530.00	0.00
10201			MACS HIRE SERVICE	2,916.01	2,916.01	0.00	2,472.26	0.00	1,792.23	2,498.53	0.00
10214			NOBLELAMB	1,709.19	1,709.19	0.00	1,709.19	0.00	0.00	0.00	0.00
10220			ST TECHNOLOGY	249.00	249.00	0.00	80.00	109.00	0.00	0.00	0.00
10233			KATHERINE SIGN MANAGEMENT	800.00	800.00	0.00	800.00	0.00	0.00	0.00	0.00
10244			POWERWATER CORPORATION	2,554.76	2,554.76	0.00	0.00	0.00	0.00	0.54	0.00
10245			POWER PROJECTS PTY LTD	12,753.45	12,753.45	0.00	0.00	12,753.45	0.00	0.00	0.00
10252			RJ MOTORS PTY LTD	1,400.00	1,400.00	0.00	1,400.00	0.00	0.00	0.00	0.00

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As of: 31/01/2013

Document Date	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
100316			KATHERINE DOODS & WINDOWS	1261.00	1261.00	0.00	1261.00	0.00	0.00	0.00	0.00
10746			LEGANT	1,373.35	1,373.35	0.00	1,373.35	0.00	0.00	0.00	0.00
10813			HELENA BELLOTTI	399.00	399.00	0.00	399.00	0.00	0.00	0.00	0.00
10837			MULTISPARES LIMITED	-1675.00	-3461.00	-3461.00	0.00	0.00	0.00	0.00	0.00
10868			PAUL SULLIVAN	447.15	447.15	0.00	447.15	0.00	0.00	0.00	0.00
10932			RT BUSINESS SUPPER	439.42	439.42	0.00	439.42	0.00	0.00	0.00	0.00
11041			RODRIGOLOLA HOTEL MOTEL	380.00	380.00	0.00	380.00	0.00	0.00	0.00	0.00
11150			TWE SUPPER	76.09	76.09	0.00	76.09	0.00	0.00	0.00	0.00
11273			MEDINA PROPERTY SERVICES	450.00	450.00	0.00	450.00	0.00	0.00	0.00	0.00
11311			THE INDUSTRY SUPERANNUATION FUND	266.29	266.29	0.00	266.29	0.00	0.00	0.00	0.00
11420			TERRITORY RURAL	-95.95	-95.95	-100.10	323.15	0.00	0.00	0.00	0.00
11470			VALERIE ROGERS	499.20	499.20	0.00	499.20	0.00	0.00	0.00	0.00

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 Ledger APACT Accounts Payable (AUD)

As of: 31/01/2013

Document Date	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current In 2012/2013	>30days In 2012/2013	>60days In 2012/2013	>90days <= 2012/2013	Future Items
10338			ROPER BAR STORE	818.95	818.95	0.00	818.95	0.00	0.00	0.00	0.00
10376			JOHN SANDS	-41.79	-41.79	0.00	0.00	0.00	0.00	0.00	0.00
10380			MALAKANKA SUPERMARKET	79.66	79.66	0.00	79.66	0.00	0.00	0.00	0.00
10393			DARWIN BOUTI SUPPLIES	-88.61	-88.61	-88.61	0.00	0.00	0.00	0.00	0.00
10399			MISSION AVIATION FELLOWSHIP NORTH AUSTR	935.00	935.00	0.00	935.00	0.00	0.00	0.00	0.00
10419			First State Superannuation	301.34	301.34	0.00	301.34	0.00	0.00	0.00	0.00
10421			K CLEARBY	2844.56	2844.56	0.00	2844.56	0.00	0.00	0.00	0.00
10506			TROPICHO NT SUSTAINA PTY LTD	1,017.60	1,017.60	0.00	1,017.60	0.00	0.00	0.00	0.00
10546			BLISH SPARKIES ELECTRICAL	4400.931	4400.931	0.00	4328.679	792.52	0.00	0.00	0.00
10556			MANDY DERVELUX	337.75	337.75	0.00	337.75	0.00	0.00	0.00	0.00
10628			WILLIAMS AITONS	673.30	673.30	0.00	673.30	0.00	0.00	0.00	0.00
10635			CBA Master Card	-31073.97	-31073.97	-137,944.23	0.00	36,902.27	59,617.15	10,348.34	0.00

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 Ledger APACT Accounts Payable (A/D)

As of: 31/01/2013

Document Date	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current to 30/12/01	>30days to 31/12/02	>60days to 31/12/02	>90days <= 2/11/02	Future Items
12010			SPECTRUM SUPER	484.79	484.79	0.00	288.88	115.91	0.00	0.00	0.00
12044			BRETT THOMSEN	400.25	400.25	0.00	400.25	0.00	0.00	0.00	0.00
12050			HOLLY GORDEN	39.99	39.99	0.00	39.99	0.00	0.00	0.00	0.00
12063			FULL ON MAINTENANCE	0.00	0.00	-70,000.00	0.00	0.00	0.00	70,000.00	0.00
12071			EQUUSUPER	-2,393.08	-2,393.08	0.00	192.17	0.00	0.00	0.00	0.00
12087			DRAGON COLLEGE OF BUSINESS	2,445.00	2,445.00	0.00	2,445.00	0.00	0.00	0.00	0.00
12124			ALL REGIONS ELECTRICAL	320.65	320.65	0.00	320.65	0.00	0.00	0.00	0.00
12129			A & V BOON SUPERBUND	522.07	283.43	0.00	283.42	0.00	0.01	0.00	0.00
12132			ISS (HYGIENE SERVICE/PEST CONTROL)	2,587.20	2,587.20	0.00	0.00	0.00	0.00	2,587.20	0.00
12146			T & J Contractors Pty Ltd	1,622.50	1,622.50	0.00	0.00	0.00	0.00	1,622.50	0.00
12151			ANDREW ENWIN	82.03	82.03	0.00	82.03	0.00	0.00	0.00	0.00
12204			SUPER MOTOR SPARES	-770.00	-770.00	0.00	0.00	0.00	0.00	0.00	0.00

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 Ledger APACT Accounts Payable (A/D)

As of: 31/01/2013

Document Date	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current to 30/12/01	>30days to 31/12/02	>60days to 31/12/02	>90days <= 2/11/02	Future Items
11472			LESLIEPER	684.30	684.30	0.00	684.30	0.00	0.00	0.00	0.00
11545			ASCARD SUPER FUND	204.98	204.98	0.00	204.98	0.00	0.00	0.00	0.00
11596			JULIE KARHIVERYI	348.75	348.75	0.00	348.75	0.00	0.00	0.00	0.00
11650			ALYSIAE SUPER	246.65	246.65	0.00	246.65	0.00	0.00	0.00	0.00
11664			SMVIEW CLEANING SERVICE	712.00	712.00	0.00	712.00	0.00	0.00	0.00	0.00
11747			Pop 150 - Mareeinda Rural Transaction Centre	34.99	0.01	-157.85	0.00	0.00	157.85	0.01	0.00
11753			REX-AH-DON	400.25	400.25	0.00	400.25	0.00	0.00	0.00	0.00
11843			BRADLEY REICHPORD	214.65	214.65	0.00	214.65	0.00	0.00	0.00	0.00
11882			RED ROOSTER KATHERINE	403.43	403.43	0.00	0.00	0.00	0.00	403.43	0.00
11891			VISION SUPER - LOCAL AUTHORITIES SUPER 1	232.60	232.60	0.00	232.60	0.00	0.00	0.00	0.00
11941			FLETCHERS PLUMBING & GAS FITTING	6133.74	6133.74	0.00	3,438.94	2,702.80	0.00	0.00	0.00
11966			Q&SUPER	696.38	696.38	0.00	696.38	0.00	0.00	0.00	0.00

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 Ledger ARACT Accounts Receivable (A/D)

As of: 31/01/2013

Document Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current To 29/12/01	>30days To 31/12/02	>60days To 31/12/02	>90days >= 2/1/2012	Future Items
000009		Albert Schultz	-33.50	-33.50	-33.50	0.00	0.00	0.00	0.00	0.00
000022		Avonleigh Electrical Pty Ltd	1480.00	1480.00	0.00	0.00	0.00	0.00	1480.00	0.00
000037		Barkaber Institute Of Indigenous Tertiary Educ.	1430.00	1,430.00	0.00	0.00	0.00	1,330.00	100.00	0.00
000050		S Fannigan	17.00	17.00	0.00	0.00	0.00	0.00	17.00	0.00
000055		Carol Conroy	14370	14370	0.00	0.00	0.00	0.00	14370	0.00
000069		Cheryl Lardy	17.00	17.00	0.00	0.00	0.00	0.00	17.00	0.00
000084		Dept Of Business	44000.00	83000.00	0.00	0.00	0.00	0.00	83000.00	0.00
000088		Dept of Education and Children's Services	8314.54	4,025.64	0.00	0.00	0.00	0.00	4,025.64	0.00
000096		Dept of Families Housing Community Services and H	-661.65	-661.65	-661.65	0.00	0.00	0.00	0.00	0.00
00100		Dept Of Health And Families - Darwin (NT)	-3,666.64	-1,666.53	-1,666.53	0.00	0.00	0.00	0.00	0.00
00101		Dept Of Health And Families - Katherine (NT)	400.00	200.00	0.00	0.00	0.00	0.00	200.00	0.00

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As of: 31/01/2013

Document Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current To 29/12/01	>30days To 31/12/02	>60days To 31/12/02	>90days >= 2/1/2012	Future Items
121221		MERCO INDUSTRIAL PTY LTD	200.50	200.50	0.00	0.00	0.00	0.00	200.50	0.00
999999		SINDRY CREDITOR	29.91	29.91	0.00	0.00	0.00	0.00	29.91	0.00

Original	Outstanding	Unapplied Credits	Current To 29/12/01	>30days To 31/12/02	>60days To 31/12/02	>90days >= 2/1/2012	Future Items
148,312.79	223,666.51	-257,953.89	173,570.23	40,908.45	70,176.03	156,881.91	0.00

100% -145% 78% 36% 31% 79%

END OF REPORT!

Selection Criteria
 1. edge Name = \ABCCT
 As At Date = 31/01/2013
 Show (T)ransaction or (B)alance entries? = B
 (S)ummary (D)etail (E)xtended Detail = S
 Ageing Period One = 30
 More...

Sort Criteria
 Account - Ascending
 @All currency group - Ascending
 Trans - Sort - Ascending
 Document Date - Ascending
 Document Type - Ascending
 Document Reference - Ascending

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As of: 31/01/2013

Document No	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current to 28/12/12	>30days to 31/12/12	>60days to 31/12/12	>90days to 31/12/12	Future Items
00264			Meathur River Mining	2,000.01	1,733.37	0.00	866.67	866.67	0.00	0.00	0.00
00271			Michael Berto	-300.00	-15.43	-15.43	0.00	0.00	0.00	0.00	0.00
00277			Mission Australia	7,200.00	7,200.00	0.00	7,200.00	0.00	0.00	0.00	0.00
00290			Northern Land Council - Darwin	851.40	851.40	0.00	440.00	413.40	0.00	0.00	0.00
00303			Northstar Homelands Council Assoc. Inc.	20,640.78	20,440.00	0.00	0.00	20,240	0.00	20,178.00	0.00
00304			Normal Natural Aboriginal Corporation	50.00	50.00	0.00	0.00	0.00	0.00	50.00	0.00
00328			Power And Water Corporation - Accounts Payable	14,028.05	6,097.03	-18,111	3,799.91	29,134	99.43	2,358.39	0.00
00329			Power And Water Corporation - Katherine	9,513.66	9,490.13	0.00	0.00	0.00	0.00	9,490.13	0.00
00334			Rachael Walters	230.00	230.00	0.00	0.00	0.00	0.00	230.00	0.00
00359			Shirley Health Service	985.00	985.00	0.00	600.00	0.00	385.00	0.00	0.00
00367			Territory Housing - Katherine	1,500.00	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00

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Ledger ARACT Accounts Receivable (AUD)

As of: 31/01/2013

Document No	Type	Due Date	Reference	Original	Outstanding	Unapplied Credits	Current to 28/12/12	>30days to 31/12/12	>60days to 31/12/12	>90days to 31/12/12	Future Items
00109			Northstar Store	100.00	-27.00	-27.00	0.00	0.00	0.00	0.00	0.00
00110			Northstar School	192.00	192.00	0.00	0.00	0.00	0.00	192.00	0.00
00114			DHL/GDS - Tenancy Management	29,790.56	121,323.80	-99,535.77	0.00	120,859.57	0.00	0.00	0.00
00120			Dept of Transport	56,883.01	56,883.01	0.00	1,569.18	0.00	0.00	55,313.83	0.00
00121			Dept of Infrastructure - Katherine	-66,013.12	5,234.58	-2.00	0.00	0.00	2,502.59	2,740.00	0.00
00127			Dept of the Chief Minister	29,810.00	29,810.00	0.00	0.00	29,810.00	0.00	0.00	0.00
00147			Geoffrey Christensen	17.00	17.00	0.00	0.00	0.00	0.00	17.00	0.00
00177			Jared Leather	-50.00	-50.00	-50.00	0.00	0.00	0.00	0.00	0.00
00184			Jawahar Pty Ltd	3,150.54	3,150.54	0.00	0.00	0.00	0.00	3,150.54	0.00
00250			Mabaranka Bushman's Carnival	50.00	-50.00	0.00	0.00	0.00	0.00	50.00	0.00
00262			Mawa Corporation	650.00	650.00	0.00	0.00	650.00	0.00	0.00	0.00

Age Analysis Report - Summary Report

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Report Golf State Council
 Slice PY Data Entry

Age Analysis Report - Summary Report
Ledger ARACT Accounts Receivable (A/D)

As of: 31/01/2013

Document No	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current M. 2012/2013	>30days M. 31/12/2012	>60days M. 31/12/2012	>90days <= 2/11/2012	Future Items
00726			Fire Protection Professionals	400.00	400.00	0.00	0.00	0.00	0.00	0.00	400.00
00728			L&R Building Contractors	4,800.00	4,800.00	0.00	0.00	0.00	0.00	0.00	4,800.00
00729			Ron Kelly - Lot 195	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00733			Sandras Account	-8,177.77	-105.62	-105.62	0.00	0.00	0.00	0.00	0.00
00746			Marlon Shaw	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00747			Susan McCarney	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00748			Marie Brennan	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00749			Cyr Balaubara	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00750			Kathleen Lane	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00
00751			Larissa Lee	165.00	165.00	0.00	0.00	0.00	0.00	0.00	165.00
00752			Leah Junibally	55.00	55.00	0.00	0.00	0.00	0.00	0.00	55.00

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Age Analysis Report - Summary Report
Ledger ARACT Accounts Receivable (A/D)

As of: 31/01/2013

Document No	Type	Doc Date	Reference	Original	Outstanding	Unapplied Credits	Current M. 2012/2013	>30days M. 31/12/2012	>60days M. 31/12/2012	>90days <= 2/11/2012	Future Items
00659			Territory Insurance Office - Katherine	967.30	967.30	0.00	0.00	0.00	0.00	0.00	967.30
00665			Western Desert Resources	4,000.00	4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00
00673			L Cavallo	-233.00	-10.50	-19.50	0.00	0.00	0.00	0.00	0.00
00679			Michael & Jennifer CowenReynard	86.00	86.00	0.00	86.00	0.00	0.00	0.00	0.00
00683			G & D Angel	974.25	974.25	0.00	974.25	0.00	0.00	0.00	0.00
00687			JOB FINU Centras Australia	1,299.99	1,299.99	0.00	1,299.99	0.00	0.00	0.00	0.00
00695			DHL CHS - Accommodation Only	10,085.00	10,085.00	0.00	0.00	0.00	0.00	0.00	10,085.00
00692			Bred Fritton	325.80	325.80	0.00	0.00	0.00	0.00	0.00	325.80
00693			Shawn Brown	433.00	433.00	0.00	0.00	0.00	0.00	0.00	433.00
00684			DHL CHS - R&M Contract Only	495,679.19	391,605.94	-6,076.46	379,429.38	57,601.63	15,554.00	285,196.33	0.00
00624			Jennifer Rankin and Stuart Boscock	58.00	58.00	0.00	0.00	0.00	0.00	0.00	58.00

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 Ledger ARACT Accounts Receivable (A/D)

As of: 31/01/2013

Document Date	Type	Doc Desc	Reference	Original	Outstanding	Unapplied Credits	Current M. 2012/2013	>30days M. 31/12/2012	>60days M. 31/12/2012	>90days <= 2/11/2012	Future Items
00859			IS Australia - Maharashtra	6,240.33	6,240.33	0.00	0.00	0.00	0.00	6,240.33	0.00
00880			Stanley Alan & Lorena Oliver	3,042.88	3,042.88	0.00	0.00	0.00	0.00	3,042.88	0.00
00904			Dwayne Ross	1,732.56	1,732.56	0.00	0.00	0.00	0.00	1,732.56	0.00
00911			Benae Building & Construction	1,980.00	1,980.00	0.00	0.00	0.00	1,980.00	0.00	0.00
00919			Jane Fishlock	310.00	310.00	0.00	0.00	0.00	0.00	310.00	0.00
				74273.23	962,058.32	-107,498.57	313,953.66	310,900.31	221,711.02	412,622.20	0.00
				100%	-11%	-13%	32%	33%	2%	43%	

END OF REPORT!

Selection Criteria
 1. Ledger Name = 'ARACT'
 2. As At Date = 31/01/2013
 3. Show (Transaction or (Date currency) = 'R'
 4. Summary (Detail) (Extended Detail) = 'S'
 5. Aging Period One = 30
 More...

Sort Criteria
 Account - Ascending
 @DL currency group - Ascending
 Trans Shp - Ascending
 Document Date - Ascending
 Document Type - Ascending
 Document Reference - Ascending

Report Golf State Council
 Slice PY Data Entry

Age Analysis Report - Summary Report
 Ledger ARACT Accounts Receivable (A/D)

As of: 31/01/2013

Document Date	Type	Doc Desc	Reference	Original	Outstanding	Unapplied Credits	Current M. 2012/2013	>30days M. 31/12/2012	>60days M. 31/12/2012	>90days <= 2/11/2012	Future Items
00753			Via Bridgen	110.00	110.00	0.00	0.00	0.00	0.00	110.00	0.00
00754			IS Australia	19,502.99	19,502.99	0.00	0.00	0.00	0.00	19,502.99	0.00
00755			Suzina McDonald	55.00	55.00	0.00	0.00	0.00	0.00	55.00	0.00
00767			Chris Friday - Lot 227	55.00	55.00	0.00	0.00	0.00	0.00	55.00	0.00
00768			Joan Tard - Lot 208	55.00	55.00	0.00	0.00	0.00	0.00	55.00	0.00
00769			Harold Fordham - Lot 217 Part 1	55.00	55.00	0.00	0.00	0.00	0.00	55.00	0.00
00782			Frontier Services	18,465.48	18,465.48	0.00	18,465.48	0.00	0.00	0.00	0.00
00787			NORTHERN LAND COUNCIL	352.00	352.00	0.00	0.00	0.00	0.00	352.00	0.00
00798			Yagui Mamp Development Aboriginal Corporation	8,976.66	8,976.66	0.00	1,200.00	0.00	2,500.00	7,446.66	0.00
00855			MCAN JUNGURRU STORE	200.00	200.00	0.00	200.00	0.00	0.00	0.00	0.00
00856			MATARAKA BANKING	0.00	0.00	-55.20	0.00	55.20	0.00	0.00	0.00

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	14.4
TITLE	Policy Update - Draft Elected Member and Employee Gift Policy
REFERENCE	\\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345586
AUTHOR	Jyoti Pudasaini, Corporate Planning & Compliance Officer

RECOMMENDATION

- (a) **That Council accept and adopt the Draft Elected Member and Employee Gift Policy.**

BACKGROUND

CL003 – Elected Member Gift Policy has been reviewed and expanded to encompass employees of Roper Gulf Shire Council. This policy provides guidance to Elected Members and Employees of Roper Gulf Shire Council in relation to offers of and the receipt of gifts or benefits. The policy provides the guidelines to ensure Elected Members and Employees of Roper Gulf Shire Council are not perceived to be unduly influenced in the performance of their duties and decision making.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 CL003 - Elected Member and Employee Gift Policy.pdf

Roper Gulf Shire Council Elected Member Gift Policy



CL003 – Elected Member Gift Policy

1. POLICY CERTIFICATION

Policy title:	Elected Member and Employee Gift Policy
Policy number:	CL003
Category:	Policy
Classification:	Council
Status:	Draft

2. PURPOSE

The purpose of this policy is to provide guidance to Elected Members and Employees of Roper Gulf Shire Council in relation to offers of and the receipt of gifts or benefits. The policy provides the guidelines to ensure Elected Members and Employees of Roper Gulf Shire Council are not influenced in the performance of their duties and that there is no perception of undue influence.

The objectives of this policy are to:

- Provide guidance to Elected Members and Employees of Roper Gulf Shire Council in relation to offers of and the receipt of gifts or benefits.
- Complement the provisions of the NT Local Government Act.

3. ORGANISATIONAL SCOPE

From time to time, Elected Members or Employees may be offered gifts or benefits. This policy has been developed to provide guidelines for the appropriate, consistent and transparent treatment of offers of or receipt of gifts and benefits by Elected Members and Employees of Roper Gulf Shire.

4. POLICY STATEMENT

A member must not solicit or encourage gifts or private benefits from any person who might **have an interest in obtaining a benefit from the Council**. The circumstances in which a member may accept gifts are outlined in 6.4, 6.6, and 6.7 below. Under no circumstance is an elected member or an employee to seek or accept any payment, gift or benefit likely to influence, or that could be reasonably perceived by an impartial observer as intended or likely to influence the actions of an elected member and/or employee.

5. DEFINITIONS

Receipt	To receive
Disclosure	To announce the details of the gift formally or through correct procedures.
Member	An elected member or an employee of the Roper Gulf Shire Council

Roper Gulf Shire Council Elected Member Gift Policy



CL003 – Elected Member Gift Policy

6. PRINCIPLES

- 6.1 This policy applies to the Elected Members and Employees of Roper Gulf Shire Council. It operates in addition to all other obligations under the NT Local Government Act 2008 (the Act) and any other legislation or relevant codes and policies.
- 6.2 An Elected Member and/or an Employee must not:
- solicit or encourage gifts or private benefits from any person who might have an interest in obtaining a benefit from Roper Gulf Shire Council
 - seek or accept a bribe or other improper inducement
 - by virtue of his or her position, acquire a gift or benefit which has a monetary value, other than one of a nominal or token value.
- 6.3 An Elected Member and/or an Employee must not seek or accept any payment, gift or benefit intended or likely to influence, or that could be reasonably perceived by an impartial observer as intended or likely to influence an Elected Member to:
- act in a particular way (including making a particular decision)
 - fail to act in a particular way
 - otherwise deviate from the proper exercise of his or her statutory duties
- 6.4 An Elected Member and/or an Employee may accept gifts or benefits of a nominal or token value that:
- do not create a sense of obligation on his or her part and
 - that would not be reasonably perceived by an impartial observer to be intended to or likely to influence him or her in carrying out their statutory duty.
- 6.5 An Elected Member and/or an Employee must never accept an offer of money, regardless of the amount.
- 6.6 Where a protocol gift is given to an Elected Member:
- as a personal gift, the Elected Member has the right to retain the gift if he or she so wishes
 - as a gift to the Council or Shire, the gift shall be retained by Council and exhibited in a suitable place for a period of time determined by the Chief Executive Officer.
- 6.7 The Elected Member and Employee Gift Register will contain the following information:
- Name of Elected Member and/or Employee receiving the gift or benefit.
 - Details of person/organisation giving the gift or benefit.
 - Description of the gift or benefit.
 - Estimated value.
 - Reason for presentation of the gift or benefit.
 - Comments in relation to disclosure.
 - Date of receipt.
 - Signature of the recipient.
 - Date of Disclosure

Roper Gulf Shire Council Elected Member Gift Policy



CL003 – Elected Member Gift Policy

- 6.8 The Elected Members Voluntary Gifts Register is available for public inspection upon request.
- 6.9 A separate Register is in place for Protocol Gifts which are received by the Mayor.

7. REFERENCES

Acknowledgements (original author/source documents)	Darwin City Council Gift and Benefits Policy
Related Policies	Roper Gulf Shire Council Members Code of Conduct Roper Gulf Shire Employee and Contractors Code of Conduct
Related Publications	Part 7.4 of the Local Government Act requires Councils to have a Code of Conduct. Clause 8 of Schedule 2 contains the following requirement: A member must not solicit or encourage gifts or private benefits from any person who might have an interest in obtaining a benefit from the Council.

8. DOCUMENT CONTROL

Policy number	CL003
Policy Owner	Manager of Governance
Endorsed by	Council
Date approved	
Revisions	
Amendments	
Next revision due	December 2013

9. CONTACT PERSON

Position	Manager Governance, Corporate Planning & Compliance
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CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	14.5
TITLE	Policy Update - Off-site Workers Policy
REFERENCE	\\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 349344
AUTHOR	Stephanie Chan, Manager of Governance, Corporate Planning and Compliance

RECOMMENDATION

- (a) **That Council accept and approve the Off-site Workers Policy**

BACKGROUND

This policy has been developed to clarify the organisation's position regarding the employment of workers who are not based at a defined RSGC work location. The purpose is to provide guidance to Directors and Managers regarding operating parameters for staff working from a location that is not their base office. The objective is to provide clarity on what is regarded as an off-site worker and the difference between what is termed a "remote worker". This policy will reduce the risks associated with Work Health and Safety obligations associated with the work environments in which employees operate.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	14.6
TITLE	Training Proposal - Elected Member Training and Development Plan 2013
REFERENCE	\\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 349345
AUTHOR	Stephanie Chan, Manager of Governance, Corporate Planning and Compliance

RECOMMENDATION

- (a) **That Council agree to the proposed Elected Member Training and Development Plan.**

BACKGROUND

Councillors attended a training session and workshop to identify the training needs of Councillors for the upcoming year. Sue Davy was invited to facilitate this workshop. Seven councillors participated in the two day training session where it was identified that training in the following areas would be beneficial to both Councillors and RGSC:

- Computer Training – emails, calendars, internet
- Budgets and Finance Reports – to be made simple and understandable
- Leadership Training – professionalism, confidence, "how to chair a meeting"
- Public Speaking and Delivery of Information
- Cross Cultural Awareness
- Prioritising and Decision Making
- Understanding the LGA
- MS Office – MS Word and Publisher for public notices, briefs, and reports
- Corporate Skills and Smarter Networking
- Understanding Shire Procedures

As a result of the above, a training plan has been devised that will address elements of the overall training requirements.

The objectives of the Elected Member Training and Development Plan 2013 are:

- 1. To deliver the TAE40110 Cert 1V Training and Assessment qualification to nominated staff and Elected Members using appropriate delivery methods.**

Processes:

- Enrol all students at Charles Darwin University (CDU) according to the most suitable combination of units for each individual student's needs and abilities. This identification will be undertaken by Stephanie Chan, Manager Governance, Corporate Planning and Compliance in conjunction with the student and input from Sue Davy, LGANT.
- RGSC will ensure all enrolment administration is completed and fees paid to CDU.
- The combinations of the three streams of the TAE40110 qualification of Design, Deliver and Assess will be delivered under CDU by Sue Davy (Design and Deliver units) and CDU staff (Assess units).
- Successful completion of the units will result in accreditation through CDU.

2. To deliver, in parallel, training modules about the Roles and Responsibilities of Elected Members.

All Roles and Responsibility modules will have overarching focus on:

1. Understanding what the Local Government Act and Legislation says about the topic,
2. Understanding the current RCSC policies and procedures about the topic,
3. Developing Elected Members' confidence in undertaking their activities, and
4. Referencing these topics against the current elements and performance criteria of the LGA Elected Member skill sets so that Certificates of successful completion of each topic can be awarded.

Leadership for Elected Members Topics

The following topics are suggested to cover and build personal capacity and confidence to deliver on many aspects of an elected members role. These can be negotiated to meet the needs of the individuals and group and the business cycle of the year.

1. What is Local Government in the Northern Territory?
2. Meeting Procedures
3. Prioritising and Making Good Decisions
4. Leadership and Code of Conduct
5. Separation of Powers.
6. Strategic Planning, Operation Plans and Reporting
7. Understanding budgets and Financial Reports
8. Community Engagement including Local Boards
9. Communication Techniques and Handling Conflict

Proposed Schedule of Training Topics

It is suggested the Leadership for Elected Members (EM Roles & Responsibility) Units be delivered on the day *before* the Briefing Day and the TAE40110 units be delivered on the day *after* the Ordinary Council meeting. The student work required in the TAE4010 units will be based upon the EM Roles & Responsibilities topics.

DATE	MEETING	LOCATION	EM Roles & Responsibilities TOPICS	TAE40110 TOPICS
30 April 1 May	Briefing Day Ordinary Council	Bulman Bulman	1. What is Local Government in the Northern Territory? 2. Meeting Procedures 3. Prioritising and Making Good Decisions	Design Units
29 May	Finance & Audit Committee	Katherine		
25 June 26 June	Briefing Day Ordinary Council	Katherine Katherine	4. Leadership and Code of Conduct 5. What is the 'Separation of Powers'?	Design Units

23 July 24 July	Briefing Day Ordinary Council	Katherine Katherine	6. Strategic Planning, Operational Plans and Reporting	Deliver Units
28 August	Finance & Audit Committee	Katherine	7. Understanding budgets and Financial Reports	Deliver Units
24 Sept 25 Sept	Briefing Day Ordinary Council	Numbulwar Numbulwar	8. Community Engagement including Local Boards 9. Communication Techniques and Handling Conflict	Deliver Units
30 October	Finance & Audit Committee	Katherine		Assess Topics
19 Nov 20 Nov	Briefing Day Ordinary Council	Borrooloola Borrooloola		Assess Topics

ISSUES/OPTIONS/SWOT
NII

FINANCIAL CONSIDERATIONS

TBA – We are looking to achieve within the current training budget for Councillors and Governance Staff. We have been informed that there are some additional funds available through LGANT for Councillors to proceed with this training plan.

ATTACHMENTS:

There are no attachments for this report.

**INFRASTRUCTURE AND TECHNICAL SERVICES
REPORT**



ITEM NUMBER 15.1
TITLE Aboriginal Community Veterinary Services
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\AGENDA - 341692
AUTHOR Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) That Council receive and note the end of year report on Aboriginal Community Veterinary Services (ACVS) – Dogs program in 2012.

BACKGROUND

Aboriginal Community Veterinary Services (ACVS) end of year report for dogs program in 2012.

ISSUES/OPTIONS/SWOT

Nil

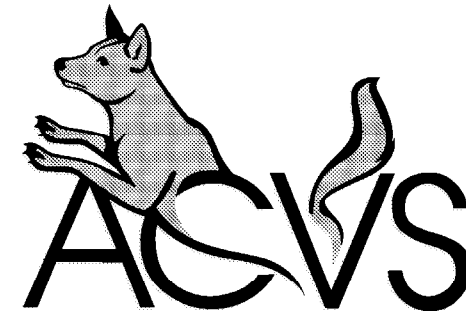
FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 ACVS December Report 2012.pdf

ABORIGINAL COMMUNITY VETERINARY SERVICES



STATUS & HEALTH OF ANIMALS IN REMOTE NORTHERN TERRITORY COMMUNITIES for 2012

© ACVS 2013

Aboriginal Community Veterinary Services © 2013
"Promoting the Health of Community Animals throughout Australia"
Healthy Animals, Strong Communities.

Aboriginal Community Veterinary Services

DR SAM McMAHON BVSc FAICD ABRN 83 677 305 307



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Email: NTVS@bigpond.com
Website: www.ntvet.com.au

About ACVS

Aboriginal Community Veterinary Services (ACVS) is a veterinary service provider to Aboriginal Communities throughout Australia, and developing nations in the Asia/Pacific region.

ACVS was formed in 2007 as an offshoot of Northern Territory Veterinary Services, a Katherine based veterinary practice that had been providing services to remote and indigenous communities for over 15 years. ACVS has strengthened their community animal services and developed resources for delivering dog programs to remote indigenous communities. ACVS continues to grow strongly helping communities to develop and deliver better and more effective dog programs.

The senior staff at ACVS have over 30 years combined experience in the delivery of veterinary services to remote and indigenous communities including extensive experience in setting up programs in communities that have not had one run before. ACVS has also helped many communities better design their dog programs to make them more cost effective and achieve better outcomes.

ACVS has provided a number of dog programs to a wide variety of communities in Australia ranging from Australia's coastal north to deep in central Australia. In fact, ACVS has performed over 250 multiday community programs throughout the Northern Territory in the past 5 years.

ACVS currently employs four full time Veterinary Surgeons, three full time Veterinary Nurses and two part time Veterinary Nurses.

About this Report

Since 2011, ACVS has increased the level of servicing to communities by providing detailed reports on the health status of animals in each community. As a result, we are able to produce a detailed report on the health status of animals in each remote community. From these reports, we can present a consolidated report on the status and health of animals in remote communities throughout the Northern Territory. This report compiles data from over 40 communities throughout the Northern Territory and is written by two of the leading experts in Animal Health Programs in remote Indigenous Communities, co-authors of the Community Dog Program Handbook (now available from Amazon Bookstores). We hope that you find this report of value and interest.

Sincerely,



Dr Alex Burleigh BSc(Vet)hons BVSc hons & Dr Samantha McMahon BVSc FAICD CMAVA

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"Promoting the Health of Community Animals throughout Australia"
Healthy Animals, Strong Communities.

Animal Population Health & Status

Pet Household Densities

Even though household numbers of pet dogs in remote Indigenous Communities are generally quite high, the populations of dogs in the communities serviced by ACVS have been dropping steadily over the past 5 years (Figure 1). In fact, with regular veterinary animal health programs, dog populations have dropped by an average of 25% which anecdotally has led to healthier animals, reduction in pack formations and less attacks.

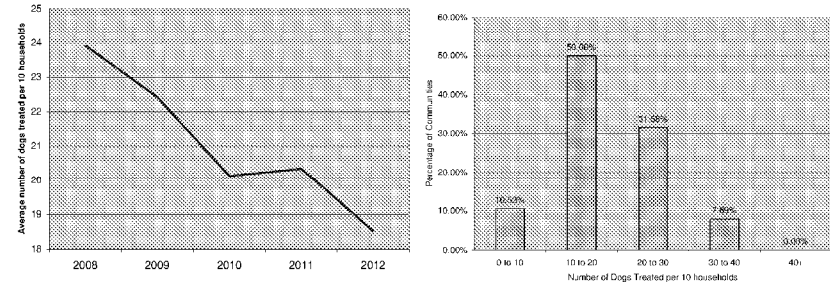


Figure 1. Yearly Average Household Density of Dogs in Remote Indigenous Communities in the NT © ACVS 2013

Figure 2. Household density of dogs in remote Indigenous Communities in the NT in 2012 © ACVS 2013

In 2012, average household dog numbers in remote indigenous communities continued to drop from 20.3 to an average of 18.51 dogs per 10 households. This is still significantly larger than the Australian average of 3.6 dogs per 10 households^{1,2}. The graph in Figure 2 shows that 50% of communities lie between 10 to 20 dogs per 10 households.

Cat populations are also quite important in remote indigenous communities with over 80% of communities having pet cats. Still, these individual populations remain quite low.

It is important to understand and monitor household pet densities in remote communities as the number of pets per household has an impact on human health³, the likelihood of pack dog formation, and the health of the pets themselves. Veterinary Animal Health and Control Programs, improving housing and yard design, and implementation of appropriate By-Laws are still seen as the major way to gradually reduce household densities to a generally accepted level.

Health of Animals in Remote Communities

The health and welfare of the animals in Remote Communities is not only a concern of the general public, but a concern for many owners too.⁴ In 2012, the general health of animals in remote communities that have had active programs was actually quite good and has improved significantly compared to 12 months earlier.

The average body condition of dogs in remote communities was generally very good with over 97% of communities' dogs being of a healthy weight to slightly overweight (Figure 3). This is a major improvement compared to 12 months ago where 88% were in a very healthy weight range. Cats were generally in good body condition.

Interestingly, approximately 55% of communities now do not have flea problems, which is a great improvement from 12 months ago where only 43% of communities were flea free (Figure 4). Sadly only 18% of communities were tick free, but nevertheless this is still an improvement from 12 months earlier where approximately 11% of communities were tick free. Ticks continue to be the main issue in most communities with 43% of communities having a low burden of ticks and 29% of communities having a moderate to high burden of ticks. Fleas are a major issue in approximately 15% of communities in the NT. Canine lice remains to be only a minor problem in remote communities

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"Promoting the Health of Community Animals throughout Australia"
Healthy Animals, Strong Communities.

Mange in dogs is often a concerning issue amongst residents and visitors in remote indigenous communities¹. One of the more common signs of mange is hair loss. However, other causes of hair loss include flea infestations, lice infestations, allergies, bacterial infections and fungal infections. Most interestingly is that the majority of dogs owned in remote communities do not have any signs of hair loss or mange at all.

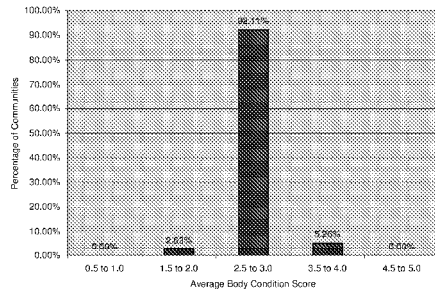


Figure 3. Average Body Condition of dogs in remote Indigenous Communities in the NT (1 = poor, 3 = ideal, 5 = Obese) © ACVS 2013

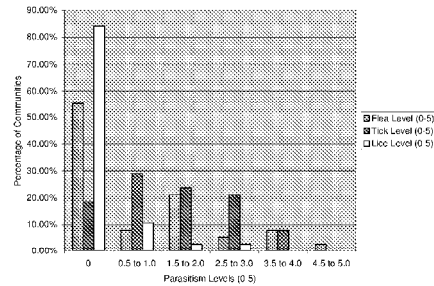


Figure 4. Average External Parasite Levels of Pets in remote Indigenous Communities in the NT (0=None, 1= Very Low, 3 = Moderate, 5 = Extremely High) © ACVS 2013

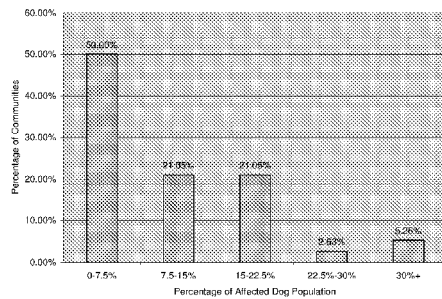


Figure 5. Percentage of dogs with hair-loss in remote Indigenous Communities in the NT © ACVS 2013

In 2012, in the NT, the average percentage of remote community dogs with symptoms of hair-loss was at 9.3% of the dog population which is a great improvement from the 2011 level of 12.3%. Amazingly 24% of communities had no signs of mange or hair loss in their dogs compared to 2011 where just under 15% of communities had no hair-loss in their dogs. Roughly 50% of communities had an incidence of less than 7.5% of their dogs with signs of hair loss, which is a credit to the success of the animal health programs in these communities.

Parasite control through animal health programs, and by owners is extremely important in remote communities and we believe the parasite levels should continue to reduce and improve in the coming year.

Conclusion

There have been great improvements in the health and population size of dogs in remote communities in the NT serviced by ACVS. Whilst the health and welfare of some animals in remote communities continues to be a cause of concern, the majority of animals are in good health in communities with active programs. Continuing Veterinary Animal Health and Control Programs, Owner Education, Improved House and Yard Designs and eventual creation and implementation of By-Laws will be the way forward in improving animal health and welfare, and in reducing animal associated problems.

¹ Australian Bureau of Statistics. 2006-2007. Family Characteristics and Transitions, Australia. Cat no. 4442.0

² Australian Companion Animal Council. 2006. Contribution of the Petcare Industry to the Australian Economy. 7th Edition

³ Senior, K., Chenhall, R., McRae-Williams, E., Daniels, D. & Rogers, K. (2006) Dogs and people in Aboriginal communities: Exploring the relationship within the context of the social determinants of health. *Environmental Health*, 6(4) 39-46

⁴ Crawford, S. (2011). Dog of a problem our eternal Shame. 29 August, 2011. NT News

INFRASTRUCTURE AND TECHNICAL SERVICES REPORT



ITEM NUMBER 15.2
 TITLE Borroloola Cemetery Management Progress Report
 REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 343251
 AUTHOR Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) That Council receive and note Borroloola Cemetery Management Progress Report.

BACKGROUND

DITS – Sharon Hillen
 Interpretation report Borroloola and Robinson river cemeteries and ground penetrating radar surveys.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 J0111_Borroloola_GPR_Surveys.pdf



**INTERPRETATION REPORT
BORROLOOLA AND ROBINSON RIVER CEMETERIES
GROUND PENETRATING RADAR SURVEYS**

Project Number: J0111

24 August 2012

Report prepared by International Geoscience



Report on GPR Surveys at Borroloola and Robinson River

Interpretation Report

Borroloola and Robinson River Cemeteries

Ground Penetrating RADAR Survey

24 August 2012

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EXECUTIVE SUMMARY

Ground penetrating RADAR (GPR) surveys were carried out by International Geoscience on behalf of the MAWA corporation. The surveys took place at cemeteries in Borroloola and Robinson River in July, 2012.

These cemeteries contain a number of unmarked graves. The aim of the surveys was to delineate areas of disturbed ground which could be unmarked graves.

A total of 40 GPR anomalies were identified at Borroloola Cemetery. Another 33 were identified at Robinson River main cemetery. Two possible unmarked graves were identified at the small town cemetery in Robinson River.



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1 INTRODUCTION

GPR (ground penetrating RADAR) surveys were carried out in cemeteries at Borrooloola and Robinson River in July, 2012. The surveys were commissioned to enable further planning and management of the cemeteries. Three sites were surveyed, including the main cemeteries at Borrooloola and Robinson River. In addition, a brief reconnaissance survey was conducted at the small town cemetery at Robinson River.

1.1 Equipment and Method

The equipment used was a Mala Pro-Ex with a 250 MHz shielded RADAR antenna. The surveys were carried out in either "normal" or "reconnaissance" mode depending on the scale of investigation.

In the "normal" mode the radar antenna is used in conjunction with a trigger wheel, which initiates GPR measurements at fixed distance intervals as it rotates. The main disadvantage of the "normal" mode is that the survey assembly is long and not very manoeuvrable.

In "normal" mode the survey data are acquired along parallel lines. Each line starts from a fixed baseline, and the length of the line is measured out by the trigger wheel. A local grid scheme must be established before the survey is started.

Experience has shown that this method is typically more accurate than trying to incorporate a differential GPS into the acquisition system at this scale of investigation. However, because a GPS was not used the location of the GPR anomalies must be referenced by ground measurements from reference points placed in the ground.

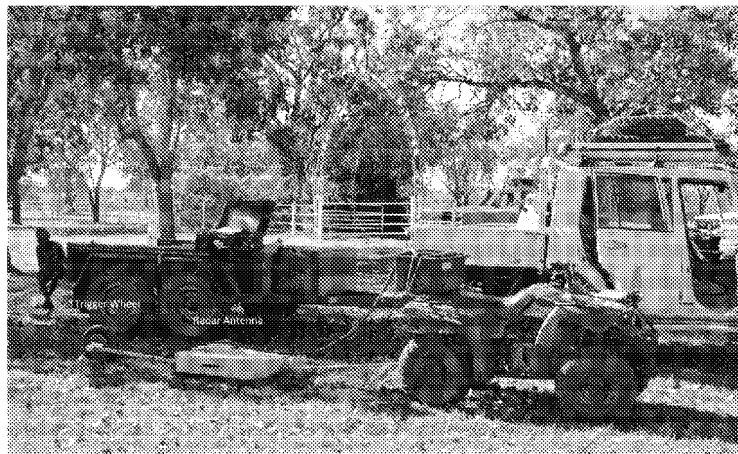


Figure 1: "Normal mode" quad-bike towed GPR set-up as used at Borroloola Cemetery

For the large scale work at Borroloola Cemetery, a quad-bike was used to tow the RADAR system (see Figure 1), using a wheel to trigger a measurements at 20cm intervals. At the main cemetery at Robinson River the same setup was used but it was towed by hand (see Figure 6), with measurements triggered every 10 centimetres. Both of these data sets are geo-referenced and therefore are able to be shown on a map such that the anomalies can be relocated at a later stage.

In "reconnaissance" mode, the unit uses a time trigger in place of the trigger wheel, while the antenna is dragged along slowly by hand. This greatly shortens the overall length of the GPR system such that it is much more manoeuvrable. In this mode it is ideal for small or awkwardly shaped areas, such as between graves or areas with many trees and obstacles.

During reconnaissance mode any RADAR features deemed to be possible unmarked graves were marked in real-time during the survey. The features must be marked in real-time because the data has no spatial reference and cannot be shown on a map at a later stage.

"Reconnaissance" mode was used to survey some small areas at the Borroloola and Robinson River main cemeteries and at the small town cemetery at Robinson River.



1.2 Processing and Interpretation of Ground Penetrating Radar Data

The RADAR data were processed using Reflex software. Various data processing flows were trialed to optimize the clarity of the data. The most successful flow involved:

1. De-clipping the data – this process serves to reduce the amplitudes of traces so that process 3 can be successfully applied.
2. Static correction – this process brings all RADAR traces up to the same start time.
3. F-k filter – this filter successfully removes horizontal lying reflections, such as the large air wave and ground wave found in the early part of the data. These large reflections mask data potentially from burials, and so their accurate removal is vital.
4. De-wow – this filter removes low frequency artefacts in the data typically found after a f-k filter is applied.
5. Gain function – this process alters the amplitude with depth, which is user controlled. Essentially it mutes high amplitudes found early in the RADAR record, and enhances amplitudes later in the record.

The processed data can be viewed as:

- 2-D lines (Figure 2);
- a plan view slice in time (Figure 3); or
- a 3-D cube (Figure 4);

The examples (Figures 2 – 3) show where a grave was traversed in the north east corner of Borroloola Cemetery.

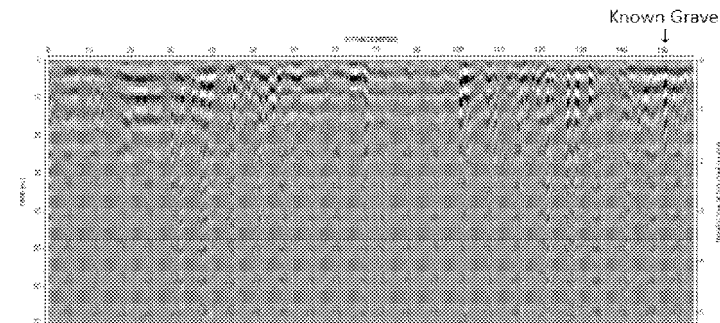


Figure 2: Example of a 2-D view of a line of GPR data - Note the known grave at 150m. Other similar responses are tree roots. These are discriminated from burials by studying the data in plan-view slices (see next figure), and looking for the large linear extent of the responses.

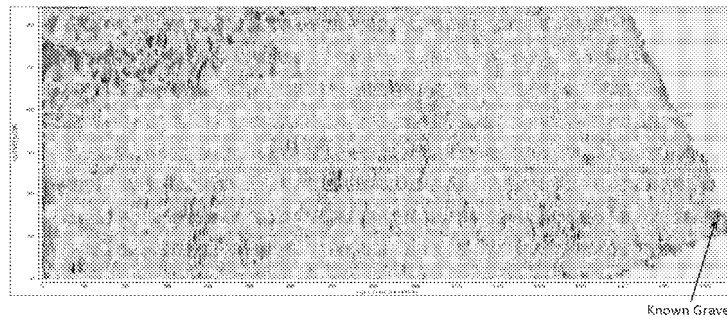


Figure 3: An example of a plan view slice. The data is scrolled through with time – which relates to depth. The slice below relates to 1.7m depth, the typical depth of burial.

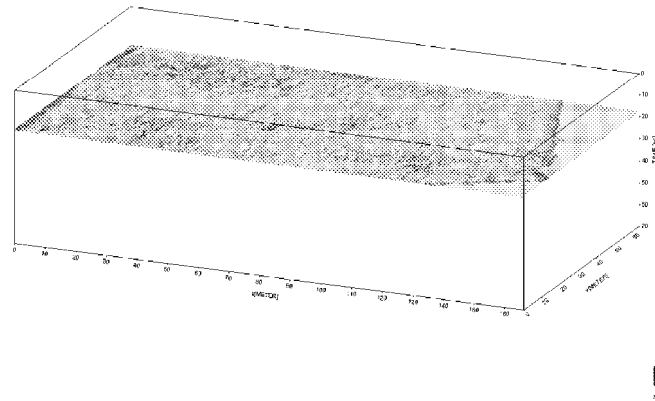


Figure 4: GPR data viewed as a 3-D cube – the computer program used enables the data interpreter to scroll up and down through time-space on the computer screen to determine the scale of features and eliminate RADAR responses that are not related to graves



The most useful tool used in interpretation was the depth slices (Figure 3) which are extracted from the 3-D data cube. In this representation of the data it is possible to slice through from the surface to the maximum depth of penetration of the RADAR. This helps to focus in on features at a likely burial depth (1 – 2 metres) that have a distinctive "grave signature".

The known grave on line 9, at position 150m (Figure 2 and Figure 3) enabled objects with similar features to be identified in the remaining data. Tree roots can be identified by their longer linear extent in plan view. Tree roots are typically 3 to 4 meters long and can be eliminated from the interpretation.

GIS information, which included the locations of trees in the cemetery, was also used to rapidly determine whether a possible radar signature was likely to be related to a tree. Responses, that were human body sized in lateral extent but located near trees, were marked as possible burials. Complex root systems of trees can mimic a burial.

Based on these criteria, the GPR anomalies were analysed and classified as being either:

- **"Probable"** - those anomalies which are most likely to be graves or part of a grave; or
- **"Possible"** - where the anomaly appears to be a grave or part of a grave but there is some doubt – i.e. possible tree root.

It should be noted that two or more anomalies close together may be part of the same grave.



2 BORROLOOLA SURVEY

The survey at Borroloola was carried out on 1 metre spaced lines on two local grids (see Figure 5). The first grid alignment was diagonal with respect to the cemetery boundary fence, and was designed to cross the direction of the graves at right angles, with the lines aligned along a bearing of 003°183° magnetic.

Four star-pickets were placed in each corner of this grid after the completion of the survey, to enable the radar anomalies to be located with measuring tapes at a later stage. The four star-pickets are also shown in the map as grid reference points A1, A2, A3 and A4 (in Figure 5).

The second grid was aligned to the western fence, covering the mostly vacant area in the western part of the cemetery grounds. This grid can simply be referenced from the south west corner of the cemetery fence (see grid reference point "P1").

A small wedge shaped area between the grids at the northern end of the cemetery was surveyed in reconnaissance mode. No unmarked graves were found in the area.

A total of **23 Probable** grave sites and **17 Possible** grave sites were found. These are marked on the map (Figure 5) and also listed in Table 1 and Table 2 in the Appendix. The tables include x and y coordinates with respect to the grid reference points shown in the map. Positive x = local grid east; negative x = local grid west; positive y = local grid north; negative Y = local grid south;

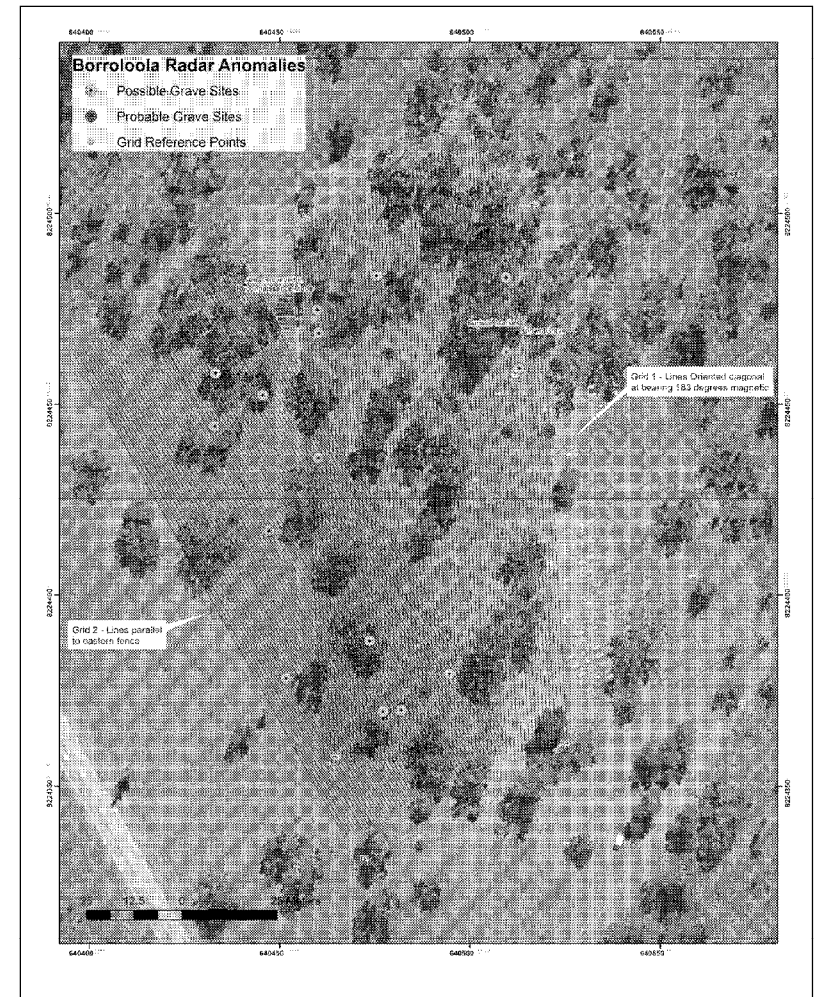


Figure 5: GPR survey lines, grid reference points and anomalies at Borroloola Cemetery



3 ROBINSON RIVER

3.1 Robinson River Main Cemetery

At the main cemetery at Robinson River the radar data were acquired in "normal" mode, in this case towed by hand rather than by quad-bike (see Figure 6). The data were acquired along 1 metre spaced lines. In the small areas between some of the graves, the radar data were acquired in reconnaissance mode, with probable unmarked graves marked out with pin flags in real time.

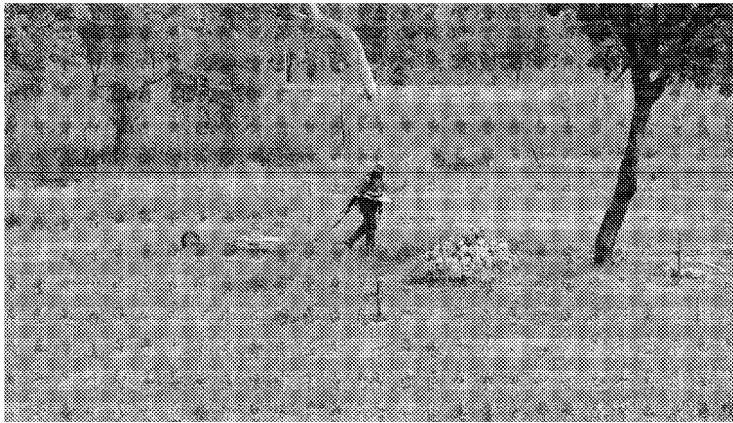


Figure 6: Hand-towing the "normal mode" GPR set-up at Robinson River Main Cemetery

A total of **26 Probable** grave sites and **7 Possible** grave sites were found at the Robinson River main cemetery. An additional 4 grave sites were found when using reconnaissance mode, and these were marked out with pin flags in real time during the survey.

The possible unmarked graves at Robinson River can be referenced by measuring off from four star pickets placed in the ground (see Figure 7), as per the method outlined in the Borroloola cemetery section. The measurements are listed in Table 3 in the Appendix.

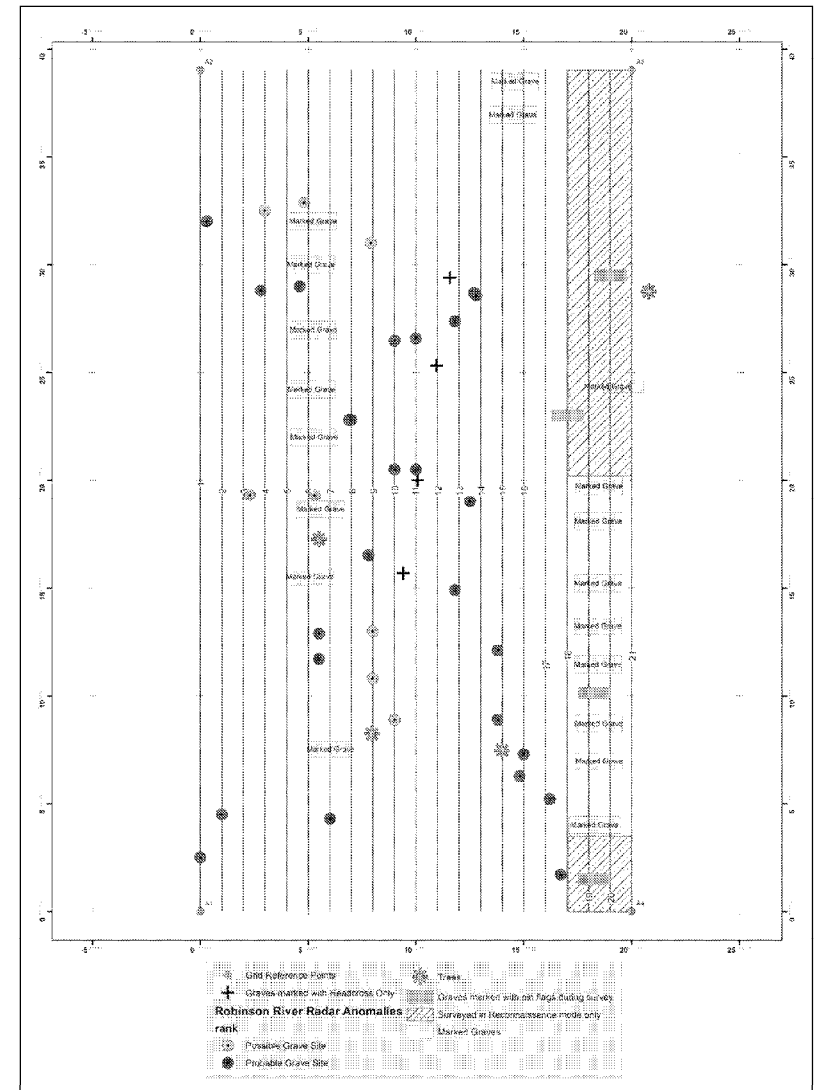


Figure 7: GPR survey lines, grid reference points and anomalies at Robinson River Main Cemetery



3.2 Robinson River Town Cemetery

In the small town cemetery in the Robinson River Community, the GPR data was acquired in "reconnaissance" mode with possible grave sites marked out by pin flags in real time. Figure 8 shows a stitched photo taken of the cemetery during the survey, with the possible grave sites indicated.

Two sites were identified, one of which was very small and may have been where an infant was buried, as was indicated by a local community member. A larger possible burial site was found closer to the entrance.

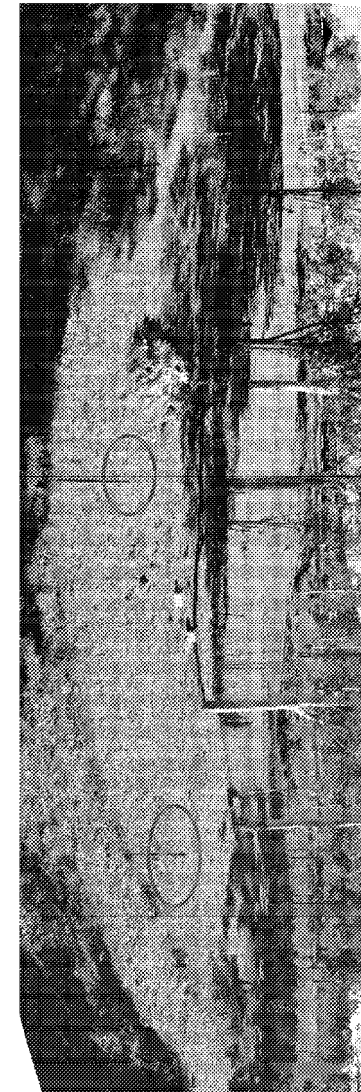


Figure 8: Photo stitch at Robinson River Town Cemetery showing location of two pin-flagged probable grave sites -- at left is a small site possibly where an infant was buried; at right is an adult sized site.



4 CONCLUSIONS AND RECOMMENDATIONS

Ground penetrating RADAR (GPR) surveys were carried out by International Geoscience on behalf of the MAWA corporation. The surveys took place at cemeteries in Borroloola and Robinson River in July, 2012.

These cemeteries contain a number of unmarked graves. The aim of the surveys was to delineate areas of disturbed ground which could be unmarked graves.

The GPR data displayed many features indicating not only human burials but also tree roots and metal objects. To aid in the interpretation, GIS data was used to identify and eliminate many of the anomalies related to tree roots and other objects such as concrete slabs.

A total of 40 GPR anomalies were identified at Borroloola Cemetery. Another 33 were identified at Robinson River main cemetery. These were classified into "probable" where there was reasonable certainty of the anomaly being related to a grave site, and "possible" where there was some doubt. Two probable unmarked graves were identified and flagged at the small town cemetery in Robinson River.

The survey method used does not incorporate a GPS. However detailed maps have been provided as well as tables that list measurement distances from known points on the ground. As such the unmarked graves will be able to be marked out with good accuracy on the ground.

The GPR surveys have been successful in identifying many unmarked graves at all of the three cemeteries surveyed during the field campaign. It is recommended that GPR is used to survey other cemeteries that have unmarked graves in the NT.



5 APPENDIX

Table 1: Radar anomalies from the angled grid at Borroloola Cemetery and measurements referenced to the star pickets A1-A4

Radar Line	Distance Along Line	Rank	A1 Reference		A2 Reference		A3 Reference		A4 Reference	
			X(m)	Y(m)	X(m)	Y(m)	X(m)	Y(m)	X(m)	Y(m)
1	83.5	Probable grave site	63	83.5	63	-58.5	3	-58.5	3	83.5
1	83.7	Probable grave site	63	83.7	63	-58.3	3	-58.3	3	83.7
6	52.5	Probable grave site	58	52.5	58	-89.5	-2	-89.5	-2	52.5
8	110	Probable grave site	56	110	56	-32	-4	-32	-4	110
9	108	Probable grave site	55	108	55	-34	-5	-34	-5	108
10	47.5	Probable grave site	54	47.5	54	-94.5	-6	-94.5	-6	47.5
11	25	Probable grave site	53	25	53	-117	-7	-117	-7	25
12	26	Probable grave site	52	26	52	-116	-8	-116	-8	26
12	84	Probable grave site	52	84	52	-58	-8	-58	-8	84
14	163	Probable grave site	50	163	50	21	-10	21	-10	163
21	146	Probable grave site	43	146	43	4	-17	4	-17	146
25	91.5	Probable grave site	38	91.5	39	-50.5	-21	-50.5	-21	91.5
28	131	Probable grave site	36	131	36	-11	-24	-11	-24	131
30	75	Probable grave site	34	75	34	67	-67	67	-67	75
36	146	Probable grave site	28	146	28	-32	-4	-32	-4	146
39	98	Probable grave site	25	98	25	-44	-35	-44	-35	98
40	95	Probable grave site	24	95	24	-47	-36	-47	-36	95
42	106.5	Probable grave site	22	106.5	22	-35.5	-38	-35.5	-38	106.5
44	113	Probable grave site	20	113	20	-129	-40	-129	-40	113
46	94	Probable grave site	18	94	18	-58	-42	-58	-42	94
46	95.5	Probable grave site	18	95.5	18	-46.5	-42	-46.5	-42	95.5
46	95.7	Probable grave site	18	95.7	18	-46.3	-42	-46.3	-42	95.7
53	56	Probable grave site	11	56	11	-86	-45	-86	-45	56
44	12.8	Probable grave site	20	12.8	20	-129.2	-40	-129.2	-40	12.8
62	80	Probable grave site	2	80	2	-62	-58	-62	-58	80
9	99.5	Probable grave site	5	99.5	5	-42.5	-5	-42.5	-5	99.5
8	100.5	Probable grave site	56	100.5	56	-41.5	-4	-41.5	-4	100.5
11	105	Probable grave site	53	105	53	-37	-7	-37	-7	105
60	113	Probable grave site	4	113	4	-29	-56	-29	-56	113
60	119	Probable grave site	4	119	4	-23	-56	-23	-56	119
10	124.5	Probable grave site	54	124.5	54	-17.5	-6	-17.5	-6	124.5
44	127	Probable grave site	20	127	20	-15	-40	-15	-40	127

Page 150



Table 3: Radar anomalies from Robinson River Main Cemetery and measurements referenced to the star pickets A1-A4

Radar Line	Distance Along Line	Rank	A1 Reference		A2 Reference		A3 Reference		A4 Reference	
			X(m)	Y(m)	X(m)	Y(m)	X(m)	Y(m)	X(m)	Y(m)
1	2.5	Probable Grave Site	0	7.5	0	-36.5	-20	-36.5	-20	2.5
2	4.5	Probable Grave Site	1.8	4.8	1	-24.5	-19	-24.5	-19	4.5
3.8	28.8	Probable Grave Site	2.8	28.8	2.8	-10.2	-17.2	-10.2	-17.2	28.8
5.6	29	Probable Grave Site	4.6	29	4.6	-10	-15.4	-10	-15.4	29
6.5	11.7	Probable Grave Site	5.5	11.7	5.5	-27.3	-14.5	-27.3	-14.5	11.7
7	12.9	Probable Grave Site	5.5	12.9	5.5	-26.1	-14.5	-26.1	-14.5	12.9
7.9	4.3	Probable Grave Site	6	4.3	6	-34.7	-14	-34.7	-14	4.3
8	22.8	Probable Grave Site	6.9	22.8	6.9	-16.2	-13.1	-16.2	-13.1	22.8
8.8	16.5	Probable Grave Site	7.8	16.5	7.8	-22.5	-12.2	-22.5	-12.2	16.5
12.8	14.9	Probable Grave Site	11.8	14.9	11.8	-24.1	-8.2	-24.1	-8.2	14.9
12.8	27.4	Probable Grave Site	11.8	27.4	11.8	-11.6	-8.2	-11.6	-8.2	27.4
13.7	28.7	Probable Grave Site	12.7	28.7	12.7	-10.3	-7.3	-10.3	-7.3	28.7
13.8	28.6	Probable Grave Site	12.8	28.6	12.8	-10.4	-7.2	-10.4	-7.2	28.6
14.8	12.1	Probable Grave Site	13.8	12.1	13.8	-26.9	-6.2	-26.9	-6.2	12.1
14.8	8.9	Probable Grave Site	13.8	8.9	13.8	-30.1	-6.2	-30.1	-6.2	8.9
15.8	6.3	Probable Grave Site	14.8	6.3	14.8	-32.7	-5.2	-32.7	-5.2	6.3
16	7.3	Probable Grave Site	15	7.3	15	-31.7	5	-31.7	5	7.3
17.2	5.2	Probable Grave Site	16.2	5.2	16.2	-35.8	-3.8	-35.8	-3.8	5.2
17.7	1.7	Probable Grave Site	16.7	1.7	16.7	-37.3	-3.3	-37.3	-3.3	1.7
13.5	19	Probable Grave Site	12.5	19	12.5	-20	-7.5	-20	-7.5	19
1.3	32	Probable Grave Site	0.3	32	0.3	-7	-19.7	-7	-19.7	32
1.0	20.5	Probable Grave Site	9	20.5	9	-18.5	-11	-18.5	-11	20.5
10	26.5	Probable Grave Site	9	26.5	9	-12.5	-11	-12.5	-11	26.5
11	20.5	Probable Grave Site	10	20.5	10	-18.5	-10	-18.5	-10	20.5
11	26.5	Probable Grave Site	10	26.5	10	-12.5	-10	-12.5	-10	26.5
9	10.8	Probable Grave Site	8	10.8	8	-28.2	-12	-28.2	-12	10.8
9	8.9	Probable Grave Site	9	8.9	9	-30.1	-11	-30.1	-11	8.9
8.9	31	Probable Grave Site	7.9	31	7.9	-8	-12.1	-8	-12.1	31
3.3	19.3	Probable Grave Site	2.3	19.3	2.3	-19.7	-17.7	-19.7	-17.7	19.3
4	32.5	Probable Grave Site	3	32.5	3	-6.5	-17	-6.5	-17	32.5
5.8	32.9	Probable Grave Site	4.8	32.9	4.8	-6.1	-15.2	-6.1	-15.2	32.9
9	13	Probable Grave Site	8	13	8	-26	-12	-26	-12	13



Table 2: Radar anomalies from the gridlines parallel to the Eastern Fence at Borroloola Cemetery and measurements referenced to the South East Fence Corner (P1)

Radar Line	Distance Along Line (m)	Rank	P1 Reference	
			X(m)	Y(m)
38	22.9	Probable Grave Site	38	30.9
16	87	Probable Grave Site	16	95
24	111	Probable Grave Site	24	119
26	24	Probable Grave Site	26	32
39	112	Probable Grave Site	39	120
8	44	Probable Grave Site	8	52
32	42	Probable Grave Site	32	50
23	80	Probable Grave Site	23	88
31	123	Probable Grave Site	31	131
46	24	Probable Grave Site	46	32

INFRASTRUCTURE AND TECHNICAL SERVICES REPORT



ITEM NUMBER 15.3
TITLE 2013 Second Quarter Report of the Directorate of Infrastructure and Technical Services
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2012 COUNCIL MEETINGS\12.11.14 ORDINARY COUNCIL MEETING\REPORTS - 344541
AUTHOR Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) **That Council receive and note the 2013 Second Quarter Report of the Directorate of Infrastructure and Technical Services**

BACKGROUND

The Directorate of Infrastructure and Technical Services is responsible for the following business units of Council:

- Outstations
- Project Management
- Assets Management
- Shire Service General
- Municipal Services

This quarter report is based on the Shires activities in relation to the Shire Plan 2012-2013 and addresses the operations progress in meeting town priority project deadlines and KPI's outlined for each business unit .

Directors Movements

Town Visits

Staff

Highlights

Outstations – separate report

Project Management

BESWICK SSM – MALCOM FOX

Town Priorities as indicated in the 2012/2013 Shire Plan:

Core Services

Capital Expenditure	Timeframe	Update
Municipal Services - ssm • New Hilux	2012/2013	Has arrived and is being used.
Municipals- tractor	2012/2013	Has arrived and is being used.
Project Details	Timeframe	Project Update
Companion Animal Control	2012/ 2013	No position now available.
Relocate oval	2012/2015	Nil action to date (long term)
School crossing signs at school	2012/2013	Nil action to date
Road reseals old town area	2012/2013	Completed in December 2012
Light footpath to new subdivision	2012/2013	Need funding
Traffic calming devices in lower area of community	2012/2013	Not started

Agency Services

Project Details	Timeframe	Project Update
Ablution block red shed	2012/2013	Power in waiting on sewerage. (fletchers plumbing given the go ahead to finish off sewerage)
All weather road from top to bottom. Improve current road to all weather, in partnership with ABA	2012/2014	No answers from ABA
Light pootpath to new subdivision	2012/2013	No funding as yet
Public toilet block new subdivision	2012/2013	Seeking funding
Refurbishment of red shed	2012/2013	Complete
Shower and toilet block at basketball court	2012/2013	Funding being sought
Street lighting along road which runs from top to bottom, from highway turn off to new sub	2012/2013	Complete all 18 lights installed.

ISSUES/OPTIONS/SWOT:

1. Beswick has still got many petrol sniffing and alcohol problems with youth. Old bus was smashed due to vandalism form petrol sniffers and Isuzu truck had all windows broken with an axe due to the same petrol sniffers. Police were notified and those in the wrong removed from community.
2. Beswick has a new works supervisor Neil Manning.
3. Some staff issues with abandoning work and not telling us where they are makes it difficult to run the SDC properly. Office staffs need more training in IT and education
4. Beswick office needs a new phone system urgently. This is still pending all these months later, we need action!!
5. Beswick now has a new Community Services Manager Vicky New; Vicky is on a trial basis for three months.

FINANCIAL CONSIDERATIONS

Power and water contract: new vehicle minus trade in \$45,000 (complete)

Night Patrol: new Hilux with tray and accessories \$52,471 (complete)

Municipals: 84 HP Tractor (complete)

Shire services general: council office upgrade 60,000, new Hilux minus trade in \$35,000 (complete)

Office upgrade is just waiting for energy efficiency report from private power projects before going ahead.

Key Performance Indicators

Goal 3

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people enjoyment of it.

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	15 areas / 60ha	15 areas / 60ha		
	186	Number of households eligible for kerbside collected in the Shire by township.	85 properties	85 properties		
	187	Length of fire breaks to be completed	nil	nil		
Effectiveness	188	Type of weeds sprayed	Calthrop (main weed), Khaki Bur, Hiptus, Neem, Bellyache	Calthrop (main weed), Khaki Bur, Hiptus, Neem, Bellyache		
	189	Size of area sprayed for weeds	10ha	10ha		
	190	Size of area and location burned for fuel reduction	5ha	5ha		
	191	Number of properties serviced per week	85	85		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	9	9		
	193	Number of kerbside collections	2	2		
	194	Number of collections of litter per week from gardens, open reserves	5	5		
	195	Length of fire breaks put in	Nil this time of year	nil		
Efficiency	197	Cost per hectare for weed spraying	?	?		
	198	Cost of public litter collection per capita	?	?		
	199	Average collection cost per property by township	?	?		
Quality	200	Number of incidents of damage and loss within the town boundary caused by fire intrusions	Nil	nil		
	201	Number garbage collection and litter complaints	nil	nil		
	202	Change in the level of complaints	nil	nil		

Goal 4

Improving our infrastructure

Strategy: Maintain existing Shire Infrastructure, Open Spaces and Assets (other than roads)

Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	9	9		
	233	Number of cemeteries managed and maintained by the Shire	2 Beswick Kennedy	2		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded	nil	Ni/ In progress		
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snipped etc by township,	1	2		

Goal 5: Good Governance

Strategy: Strong and effective representative governance

Outcome: Stronger community voice through Local Boards, Council Representatives and Community Engagement to strengthen the decision making process and accountability of the Roper Gulf Shire through local training, monitoring and reporting system.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Effectiveness	267	Number of Shire Service Managers Meetings held	1	1		
	268	Number of outstanding action items at each meeting carried forward from previous meeting	?	?		
Baseline data	283	Number of local board members	9	9		
	284	Number of local board meetings scheduled for the financial year, by location	7 Beswick	7		
Effectiveness	287	Number of Town Priorities (Community Priorities) achieved in previous financial year	4	1		
	288	Number of residents participating in community or civic events such as clean up Australia Day.	30	nil		

	291	Number of meetings attended by Councillor	1	1		
	292	Number of local board meetings held	2	1		
	296	Number of "core" Town Priorities achieved	nil	1		
	298	Number of "advocacy" Town Priorities achieved	1	nil		
	299	Number and type of community or civic events such as clean up Australia Day.	1	nil		
Efficiency	312	Average time taken to complete/resolved actions Local Boards	½ months	½ months		

2. MANYALLALUK SSM – Kathy Satour

Town Priorities as indicated in the 2012/2013 Shire Plan:**Core Services**

Projects	Timeframe	Unit Responsible	Status
Sealing of internal roads and the main town road to the jump up for dust suppression.	2012	Infrastructure	Pending
Compact Rubbish Truck	2012	Assets	Pending
Street Lighting – in the middle park and outer areas from the undercover courts to the workshop and onto the parking bay at the tourist park	2013	Infrastructure	Pending
Dog Bylaws to control number of dogs	2013	Governance Infrastructure	Started
Seal from Highway to the jump up on the Manyallaluk access road	2012/13	Infrastructure	Pending
Job Opportunities and training for women in the township	2012	Employment and Training Human Resources	Started
Cemetery fencing	2013	Infrastructure	Completed
Area for animal burial ground – possibly to side of cemetery	2013	Infrastructure	Pending
Bridge in park i.e. raised walkway for walkers	2013	Infrastructure	Pending
Public Toilets	2014	Infrastructure	Started

Agency Services

Projects	Timeframe	Unit Responsible	Status
Sports Oval	June 2014	Sports and Recreation	Pending
Sports and Recreation vehicle such as a gator	2014	Sports and Recreation	Pending
1 Fence around dwelling	2013	CDEP	Pending

Shire Plan Other/Advocacy Services

Projects	Timeframe	Lead Agency	Status
Current phone does not work in the wet season and has wiring problems.	2012	Telstra	Pending
Relocate airstrip	At the end of the life of the current strip	DCI	Pending
Increased Housing	2014/15	DHLGRS	Pending
Central ablution block and laundry located in the community area	2013	FaHCSIA	Pending
Central ablution block and laundry located in the community area	2013	FaHCSIA	Pending
Localised mechanic at Manyallaluk, Barunga or Beswick to service all three locations.	2015	Infrastructure	Pending

Shire Plan Capital Expenditure

Shire Services General	New Hilux with trade in	\$40,000	Hilux Ordered
Waste Management	Up Grade Blue Tractor	\$25,000	Tractor is being upgraded
Facility Development Grant	Upgrade Sport and Rec Complex	\$50,000	Asset

Manyallaluk Overview

Administration and General Business	Status	Comments
General Business	Ongoing	
Municipal Services		
Air Strip	Ongoing	General mowing/slashing
Cemetery	Ongoing	General mowing/slashing/weed spraying Ongoing
Civil Works	Ongoing	Patching work
Companion Animal Welfare/Parks & Gardens	Ongoing	Mowing/Slashing Road side slashing
Plant & Machinery		R&M to all plant & equipment
Street Lighting		
Waste Management		Kerb side collecting – twice weekly Emu parade –weekly Revamp of Dump underway dumping areas for White Goods, Green Waste, Building Rubble, Domestic Waste & Steel
Weed Management		Gary Hillen attending for one week to do VCL spraying
Workshop		General clean-up

NIGHT PATROL

- Staffing issues being addressed by Acting Regional Night Patrol Manager Julie Kartinyeri

SPORTS & RECREATION

Staffing Issue's

Program supported by community

3. NUMBULWAR SSM – ALAN MOLE

Town Priorities as indicated in the 2012/2013 Shire Plan:

Core Services

Projects	Timeframe	Unit Responsible	Status
Maintain Street Lighting.	2013	Infrastructure	Ongoing
Road Restoration	2013	Infrastructure	Pending
Build Public Toilets Water front Airstrip	2013	Infrastructure DITS SSM	Pending
Cemetery New site Site Plan Management Plan which incorporates formalising and standardising new plots, maintenance schedules and defines roles and responsibilities	2013	Infrastructure DITS SSM	Pending
Dumps New Dump site to be determined Remove refuge from old dump and relocate to new dump	2013	Infrastructure DITS SSM	Pending
Identify and make available opportunities for people to gain appropriate training and employment	2013	Governance & Corporate Planning	Ongoing
Provision of pedestrian pathway	2013	Infrastructure	Pending
Drainage	2013	Infrastructure	Pending
Pedestrian Crossings Community Store School Newtown Store Clinic	2013	Infrastructure	Pending
Security Lights & Cameras Council Office Workshop MUNS Compound Fuel Pumps	2013 2012-2013	Infrastructure Infrastructure	Pending Ongoing
New Multipurpose Community Building and Oval	2013	Infrastructure	Pending
Fencing for new dump site	2013	Infrastructure	Pending

Agency Services

Projects	Timeframe	Unit Responsible	Status
Internal Fence around Sports	2011-2012	Sports & Rec	Completed

and Rec Facility			
Manage antisocial behaviour such as public drunkenness, disorder and vandalism	2011-2012	<ul style="list-style-type: none"> Community Safety NT Police 	Pending
Provide Youth leadership courses to development leadership skills for youth across the region –DET	2011-2012	<ul style="list-style-type: none"> Youth Services Youth Voice Committee 	Pending
Education Awareness Programs. <ul style="list-style-type: none"> Health & Dogs Litter Adult learning Governance 	2012-2013	Governance and Corporate Planning	Ongoing
Shed and roof around and over basketball court	December 2012	Sports & Rec DHLGRS	Pending
Construction and new BRACS facility (television and radio)	December 2012	DBCDE Family & Community	Completed
Tow truck	July 2013	DHLGRS	Pending
Relocation of football/sports oval	December 2012-2013	DHLGRS Sports & Rec	Pending
Establish an early childhood coordinator to lead the integration of family services tailored to the Numbulwar community and its surrounding service delivery areas	Review 2012	DET LRG DHF SHS	????
DET in partnership with DHF, DEEWR, FaHCSIA, RGSC, non government organizations and community will lead to the integration of universal services for family and their children	July 2013	DEEWR DET DHF FaHCSIA Family & Community	Ongoing
NTG with support from RGSC guarantees all 12 year leavers employment and training opportunities under the jobs Guarantee Plan	July 2013	DBE DET Youth Services and Training	Ongoing
Margret Garden	July 2013	Fred Hallows Foundation Horticulture and Landcare	Ongoing
Better Mail Service	February 2013	Australian Post Commercial Operations	Pending

Shire Plan Other/Advocacy Only

Projects	Timeframe	Unit Responsible	Status
Upgrade airport building to include shelter and toilets	2012-2013	DCI	Pending
Establish a School Attendance Working Group	Review December 2012	DET	Pending
Child Care Centre	2012-2013	DEEWR	Pending
Undertake an assessment of what is currently available and what will be required for future ages care	November 2012	DoHA DHF	????

services.			
Complete and gazette an area plan including street names	December 2012	DLP	Ongoing
Enforcement of road rules including signage	2012-2013	NT Police RGSC	Ongoing
Develop Town Centre Urban Design plan including community transport strategies	December 2011	DLP DCI	Ongoing
Arts & Craft Centre	2013 - 2014	Office if the Arts GBM	Pending
Build Bridge over the Phelps River	2015	DCI	Pending
Early Childhood – Complete a study on future of education and associated infrastructure needs including the establishment of a crèche and childcare facility in Numbulwar	December 2012	DEEWR	Ongoing

Departmental Reports

Department	Project	Outcome/Issues	Status
MUNS	Garbage Disposal	Delivered 3 x per week	Ongoing
MUNS	Road Sweeping	Delivered once x per week	Ongoing
MUNS	Refuge/Dump Maintenance	Delivered once x per week	Ongoing
MUNS	Road Patching	As required	Ongoing
MUNS	Airport/Runway Maintenance	Inspection once per week Repairs and Maintenance when required	Ongoing
MUNS	Weed Control	When required	Ongoing
MUNS	Parks, gardens maintenance/slashing	When required	Ongoing
MUNS	Cemetery Grounds Maintenance	When required	Ongoing
Night Patrol	Community Safety	Patrols 5 x per week	Ongoing
Age Care	Respite	Meeting Requirements	Ongoing
		Issue with staff attendance	
CDEP	Community Projects	Meeting Requirements	Ongoing
		Issue with staff attendance	
Sports & Rec	Community Programs	Meeting Requirements	Ongoing
Administration	Community Engagement	Meeting Requirements	Ongoing
Youth Services	Community Engagement	No Youth Services operating	Ongoing
BRACS/Media	Community Engagement	Media Officer has been Acting Coordinator for the Age Care Centre	Ongoing

ISSUES/OPTIONS/SWOT

- Front End Loader & Backhoe in workshop for major repairs, this is impacting on service delivery, parts have arrived and we are awaiting completion of the repairs.
- More and better funded Projects required for the CDEP employees.
- Need for a review on the staff structure and better programs for the Youth Services Department Projects.
- Animal Welfare needs to be addressed as there are huge issues within Numbulwar in regards to dog controls.
- By Laws Implemented.
- Rubbish reduction/littering issues need to be addressed
- Street Names require finalising.
- Require new phone/fax etc, for new front reception/post office once completed
- SIHIP is in progress, maybe completed by March 2012
- Airstrip grounds and maintenance completed and up to date
- Cleared water drains and had the grader recut drain in preparation for the wet season.
- RGSC is implementing and installing a new community fuel distribution system that will not require any purchase of fuel cards from the 'Numburindi Store. (credit card, basic card, AUSFUEL Card)
- Airport requires URGENT need of a planned structure;
- Toilet/Abution Block
- Solar powered lights
- Designated parking area.

Key Performance Indicators:

Goal 3

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it
 Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Shire Program Scope of Works & Statistics

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	5			
	186	Number of households eligible for kerbside collected in the Shire by township,	132			
	187	Length of fire breaks to be completed	5km			
Effectiveness	188	Type of weeds sprayed	NIL			
	189	Size of area sprayed for weeds	NIL			
	190	Size of area and location burned for fuel reduction	0			
	191	Number of properties serviced per week	8			
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	4			
	193	Number of kerbside collections per week	5			

	194	Number of collections of litter per week from gardens, open reserves and public areas	5			
	195	Length of fire breaks put in	0			
Efficiency	197	Cost per hectare for weed spraying	??			
	198	Cost of public litter collection per capita	??			
	199	Average collection cost per property by township	??			
Quality	200	Number of Incidents of damage and loss within the town boundary caused by fire intrusions	0			
	201	Number garbage collection and litter complaints	0			
	202	Change in the level of complaints	0			

Goal 4

Strategy: Maintain existing Shire infrastructure and assets (other than roads) Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	4			
	233	Number of cemeteries managed and maintained by the Shire	1			
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded	??			
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snipped etc by township,	1			

4. BULMAN SSM – Lee Petersen

Town Priorities as indicated in the 2012/2013 Shire Plan:

Core Services

Shire Plan Core Services Projects

Projects	Timeframe	Unit Responsible	Status
Kerbs and gutters-Bulman/Weemol	June 2012	Infrastructure	Pending
Roads reseals-Bulman/Weemol council office areas	June 2012	Infrastructure	Complete
Drainage improvement near Council Offices and Workshop areas	June 2012	Infrastructure	Complete
Compact rubbish truck	2012/2013	Assets	Pending
Dust suppression and park areas-grade to remove rocks and topsoil and lawn	June 2012	Infrastructure	Complete

Shire Plan Agency Services

Projects	Timeframe	Unit Responsible	Status
Homelands roads- access road to Mt Catt several sections which need crossings for all weather access.	June 2012	Infrastructure	Pending
Upgrade water supply system at Mt Catt current solar pump does not work at night or heavy wet season	2012/2013	Infrastructure	Complete New petrol pump installed
Vehicle to tow the septic pump out trailer	2013/2014	Assets	Complete

Shire Plan Other/Advocacy Only

Projects	Timeframe	Lead Agency	Status
Airstrips repairs and maintenance	Ongoing	DCI	Ongoing
Housing upgrades and repairs	2012	SIHIP	complete
Upgrade of septic system at Weemol as current individual systems are flooding during the wet season and theres limited access for the pump out truck.	2015/16	DHLGRS	Pending

Shire Plan Capital Expenditure

Municipal Services	New Hilux minus trade-in, 84HP Tractor	\$105,000	Assets Received
Waste Management	New Compactor	\$135,000	Ordered, delivery pending

Bulman/Weemol at a Glance

MUNICIPAL SERVICES	STATUS	COMMENTS
Airport	Ongoing	General mowing/slashing

Cemetery	Ongoing	General mowing/slashing/weed spraying
Civil Works	Ongoing	have completed internal road works resealed
Parks & Gardens	Ongoing	Wet season activities eg, mowing/edge trimming. Clear fallen trees and branches after a storm. Irrigation gets put back after 2 days without any rain.
Plant & Machinery	Ongoing	R&M too all plant & equipment – ongoing 6 municipal officers and CDEP participants have just received there tickets for, loaders, bobcats, backhoes. We have a new Case 3 tractor on community New 85hp tractor and slasher waiting on delivery. 950 loader is still in town for R&M
Waste Management	Ongoing	Pre-cyclone collection month - completed Kerb side collecting – twice weekly Emu parade – weekly
Weed Management	Ongoing	Partnership with NLC rangers
Workshop	Ongoing	General clean-up – Ongoing R&M ongoing to make for a more functional workshop

NIGHT PATROL

We only have one licensed driver for the patrol vehicle so operations have been minimal
Night patrol has been working close with sport and rec and will continue to do so over the holiday period

SPORTS & RECREATION

We have 2 good applicants for the vacant position we hope to have filled ASAP

- sports and rec holiday program

ISSUES/OPTIONS/SWOT

- Woman centre has 5 staff and NO licensed drivers
- Sport and rec has 1 staff NO licensed drivers
- Night patrol has only one licensed driver

Key Performance Indicators**Goal 3**

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	10acres	10acres		
	186	Number of households eligible for kerbside collected in the Shire	73	73		
	187	Length of fire breaks to be completed	18km	18km		
Effectiveness	188	Type of weeds sprayed	Nil	Hypis, Spiny head Sida, Caster Oil Plant, Sickle pod, Coffee senna, Noogoora Burr, Star Burr, Mission Grass, Neem Trees, Yellow Oleander		
	189	Size of area sprayed for weeds	Nil	We have a partnership with NLC and they do all weed spraying within the community		
	190	Size of area and location burned for fuel reduction	Nil	Nil		
	191	Number of properties serviced per week	146	146		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	10	10		
	193	Number of kerbside collections per week	2	2		
	194	Number of collections of litter per week from gardens, open reserves and public areas	2	2		
	195	Length of fire breaks put in	Nil	Nil		
	Efficiency	197	Cost per hectare for weed spraying	\$4910	\$4910	
198		Cost of public litter collection per capita	\$3.68	\$3.68		
199		Average collection cost per property	\$21.03	\$21.03		
Quality	200	Number of Incidents of damage and loss within the town boundary caused by fire intrusions	0	0		
	201	Number garbage collection and litter complaints	0 - 169 -	0		
	202	Change in the level of complaints	0	0		

Goal 4

Strategy: Maintain existing Shire infrastructure and assets (other than roads)
 Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.
 Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	10	10		
	233	Number of cemeteries managed and maintained by the Shire	3	3		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded	2	1		
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snipped etc	1	1		

5. BARUNGA SSM – ROBBIE CAMPBELL**Town Priorities as indicated in the 2012/2013 Shire Plan:****Core Services**

Projects	Timeframe	Unit Responsible	Status
Establishment of a woman's centre	-	-	Completed
Street lights around community 100% complete lights are install and the community are happy with the new lights	-	-	Completed
Barunga won the litter control award for 2012 tidy towns	-	-	Completed

Shire Plan Agency Services

Projects	Timeframe	Unit Responsible	Status
Water supply interruptions due to the old pipes blowing out in various places around the community.	-	-	-
Street light audit	-	-	Ongoing

Shire Plan Other/Advocacy Only

Projects	Timeframe	Lead Agency	Status
Airstrips repairs and maintenance	-	DCI	Ongoing
Litter collection every Monday from Stuart hi way to drinking area.	-	-	Ongoing

Shire Plan Capital Expenditure

Projects	Timeframe	Lead Agency	Status
Waste Management - 8ft Compactor has been ordered and we are currently waiting the arrival.	-	-	-
Shire Services General – new hilux has arrived and on community	-	-	-
Municipal - new hilux has arrived and on Community	-	-	-

New staff

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	12	12		
	186	Number of households eligible for kerbside collected in the Shire by township.	65	65		
	187	Length of fire breaks to be completed	6km	6km		
Effectiveness	188	Type of weeds sprayed	NIL	NIL		
	189	Size of area sprayed for weeds	NIL	NIL		
	190	Size of area and location burned for fuel reduction	0	0		
	191	Number of properties serviced per week	65	65		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	Daily required	Daily required		
	193	Number of kerbside collections per week	2	2		
	194	Number of collections of litter per week from gardens open reserves and public areas	Daily required	Daily required		
195	Length of fire breaks put in	12km	12KM			
Efficiency	197	Cost per hectare for weed spraying	??	??		
	198	Cost of public litter collection per capita	??	??		
	199	Average collection cost per property by township	??	??		
Quality	200	Number of Incidents of damage and loss within the town boundary caused by fire intrusions	0	0		
	201	Number garbage collection and litter complaints	0	0		
	202	Change in the level of complaints	0	0		

Danika Jentian new Library officer and is taking the role very well

ISSUES/OPTIONS/SWOT

A CDEP supervisor at Barunga is essential to build the capacity of the CDEP team and progress the planned projects.

Family and Community Services positions need to be filled to utilise the newly refurbished woman's centre.

BRACS some of the radio stations and TV stations are not being received.

Not sure how the Digital role out will affect the community.

Commenced the cemetery works to establish the new plots and landscape design just waiting on CDEP to complete as a CDEP project which will provide training for the participants.

FINANCIAL CONSIDERATIONS

Bollards around the oval and SDC money not in budget looking to spend around \$3000.00.

Key Performance Indicators

Goal 3

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Goal 4

Strategy : Maintain existing Shire infrastructure and assets (other than roads)

Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	12	12		
	233	Number of cemeteries managed and maintained by the Shire Barunga	1	1		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded				
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snapped etc by township,	1	1		

6. MATARANKA SSM – VIRGINYA BOON

Town Priorities as indicated in the 2012/2013 Shire Plan:

Core Services

Capital Expenditure	Timeframe	Update
Municipal Services New Hilux Purchase of old Power House - Lot 84	2012/2013	- Complete - Under investigation
Shire Services General – New Hilux	2012/2013	- Has been ordered
Waste Management – New Compactor	2012/2013	- Has been ordered
Project Details	Timeframe	Project Update
Companion Animal Control	June 2013	- Officer employed – on Sick Leave - Community Complaints – too many dogs roaming the streets and park area - Community education commenced -
New Cemetery – Site to be identified followed by a development plan	March 2013	Nil action to date
Upgrade toilets at Community Hall and add another toilet for wheel chair access and remove Eucalyptus Tree near toilet	2012/2013	Nil action to date
Playground – completion and final inspection	July 2013	- Email sent to DITS Director through MRLB requesting action - No inspection by Project Manager to date
Road repairs and upgrades – Warloch St, - priority, Beswick St, Sterling St, Gunn St, Eley St (drainage) and Dump roads	2012/2013	- Complete

Agency Services

Project Details	Timeframe	Project Update
Community Hall – Separate power for hall and shire buildings	ASAP	- Nil action to date
HACC kitchen extended to incorporate storage	2013	- Showed site to previous Commercial Opps Director - Containers have been purchased and are sitting at Emungulan Rd for months - Nil action from Project Manager to date
Community Hall Sound System	2012/2013	- Nil action to date / Complete
Improve drainage at Mulgan Camp – at the entrance there is flooding during the wet which causes the power to cut out	2013/2014	- Project commenced late 2012. Incomplete, waiting for civil works to come back and finish off job
Sport & Recreation Grounds – Multi function court (covered)	2012/2013	- Plans drawn up - Grant application submitted
Skate park and bike track	2013/2014	- Nil action to date
High Set house for caretaker at Sports Ground	2013/2014	- Nil action to date
The purchase of a Sport & Recreation bus	2012/2013	- Nil action to date

Advocacy Only

Project Details	Timeframe	Project Update
Alcohol Management Plan	2013	- Funding applied for to assist with the consultation process leading to the development of a plan
Aged Care Centre	2012/2013	- Nil action to date
Family and Community Services to investigate the options for aged care, including an aged care hub in Mataranka and present findings	February 2012	- Nil action to date
Child Care Centre	2012/2013	- 2011 approval of a site to erect a

		building if needed - no other action to date
Television retransmission	2013	- Update on new VAST system presented to MRLB - request for clarification on Mataranka being included in "Remote Indigenous Community" list to receive the free equipment - LGANT following up with enquiry as to why Mataranka township not included in the Federal Government Project
Television retransmission	2013	- Update on new VAST system presented to MRLB - request for clarification on Mataranka being included in "Remote Indigenous Community" list to receive the free equipment - LGANT following up with enquiry as to why Mataranka township not included in the Federal Government Project
Lighting in park across from the pub	June 2012	- Nil action to date
Little Roper Bridge (Homestead Rd)	2014	- Nil action to date
Town planner visit	December 2012	- Nil action to date
The development of a walking track from Bitte Springs to the Homestead	2014	- Nil action to date
Reticulated sewerage for Mataranka	June 2012	- Nil action to date
Mobile phone coverage from Mataranka to Katherine	2013	- Nil action to date
Public Housing – there has been a loss of availability of public housing due to leasing by NT Government agencies	December 2012	- Nil action to date
Water Quality	June 2012	- Nil action to date
Land release	ASAP	- Notification from Dept Lands & Planning that the hold up is with the change over of Government

Larrimah

Core Services

Project Details	Timeframe	Project Update
Improvements to the Park area at Lot 62 (Subject to transfer of lease from Larrimah Development Association to RGSC)	December 2012	- Nil action to date
Road Repairs to: <ul style="list-style-type: none"> Internal Road – last sealed in 1975 Internal Roads 	2012/2013	- Nil action to date
Western Creek Access Road direct onto highway instead of winding through town	2012/2013	- Nil action to date
Parking bay across the road from Fran's Tea House: <ul style="list-style-type: none"> Parking Bay signs 2010 - CDI 	2012/2013	- Nil action to date
Clean up & maintain Lot 58	2012	- Clean up completed. Mataranka Muns and CDEP staff continuing with ongoing maintenance of this site.
Redevelopment of the dump	2012/2013	- Clean up completed. Mataranka Muns and CDEP staff continuing with ongoing maintenance of this site. - Nil action to date with redevelopment

Advocacy Only

Project Details	Timeframe	Project Update
Clean up Green Park Roadhouse	2012/2013	- DCCS investigating ownership and responsibility
Western Creek Road – R & M – Radio Transmission	2012/2013	- Nil action to date
Resurvey of township	2012/2013	- Nil action to date
Upgrade and development of the realignment of the Western Creek access road to Stuart Highway	2012/2013	- Nil action to date

ISSUES/OPTIONS/SWOT

TYM T1003 Tractor A1442 – Asset # 700026 – Rego# 961-666

Purchased in 2010

- Tractor has been repaired under warranty approx 5/6 times since it was purchased
- repair hole in fuel tank twice
- repair problem with joy stick for bucket
- repair airconditioner
- Over \$ has been spent on repairs and maintenance since warranty ran out
- replace radiator
- Staff are unwilling to drive the tractor since one of the front wheels fell off of it during operation
- Currently has a leak from the radiator
- Has been sent in to Emungalan road to possibly put in auction.

Recommendation: To offload tractor either by trade-in or sale and work at finding money in budget to replace it with a brand of tractor that is more reliable.

Update – 31/12/12

- Repairs have been carried out to date
- Previous problem areas have been reinforced to prevent recurrence of problems

FINANCIAL CONSIDERATIONS

Key Performance Indicators

Goal 3

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it.

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	15 areas / 60ha	15 areas / 60ha		

	186	Number of households eligible for kerbside collected in the Shire by township,	62 properties	65 properties		
	187	Length of fire breaks to be completed	12kms	12kms		
Effectiveness	188	Type of weeds sprayed	Calthrop, Khaki Bur, Hiptus, Neem, Bellyache	Calthrop, Khaki Bur, Hiptus, Neem, Bellyache		
	189	Size of area sprayed for weeds	20ha	20ha		
	190	Size of area and location burned for fuel reduction	10ha	Nil		
	191	Number of properties serviced per week	27	27		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	8	8		
	193	Number of kerbside collections per week	1	1		
	194	Number of collections of litter per week from gardens, open reserves and public areas	5	5		
Efficiency	195	Length of fire breaks put in	4kms	Nil		
	197	Cost per hectare for weed spraying				
	198	Cost of public litter collection per capita				
	199	Average collection cost per property by township				
Quality	200	Number of Incidents of damage and loss within the town boundary caused by fire intrusions	Nil	Nil		

	201	Number garbage collection and litter complaints	4	6		
	202	Change in the level of complaints	Was at least 3/week – Now approx 1/month	Increase in rubbish collection and Dog Problems		

Goal 4

Improving our infrastructure

Strategy : Maintain existing Shire Infrastructure, Open Spaces and Assets (other than roads)

Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	8	8		
	233	Number of cemeteries managed and maintained by the Shire	2 Mataranka Elsey	2 Mataranka Elsey		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded	1 Mataranka	1 Mataranka		
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whippet etc by township,	1	1		

Goal 5

Good Governance

Strategy: Strong and effective representative governance

Outcome: Stronger community voice through Local Boards, Council Representatives and Community Engagement to strengthen the decision making process and accountability of the Roper Gulf Shire through local training, monitoring and reporting system.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
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Effectiveness	267	Number of Shire Service Managers Meetings held	1	1		
	268	Number of outstanding action items at each meeting carried forward from previous meeting				
Baseline data	283	Number of local board members	4	5		
	284	Number of local board meetings scheduled for the financial year, by location	11 Mataranka	11 Mataranka		
Effectiveness	287	Number of Town Priorities (Community Priorities) achieved in previous financial year	2 / 4 - Core Svcs, 2 / 7 - Agency Svcs, 2 / 12 - Advocacy	2 / 4 - Core Svcs, 2 / 7 - Agency Svcs, 2 / 12 - Advocacy		
	288	Number of residents participating in community or civic events such as clean up Australia Day.	80 Territory Day	Nil		
	291	Number of meetings attended by Councillor	2 DM – July DM - Aug	1 DM - Oct		
	292	Number of local board meetings held	3	3		
	296	Number of "core" Town Priorities achieved	0/9	2/9		
	298	Number of "advocacy" Town Priorities achieved	0/14	3/14 Actioned		
	299	Number and type of community or civic events such as clean up Australia Day.	1 Territory Day	Nil		
Efficiency	312	Average time taken to complete/resolved actions Local Boards	1 month	1 month		

7. JILKMINGAN SSM – VAS PERGAT**Town Priorities as indicated in the 2012/2013 Shire Plan:****Core services:**

Capital Expenditure	Timeframe	Update
WH&S Audit undertaken on all Shire buildings	-	-
Ongoing repair and maintenance of sprinkler system.	-	-
Prepared oval for football carnivals (4).	-	-
Preparation for wet season underway.	-	-

Agency Services:

Projects	Timeframe	Unit Responsible	Status
Monthly street light audit for Power & Water	-	-	-
Monthly water samples audit for Power & Water	-	-	-
Centre Link service closed from 17Dec12 to 07Jan13.			
Office and Programs open over Christmas break.			

Advocacy Services:

Projects	Timeframe	Unit Responsible	Status
AMP & the ongoing establishment of a 'safe drinking area'	-	-	-
Working with JCAC	-	-	-
Liaising with local Police – with the wet season the back roads to bottle shop at Homestead will be cut off. This will reduce amount of alcohol & noise in community.	-	-	-

Capital Infrastructure:

Projects	Timeframe	Unit Responsible	Status
Awaiting quote for recycling bridge pipes into 2 community Creeks	-	-	-
Compactor ordered, to be based and shared with Mataranka Shire	-	-	-
Purchase of replacement Bobcat to be presented into 2013/2014 budget	-	-	-

Professional Development:

Projects	Timeframe	Unit Responsible	Status
Many staff successfully completed 4x4 training by CDU.	-	-	-
SSM successfully completed Cert. IV, WH&S course.	-	-	-
2 MUNS workers received white card			

New staff:

All positions filled at Jilkminggan.
Indigenous employment @ 85%. Four women appointed this quarter.
Staff retention rate @ 80%.

ISSUES/OPTIONS/SWOT

With 4 burials this quarter, burial space is running out.
Require the development of a new cemetery urgently.

- Heavy rains will make both creek roads (to CDEP farm & SSM house and to Tip and Sewage Farm) impassable.
- 2012 has had no reported incidence of vandalism, break-ins or theft.

Priorities for 2013:

- Establishment of a new cemetery.
- All weather roads over creeks.

FINANCIAL CONSIDERATIONS

- Repair & Service of Bobcat – approx cost \$3,000 – Bobcat has reached 'used by date'. On wish list for 2013/14.
- Replacement of Ice machine \$4,000 – cost to be shared between CDEP, Sports & Rec & MUNS.
- Quote for creek jobs - \$20,000

8. BORROLOOLA SSM – CANDICE SIEDLER - TWINE

Town Priorities as indicated in the 2012/2013 Shire Plan:**Core services:****Shire Plan Core Services Projects**

Projects	Timeframe	Unit Responsible	Status
Continue street lighting to eliminate dark spots	2013	Infrastructure	Pending
Roads restoration	2013	Infrastructure	Pending
More public toilets including one at the cemetery	2013	Infrastructure	Pending
Signage at Cemetery Entrance	2013	Infrastructure	Pending
Manned Station at Dump	2013	Infrastructure	Pending
Box drain at pool car park	2013	Infrastructure & SSM	Pending
Landfill for and upgrade of Waste Disposal Facility	June 2013	DITS & SSM	Commenced Sept12
Identify and make available, opportunities for people to gain appropriate training and employment	Ongoing	All Shire Business Unit	Ongoing
Provide training and skill enhancement opportunities for community representatives across a range of areas including finance, governance and management	Ongoing	Governance & Corporate Planning	Ongoing
Cemetery grounds – plan of management which includes, formalise and standardise new plots, maintenance schedule and defines roles and responsibilities of Shire and Cemetery Trust Corporation	2013	DITS & SSM	Commenced with Ground Radar Scan completed Sept12 SoP - Pending
Provision of pedestrian pathways inclusive of, but not restricted to school crossing zone	July 2013	Infrastructure	Pending
Pedestrian crossing at the pool	July 2012	Infrastructure	Pending
Flood lighting at Show Grounds	2012/2013	Infrastructure	Pending
Improve Mara back access track	2012/2013	Infrastructure	Pending
Upgrade Mara track connecting Mara to Bing Bong Road for wet season access	2013/2013	Infrastructure	Pending
Lengthen and upgrade sports oval at Show Grounds	2012/2013	Infrastructure	Pending

Shire Plan Agency Services

Projects	Timeframe	Unit Responsible	Status
Lighting on McArthur River Bridge			Pending
Continue to develop recreation facilities based around the swimming pool - NRETAS	2014/2015	Sports & Recreation	Pending
Establish short, medium and long term programs for upgrading all roads including river crossings in the region – applicable to roads the Shire is responsible for – DLP	2013/2014	Infrastructure	Pending
Support the operation of the existing Women's Safe House – DCF	Ongoing	Community Safety	Pending
Manage antisocial behaviour such as public drunkenness, disorderly behaviours and vandalism – NT POLICE	Ongoing	Community Safety	Pending
Provide Youth leadership courses to develop leadership skill in youth across the region - DET	Ongoing	Youth Services Youth Voice Committee	Pending

Shire Plan Other/Advocacy Only

Projects	Timeframe	Lead Agency	Status
Removal of a buffer zone around the power station and the power station to enable business development	2012	PowerWater	Pending
Establish a youth hostel for young people participating in education and training	2014/2015	MRM CBT	Pending
Continue to develop and support community events such as the Boonu Boonu Festival, Borrooloola Show, Rodeo, King Ash Bay Easter Fishing Classic as well as local sporting events	Ongoing	Family and Community Services	Pending
Improve the range of public, private and commercial accommodation in the region	2015/2016	DEEWR & DHLGRS	Pending
Expand and improve infrastructure to provide more options for visitors to the region	2015/2016	Tourism NT	Pending
Assist indigenous organisations to engage in commercial investment opportunities in the region	Ongoing	DBE	Pending
Encourage Indigenous organisations and individuals to participate in business development opportunities	Ongoing	DHLGRS	Pending
Upgrade the mobile phone footprint	2014/2015	DLP	Pending
Develop further public internet access and upgrade the mobile phone footprint	2012/2013	DBE	Pending
Undertake proactive policing such as community and pub patrols	2011/2012	NT Police	Pending
Establish a sobering up shelter	2015/2016	NT Police	Pending
Establish a cultural centre to promote the culture, art and language of the four groups in Borrooloola	2015/2016	NRETAS	Pending
Baseline mapping of services and infrastructure in town and surrounding service populations to inform Local Implementation Plan	2011/2012	DHLGRS	Pending
Partnership for development of a Community Complex to serve as a multi-purpose facility serve as a multi-purpose facility	2015/2016	RGSC & MRM CBT CBT	Commenced

Borrooloola at a Glance**Administration and General**

Projects	Timeframe	Unit Responsible	Status
Tenant Eviction of RGS Lot 382	-	-	Completed
General business	-	-	Ongoing
Medivac On-Call Services	-	-	Ongoing

Companion Animal Welfare

Projects	Timeframe	Unit Responsible	Status
Animal Management Officer engaged Anthony Baker	-	-	
Pound undergoing R&M	-	-	

Library

Projects	Timeframe	Unit Responsible	Status
General Business	-	-	Ongoing

Municipal Services

Projects	Tasks	Status
Airport	General mowing/slashing	Ongoing
Boat Ramps	DI responsibility – access road maintained by RGS	ongoing
Cemetery	General mowing/slashing/weed spraying Ongoing 2 plots dug this quarter	Ongoing
Civil Works	Muns team continuing patching work in town camps	Ongoing
	Local contractor hired to fix road shoulders in Garawa 1 & 2 – not completed to high standard with windrows left behind and bitumen left covered with re-dirt, directed by HQ Civil to clean up but no as yet carried out	Completed
	Major Road Works	Date Unknown
Parks & Gardens	Robinson Road sink holes appearing near Malandari Store driveways, being repaired by concrete fill – requires Civil engineer to scope	Not started
	Tamarind Park, Subdivision Park – Mowing/Slashing	Ongoing
Parks & Gardens	Road side/Bridge clearance slashing	Ongoing
	Plant & Machinery	R&M to all plant & equipment
Retransmission Services – TV/Radio	Height of antennas not at optimal height qualified rigger difficult to locate	Date Pending
	Homesat has been engaged to locate Rigger and come to Borrooloola to rectify	
Showgrounds	Mowing/Slashing	Ongoing
	Continuous watering of Oval Club House - recommend demolishing, metal structure fully corroded Showgrounds power currently disconnected due to illegal works	Ongoing
Street Lighting	Individual street light outages reported	Ongoing

Swimming Pool	Pool vandalism has currently ceased – SSM school visits to speak at assembly ongoing	
	Municipal team undertaking daily maintenance of complex Pool Supervisor's position filled – Warnita Parkyn – due to commence beginning Jan13 4 x Pool Attendant 20hrs per week positions – 2 filled by Royland and Steven Ragget Pool security being installed by 20-20 Communications to be able to monitor whilst off-site	
Waste Management	Pre-cyclone collection month Kerb side collecting Emu parade	Completed Twice weekly – On going Weekly – Ongoing
	Revamp of Dump underway – spoil from sewerage works being used to cap existing dump area to 0.5mt coverage to re-designate new dumping areas for White Goods, Green Waste, Building Rubble, Domestic Waste & Steel SSM registered on Environment Protection License as Emergency Contact and Manager of the License and the facility – Training to be provided to ensure compliance	
Weed Management		Ongoing
Workshop	General clean-up	Ongoing

NIGHT PATROL

- Staffing issues being addressed by Acting Regional Night Patrol Manager Julie Kartinyeri
- Casual Positions being advertised still being advertised
- Night Patrol Officer's not to patrol with only one person
- Patrols scheduled Tuesday to Saturday nights

SPORTS & RECREATION

- Borroloola Fitness Suite – approved and construction now under Commercial Ops direction
- Temporary Fitness Suite set up at Council Offices breezeway
- Regional Coordinator on leave during school holiday program
- SSM and Anthony Baker assisting S&R staff deliver school holiday program
- Pool Lifeguard staff delivering additional activities during S&R staff RDO's to assist with school holiday program

YOUTH SERVICES

- Coordinator on leave
- Termaine Ellis been absent for several months
- Youth Diversion Program – currently not being delivered, official complaints received

ISSUES/OPTIONS/SWOT:

- Showgrounds Power disconnected by Power Projects due to illegal works done at bore – quote to bring up to standard pending
- Cricket club house recommend demolish due to metal structure being badly corroded
- Yanyula Town Camp road in bad disrepair and needing urgent attention (13/9/12) – Civil schedule pending
- Robinson Road – pavement failings at storm water drainage pits
- Robinson Road – soil subsiding up to 500mm deep after PowerWater sewerage project trench works
- TV reception still bad at sub-division – issues attaining Rigger
- IT Next G repeater (May 2012) hold up by Telstra
- Tennant eviction of RGS Lot 382 – completed – refurb quote pending
- NT Corrections – offering placements for Community Work Orders (16/9/12) – response from DITS pending
- Youth to Work Placement Borroloola School (22/6/12) SoP – response from HR pending
- MAWA donated 8mtr Light Posts for sports oval upgrade (16/9/12) – unable to locate – response from Mabunji pending
- Drainage issues at the Pool with water from rinse shower and ground run off running downhill onto High School grounds – meeting with Assistant Principle who will follow up on Engineering recommendations
- Showgrounds Caretaker request (6/6/12) – response pending from DITS
- Derelict house Lot 385 to be reviewed to either refurb or demolished – waiting on carpenters guessimate and response from DITS (21/5/12)
- Stockpiling of tyres at the Borroloola Waste Facility (22/8/12) – large numbers being dumped weekly – By-laws do not address issues – response from DITS pending
- Car bodies stock pile (17/9/12) – pending shire wide approach
- Night Patrol not operating due to staff illness/lack of attendance
- Youth Services not operating due to staff on leave/lack of attendance

Interagency Meeting raised issue with Borroloola Sport & Rec Coordinator being made Sport & Rec Regional Coordinator and due to heavy travel itinerary Borroloola sporting program on a decline – reported to Director of Community Services

FINANCIAL CONSIDERATIONS

- Pool Budget will be over spent due to continuous repairs
- Pool Budget – removal of large African Mahogany Tree not budgeted for but needs to be removed – expected over expenditure \$10K

- Pool Staff wages expected to be over spent due using current staff to ensure pool is open for the public
- Staff Housing Budget will be over spent due to R&M required on Lot 383 after inspection carried out – not works carried out on property in over 6 years – expected over expenditure \$40K
- 84HP Tractor Capital expenditure approved \$65K did not include attachments – expected over expenditure \$15K

Key Performance Indicators**Goal 3**

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Ordinary Council Meeting					27 February	2013
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs	10acres	10acres		
	186	Number of households eligible for kerbside collected in the Shire by township,	210	210		
	187	Length of fire breaks to be completed	18.5km	18.5km		
Effectiveness	188	Type of weeds sprayed	Nil	Hypis, Spiny head Sida, Caster Oil Plant, Sickie pod, Coffee senna, Noogoora Burr, Star Burr, Mission Grass, Neem Trees, Yellow Oleander		
	189	Size of area sprayed for weeds	Nil	Cemetery 100m2 Airport 2acres (fence line, garble markers, runway edging,) Signage, Culverts, Guide Posts, Show Grounds		
	190	Size of area and location burned for fuel reduction	Nil	Nil		
	191	Number of properties serviced per week	210	210		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	9	9		
	193	Number of kerbside collections per week	2	2		
	194	Number of collections of litter per week from gardens, open reserves and public areas	2	2		
	195	Length of fire breaks put in	Nil	Nil		
Efficiency	197	Cost per hectare for weed spraying	\$4910	\$4910		
	198	Cost of public litter collection per capita	\$3.68	\$3.68		
	199	Average collection cost per property by township	\$21.03	\$21.03		
	200	Number of incidents of damage and loss within the town boundary	0	0		

Ordinary Council Meeting

27 February 2013

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Goal 4

Strategy : Maintain existing Shire infrastructure and assets (other than roads)

Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire	10	10		
	233	Number of cemeteries managed and maintained by the Shire	1	1		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded	3	2		
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snipped etc by township,	1	1		

9. NGUKURR SSM (ACTING) – PAUL AMARANT

Town Priorities as indicated in the 2012/2013 Shire Plan:

Core services:

Asset and Infrastructure Development – Ngukurr

Capital Expenditure	Update	Status
Power Water contract	New vehicle minus trade-in \$35,000	Has arrived.
Night Patrol	New Hilux with tray and Accessories \$52,471	Has arrived.
Municipal Services	New Hilux minus trade-in; John Deere ride-on mower \$80,000	Not sure.
Shire Services General	New vehicle minus trade-in; security cameras \$85,000	Has arrived.
Facility Development	Pool – shade, lighting and lane ropes \$50,000	Kubota has arrived in Katherine and is being registered.
Swimming Pool	New RTV Kubota 2-seater; new concrete chemical Storage building	-

Infrastructure Project Details – Ngukurr

Capital Expenditure	Timeframe	Update
Tip Truck 3 tonne	Awaiting delivery	-
ATV 6 seater Kubota		Has been ordered
Fencing around dump		Not started
Develop a submission for sport and recreation grants to upgrade facility, improve co-ordination and standards of sport and recreation programs, including swimming and other carnivals	Have received \$50,000 (shade cloth and lane ropes) waiting for project management to send out tenders for quotes.	-
Develop park area at barge landing	Has been graded, but no other works done.	-
Discussion and agreement on the management and maintenance of the new Child and Family Centre post construction including car parking and landscaping	Builders to start mid January.	-
Enclose open drains	Has not commenced	-

Government will review the safe place infrastructure and program delivery of both the women's centre and men's centre in negotiation with the community including improved links to the night patrol service	Nothing has been engaged.	-
Shire to invest in more street lighting in the community	Has not commenced/ at least a dozen or more lights need fixing	-
Stop people driving fast in the community by encouraging safe driving and by installing traffic control signs and pedestrian crossings at important community locations i.e. school, health centre, store, sporting facilities	Not commenced.	-
Upgrade dump	Not commenced.	-

Core services:

Capital Expenditure	Timeframe	Update
Enclose open drains	-	Not started.
Lot 225 – create secure storage area for visitors, old housing yard Is not secure has been broken into regularly (request to install CCTV system)	-	
Upgrade boat ramp, boat landing. Establish floating pontoons –	-	No upgrade for this Quarter
Office workstation for Dump	-	Not started

Agency Services:

Projects	Timeframe	Unit Responsible	Status
Flood Lighting for Oval		SSM	Follow up
Seating and refurbishment of Oval		SSM	Follow up

Advocacy Services:

Projects	Report	Status
Compost toilet at airport	Has been discussed but no progress	-
Improve transport arrangements – facilitate workshops in partnership with stakeholders to investigate passenger transport needs. The Shire currently provides transport to service providers/local government/ministers etc to and from the airport. Aged Care co-ordinator currently utilises Shire vehicle to transport people for respite from Ngukurr into Katherine. Medi-Vac operates as per normal arrangements	-	-
Develop a Ngukurr alcohol management plan – Surinder Creighton has been developing the Alcohol Management plan for Ngukurr. She has been consulting with the local community and reference group for input into the plan.	-	-
Government will review the safe place infrastructure and program delivery of both the women's centre and men's centre in negotiation with the community including improved links to	-	-

the night patrol service – Dept. of Children & Families from Darwin visited Ngukurr & have booked in future visits for review on this		
Train Volunteer Emergency Services Response group in Ngukurr – this issue has been raised at Shire staff meetings to encourage participation from staff and local community members.	-	-
Support NT Emergency Service Volunteer units capable of reacting to known hazards for the community Acting SSM will look to establish contact through arranged meetings.	-	-

Key Performance Indicators:

Goal 3

Strategy: Effectively manage legislated responsibilities directly impacting on the Shire's environment and on people's enjoyment of it

Outcome: A reduction in the impact on the environment of rubbish, litter, fire and weeds by effective and efficient service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	185	Size and number of parks, gardens, open reserves and public areas in which litter collection occurs				
	186	Number of households eligible for kerbside collected in the Shire by township,	150	150		
	187	Length of fire breaks to be completed	Nil	Nil		
Effectiveness	188	Type of weeds sprayed	Calthrop, hiptus, neem, bell yache bush, khaki bur.	Calthrop, hiptus, neem, belly ache bush, khaki bur.		
	189	Size of area sprayed for weeds	30ha	30ha		
	190	Size of area and location burned for fuel reduction	?	?		
	191	Number of properties serviced per week	nil	Nil (to be ammended 0		
	192	Number of parks, gardens, open reserves and public areas having litter collection per week	Done daily	10		
	193	Number of kerbside collections per week	Done daily	3		
	194	Number of collections of litter per week from gardens, open reserves and public areas	Done daily	2		

	195	Length of fire breaks put in		nil		
Efficiency	197	Cost per hectare for weed spraying		?		
	198	Cost of public litter collection per capita		?		
	199	Average collection cost per property by township		?		
Quality	200	Number of Incidents of damage and loss within the town boundary caused by fire intrusions		nil		
	201	Number garbage collection and litter complaints		3		
	202	Change in the level of complaints		some		

Goal 4

Strategy: Maintain existing Shire infrastructure and assets (other than roads)

Outcome: All existing infrastructure and assets within the Shire are managed in the most cost effective manner to improve service delivery.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Baseline data	232	Number of parks, gardens, reserves and playgrounds managed and maintained by the Shire		10		
	233	Number of cemeteries managed and maintained by the Shire		1		
Effectiveness	235	Number of cemeteries which have been plotted and burial information recorded		nil		
	236	Average number of times per week parks, gardens, reserves and playgrounds are mowed, whipper snipped etc by township,		3		

Goal 5**Strategy : Strong and effective corporate governance**

Outcome: To strength the decision making process and accountability of the Shire Governance system through training, monitoring and reporting.

Measure	Record #	Performance Measure	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Effectiveness	267	Number of Shire Service Managers Meetings held	2?	1		
	268	Number of outstanding action items at each meeting carried forward from previous meeting	?	To be advised		

Baseline data	283	Number of local board members by board	8?	10		
	284	Number of local board meetings scheduled for the financial year, by location	10	8		
Effectiveness	287	Number of Town Priorities (Community Priorities) achieved in to date		nil		
	288	Number of residents participating in community or civic events such as clean up Australia Day.	?	nil		
	291	Number of meetings attended by Councillor	4	1		
	292	Number of local board meetings held	2	1		
	296	Number of "core" Town Priorities achieved	4?	nil		
	298	Number of "advocacy" Town Priorities achieved		1		
	299	Number and type of community or civic events such as clean up Australia Day.		nil		
Efficiency	312	Average time taken to complete/resolved actions Local Boards		?		

ISSUES/OPTIONS/SWOT

- Continual unlawful entry into shire buildings, late at night or on weekends.
- Limited staff with driving licences.
- No or little staff training.
- IT communications and phone lines appalling for such a big community.
- Little coordination in the way of Keys for buildings and who is in control. New system needs to be put in place.
- Cleaners required for offices and accommodation areas.

FINANCIAL CONSIDERATIONS

- Fencing and equipment for fencing to be looked into for dump.
- Upgrade of economical air conditioner units for shire buildings including office and accommodation.

ATTACHMENTS:

There are no attachments for this report.

INFRASTRUCTURE AND TECHNICAL SERVICES REPORT



ITEM NUMBER 15.4

TITLE Cemetery Act Review

REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 344551

AUTHOR Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

(a) **That Council makes a submission to the NTG review of the Cemetery Act.**

BACKGROUND

On the 1st of December 2012 the NT Government released a discussion paper on a review of the *Cemeteries Act* and *Cemeteries Regulations*. Submissions are due on the 28th of February 2013.

The Shire manages cemeteries in all SDC's including providing repairs and maintenance to several heritage cemeteries. The current level of services is poor and many cemeteries are at the end of use. The Governance Unit has made considerable momentum into structuring and addressing the shortfalls in out Cemetery Management service delivery standards. The Shire has:

- Surveyed all cemeteries and proposed new methods of designing allotments
- Undertaken a desk top analysis of cemetery management activities across the Shire
- Commence negotiations in Ngukurr, Numbulwar and Jilkminggan to identify a site for a new cemetery.
- Worked with the NTG in Borroloola to re-establish the Borroloola Cemetery Trust
- Paid \$10,000 towards a \$39,000 Survey of the cemetery to identify historical burials to allow an analysis of future development of allotments in the current cemetery at Borroloola

The *Cemeteries Act* and *Cemeteries Regulations* govern the administration and operation of the cemetery and crematorium system in the Northern Territory. To make sure legislation remains relevant and up to date, it is periodically reviewed by the department. The review includes seeking comment from stakeholders and the general public.

The discussion paper has been developed to generate debate and feedback about the *Cemeteries Act* and *Cemeteries Regulations*, and how they work. The issues and questions identified in this discussion paper are provided to you as a guide. You are invited to address these issues and questions, as well as any other matter related to burials and cremations in the Northern Territory.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 Cemetery Act Discussion Paper Questions.pdf

Q1. Under what circumstances approval should be provided for a burial to take place elsewhere than in a cemetery?

Location to a Bore; a certain distance from essential services e.g. linear infrastructure such as power water sewerage.

Q2. Should the *Cemeteries Act* be amended to require an official register of burials that occur outside a cemetery be maintained by the Department of Local Government?

Yes an official register of burials outside a cemetery should be maintained by the Dept of Local Government.

That responsibility for grave sites outside the cemetery be managed and maintained by the local government entity at the cost of the department. That the department seek advice from the local government entity

Q3. Who should have access to the information recorded in the burial register?

Like all government registers this is a public document. People who wish to access the information must do so formally in writing.

Q4. Who should be authorised to grant a permit for cremation?

NA for Shires. But it may sit with the Department of Local Government. There may be issues with timeliness.

Q5. Should the *Cemeteries Act* contain a single definition of next of kin?

The Shire has tried to apply a definition around the next of kin. Culturally this principle is broad ranging and difficult to define.

Q6. Should the definition of next of kin specify a hierarchy, so that the first person listed has the most authority? If that person is not available or does not exist, the second person listed has the most authority, and so on?

NTG need to investigate this issue further. Determining who has the authority is difficult to define. Mayor Tony Jack recently had to facilitate peace in Borroloola over this very thing where direct family members wanted the person buried in one location and the wife wanted the person buried in another. It caused great unrest in the town and region.

Q7. Who should be included in the list of the next of kin of a deceased person?

Mother Father
Wife/Husband

Q8. Should the Act be amended to prevent a person from holding an exclusive right of burial over more than one allotment in the same cemetery?

No. Family' members would prefer to be buried near other family members, however this is not always practical and is an issue for management of cemetery management

Q9. Should the holder of an exclusive right of burial over an allotment be permitted to offer the exclusive right for sale?

No. Unless the exclusive rights comes with a fee to secure the allotment and then an exchange of the fee amount could be transferred.

Who will determine the value of the allotment?

Q9.1 If so, should there be any restrictions or conditions to the sale?

No

Q9.2. How should this be managed in the case of an exclusive right of burial over an allotment in a closed cemetery?

Ministerial Approval

Q10. Should the *Cemeteries Act* stipulate that an exclusive right of burial is for a specified period?

Yes 40 years of if the person with the exclusive right has passed.

Q10.1. If so, how long should an exclusive right of burial be held before it expires?

40 years

Q11. Should the holder of the exclusive right of burial be offered the first opportunity to renew the exclusive right?

Yes

Q12. If the holder chooses not to renew the exclusive right of burial, or cannot be contacted by the Board of Trustees, the exclusive right of burial would revert back to the Board for them to allocate the burial allotment accordingly. How should this be handled in the case of a closed cemetery?

In a closed cemetery this exclusive right would be made null and void and be revoked under the act.

Q13. Should an exclusive right of burial over an allotment specify the initial burial should be of adequate depth to allow an additional burial if required?

Yes. This options needs to form part of the application process.

Q14. Should the *Cemeteries Act* be amended to specify the depth of all graves must be of adequate depth to allow an additional burial if required?

Yes this will extend the life of our cemeteries and allow people options to be buried with loved ones. Some soil types may not allow this practice.

Q15. Should the *Cemeteries Regulations* be amended to provide that the cemetery Board of Trustees must approve an additional burial in the same allotment?

No make this specification a standard for all cemeteries then it is up to the families. The Boards of Trustees will need to be educated about the changes to specifications.

Q16. How should an empty allotment be utilised once a body is exhumed and permanently removed?

Yes. Due to limited space and land availability.

Q17. Should the Act or Regulations be amended to allow consideration of contemporary burial practices such as attending the gravesite between sunset and sunrise, or should this be a matter for the cemetery Board of Trustees to decide?

Cemetery Board of Trustees should be able to determine the opening times to ensure they meet the cultural requirements of the local residents.

INFRASTRUCTURE AND TECHNICAL SERVICES REPORT



ITEM NUMBER 15.5
TITLE Motion to LGANT Conference
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 354978
AUTHOR Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

That Council submit the following motion for the LGANT conference 2013.

BACKGROUND

That the LGANT members approve a structured charter for the LGANT representative Stuart Duncan to guide and highlight the issues of local government before the NT Planning Commission:

- All government agencies and developers to recognize local government requirements for new developments in remote communities, even if their area management plan is not complete: issues such as ingress and egress, off road car parking suited to the use of the development, storm water drainage, traffic management and community safety, amenity and urban design.
- Seek greater resources from NTG to fast track the area planning process in remote towns and provide more resources to complete this program.
- Pursue the subdivision of residential and future development zones to ensure remote communities capture the governments focus on developing northern Australia.
- Pursue the major projects in each region particularly those regional projects in Local Government Regional Management Plans.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

COMMUNITY SERVICES DIRECTORATE REPORT



ITEM NUMBER 16.1
TITLE 2012-2013 2nd Quarter report of Community Services
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 345392
AUTHOR Catherine Proctor, Director Community Services

RECOMMENDATION

- (a) That Council receive and note the second quarter community services report for 2012-2013.

BACKGROUND

<<Enter Text>>

ISSUES/OPTIONS/SWOT

<<Enter Text>>

FINANCIAL CONSIDERATIONS

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ATTACHMENTS:

- 1 CDEP Second Quarter Performance Report.pdf

Performance Indicator 1:	Target (As per agreement)	Outcome (Year to date - As displayed in CDEPManager)	Provider comments:
Number of CDEP participants moving into off-CDEP employment	60	58	Many have been employed by the Shire or New Futures Alliance as part of SIHRP, however other employment fields such as health care, retail and education have also been represented. Mentioning people through the first few transitional months of being in paid employment is a focus of the RGSC CDEP team. Both mentors on the ground and our newly appointed Employment Mentors are working hard to assist people into employment and improve retention rates of new employees.
Performance Indicator 2:	Target (As per agreement)	Outcome (Year to date - As displayed in CDEPManager)	Provider comments:
Number of CDEP participants commencing accredited training	240	15	To date 35 people have started training with the CDEP program in: <ul style="list-style-type: none"> • Certificate II – Construction • Certificate II Maritime Operations • Certificate I – Business Administration • First Aid • Certificate II – Media • Certificate II – Sport &

	<p>accommodate for the increase of participants in some communities and a decrease in others.</p> <p>Opportunities for CDEP participants are being considered through work experience and it is hoped that this employment avenue is developed with a view to long term sustainability.</p>
<p>2) How do you know the CDEP participants and community's you service are satisfied with your performance ?</p> <p>Please provide evidence on:</p> <ul style="list-style-type: none"> How you and your staff are working well with the community and its members. The positive feedback you are receiving on the Services, Projects and Outcomes from the participants and the community. 	<p>In November and December 2012, RGSC CDEP department asked participants to complete a voluntary survey. The results provided RGSC CDEP department with very positive feedback regarding activities, training and the quality of the program being delivered on community.</p> <p>Staff regularly attend local board meetings and are provided feedback on service delivery through Youth Voice Committees where they are established.</p> <p>Community members have been very enthusiastic providing ideas for activities they wish to see participants engaged in for the 12/13 Financial Year and each suggestion is being discussed with every community to determine support, priority, sustainability and community development.</p>
<p>3) Are the participant needs and aspirations being met by the Training courses and Work Experience placements you have arranged ?</p> <p>What evidence do you have that the Work Experience Training Courses are:</p> <ul style="list-style-type: none"> Suitable for the participants and the local job market. Increasing participant's skills, abilities and job readiness. Consistent with the participant's employment pathway plan <p>Please also provide comments on any reasons that you have received in relation to training course attendance rates, quality and frequency.</p>	<p>RGSC CDEP department tailors training to suit participants, the activities they are/will undertake or are required to fill positions in the local job market, now and into the future.</p> <p>Training is conducted in a relaxed and friendly environment that caters to participants needs. Previously, RGSC CDEP Management raised concerns over the complexity of placing participants into work experience, however the Acting Regional Coordinator RGSC CDEP is in the process of re-evaluating the CWES pathway and processes with a view to viability and sustainability beyond the work experience term.</p>
<p>4) What arrangements do you have in place to manage and improve your relationship and Service Level Agreement with the Job Services Australia provider ?</p> <p>Please provide evidence that:</p> <ul style="list-style-type: none"> You have a good relationship with the Job Services Australia providers. Your relationship with the Job Services Australia providers in your area. Your SLA is being upheld and working successfully. 	<p>RGSC CDEP has a strong relationship with JSA providers. Regular meetings occur between RGSC CDEP staff at HQ and in community and each respective JSA provider.</p> <p>Continued communication between all parties will strengthen relationships and the signing of the Makurr SLA is a small step towards achieving solid understandings and responsibilities on community.</p>
<p>5) What progress have you made on your Community Action Plans and Community Development Projects ?</p> <p>Please comment on the:</p> <ul style="list-style-type: none"> Community Participation Profiles. Community Action Plans. 	<p>All community action items have been completed. The current Community Action Plan is in the process of being reviewed and updated based on consultation with participants, each community and the Shire Council.</p> <p>High levels of enthusiasm for activities shown by most community members spoken too, is encouraging with regard to the continued success of participants.</p> <p>Recreation.</p> <p>We have also finalised several training courses from the previous financial year.</p> <p>Other training has been organised to be delivered on communities for the remainder of the financial year and include:</p> <ul style="list-style-type: none"> Certificate II – Construction First Aid Certificate II – Media Certificate II – Small Engines. Certificate II – Community Services Certificate II – Retail Operations Certificate II – Child Drivers Licences <p>It is noted that there is a discrepancy between the APJ report from CDEP Manager reflecting only 15 participants having started training this financial year, compared to a manual count on CDEP Manager which accounts for 35. The reason for this discrepancy is unknown.</p>
<p>Performance Indicator 3: Quality of services delivered to CDEP participants and the community</p> <p>1) How have you managed the transition to the new CDEP program ?</p> <p>Please comment on:</p> <ul style="list-style-type: none"> How have you developed or restructured your services and projects to align with the new program's objectives. 	<p>Provider comments: (please attach additional comments page if required)</p> <p>RGSC CDEP staff and participants have transitioned well to the new CDEP program.</p> <p>Efforts to transition participants currently on Wages has been successful since the implementation of the RGSC CDEP Wage Transition Strategy.</p> <p>Opportunity exists during the recruitment process, to restructure the RGSC CDEP organisational chart to optimise service delivery across the Shire. This will</p>

How Community Development Projects are aligned to the Community Action Plan and making a positive difference to the community.
community development and the program

COMMUNITY SERVICES DIRECTORATE REPORT



ITEM NUMBER 16.2
TITLE Indonesia Goodwill Soccer Games
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 354975

AUTHOR Catherine Proctor, Director Community Services

RECOMMENDATION

- (a) That Council receive and note the Indonesia Goodwill Soccer Games Report.

BACKGROUND

Verbal report.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

COMMERCIAL OPERATIONS DIRECTORATE REPORT**ITEM NUMBER** 17.1**TITLE** Project Proposal - All Trades Jobs Local by 2020: the Roper Gulf Shire Trades Training Alliance**REFERENCE** \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\ORDINARY COUNCIL MEETINGS\2013 COUNCIL MEETINGS\2013.02.27 ORDINARY COUNCIL MEETING\REPORTS - 344654**AUTHOR** Thomas Michel, Finance Manager**RECOMMENDATION**

- (a) **That Council approve the strategic goal for the Shire to work towards the delivery of all building trades services by locals by the year 2020**
- (b) **That Council approve in-principle the attached project proposal**

BACKGROUND

Since 2010, RGSC has been delivering on Territory Housing's Property Management contract, worth an indicative \$3.7 million of annual income. Additionally, over \$1 million of internal construction, repairs and maintenance works on Shire buildings and infrastructure are carried out annually. Other grants and contracts funding contribute to additional building works being carried out by RGSC.

Over time, RGSC's building construction, upgrades, repairs and maintenance services have evolved into becoming an almost purely 'Sub-Contractor Model', whereby virtually all building works are performed by external contractors based mainly in Katherine. This model is financially safe and predictable, especially in regards to the Territory Housing Property Management contract. However there are a number of financial and non-financial weaknesses with this model:

- Limited building trade employment opportunities for the Shire's residents
- Lack of building trade training opportunities for the Shire's residents
- An estimated opportunity loss of over \$1 million of labour income annually for the Shire's residents
- High travel and mobilisation costs paid to contractors, resulting in fewer resources devoted to building construction, upgrade, repairs and maintenance.
- Contribution to a sense of resentment and disempowerment in the Shire's communities through the observation of transient contractors carrying out most building trades services

ISSUES/OPTIONS/SWOT

The Aim of Roper Gulf Shire Council's (RGSC's) Project: *All Trades Jobs Local by 2020: the Roper Gulf Shire Trades Training Alliance* is to provide trades training, employment positions and building construction, upgrade, repairs and maintenance work opportunities to local residents from 1 July 2013.

It is proposed RGSC will establish up to six (6) trades training and employment hubs in its Service Delivery Centres, whereby apprentice, trades assistant and tradesman positions will be supervised and mentored by Building Training Mentors. These Building Training Mentor positions may be established through either direct employment with RGSC or through contractual arrangements with external trades contractors.

Further information and a more detailed project proposal are attached to this report.

Council is requested to consider the following variables for this project:

- Should this project be delivered in six sites? Fewer? More?
- Should the project start date be 1 July 2013?
- Should the project be trialled in one or two communities first, or rolled out for all sites at the same time?
- Should building trainer mentors be employed directly by the Shire or as external contractors?
- Should training and apprenticeship mentorship be the focus of the project? Or service delivery and employment?
- Should carpentry and construction be the training focus of the project, or other trades (ie plumbing, electrical, pest control, civil works) also be incorporated?

FINANCIAL CONSIDERATIONS

The budget is to be determined, and is contingent upon negotiations of the Territory Housing Property Management Contract from 1 July 2013, the outcome of the Remote Jobs in Communities Program (RJCP) application, contract negotiations with the Department of Infrastructure, and various other training-related grant funding sources.

See attached project proposal for more details.

ATTACHMENTS:

- 1 Project Proposal - Local Trades Alliance Plan.doc



Project Proposal

Project Title	All Trades Jobs Local by 2020: the Roper Gulf Shire Trades Training Alliance
Project Location	Numbulwar Ngukurr Jilkminggan-Mataranka Borroloola Eva Valley -Barunga Beswick -Bulman
Project Manager	Director Commercial Operations
Supervisor	Building Construction and Trades Training Coordinator
Approved By	
Target Commencement	01 st July 2013
Target Completion	2020

Project Summary

The Aim of Roper Gulf Shire Council's (RGSC's) Project: *All Trades Jobs Local by 2020: the Roper Gulf Shire Trades Training Alliance* is to provide trades training, employment positions and building construction, upgrade, repairs and maintenance work opportunities to local residents from 1 July 2013.

It is proposed RGSC will establish up to six (6) trades training and employment hubs in its Service Delivery Centres, whereby apprentice, trades assistant and tradesman positions will be supervised and mentored by Building Training Mentors. These Building Training Mentor positions may be established through either direct employment with RGSC or through contractual arrangements with external trades contractors.

Potential project partners include:

- RGSC Panel of Contractor members
- External Registered Training Organisations (RTOs)
- Community-based Aboriginal Development Corporations
- Northern Territory Government (NTG) agencies such as:
 - Department of Education and Training
 - Territory Housing
 - Department of Infrastructure
- Australian Government agencies such as:
 - Department of Families, Housing, Community Services and Indigenous Affairs

Background

Since 2010, RGSC has been delivering on Territory Housing's Property Management contract, worth an indicative \$3.7 million of annual income. Additionally, over \$1 million of internal construction, repairs and maintenance works on Shire buildings and infrastructure are carried out annually. Other grants and contracts funding contribute to additional building works being carried out by RGSC.

Over time, RGSC's building construction, upgrades, repairs and maintenance services have evolved into becoming an almost purely 'Sub-Contractor Model', whereby virtually all building works are performed by external contractors based mainly in Katherine. This model is financially safe and predictable, especially in regards to the Territory Housing Property Management contract. However there are a number of financial and non-financial weaknesses with this model:

- Limited building trade employment opportunities for the Shire's residents
- Lack of building trade training opportunities for the Shire's residents
- An estimated opportunity loss of over \$1 million of labour income annually for the Shire's residents
- High travel and mobilisation costs paid to contractors, resulting in fewer resources devoted to building construction, upgrade, repairs and maintenance.
- Contribution to a sense of resentment and disempowerment in the Shire's communities through the observation of transient contractors carrying out most building trades services

Project Purpose and Aims

The purpose of the project is to instigate a fundamental shift away from a reliance on external trades contractors, and to increase local community-based capacity to deliver building construction, upgrade, repairs and maintenance services self-sufficiently. The individual project aims are:

- To localise building trades knowledge and skills
- Through the fostering of building trades skills development, to develop more community self-reliance and resilience
- To generate additional income sources for community residents
- To promote economic autarky
- Through the localisation of housing maintenance services, to foster a greater sense of care and responsibility over communities' housing and building assets
- To instil a greater sense of community pride and esteem

Deliverable Outputs

- Shire building assets maintained, upgraded or constructed promptly to an acceptable level of quality standard
- Territory Housing assets maintained, upgraded or constructed promptly to an acceptable level of quality standard
- Northern Territory Government assets maintained, upgraded or constructed promptly to an acceptable level of quality standard
- Generation of local employment and training positions
- Attainment of trades training qualifications and certificates

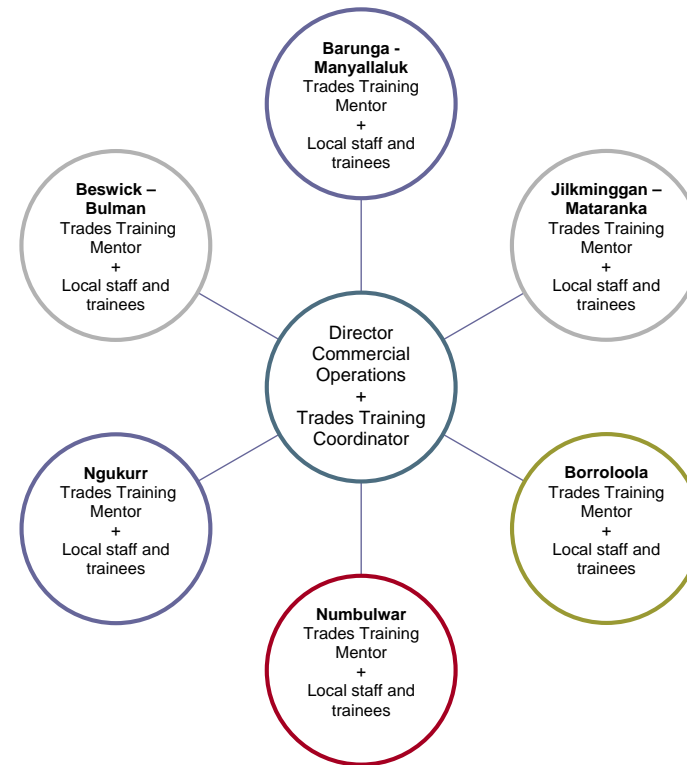
Timescale

It is proposed this project commences in July 2013 and is ongoing for many years.

Budget

The budget is to be determined, and is contingent upon negotiations of the Territory Housing Property Management Contract from 1 July 2013, the outcome of the Remote Jobs in Communities Program (RJCP) application, contract negotiations with the Department of Infrastructure, and various other training-related grant funding sources.

Staff Involved (Proposed)



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SWOT Analysis

		Internal			
Positive	STRENGTHS	<ul style="list-style-type: none"> Project aligns well with Council's strategic goals Some existing staff well suited to transition into this project Existing contract funding would be adequate to start project 	WEAKNESSES	<ul style="list-style-type: none"> RGSC not currently an RTO Existing skill sets amongst staff are currently inadequate to completely deliver this project In some SDCs there is inadequate Shire staff housing and building trades workshops to accommodate project personnel A shift to this model will increase fixed costs (eg staff salaries) for the Shire 	Negative
	OPPORTUNITIES	<ul style="list-style-type: none"> Large amount of potential funding and long-term support from both AG and NTG for remote Indigenous training initiatives Trades training centres currently being built in many RGSC communities, which could strongly complement this project Potentially strong in-principle community support for project Establishment of this project likely to help in renegotiations with TH and DoI contracts 	THREATS	<ul style="list-style-type: none"> Funding for project contingent upon various NTG and AG revenue sources that remain uncertain until mid-2013 If RJCP contract won by external party, another organisation may try to develop a similar project Potential project partners and may not be supportive Restructuring of Shires may add uncertainty into continuation of project TH Property Management contract held by RGSC does not cover Borrooloola Contractors may resist this model and respond by withdrawing their services in the short-term 	
		External			

Risk Assessment

RISK	Potential Impacts	Profile Rating	ACTION / STRATEGY
Uncertain income from July 2013	Destabilises scope of project, amount of staff able to be employed, and continuity	5C	Diversify funding by applying for <ul style="list-style-type: none"> Territory Housing R&M contract 2013-18 RJCP contract Dept of Infrastructure R&M contracts Training and apprenticeship funding Internal works, and Other commercial contract income Do not commit to fixed costs (eg hire permanent staff) until income streams certain
Potential project partners and existing contractors may not be supportive	May lead to withdrawal of trades contractor services; may lead to disruption of project development in certain locations or trades areas	3D	Lobby and communicate to relevant government agencies the project proposal to gain support Develop a communication, consultation and engagement plan aimed at: <ul style="list-style-type: none"> Local boards and Shire residents Local Aboriginal development corporations Trades contractors Implement final project plan only after communication and consultation with all relevant stakeholders
Shires may be reformed	Could lead to different local government structures and organisational instability of the project	3C	Develop project plan flexible and locally structured enough to be delivered within different local government models Lobby governments to emphasise the importance of local government stability and certainty for planning purposes Apply for RTO status
RGSC not a Registered Training Organisation (RTO)	Could lead to difficulties and increased costs of delivering accredited training and apprenticeship programs	3D	In conjunction with the RJCP program, develop an internal training delivery service
Inadequate skill sets amongst current staff	Will lead to operational difficulties in delivering quality training, and building / R&M trades services	4C	Undergo rigorous recruitment process for building training mentor positions Engage existing external contractors to participate directly in project
Inadequate training, staff housing and inventory facilities in	Will lead to operational difficulties in delivering quality training, and building / R&M trades services		Continue to contract work to external contractors where needed Develop partnership arrangements with trades training centres being developed in Ngukurr and Borrooloola

Shire communities		Identify Shire and non-Shire building assets in each community that can be used for this project
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RISK PROFILE		Consequence				
		Negligible	Minor	Moderate	Moderate	High
		1	2	3	4	5
Almost Certain	A	M	M	H	H	H
Likely	B	L	M	H	H	H
Possible	C	L	M	M	H	H
Unlikely	D	L	L	M	M	M
Remote	E	L	L	L	L	M