



AGENDA

ORDINARY COUNCIL MEETING

THURSDAY, 10 OCTOBER 2013

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

- Thursday, 10 October 2013 at
- The Pine Tree Motel, 3 Third Street, Katherine
- Commencing at 8:30 am

Your attendance at the meeting will be appreciated.

Tony Jack
MAYOR

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	<i>Nil</i>	
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CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER 5.1
TITLE Minutes from Ordinary Meeting of Council
24 July 2013
REFERENCE 403972
AUTHOR Bobbi Hynes, Council and Local Board Coordinator

RECOMMENDATION

- (a) **That Council confirm the minutes from the Ordinary Meeting of Council dated 24th July 2013.**

BACKGROUND

Confirmation of minutes of the Ordinary Meeting of Council dated 24th July 2013, held at Godinymayin Yijard Rivers Arts & Culture Centre, Katherine.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 OcM_24072013_MIN unconfirmed.pdf



MINUTES OF THE ORDINARY MEETING # 45 OF THE ROPER GULF SHIRE
COUNCIL MEETING HELD AT THE GODINYMAYIN KATHERINE ON
WEDNESDAY, 24 JULY 2013 AT 8.45AM

1. **PRESENT/STAFF/GUESTS**

1.1 Elected Members

Mayor Tony Jack
Deputy Mayor Judy MacFarlane
Councillor Timothy Baker Jnr.
Councillor John Dalywater
Councillor Daphne Daniels
Councillor Anne-Marie Lee
Councillor Kathy-Anne Numamurdirdi
Councillor Annabelle Daylight

1.2 Staff

CEO, Michael Berto
DCG, Greg Arnott
DITS, Sharon Hillen
DCS, Catherine Proctor
Stephanie Chan
Jyoti Pudasaini
Bobbi Hynes
Geoff Mahor (attended from 12pm)

1.3 Guests

DLG, Nathanael Knapp

2. **MEETING OPENED**

Meeting opened at 8.45am by Mayor, Tony Jack who read the Pledge

3. **WELCOME TO COUNTRY**

Mayor, Tony Jack welcomed Council staff and guests

4. **APOLOGIES AND LEAVE OF ABSENCE**

4.1 **COUNCILLOR APOLOGY FOR OCM 24 JULY 2013**

432/2013 **RESOLVED** (Timothy Baker Jr./Anne-Marie Lee)

CARRIED

- (a) That Council accept the apology from Councillor Selina Ashley, for the scheduled Ordinary Meeting of Council on 24th July 2013.

4.2 COUNCILLOR APOLOGY FOR OCM 24 JULY 2013
433/2013 RESOLVED (Ann-Marie Lee/Daphne Daniels) CARRIED

- (a) That Council accept the apology from Councillor Stan Allen for the scheduled Ordinary Meeting of Council on 24th July 2013.

4.3 COUNCILLOR APOLOGY FOR OCM 24 JULY 2013
434/2013 RESOLVED (Judy MacFarlane/Timothy Baker Jr.) DEFEATED

- (a) That Council receive and note the apology from Councillor Samuel Evans for the scheduled Ordinary Council Meeting of 24th July 2013.

4.4 COUNCILLOR APOLOGY FOR OCM 24 JULY 2013
435/2013 RESOLVED (Judy MacFarlane/Timothy Baker Jr.) DEFEATED

- (a) That Council receive and note the apology from Councillor Davis Daniels for the scheduled Ordinary Council Meeting of 24th July 2013.

5. QUESTIONS FROM THE PUBLIC
Nil

6. DISCLOSURES OF INTEREST

There were no declarations of interest at this Ordinary Council Meeting.

CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES FROM ORDINARY MEETING OF COUNCIL 26 JUNE 2013
436/2013 RESOLVED (Judy MacFarlane/Annabelle Daylight) CARRIED

- (a) That Council confirm the minutes with amendments to resolution number 446/2013 added time of closure of closed session from the Ordinary Meeting of Council dated 26th June 2013.

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST
437/2013 RESOLVED (Anne-Marie Lee/John Dalywater) CARRIED

- (a) That Council receive and note the Action List.
ACTION: CEO to write a letter to Jawoyn Association rangers regarding the gas pipeline.

INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE
438/2013 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) CARRIED

- (a) That Council accept the incoming correspondence.

OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

439/2013 RESOLVED (John Dalywater/Annabelle Daylight) **CARRIED**

- (a) That Council accept the outgoing correspondence.

WARD REPORTS**11.1 WARD REPORT- NEVER NEVER**

440/2013 RESOLVED (John Dalywater/Judy MacFarlane) **CARRIED**

- (a) That Council receive and note the Never Never Ward Report
 ACTION: CEO to write letter to NT Government with regard to extending the 110Km speed limit and installing heavy vehicle entry signs to the Southern side of the Roper Highway.
 ACTION: Local Board nomination of Steven Rory and Maxie Miller be taken back to Jilkminggan Local Board.
 ACTION: CEO to continue negotiations with JCAC regarding land lease arrangements and to arrange a whole community meeting.

11.2 WARD REPORT- NUMBULWAR NUMBURINDI

441/2013 RESOLVED (Daphne Daniels/Timothy Baker Jr.) **CARRIED**

- (a) That Council receive and note the Numbulwar Numburindi Ward Report.

11.3 WARD REPORT - NYIRRANGGULUNG

442/2013 RESOLVED (Kathy-Anne Numamurdirdi/Anne-Marie Lee) **CARRIED**

- (a) That Council receive and note the Nyirranggulung Ward Report.

11.4 WARD REPORT - SOUTH WEST GULF

443/2013 RESOLVED (Annabelle Daylight/John Dalywater) **CARRIED**

- (a) That the Council receive and note the South West Gulf Ward Report.
 (b) That the Council approve the reinstatement of Geoff Hulm and Jack Mcelhinney to the Borroloola Local Board.

11.5 WARD REPORT - YUGUL MANGI

444/2013 RESOLVED (Anne-Marie Lee/Kathy-Anne Numamurdirdi) **CARRIED**

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

EXECUTIVE DIRECTORATE REPORTS**CORPORATE GOVERNANCE DIRECTORATE REPORTS****12.1 YOUTH IN COMMUNITY LEADERSHIP CONFERENCE- 25-27TH JUNE 2013**

445/2013 RESOLVED (Daphne Daniels/Timothy Baker Jr.) **CARRIED**

- (a) That Council receive and note the "Inaugural Youth Leadership in Community Conference" Report.

ACTION: CEO to write a letter to each Youth Voice Committee and give a certificate of Participation to each member who attended the Youth in Community Leadership Conference expressing pride and thanks to the Youth in the Shire.

12.2 AUSTRALIAN CITIZENSHIP CEREMONIES

446/2013 RESOLVED (Judy MacFarlane/John Dalywater) **CARRIED**

- (a) That the Council agree to schedule the event for Citizenship Day and Australia Day for each year. The next Citizenship Ceremony will be on the 17th September 2013 conducted by the Mayor of Roper Gulf Shire.

12.3 LGANT CALL FOR NOMINATIONS TO MINISTERIAL COMMITTEE - NT GRANTS COMMISSION

447/2013 RESOLVED (Anne-Marie Lee/Timothy Baker Jr.) **CARRIED**

- (a) That Council receive and note the report on NT Grants Committee.

Councillor Lee absent @ 12:00 returned @ 14:00

12.4 CONDITIONAL RATING GUIDELINES

448/2013 RESOLVED (Judy MacFarlane/Annabelle Daylight)

- (a) That Council agree to progress the process of drafting a new Conditional Rating Proposal as per Guideline 6 of the Local Government Guidelines NT.

Councillor Lee absent @ 9:30am returned @ 9:54am

12.5 UPDATE ON BY-LAWS

449/2013 RESOLVED (Judy MacFarlane/Ann-Marie Lee) **CARRIED**

- (a) That Council invite the Governance and By-Law Coordinator from Victoria Daly Shire Council to present an update on the VDSC By-Law Project at the next OCM in Katherine.

12.6 AMEND ORDER OF AGENDA ITEMS

450/2013 RESOLVED (Kathy-Anne Numamurdiridi/Annabelle Daylight) **CARRIED**

- (a) That Council amend the order of the Agenda to bring forward the following items:

1. Councils 2013-2014 Annual Budget, Fees and Charges.
2. Councils 2013-2016 Strategic Plan.
3. Councils 2013-2014 Shire Plan.

12.7 ROPER GULF SHIRE COUNCIL STRATEGIC PLAN 2013-2016

451/2013 RESOLVED (Judy MacFarlane/Daphne Daniels) **CARRIED**

- (a) That Council approve the Roper Gulf Shire Council Strategic Plan 2013-2016 with amendments.

Councillor Lee absent @ 11:51am returned @ 9:51am

12.8 ROPER GULF SHIRE COUNCIL SHIRE PLAN 2013-2014

452/2013 RESOLVED (Annabelle Daylight/John Dalywater) **CARRIED**

- (a) That Council approve with edits, the Roper Gulf Shire Council Shire Plan 2013

2014.

- (b) That Council approve the publishing of the revised version of the Roper Gulf Shire Council Plan 2013-2014 on the website.
- (c) That Council approve the submission of the revised version of the Roper Gulf Shire Council Plan 2013-2014 to the Minister for Local Government and to the Department of Local Government.

12.9 GRANTS - YOUTH DIVERSION PROGRAM 2013-2015 - DEPARTMENT OF CORRECTIONAL SERVICES

453/2013 RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdirdi) CARRIED

- (a) That Council approve the funding agreement for 2013-2015 Youth Diversion Program by signing, dating and affixing the Common Seal to both copies of the agreement.

Councilor Dairywater left the meeting at 12:23pm

Common Seal: Mayor Tony Jack & CLO Michael Derto

12.10 GRANTS - SPG AND CTG 2012-2013 ACQUITTALS - DLG

454/2013 RESOLVED (Timothy Baker Jr./Anne-Marie Lee) CARRIED

- (a) That Council approve the 2012-13 acquittal for \$79,210 Closing the Gap funding for providing ablution facilities at the Ngukurr sports and recreation hall and the youth services precinct. File number: 2012/04110
- (b) That Council approve the 2012-13 acquittal for \$240,830 Special Purpose Grant funding to install street lighting for walkways and blackspots within five communities of the shire. File number: 2012/04110
- (c) That Council approve the 2012-13 acquittal for \$40,000 Special Purpose Grant funding to purchase a second hand vacuum pump truck to help alleviate the sewage issues at Weemol. File number: 2011/08716
- (d) That Council approve the 2012-13 acquittal for \$107,550 Special Purpose Grant funding to repair the swimming pool at the Ngukurr aquatic centre. File Number: 2011/03214
- (e) That Council approve the 2012-13 acquittal for \$83,600 Closing the Gap funding to purchase and install a dedicated retransmission site at Numbulwar. File number: 2011/03214
- (f) That Council approve the 2012-13 acquittal for \$91,921 Closing the Gap funding to assist with stage 2 upgrade of the existing Numbulwar broadcasting facility. File number: 2011/08716
- (g) That Council approve the 2012-13 acquittal for \$53,014 Closing the Gap Infrastructure funding to purchase five Quikspray UTV units for weed and pest control management. File number: 2011/08716
- (h) That Council approve the 2012-13 acquittal for \$83,124.80 Closing the Gap Infrastructure funding to provide training opportunities in the fabrication and installation of shade structures and seating at sports facilities at Beswick & Jilkminggan. File number: LG0248/07
- (i) That Council approve the 2012-13 acquittal for \$135,617 Special Purpose Grant funding to purchase a compact rubbish truck for the Bulman community. File number: 2011/08716

12.11 GRANTS - INDIGENOUS AGED CARE EMPLOYMENT PROGRAM 2013-2017 - DOHA

455/2013 RESOLVED (Daphne Daniels/Annabelle Daylight) CARRIED

- (a) That Council approve the funding agreement for Indigenous Aged Care Employment Program by signing, dating and affixing the Common Seal to both

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copies of the agreement.*Common Seal Mayor Tony Jack & CEO Michael Benn***12.12 GRANTS - CDEP VARIATION #41 AGREEMENT 2013-14 - FAHCSIA****456/2013 RESOLVED (Kathy-Anne Numamurdiridii/Judy MacFarlane) CARRIED**

- (a) That Council approve the variation agreement by signing and affixing the Common seal to both copies of the agreement.

*Common Seal Mayor Tony Jack***12.13 GRANTS - VSA DIVERSIONARY PROGRAM 2013-2014 - DEPARTMENT OF HEALTH****457/2013 RESOLVED (Timothy Baker Jr./Anne-Marie Lee) CARRIED**

- (a) That Council approve the 2013-2014 funding agreement for Volatile Substance Abuse Diversionary Program by signing, dating and affixing the Common Seal to both copies of the variation to agreement and CEO to sign both copies of the service plan.

*Common Seal Mayor Tony Jack & CEO Michael Benn Witness Deputy Mayor Judy MacFarlane***12.14 GRANTS - MOA FOR INDIGENOUS RESPONSIVE PROGRAM 2013 - DOB****458/2013 RESOLVED (Annabelle Daylight/Daphne Daniels) CARRIED**

- (a) That Council approve the Memorandum of Agreement (MOA) for General Activities from the Department of Business by initialling each page and signing of both copies of the MOA.

S12.15 RGSC FINANCIAL REPORT AS AT 30 JUNE 2013**459/2013 RESOLVED (Judy MacFarlane/Annabelle Daylight) CARRIED**

- (a) That Council receive and note the financial reports for the period ending 30 June 2013.

12.16 ROPER GULF SHIRE COUNCIL BUDGET PLAN 2013-2014**460/2013 RESOLVED (Judy MacFarlane/Anne-Marie Lee) CARRIED**

- (a) That Council receive and note the attached reports, and approve the 2013-14 budget.
- (b) That Council approve the Councillor Allowances as per the maximum schedule supplied by the Department of Local Government
- (c) That Council approve to increase the extra meeting allowance to \$125 per meeting to be paid in accordance with the CL006 – Elected Member Allowances Policy.
- (d) That Council receive and note the 4 yr financial plan and its initiatives including the repairs and maintenance , and infrastructure development plans.
- (e) That Council approve to the Fees and Charges Schedule for 2013-2014.
- (f) That Council approve the release of this data for publication on the Website and the Roper Gulf Shire Plan 2013-2014.

INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS**13.1 PLANNING SCHEME AMENDMENT - BORROLOOLA****461/2013 RESOLVED (Anne-Marie Lee/Timothy Baker Jr.) CARRIED**

- (a) That Council receive and note the report on the Planning Scheme Amendment in Borroloola.

13.2 DITS - FOURTH QUARTER REPORT

462/2013 RESOLVED (Anne-Marie Lee/Kathy-Anne Numamurdiridi) CARRIED

- (a) That Council receive and Note the 2012/2013 Fourth Quarter Report of the Directorate of Infrastructure and Technical Services.

13.3 ADJOURNMENT OF MEETING

463/2013 RESOLVED (Kathy-Anne Numamurdiridi/Daphne Daniels) CARRIED

- (a) That Council adjourn the meeting at 13:53pm

13.4 RESUMPTION OF MEETING

464/2013 RESOLVED (Judy MacFarlane/Annabelle Daylight) CARRIED

- (a) That council resume the meeting at 14:25pm

513.5 LEASE OF LOT 386 BROAD STREET BORROLOOLA TO GOVERNMENT - FAHCSIA

465/2013 RESOLVED (Judy MacFarlane/Daphne Daniels) CARRIED

- (a) That Council formally endorse a lease of Lot 386 Broad Street , Borroloola to the Commonwealth Government, Dept of Families, Housing, Community Services and Indigenous Affairs.

COMMUNITY SERVICES DIRECTORATE REPORTS

14.1 4TH QUARTER, COMMUNITY SERVICES DIRECTORATE REPORT

466/2013 RESOLVED (Judy MacFarlane/Daphne Daniels) CARRIED

- (a) That Council receive and note the 4th Quarter Community Services Directorate report for the period 1st April 2013 – 30th June 2013.

CONTRACTS & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

15.1 DIRECTORATE OF CONTRACTS AND ECONOMIC DEVELOPMENT: 2012-13 END OF YEAR REPORTBACK

467/2013 RESOLVED (Judy MacFarlane/Timothy Baker Jr.) CARRIED

- (a) That Council receive and note the report, including the provisional financial position for the Shire's commercial contracts in 2012-13.

15.2 REQUEST FOR FINANCIAL DELEGATIONS: ESSENTIAL SERVICES COORDINATOR

468/2013 RESOLVED (Daphne Daniels/Annabelle Daylight) CARRIED

- (a) That Council approve financial delegations for the Essential Services Coordinator to authorise purchase orders and approve invoices up to the value of \$5000.

15.3 AMENDMENT TO THE MEMBERSHIP OF THE TENDER COMMITTEE

469/2013 RESOLVED (Anne-Marie Lee/Annabelle Daylight) CARRIED

- (a) That Council approve the following staff to be include in the membership pool for a tender evaluation and approval committee:
Karen Perner
Marc Gardner

15.4 AWARDING OF TENDER FOR ROAD RESEALING UPGRADE WORKS, MUTJU ROAD NGUKURR

470/2013 RESOLVED (Judy MacFarlane/Annabelle Daylight) CARRIED

- (a) That Council approve the awarding of the tender 2013 / 575 Road Resealing Upgrade – Mutju Road Ngukurr to the company Downer EDI Works Pty Ltd, for the value of \$179,786 (GST inclusive).
(b) That Council direct the CEO to advertise information of the successful tender by public notice in the Katherine Times and on the RGSC website.

15.5 Closed Session of OCM

471/2013 RESOLVED (Judy MacFarlane/Anne-Marie Lee) CARRIED

- (a) That Council move into confidential session at 13:53pm of the OCM

15.6 Closed Session of OCM

472/2013 RESOLVED (Anne-Marie Lee/Daphne Daniels) CARRIED

- (a) That Council move out of confidential into open session of the OCM 14:30pm

16. DEPUTATIONS & PETITIONS

Nil

17. GENERAL BUSINESS

Deputy Mayor MacFarlane discussed the Daly Waters Roper Gulf Shire Open Tennis competition.

Councillor Daylight discussed the Sport and Recreation position in Jilkminggan.

Action: Catherine Proctor to follow up regarding parental consent.

Cr Numamurdirdi spoke about a special person.

Catherine Proctor discussed the Relay for Life event in September held in Katherine. a report is to be submitted to the FACM.

CEO referendum press release to be provided to Shire Service Managers.

CEO discussed Grants Commission visit in September. Mayor to attend. information be provided to Shire Service Managers.

Mayor – Stephanie will be leaving RGSC on the 2nd August. thank you from Council.

17.1 Barunga Local Board

473/2013 RESOLVED (Anne-Marie Lee/Annabelle Daylight)

CARRIED

- (a) That Council accept the nomination forms from Clarette McGregor- Brown, Scott Lee, Anita Paino and Ruth Kelly to the Barunga Local Board.

QUESTIONS FROM THE PUBLIC

Nil

CLOSE OF MEETING

The meeting terminated at 14.55 pm.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE Ordinary Council Meeting HELD ON Wednesday, 24 July 2013 AND CONFIRMED Wednesday, 25 September 2013.

Mayor Tony Jack

CONFIRMATION OF PREVIOUS FACM MINUTES



ITEM NUMBER	6.1
TITLE	Confirmation of Previous Finance and Audit Committee Meeting
REFERENCE	403053
AUTHOR	Bobbi Hynes, Council and Local Board Coordinator

RECOMMENDATION

- (a) **That Council confirm the minutes from the Finance and Audit Committee Meeting dated 28th August 2013.**

BACKGROUND

Confirmation of the minutes of the Finance and Audit Committee Meeting dated 28th August 2013 held at RGSC headquarters, Katherine.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 FACM_28082013_MIN unconfirmed.pdf



MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING #41 OF THE
 ROPER GULF SHIRE COUNCIL MEETING HELD AT THE CONFERENCE ROOM
 ROPER GULF SHIRE HEADQUARTERS
 29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 28 AUGUST 2013 AT
 8.30AM

1. PRESENT

1.1 Elected Members

Mayor, Tony Jack
 Councillor, John Dalywater
 Councillor, Kathy-Anne Numamurdirdi
 Independent Member, Geoff Bishop

1.2 Staff

Director Contracts and Economic Development, Thomas Michol
 Finance Manager, Lokesh Anand
 Director Technical Services & Infrastructure, Sharon Hillen
 Financial Accountant, Raju Koirata
 Council & Local Board Coordinator, Bobbi Hynes - minute taker

1.3 Guests

Department of Local Government, Nathanael Knapp

2. MEETING OPENED

Meeting opened at 8.33am by Mayor, Tony Jack who welcomed guests and staff to the FACM.

3. WELCOME TO COUNTRY

Nil

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 COUNCILLOR APOLOGIES FOR FACM 28 AUGUST 2013

225/2013 RESOLVED (Kathy-Anne Numamurdirdi/Geoff Bishop) **CARRIED**

- (a) That Council receive and note the apologies from Councillor Stan Allen and Deputy Mayor, Judy MacFarlane, Director Corporate Governance Greg Arnott and CEO Michael Berto for the FACM of 28th August 2013.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

226/2013 RESOLVED (Geoff Bishop/Kathy-Anne Numamurdirdi) **CARRIED**

- (a) That Council received and noted the previous minutes from the Finance and Audit Committee meeting held on 29th May 2013.

ACTION: CEO to write letter to Department of Housing (NT) to formalise the lease arrangements for the Doctors house at Borroloola.

6. CALL FOR ITEMS OF GENERAL BUSINESS

7. QUESTIONS FROM THE PUBLIC

8. DISCLOSURES OF INTEREST

There were no declarations of interest at this Finance and Audit Committee meeting.

9. BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 CURRENT RGSC - FACM ACTION LIST

227/2013 RESOLVED (Geoff Bishop/John Dalywater) **CARRIED**

- (a) That Council receive and note the current RGSC – FACM Action List

10. INCOMING CORRESPONDENCE

10.1 INCOMING CORRESPONDENCE

228/2013 RESOLVED (John Dalywater/Geoff Bishop) **CARRIED**

- (a) That the Finance and Audit Committee accept the correspondence for the period of 24th July to 1st August 2013.

ACTION: CEO to follow up on Council of Australia Human Rights Commission letter regarding "racism it stops with me" and table at the Ordinary Meeting of Council on 25th September 2013.

Absent: Lokesh Anand and Thomas Michel 8.51am returned 8.52am

11. OUTGOING CORRESPONDENCE

11.1 OUTGOING CORRESPONDENCE

229/2013 RESOLVED (Kathy-Anne Numamurdiridi/John Dalywater) **CARRIED**

- (a) That the Finance and Audit Committee accept the correspondence for the 28th July 2013.

12. EXECUTIVE DIRECTORATE REPORTS

Nil

13. FINANCE REPORTS

Refer to item 14.5

14. CORPORATE GOVERNANCE DIRECTORATE REPORTS

14.1 POUND MAINTENANCE FEE

230/2013 RESOLVED (Geoff Bishop/John Dalywater) **CARRIED**

- (a) That the Finance and Audit Committee approve to have Pound maintenance fees of \$25.00/dog/day or part day for Borroloola and Mataranka.

ACTION: CEO to write letter to rate payers residing in Borroloola and Mataranka advising of the pound fees.

14.2 GRANTS - INDIGENOUS BROADCASTING PROGRAM 2013-14 - DEPARTMENT OF BROADBAND, COMMUNICATIONS AND THE DIGITAL ECONOMY (DBCDE)

231/2013 RESOLVED (Kathy-Anne Numamurdirid/John Dalywater) CARRIED

- (a) That Finance and Audit Committee accept the 2013-2014 funding agreement for the Indigenous Broadcasting Program (IBP) by signing and affixing the Common Seal to both copies of the funding agreements.

*Common Seal: Signed by Mayor Tony Jack
Public Officer: Signed by Sharon Hilton*

14.3 GRANTS - NATIONAL JOBS TRANSITION PACKAGE 2013-2014 - DEPARTMENT OF REGIONAL AUSTRALIA, LOCAL GOVERNMENT, ARTS AND SPORT (DRALGAS)

232/2013 RESOLVED (Geoff Bishop/John Dalywater) CARRIED

- (a) That Finance and Audit Committee accept the 2013-2014 funding agreement for the National Jobs Transition Package by signing and affixing the Common Seal to both copies of the funding agreements.

ACTION: CEO write letter to Department of Regional Australia, Local Government, Arts & Sport (DRALGAS) regarding funding arrangement with reference to the historical 20% cut because of no indexation.

*Common Seal: Signed by Mayor Tony Jack
Public Officer: Signed by Sharon Hilton*

14.4 GRANTS - NTEPA ENVIRONMENT GRANT FUNDING AGREEMENT 2013-2014 - NORTHERN TERRITORY ENVIRONMENT PROTECTION AUTHORITY (NTEPA)

233/2013 RESOLVED (Kathy-Anne Numamurdirid/John Dalywater) CARRIED

- (a) That Finance and Audit Committee accept the funding agreement for 2013-2014 NTEPA Environment Grants by signing both copies of the agreement.

*Signatories: Mayor Tony Jack
Councillor Kathy Anne Numamurdirid*

ACTION: All grant reports to FACM are to exclude the funding agreement and attach cover letter from funding body only. agreements are to be available on request.

14.5 RGSC FINANCIAL REPORT AS AT 31 JULY 2013

234/2013 RESOLVED (Geoff Bishop/Kathy-Anne Numamurdirid) CARRIED

- (a) That the Finance and Audit Committee receive and note the financial reports for the period ending 31 July 2013

ACTION: Mayor Tony Jack to meet with CEO of Numbulwar Homelands Council Assoc. Inc. regarding outstanding invoices and report back at the next OCM and FACM.

ACTION: CEO to distribute the balance sheet profit and loss to FACM members.

Morning Tea: commenced 9.50am - returned 10.10am

14.6 CLOSED SESSION OF FINANCE AND AUDIT COMMITTEE MEETING

235/2013 RESOLVED (Geoff Bishop/Kathy-Anne Numamurdirdi) **CARRIED**

- (a) That the FACM move into confidential session at 10.11am.

14.7 CLOSED SESSION OF FINANCE AND AUDIT COMMITTEE MEETING

235/2013 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) **CARRIED**

- (a) That the FACM move out of confidential into open session of the FACM at 10.33am.

15. INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS

Nil

16. COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

17. DEPUTATIONS & PETITIONS

Nil

18. GENERAL BUSINESS

1. For information. The next OCM Numbulwar has been moved to Katherine for 25th September 2013. new meeting dates for next year to be agreed upon.
2. Reducing teacher positions in remote areas. Council and members to be concerned about the decrease of teaching positions.
ACTION: CEO to write to Minister of Education requesting a brief from NT Education at the next OCM regarding this matter.
3. Roll out of digital TV and vast box installations – request of Council to store equipment at certain townships.
ACTION: Director Technical Services & Infrastructure to follow up and provide information back to Councillor John Dalywater regarding vast box installations at Bulman.
4. LGANT/Road summit in Alice Springs in November, Mayor to sit on panel regarding remote airstrips.
ACTION: Director Contracts and Economic Development to provide a brief regarding airstrips in the RGSC shire area to Mayor Tony Jack to present at the road summit.
5. Proposal to have FACM by Skype, to be looked at in the future.

The meeting terminated at 10.48am.

THIS PAGE AND THE PRECEDING 4 PAGES ARE THE MINUTES OF THE Finance and Audit Committee HELD ON Wednesday, 28 August 2013 AND CONFIRMED Wednesday, 25 September 2013.

Mayor Tony Jack

BUSINESS ARISING FROM PREVIOUS MINUTES



ITEM NUMBER 10.1
TITLE Action List
REFERENCE 403065
AUTHOR Bobbi Hynes, Council and Local Board Coordinator

RECOMMENDATION

(a) That Council receive and note the Action List.

BACKGROUND

The Action List includes all actions that have not been completed and those actions that have been completed but not previously reported to Council as completed.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 OCM 250913 Action List Report attachement.doc

Date	Location of Meeting	Meeting Type	Agenda Item #	Item Description	Responsible Person	Comments/ Details	Action to be reported at next meeting	Status	Completed Action Reported to Council	Status comments – completion date
24-Jul-13	Katherine	OCM	8.1	BUSINESS ARISING FROM PREVIOUS MINUTES	CEO - Michael Berto	ACTION: CEO to write a letter to Jawoyn Association rangers regarding the gas pipeline.	OCM	Completed	No	
24-Jul-13	Katherine	OCM	11.1	WARD REPORT- NEVER NEVER	CEO - Michael Berto	ACTION: CEO to write letter to NT Government with regard to extending the 110Km speed limit and installing heavy vehicle entry signs to the Southern side of the Roper Highway.	OCM	Completed	No	
24-Jul-13	Katherine	OCM	11.1		CEO - Michael Berto	ACTION: Local Board nomination of Steven Rory and Maxie Miller to be taken back to Jilkminggan Local Board.	OCM	Completed	No	To be tabled at LB meeting on 3 Sept. 13
24-Jul-13	Katherine	OCM	11.1		CEO - Michael Berto	ACTION: CEO to continue negotiations with JCAC regarding land lease arrangements and to arrange a whole community meeting.	OCM	Completed	No	Community meeting scheduled for 23 Sept 2013
24-Jul-13	Katherine	OCM	12.1	YOUTH IN COMMUNITY LEADERSHIP CONFERENCE - 25-27TH JUNE 2013	CEO - Michael Berto	ACTION: CEO to write a letter to each Youth Voice Committee and give a certificate of Participation to each member who attended the Youth in Community Leadership Conference expressing pride and thanks to the Youth in the Shire.	OCM	Completed	No	

24-Jul-13	Katherine	OCM	17	GENERAL BUSINESS	Catherine Proctor	Councillor Daylight discussed the Sport and Recreation position in Jilkminggan. Action: Catherine Proctor to follow up regarding parental consent.	OCM	Completed	No	Confirmation that parental consent forms were obtained for all excursions which operated from Jilkminggan during the school holidays.
28-Aug-13	Katherine	FACM	5.1	CONFIRMATION OF PREVIOUS MINUTES	CEO - Michael Berto	ACTION: CEO to write letter to Department of Housing (NT) to formalise the lease arrangements for the Doctors house at Borroloola.	FACM	In-hand	No	
28-Aug-13	Katherine	FACM	10.1	INCOMING CORRESPONDENCE	CEO - Michael Berto	ACTION: CEO to follow up on Council of Australia Human Rights Commission letter regarding "racism it stops with me" and table at the Ordinary Meeting of Council on 25th September 2013.	OCM	In-hand	No	
28-Aug-13	Katherine	FACM	14.1	POUND MAINTENANCE FEE	CEO - Michael Berto	ACTION: CEO to write letter to rate payers residing in Borroloola and Mataranka advising of the pound fees.	FACM	Not Commenced	No	

28-Aug-13	Katherine	FACM	14.3	GRANTS - NATIONAL JOBS TRANSITION PACKAGE 2013-2014 - DEPARTMENT OF REGIONAL AUSTRALIA, LOCAL GOVERNMENT, ARTS AND SPORT (DRALGAS)	CEO - Michael Berto	ACTION: CEO write letter to Department of Regional Australia, Local Government, Arts & Sport (DRALGAS) regarding funding arrangement with reference to the historical 20% cut because of no indexation.	FACM	Not Commenced	No	
28-Aug-13	Katherine	FACM	14.4	GRANTS - NTEPA ENVIRONMENT GRANT FUNDING AGREEMENT 2013-2014 - NORTHERN TERRITORY ENVIRONMENT PROTECTION AUTHORITY (NTEPA)	CEO - Michael Berto	ACTION: All grant reports to FACM are to exclude the funding agreement and attach cover letter from funding body only; agreements are to be available on request.	FACM	Completed	No	Completed
28-Aug-13	Katherine	FACM	14.5	RGSC FINANCIAL REPORT AS AT 31 JULY 2013	Mayor Tony Jack	ACTION: Mayor Tony Jack to meet with CEO of Numbulwar Homelands Council Assoc. Inc. regarding outstanding invoices and report back at the next OCM and FACM.	FACM	In-hand	No	Report back at next OCM 25 Sept. 13

28-Aug-13	Katherine	FACM	14.5	RGSC FINANCIAL REPORT AS AT 31 JULY 2013	CEO - Michael Berto	ACTION:: CEO to distribute the balance sheet profit and loss to FACM members	FACM	In-hand	No	
28-Aug-13	Katherine	FACM	18.1	General Business	CEO - Michael Berto	2. Reducing teacher positions in remote areas, Council and members to be concerned about the decrease of teaching positions. ACTION: CEO to write to Minister of Education requesting a brief from NT Education at the next OCM regarding this matter.	OCM	In-hand		
28-Aug-13	Katherine	FACM	18.2	General Business	Director Technical Services & Infrastructure	3. Roll out of digital TV and vast box installations – request of Council to store equipment at certain townships. ACTION: Director Technical Services & Infrastructure to follow up and provide information back to Councillor John Dalywater regarding vast box installations at Bulman.	FACM	In-hand		
28-Aug-13	Katherine	FACM	18.3	General Business	Director Contracts and Economic Development	4. LGANT/Road summit in Alice Springs in November, Mayor to sit on panel regarding remote airstrips. ACTION: Director Contracts and Economic Development to provide brief regarding airstrips in the RGSC shire area to Mayor Tony Jack to present at the road summit.	FACM	In-hand		

INCOMING CORRESPONDENCE

ITEM NUMBER 11.1
TITLE Incoming Correspondence
REFERENCE 403068
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

- (a) That Council receive and note the Incoming correspondence 15 July – 19 September 2013.

Date Received	Received By	Sender	Correspondence Details	InfoXpert ID
15 July 2013	CEO	Andrew Gibb	Steam Engine – Barunga	398436
*24 July 2013	Council	Gillian Triggs Australian Human Rights Commission	Racism It Stops with Me	3873026
23 August 2013	CEO	Diane Hood	Options Paper	396946
27 August 2013	Council	NACRO	Support needed	397192
29 August 2013	CEO	Gerry McCarthy	Roads Maintenance	398076
17 Sept 2013	Council	Holistic NT	Mataranka Community Hall	401071
19 Sept 2013	Council	Australian Government	CDEP merging into RJCP	402618

*Correspondence dated 24 July 2013 The Finance and Audit Committee asked that it be tabled at this Ordinary Council Meeting.

ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE

ITEM NUMBER 12.1
TITLE Outgoing Correspondence
REFERENCE 403072
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

- (a) That Council receive and note the Outgoing correspondence 02 August – 19 September 2013

Date Received	Sent By	Addressed To	Correspondence Details	InfoXpert ID
2 August 2013	Greg Arnott	Councillor Davis Daniels	Breach of Section 39	390694
9 August 2013	CEO	Commissioner NT Electoral Commission	Casual Vacancy – Yugul Mangi Ward	399995
28 August 2013	Council	ABA Darwin	Letter of Support Ngukurr Language Centre	397174
10 Sept 2013	CEO	Robert Graham CEO NLC	Invite – Local Board Meetings	400109
19 Sept 2013	CEO	Warren Snowdon MP	Citizenship Ceremony	401380
19 Sept 2013	CEO	Hon Bess Price MLA	Citizenship Ceremony	401379
24 Sept 2013	CEO	Arts NT	Letter of support Barunga Festival	4012180

ATTACHMENTS:

There are no attachments for this report.

WARD REPORTS



ITEM NUMBER	13.1
TITLE	Ward Report- Nyirranglung Ward
REFERENCE	403089
AUTHOR	Jo Nicol, Local Board Support Officer

RECOMMENDATION

- (a) **That Council receive and note the Nyirranglung Ward Report.**
- (b) **That Council receive and accept the Bulman Local Board nominations from Shane J Bowden and Genevieve H Hansen**
- (c) **That Council receive and accept the Beswick Local Board nominations from Trepina Bush, Richard Kennedy, Raelene Bulumbara, Deanna Kennedy, Sasha Ashley, Sam Ashley, Jenny Bush, Dwayne Billy and Adam Bostock.**

BACKGROUND

Bulman Local Board meeting was scheduled in August the meeting did not take place due to no quorum and was rescheduled to 11th September.

Beswick Community has been in the process of recruiting new members after the Local Board was dissolved by Council at the June Ordinary Meeting Council.

Community Visitors:

Alison Anderson MLA, Minister for Local Government
Alan Brahminy, Director Brahminy Foundation
Andrew Smith, Department Local Government
Nigel Povey, GEC
Deanna Kennedy, ILO

Other Meetings in Community:

N/A

Beswick***Local Board Update:***

Governance has received 9 new nominations to the Beswick Local Board. Cr Ashley represents the Beswick Community. The next Local Board meeting will be held Monday 14 October 2013.

Community Update:

Shire Services Manager Mal Fox has left Beswick to take up a position in Yarralin. The Shire Services Manager's position is currently being filled by Tiffany Vivian until the recruitment process is over.

Beswick is looking great, the parks and oval are all well tended to. There is new housing being built at the new subdivision, which is well underway to completion and should go some way to provide much needed housing which will assist to alleviate housing shortage.

Barunga***Local Board Update:***

Local Board Membership is five (5) which includes; Councillor Ann Marie Lee, Ruth Kelly, Anita Painter, Scott Lee, Clarette McGregor –Brown. The next Local Board meeting will be held on Tuesday 15th October.

Community Update:

Municipal staffs have been working hard at getting parks and gardens looking good again after some issues with children burning country in and around the community quite regularly. The Spring Pump is now up and running again and pumping around the clock to ensure nice green lawns and dust mitigation. A number of Park Benches have been erected in parks and open spaces making these areas more users friendly.

Rubbish runs are going well, Barunga Municipal Services supply services twice a week to Barunga and Beswick and a service to Eva Valley once a week.

Currently Barunga stores both compactors and will continue to provide this service to Eva Valley until they are able to employ a driver locally who has an LR licence. Municipal Services do a weekly hard rubbish run to remove all old white goods and old furniture from house yards. A daily Emu Bob keeps Barunga litter free.

A Burial Data Sheet has been implemented for future burials with; Name, DOB Place of Birth, Place of Death and GPS location.

In the next few weeks' road pot holes and shoulders will be getting fixed, this should improve getting around the community.

Manyallaluk

Local Board Update:

Local Board Membership is seven (7) which includes Cynthia Williri, Mary Anne Kalamuka, Wayne Runyu, Alister Andrews, Mavis Jimberri, Christine Dooley, and Robert Williri. A Local Board meeting was held on Monday 19 August 2013.

Manyallaluk Local Board had its first meeting for 2013 in August. Shire Services Manager Anne-Maree Low has begun a process of reinvigorating the Manyallaluk Local Board so attendees have short, happy and constructive meetings. The next Local Board meeting will be held Monday 14 October at 2pm.

Community Update:

There has been a lot of maintenance work to the swimming pool, this work has just been completed and work will soon begin on the pond.

The current weekly rubbish pickup is working well and there are plans to start reorganising the Dump, so there will be areas set aside for specific types of rubbish.

The community is looking forward to the completion of the new Child Care Centre which will be in September this year.

A visit from the Companion Animal Welfare Team was well received by the community; all dogs were treated for ticks and worms and are looking much healthier.

Bulman

Local Board Update:

Local Board Membership includes Councillor John Dalywater, Annunciata Bradshaw, Jill Curtis, Michael Stevens, Mathew Rankin, Robbie Dalywater, Irene Jungewanga, and Warren Campfoo. The next Local Board Meeting Board Meeting will be held on Wednesday 11th September.

Community Update:

Bulman is looking good, the parks and sports grounds are all well kept and regular rubbish pickups ensures the Community is looking tidy.

The community is currently planning for an event that will be held in October; it is an event that will have an anti-gambling message given by a comedian and will be called "Bulman Barrel of Laughs".

The Community Safety Plan document is currently being developed with Police and Community stakeholders.

Vast TV receiver boxes were installed mid-September.

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
Beswick				
21-11-12	To review need for direction signs to key locations in town	SSM		
21-11-2012	Follow up on status of Volatile Substance plan with Dept of Health.	AMP Worker	ongoing	
16-01-2013	Follow up with Clinic and SSM to arrange for "No parking" signs to go up.	Richard Kennedy/SSM		20.03.2013-Mal to follow up
16-01-2013	SSM to follow up with DITS about time table for plumbing of Men's' shed	SSM/DITS		
16-01-2013	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.		Ongoing	
20-03-2013	Letters of support to the Education Department about cutting back of staffing positions impacting on whole community	SSM & Cr Ashley		
Barunga				
09-11-2012	The Manager of HR is invited to attend the next Barunga Local Board Meeting and a report to be presented at the next meeting. The Local Board would also like a general HR presentation to assist in gearing up the members of the community for employment.	HR	Ongoing	
23-11-2012	The Barunga Local Board are recommending to Council to support the design of the new replacement for the Blue Prohibited areas sign with signs in Kriol and English.	Governance	Ongoing	Still waiting for Fed Govt to do something with signs.
23-11-2012	The Barunga LB would like a general presentation for the community on preparing members for employment.	HR	Ongoing	
16-04-2013	Jess from Dept LG to follow up on contractors and quarters	Dept Local Government and Housing	Completed	
16-04-2013	Signs and Identify graves at Cemetery	SSM & Community	Ongoing	Still waiting for external funding

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Beswick LB Nom ABostock 2013.pdf
- 2 Beswick LB Nom DBilly 2013.pdf
- 3 Beswick LB Nom DeannaKennedy 2013.pdf
- 4 Beswick LB Nom SamAshley 2013.pdf
- 5 Beswick LB Nom SashaAshley 2013.pdf
- 6 Beswick LB Nom Trepina Bush 2013.pdf
- 7 Beswick LB Nom Richard Kennedy 2013.pdf
- 8 Beswick LB Nom RBulumbara 2013.pdf
- 9 Beswick LB Nom JBush 2013.pdf
- 10 Manyallaluk LB Minutes 19.08.2013 unconfirmed.pdf



Local Board Nomination Form

Location: Beswick Date: 8.8.13

Name of nominee: Adam Bostock

Best Contact:

Landline: 8975 4800

Mobile: _____

Email: _____

Postal Address:

PMB 26 Beswick N.T. 0852

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 checked="" type="checkbox"/> Sport and Recreation |

Other information relevant to my nomination for the local board:

Signature of nominee: Adam Bostock



Local Board Nomination Form

Location: Beswick Date: 17.7.13

Name of nominee: Dwayne Billy

Best Contact:

Landline: 8975 4800

Mobile: _____

Email: _____

Postal Address:

Key Areas of Interest: (please tick any box)

- | | |
|---|--|
| <input type="checkbox"/> Waste management | <input 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 checked="" type="checkbox"/> Parks and gardens | <input checked="" type="checkbox"/> Sport and Recreation |

Other information relevant to my nomination for the local board:

Signature of nominee:



Local Board Nomination Form

Location: Beswick Date: 17.7.13

Name of nominee: Deanna Kennedy

Best Contact:

Landline: 08 89774134

Mobile: 0477335287

Email: deanna.kennedy@icc.gov.au

Postal Address:

PMB 26 Beswick Community
via Katherine NT 0852

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: Deanna Kennedy



Local Board Nomination Form

Location: Beswick Date: 17.7.13

Name of nominee: Sam Ashley

Best Contact:

Landline: _____

Mobile: 0467 452 370

Email: _____

Postal Address:

PMB 26 Beswick N.T 0852

Key Areas of Interest: (please tick any box)

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

Other information relevant to my nomination for the local board:

Signature of nominee:



Local Board Nomination Form

Location: Beswick Date: 30.7.13

Name of nominee: Sasha ~~Scott~~ Ashley

Best Contact:

Landline: 8975 4800

Mobile: _____

Email: _____

Postal Address:

PMB 26 Beswick N.T 0852

Key Areas of Interest: (please tick any box)

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

Other information relevant to my nomination for the local board:

Sasha Ashley

Signature of nominee:



Local Board Nomination Form

Location: Beswick Date: 19 8 13

Name of nominee: Trepina Bush

Best Contact:

Landline: _____

Mobile: 0455 743215

Email: _____

Postal Address:

PMB 26 Beswick 11.7 0850.

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 checked="" type="checkbox"/> Parks and gardens | <input checked="" type="checkbox"/> Sport and Recreation |

Other information relevant to my nomination for the local board:

Signature of nominee:

TREPINA BUSH



Local Board Nomination Form

Location: Beswick Date: 19.8.13

Name of nominee: Richard Kennedy

Best Contact:

Landline: _____

Mobile: 08 04 58661198

Email: _____

Postal Address: PMB 26 Beswick N.T 0852

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Signature of nominee:



Local Board Nomination Form

Location: Beswick Date: _____

Name of nominee: Raelene Bulumbara

Best Contact:

Landline: 8975 4800

Mobile: _____

Email: _____

Postal Address:

PMB 26 Beswick

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:

Raelene Bulumbara

Signature of nominee:



Local Board Nomination Form

Location: BESWICK Date: 8 Aug 13

Name of nominee: Jenny Bush

Best Contact:

Landline: 08/89754800

Mobile: _____

Email: jenny.bush@roper.gulf.nt.gov.au

Postal Address:

Beswick Community PMB 26 VIA Katherine
NT 0852

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Signature of nominee:

Jenny Bush

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WARD REPORTS



ITEM NUMBER	13.2
TITLE	Ward Report-Never Never Ward
REFERENCE	403092
AUTHOR	Jo Nicol, Local Board Support Officer

RECOMMENDATION

- (a) That Council receive and note the Never Never Ward Report
- (b) That Council receive and accept the Mataranka Local Board nominations of Diane Angel, Michael Cowen, Allan Ekert and Jody Hocking, Janette Hamilton, Veronica Russo, Tracey-Anne Wilson, Sue Edwards and Claire O'Brien.
- (c) That Council receive and accept the Jilkminggan Local Board nominations of Steven Rory and Maxie Millar.

BACKGROUND

A Local Board meeting was held in Jilkminggan in September.

Mataranka Community has been seeking nominations for Local Board membership.

Community Visitors:

Nil

Jilkminggan***Local Board Update:***

Current Membership is seven (7) which includes; Deputy Mayor Judy MacFarlane, Councillor Annabelle Daylight, Councillor Timothy Baker, Wayne Roy, Fay Roberts, Ossie Daylight, and Wendy Daylight. The next Local Board Meeting for Jilkminggan is scheduled for Tuesday 1st October 2013.

Community Update:

Jilkminggan is looking great, regular rubbish runs and clean ups ensures the community is looking good. The sports grounds and parks are immaculate.

All available staff have been working hard on RJCP signups, some staff have been outsourced to other communities to help.

Mataranka***Local Board Update:***

There are eight (8) nominations for the Mataranka Local Board they are; Diane Angel, Michael Cowen, Allan Ekert, Jody Hocking, Janette Hamilton, Veronica Russo, Tracey-Anne Wilson, Sue Edwards and Claire O'Brien. The nominations forms are attached with this report for Council to approve.

The next Local Board meeting for Mataranka is scheduled for Tuesday 1st October

Community Update:

Mataranka is looking great, very neat and tidy and welcoming.

Daly Waters***Local Board Update:***

The next Local Board meeting will be in November 2013

Community Update:

Nil

Larrimah**Local Board Update:**

The Larrimah Local Board has eight (8) members including; Deputy Mayor Judy MacFarlane, Councillor Annabel Daylight, Councillor Timothy Baker Jnr, Karl Roth, Greg Saunders, Bill Hodgetts, Fran Hodgetts, Wesley Wyer,

Community Update:

Nil

Minyerri

Previously the Minyerri Community has operated it's Local Government Programs through the Alawa Aboriginal Corporation, with Roper Gulf Council leaving all governance decisions to that organisation to carry out.

The recent Local Government Review of Regional Governance has recommended that all communities under Shire Councils are to establish Local Boards and are to have consistent Governance systems in place. This recommendation directs RGSC to include Minyerri in its Governance system too, which will ensure that Minyerri has a community voice that is transparent and unequivocally democratic.

Department of Local Government has recommended a joint visit with RGSC Governance to Minyerri to present the final consultation Report and their draft Guidelines. Department of Local Government are arranging the visit and will inform the RGSC.

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
Jilkmिंगgan				
07-11-2012	Street names – GPS Coordinates to be submitted	Governance	Ongoing	
07-10-2012	Ideas from Community what should go in place of statue	Board Members	Ongoing	
07-10-2012	Volunteer agreement. New form to be sent out to Communities	HR		
07-10-2012	New Cemetery. Location and old graves marked	GBM	Ongoing	
07-10-2012	Report on facilities at Aged Care building	SSM		
07-10-2012	Ideas of what Community would like in old store	Board Members		
07-10-2012	Invite Principal to next Board Meeting to discuss truancy	SSM	Completed	Principal attended LB on 03.09.13
07-10-2012	Get meeting dates for JCAC meetings & invite JCAC members to Board Meetings	SSM	Ongoing	
04-10-2012	Invite JCAC to discuss Night patrols responsibilities and goals-also invite NP Manager Community Safety	SSM		
04-12-2012	Poor T.V. reception – follow up with Lara	SSM		
04-12-2012	Start work on getting water to the Oval for a drinking fountain.	SSM		
04-12-2012	Provide GPS Coordinates for street names.	GBM	Ongoing	
04-12-2012	Invite Principal to next Board Meeting to discuss truancy	SSM	Ongoing	2.04.2013 Invited but could not attend

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
04-12-2012	Get meeting dates for JCAC meetings & invite JCAC members to Board Meetings	SSM/JN	Ongoing	4.06.2013 Sent Invite Helen Lardy attended LB Meeting July 2
07-02-2013	Enrol as many Jilkmिंगgan Residents to vote as possible	LB Members	Ongoing	
07-02-2013	Consider how YMCA Services can be used	LB Members	Ongoing	
07-02-2013	Organise a Petition to Parliament	JCAC		
07-02-2013	Letter to go to HQ	SSM		
07-02-2013	Write to Council to hand back the use of the building	SSM		
02-04-2012	Lack of adequate drainage on some streets	SSM	Ongoing	
Mataranka				
02-10-2012	Alcohol Management Plan -Investigate applying for funding under the Community Benefit Fund grants on behalf of the MRLB.	SSM	Ongoing	4.06.2013 Letter has been resent to NT Govt
02-10-2012	Recycling / Container Deposit Scheme-Continue investigation and provide a report to DITS and CEO	SSM	Ongoing	4.06.13
02-10-2012	Playground at Hall Email DITS Director requesting a final inspection from the project coordinator.	SSM and DITS	Ongoing	02.04.2013 - Upgrade will be a 2013/2014 priority project. 4.6.13 Sofffall Company coming to advise.
02-10-2012	Ginty airstrip- Mataranka Investigate how the airstrip can be upgraded to comply with CASA guidelines and erect "No Camping" signs.	SSM/ ComOps	Ongoing	Temporary Signs put up. 4.06.13 DOI to access the NT Govt Assessor when in region for compliance assessment to bring in line with CASA Regulations
02-10-2012	No Parking signage outside RTC-Request from MRLB to erect bigger signage to stop vehicles pulling up at the front of the SDC and blocking the view of people reversing out of car park.	SSM	Ongoing	4.6.13- Signs have been ordered from Norsign
04-12-2012	Investigate applying for funding under the Community Benefit Fund grants on behalf of the MRLB.	DITS	Ongoing	
05-12-2012	5/11/12 - follow up re grant application with DITS Director	SSM		
04-12-2012	Recycling / Container Deposit Scheme. Continue investigation in setting up a depot/transfer station.		Ongoing	18.04.2013- CDS will be reinstated following Fed Leg.
05-12-2012	Continue with investigation and provide a report to DITS Director and CEO.	SSM		
04-12-2012	5/11/12 – Provide Mataranka Health Clinic with a key to enable them to access the airstrip when needed.			
04-12-2012	No Parking sign at RTC .Request from MRLB to erect bigger signage to stop vehicles pulling up at the front of the SDC		Ongoing	

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
	and blocking the view of people reversing out of car park.			
04-12-2012	02/10/12 - Investigate the Waste Management Act to improve issue of dump being lit up by local people.			
04-12-2012	5/11/12 - look into getting a sign made up for Carew Rd telling people to cover their loads			
04-12-2012	SSM Report – Drainage Elsey St & Roper Tce Investigate the drainage issue on the corner of Elsey St and Roper Tce.	SSM	Ongoing	4.6.13
04-12-2012	Wallaby Sculpture – Jilkminggan Liaise with Jilkminggan, Artists and other stakeholders to have sculpture relocated to Mataranka.	Governance	Ongoing	4.6.13 options where statue will go being investigated
04-06-2013	Counter Disaster Management-Include Counter Disaster info in updated Local Board Member Toolkit.	LB Support Officer		
04-06-2013	Community Area Signs-Roper Highway-Liaise with Dept Infrastructure to get signs removed on behalf of communities.	DITS		
04-06-2013	Two Lanes of Bitumen-Roper Hwy-upgrade to indust standard. Request at next OCM for RGSC to advocate on behalf of residents to have road upgraded due to increase in trucks from mining	DITS		
04-06-2013	No Camping By-Law. Address issue Visitors from other communities/south camping in parks in Mataranka. Option of new by-law.	DITS		
Daly Waters				
08-05-2013	Circulate notice and nomination forms calling for Local Board Members	SSM-Mataranka		
08-05-2013	SSM to take work crew from Mataranka to Post Office/Police Station site and support local people in clean up.	SSM-Mataranka		
08-05-2013	Request a car Counter be put in town for developing data on visitor numbers.			
08-05-2013	Collect Population Statistics around Daly Waters area.			
08-05-2013	Investigate on status for Airstrip	DITS		
08-05-2013	Perform scope works on Tennis court	DITS		

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Mataranka LB Nomination MichaelCowen 2013.pdf
- 2 Mataranka LB Nomination Di Angel 2013.pdf

- 3** Mataranka LB Nomination Janette Hamilton 2013.pdf
- 4** Mataranka LB Nomination Jody HockingAllan Ekert2013.pdf
- 5** Mataranka LB Nomination Sue Edwards 2013.pdf
- 6** Mataranka LB Nomination TraceyAnne Wilson 2013.pdf
- 7** Mataranka LB Nomination Veronica Russo 2013.pdf
- 8** LB Nom Maxie Millar 13.pdf
- 9** LB Nom Steven Rory 13.pdf
- 10** 03 09 13 Jilkmिंगgan Board Meeting Minutes.doc
- 11** Mataranka LB Nomination Clair O'Brien 2013.pdf



Local Board Nomination Form

Location: Mataranka Date: 15/8/2013

Name of nominee: Michael Cowen

Best Contact:

Landline: 68 8475 4445

Mobile: 0483 02 1787

Email: michaelcowen@btinternet.com

Postal Address:

P.O. Box 4091
MATARANKA 0872 NT

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Independent, non affiliated, intelligent thinker
with a long term commitment to Mataranka

Signature of nominee:

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Local Board Nomination Form

Location: Mataranka Date: 16/04/13

Name of nominee: Diane (Di) Angel

Best Contact:

Landline: 89786463

Mobile: 0427 614 213

Email: diane.angel@rogulshire.wa.gov.au

Postal Address: PO Box 4096
Mataranka NT 0830

Key Areas of Interest: (please tick any box)

- Waste management
- Childcare
- Aged care
- Roads and infrastructure
- Administration
- Animal management
- Parks and gardens
- Sport and Recreation

Other information relevant to my nomination for the local board:

Councillor 1995-1999

Signature of nominee:

C:\Users\p00ne\AppData\Local\Microsoft\Windows\Temporary Internet Files\OLKAD77B\Local Board Nomination Form (2).doc



Local Board Nomination Form

Location: MATARANKA Date: 02-09-13

Name of nominee: JANETTE HAMILTON

Best Contact:

Landline: _____

Mobile: 0427 754454

Email: hchostu2@

Postal Address:

Po Box 4037 MATARANKA NT 0852

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

WORKING TOWARDS ACHIEVING THE BEST
FOR MATARANKA INCLUDING GAINING MORE
FUNDING FOR PROJECTS ON WISHLISTS & IMPROVING
FACILITIES

Signature of nominee:

©: \\user\pcon\apps\Local M...s\Windows\Temporary Internet Files\OLK4976\Local Board Nomination Form (2).doc



Local Board Nomination Form

Location: Mataranka Date: 11/10/13

Name of nominee: Jody Hocking

Best Contact:

Landline: 08 9374 0333

Mobile: 08 28 354 733

Email: jody.hocking@ropergulf.com.au

Postal Address: PO Box 416 Mataranka NT 1385

Key Areas of Interest: (please tick any box)

- Waste management
- Childcare
- Aged care
- Roads and infrastructure
- Administration
- Animal management
- Parks and gardens
- Sport and Recreation

All of these, but none in a sense

Other information relevant to my nomination for the local board:

To have a better and greater understanding of how local government works - am interested in this as it is going to be a negative environment - things need to start becoming positive !!!

Signature of nominee: [Handwritten Signature]

© Users: Local Applications - Microsoft Windows [http://www.microsoft.com/LOCAL/GOVERN/Local-Board-Nominations-Form/2013]



Local Board Nomination Form

Location: Mataranka WA Date: 1/5/2013

Name of nominee: Allan Ekert

Best Contact:

Landline: 89154774

Mobile: 0467615039

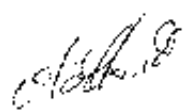
Email: _____

Postal Address:
P.O. Box 4004

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Signature of nominee: 



Local Board Nomination Form

Location: Mataranka Date: 23/08/2013

Name of nominee: SUE EDWARDS

Best Contact:

Landline: 89754777

Mobile: 0429010757

Email: SUE.EDWARDS@ROPERNSW.GOV.AU

Postal Address:

PO Box 4078 MATARANKA NSW 2872

Key Areas of Interest: (please tick any box)

- Waste management
- Childcare
- Aged care
- Roads and infrastructure
- Administration
- Animal management
- Parks and gardens
- Sport and Recreation

Other information relevant to my nomination for the local board:

I AM INTERESTED IN REMAINING THAT HAPPENS
OR IS PROVIDED FOR MATARANKA I HAVE LIVED
HERE FOR APPROX 14 YEARS

Signature of nominee:

C:\Users\stevie\AppData\Local\Microsoft\Windows\Temporary Internet Files\OLKAD7F6\Local Board Nomination Form 011313



Local Board Nomination Form

Location: Mataranka Date: 27-8-13

Name of nominee: Tracey Anne Wilson

Best Contact:

Landline: 0883773403 x2

Mobile: 0429199980

Email: artawilson2@bigpond.com

Postal Address: PO Box 4085
Mataranka NT 0802

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Signature of nominee: *Tracey Anne Wilson*

C:\Users\pccn\My Documents\Local Board Nomination Form 2013.doc



Local Board Nomination Form

Location: Mataranka Date: 29/3/13

Name of nominee: Veronica Russo

Best Contact:

Landline: _____

Mobile: 042 1537411

Email: _____

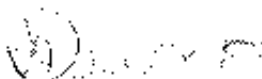
Postal Address:

PO Box 4214
Mataranka

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

Signature of nominee: 

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Local Board Nomination Form

Location: TILGIMINDIAN Date: 5-6-2018

Name of nominee: MAXIE MILLAR

Best Contact:

Landline: 89754751

Mobile: _____

Email: _____

Postal Address:

Tilgimindian Community
Stilgimindian NT 0872

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

like to listen and have my say about
my community

Signature of nominee: Maxie Millar



Local Board Nomination Form

Location: 1126 ... Date: 2/4/18

Name of nominee: Steven Rory

Best Contact:

Landline: ...

Mobile: ...

Email: ...

Postal Address:

1126 ...
...

Key Areas of Interest: (please tick any box)

- Waste management
- Aged care
- Administration
- Parks and gardens
- Childcare
- Roads and infrastructure
- Animal management
- Sport and Recreation

Other information relevant to my nomination for the local board:

...
...
...

Signature of nominee: Steven Rory

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Jilkmिंगgan Local Board Meeting Minutes

Held in the Board Room, Jilkmिंगgan Shire
Delivery Centre.

Tuesday 3rd September 2013
10.am

**Meeting opened at 10.20am by SSM Alan Mole who has been designated Chair at
this Jilkmिंगgan Local Board Meeting**

1. Present:

1.1 - Elected Members

Wayne Roy
Fay Roberts
Ossie Daylight

1.2 - Shire Staff

Alan Mole – SSM
Joe Nicol – E.A.C.

1.3 – Elected Councillor

Cr. Timothy Baker Jnr

1.4 - Visitors

Des Barritt – Head Jilkmिंगgan School

2. Apologies:

In writing:

N. A.

By phone:

Steven Rory
Maxie Millar
Wendy Daylight
Cr. Annabelle Daylight

3. Minutes of Previous Meeting:

Minutes of previous meeting: Approved by Cr. Timothy Baker
Seconded By Ossie Daylight

4. Business Arising/Action List;

Splitting of power metres – On going
JCAC public meeting didn't happen – re. 6.6 of last Board Meeting minutes

5. Correspondence

5.1 - Outgoing Correspondence

N. A.

5.2 – Incoming Correspondence

N. A.

6. General Business

6.1 – Local Board schedule. Jo Nicol presented the Board with the meeting schedule for this financial year. There will be 6 meeting a year.

6.2 – Review Regional Governance – Payment options were discussed. New members needed with emphasis on young people in the Community. Steven Rory and Maxie Millar were presented to the Board for approval. Motion passed by Ossie Daylight and seconded by Cr. Timothy Baker Jnr. Training would be provided if needed to new members.

6.3 – JCAC: Community Meeting update – A tentative date 23.08.13 has been set for the Community Meeting to discuss what the Community wants regarding the leases at Jilkmिंगgan. Negotiations are now with Lawyers as no agreement with JCAC can be reached.

6.4 – RJCP update – Sign up 60% complete. Jilkmिंगgan was the first Community to sign up all members.

6.5 – RJCP Community Action Plan – Need local input at special meeting to raise questions about what is wanted in the Community. **ACTION** – SSM to arrange a time and date for this meeting.

6.6 – Review Shire Plan – Lots on hold because of leases. Will go ahead with projects that have a high safety priority and submit as RJCP projects.

6.7 – Community Safety Plan – Jonas Johnston is the community Safety Officer in Mataranka. Needs community in-put. **ACTION** – SSM to invite him to meet with Community members for discussion on what they want for their Community.

7. Other Business

7.1 – Des Barritt talked to the Board about the changes in the school system starting next year. Currently part of Katherine Group Schools and from next year they will be standing alone. They will have separate funding and have more control of how the school operates. He said that they now pay for rates and are included in the Shires rubbish collection which they are happy about.

The recent accident at Salt Creek was discussed and he informed the Board that the Mine (Sherwin Mine) is funding a dual roadway along Roper Highway but this we will have to wait for. He also said that the trucks travelling along the Highway will be increasing to 20-30 every 17hrs then to 40 over the same time span.

8. Meeting Closed

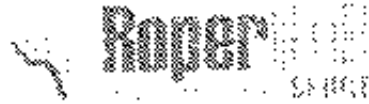
11.40 am

Next Jilkmिंगgan meeting: Tuesday 1st October 2013

To be signed once minutes are confirmed on the 4th June 2013:

As the Chair at the Jilkmिंगgan Region Local Board Meeting held on the 3rd September 2013, I certify these minutes to be a true and correct record of this meeting.

Alan Mole



Local Board Nomination Form

Location: MATARANKA Date: 9/9/13

Name of nominee: MRS CLAIR O'BRIEN

Best Contact:

Landline: 08 89754460

Mobile: not often in range

Email: clair@cedardie.com.au

Postal Address: PO Box 4101 MATARANKA NT 0852,

Key Areas of Interest: (please tick any box)

- Waste management
- Childcare
- Aged care
- Roads and infrastructure
- Administration
- Animal management
- Parks and gardens
- Sport and Recreation

Other information relevant to my nomination for the local board:

ASSOCIATE ABOUT THE FUTURE OF MATARANKA
AND THE SHIRE.

Signature of nominee: C. O'Brien

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WARD REPORTS

ITEM NUMBER	13.3
TITLE	Ward Report-Yugal Mangi Ward
REFERENCE	403093
AUTHOR	Jo Nicol, Local Board Support Officer

RECOMMENDATION

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

BACKGROUND

A Local Board meeting was held in Ngukurr on 17th July. The Local Board meeting for August was cancelled due to Sorry Business taking place in the community.

Local Board Update:

Councillor Daphne Daniels Chairs the Ngukurr Local Board Meetings. The Local Board Membership is twelve (12) which includes; Councillor Daphne Daniels, Walter Rogers, Robert Roberts, Derek Thompson, Jonathon Farrell, Jerry Ashley, Robin Rogers, Eric Roberts, Andrew Robertson, Ian Gumbula, Margaret George, Bobby Nunggumajbarr and Sammy Ponto.

The next Local Board Meeting will be held Wednesday 9th October.

Municipal Update:

Paul Amarant has taken some much deserved leave for 2 weeks in September. Trevor Henslewood, who is doing a great job as the Customer Service Officer, will be acting SSM while Paul is on leave.

The parks and oval at Ngukurr are all looking great and well tended, they do the community proud. Regular rubbish runs and a good crew of workers, ensures Ngukurr remains neat and tidy.

All Ngukurr Shire accommodation areas are in the process of getting a facelift with painting and new furniture.

Katrina Busby the new Community safety manager is already making her mark fine tuning Night Patrol.

It is expected the Digital TV Roll out will commence soon, currently people are still being signed up.

Community Visitors:

Living Black –SBS Television

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
14-03-2012	New Futures Alliance- Continuing Issues with roads, drainage etc	S.Hillen & T.Michel	Ongoing	

14-03-2012	Invite Territory Credit Union to next LB Meeting	SSM	Ongoing	Invited and came to meeting 11.04.2013 no quorum, Next meeting
14-03-2012	Neighbourhood Watch Strategy is on the Radio and word of mouth to prevent crime	LB Members	Ongoing	
14-03-2012	Provide police with signed letter (by TOs) giving Police the authority to remove crocodiles from river at boat ramp	Yugal Mangi Board Members		
14-03-2012	To liaise with Elders to develop Ngukurr vision and engage Artists for poster.	Godfrey Blitner	Ongoing	
14-03-2012	Follow-up about slashing getting done at Outstations.	SSM	Ongoing	Some Outstations have been done but further slashing will have to wait until dry.
14-03-2012	Toilet for Airstrip-Sourcing	SSM to follow up with DITs	Ongoing	

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 Ngukurr LB Miinutes 17 07 2013.doc



Ngukurr Local Board Meeting Minutes

Held in the Board Room, Ngukurr Service Delivery Centre.

Wednesday 17 July 2013
10:30

Meeting opened at 10:30am by Councillor Daphne Daniels who has been designated Chair at this Ngukurr Local Board Meeting. A minute of silence was observed for a recent tragedy in Ngukurr Community.

1. Present:

1.1. Elected Members Cr Daphne Daniels, Cr Davis Daniels, Eric Roberts, Robert Roberts, Jerry Ashley, Jonathon Farrell, Ian Gumbula, Bobby Nunggumajbarr, Rev Andrew Robertson, Margaret George, Sammy Ponto, Walter Roger.

1.2. Shire Staff- Paul Amarant, Marjorie Morton (SASO), Bobbi Hynes, Jo Nicol, Katrina Busby (CSM), Rexelle Wurraramara (Youth Services) Rien van de Kooij (RJCP)

1.3. Visitors/Guests- Stewart Innes (GEC), Diane Roberts (Dept Ed & Children's Services), Michael O'Halloran (Adolescent Sexual Health)

2. Apologies:

3. Minutes of Previous Meeting:

Moved- Bobby Nunggumajbarr and **Seconded-**Cr Davis Daniels

4. Business Arising/Action List;

4.1 Previous minute's action List

Radio- Paul following up on purchase of 60 radios, Stephen to look into funding under emergency plans and report back at next meeting. On going.

4.2 **Newsletter-**Trevor and Kirk to do – Kirk Whelan has left.

4.3 **Action Item 5.2.2** Portable Stage IS Australia, what is happening? Catherine Proctor has looked into this issue Ngukurr will not be getting the Portable Stage from IS Australia- action item is now completed.

4.4 **Action Item 5.2.3** Street Names, Maps & Signs- Signs have been received, ready to be erected.

4.5 **Action Item 6.2** Housing – Power meters.

Action Paul to invite P&W to next LB Meeting

4.6 **Action Item 6.4** Territory Credit Union-Update by Rayna Rogers

Action Paul to invite TCU to next Local Board Meeting

4.7 **Action Item 6.5** New Futures Alliance- Roads in bad condition due to the extra traffic. While NFA are not accepting some issues with the roads (not part of scope) the Community is being

urged to report all issues. NT housing visiting on Monday so people need to meet and make complaints heard. On going.

ACTION - Paul to invite Sharon Hillen to provide an update to the Local Board on the NFA issue.

4.8 Action Item 6.6 NT Police Update- There is evidence that petrol sniffing has started up again – Direct this information to Elders for input.

Action –Paul to invite NT Police to come to Local Board Meetings to update LB Members on issues in Ngukurr.

5. Correspondence

5.1. - Outgoing Correspondence - No correspondence

5.2. - Incoming Correspondence - No correspondence

6. General Business

6.1. Cr Daphne Daniels gave a verbal Report on the OCM 26th June 2013. Cr Daniels discussed how NLC, Shire and Yugal Mangi can work together better. The Shire Plan, , The Rates Declaration which is now available on the website, Business Plan, Goals and Vision, New Policies, Annual Youth Conference.

6.2. SSM Report- Paul Amaranant gave a verbal report.

- Traffic signs here, municipal services will be erecting signage.
- Orange Bins ordered for Houses.
- Accommodation areas are getting an upgrade; paint, new furniture, etc
- Road Works-The tender has been awarded and will be completed before the wet.
- Problems with getting machinery fixed on time- have employed a new person at the workshop.
- Digital TV roll out will be in Ngukurr soon currently still signing people up.
- Living Black will be coming to Ngukurr to discuss Outstations in next few weeks.
- Civil Crew will be out to do new road at the School.
- Shanghis are an issue on the community causing damage please stop it if you see anyone.
- Please encourage everyone to support the MUNs staff by picking up your own rubbish.
- Street Lights-32 fixed only 6 left for Power and Water to do. Needs to be an education around using shanghais
- Parks and Ovals-All looking great and well maintained
- Outstations-Work has been done at some outstations but too wet now to continue. Needs improvement.
- Job vacancies-There are Jobs available but OCHRE cards and IDs remain an ongoing issue
- Training Available-Bronze medallions for the pool operation. More people needed to undergo this training.
- Reconciliation Plan-Move operations from cultural zone (Dubal street)-White house to be moved from Cultural area. Underway moving house to new Lot#
- Community Survey Round 2.
- Local Government Reform-NTG discussion paper is out now.

6.3. CDEP- Rein gave a report on the new job program known as RJCP(Remote Jobs in Community Program). The Shire was successful in tendering for the program; registrations are currently being taken from those who want to participate in the program. NT drive Safe will be in the community next week.

6.4. Alcohol Management Plan- LB Members requested an update on the AMP

Action – Jo to contact Moira Mccreesh and find out status.

6.5. Policy Update- A range of new policies has been passed by Council at the Ordinary Meeting of Council on 24th June- Paul requested a copy to keep in the Shire Services Office. All Roper Gulf Shire Policies are available on our Website.

6.6. Work Health & Safety- Nil to report

6.7. Township Priorities Old & New- The Draft Shire Plan is now available for people to look at and feedback is welcomed. It is on the website and there are copies at the Ngukurr Shire Service Office. Some copies were handed around for LB Members to view.

6.8. Counter Disaster Management – The next meeting will be held on 7th August and Dave Cabbot will be in attendance as well as Police and Emergency Services.

6.9. Referendum on Local Government- Cr Daphne Daniels gave a report to the LB on how the Federal funding works and why it is important for people to vote YES. This will take place at the next Federal Election, speculatively September

6.10. Youth Voice Conference- Jo gave a brief Report on the recent Youth Leadership in Community Conference. This was a great opportunity and the Conference Delegates from Ngukurr, Numbulwar and Borrooloola did themselves and their Communities proud. Council passed a resolution at the Ordinary Meeting of Council on 24th June to ensure there will be a Youth Conference next year.

7. Other Business

7.1. Local Boards Dates – Motion that the Local Board Dates for the rest of 2013 are confirmed. August 28th, September 18, October 23, November 27 **Moved:** Cr Davis Daniels and **Seconded** Bobby Nungumajbarr

7.2. Youth Voice Action List – Paul read the list to the Local Board and addressed the action items.

7.3. Katrina Busby introduced herself as the new Ngukurr Community Safety Manager. Katrina asked for LB support the change of Night Patrol shifts as there had been some issues. Looking at having 2 shifts; shift one in the afternoon to evening and shift two evening to early morning. LB Members are supportive of the changes but note that women working for Night Patrol should not be doing the last shift. There was general agreement on this. Katrina extended an invitation to Local Board Members and Community to come to the Campfire Night at 6pm on Thursday 18th being run by Youth Services. Stew, damper and stories.

7.4. Diane Roberts Report- Mission Australia has previously had funding to do Adult Literacy Education. They are also looking for trainers if anyone is keen to be a Trainer. The tender for the Children and Family Centre has been advertised.

7.5. Michael O'Halloran – Introduced himself to the Local Board he works for NT Health in the Adolescent Sexual Health Unit. He will be working with Youth Voice and Men's Groups and is looking for local people he can train to deliver the program, if anyone is interested please let him know.

8. Meeting Closed 12.25pm

Next Meeting: Wednesday 28th August 2013

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

Chairperson-Councillor Daphne Daniels

WARD REPORTS



ITEM NUMBER	13.4
TITLE	Ward Report- Numbulwar Numburindi Ward
REFERENCE	403099
AUTHOR	Jo Nicol, Local Board Support Officer

RECOMMENDATION

- (a) **That Council receive and note the Numbulwar Numburindi Ward Report**

BACKGROUND***Local Board Update***

Virgira Nundhirribala Chairs the Numbulwar Local Board meeting. Local Board Membership number is nineteen (19) which includes; Councillor Kathy Anne Numamurdirdi, Virginia Nundhirribala, Faye Manggurra, Faith Numamurdirdi, Ngarurin Marrungun, Jangu Nundhirribala, Daisy Wurramara, Ngala Ngalmi, Lorna Numggarrgalu, Cheryl Rogers, Henry Nungumajbarr, David Murungaun, Sheila Nungumajbarr, Margaret Minyowan, Mildred Nunamurdirdi, Timothy Wurramara, Galiliwa Nungarrgalu, Bob Nundhirribala, and Langayina Rami

The Numbulwar Local Board meeting was held on 13th August unfortunately there was no quorum so there was a general discussion with the stakeholders that attended. The next Local Board Meeting is scheduled for Thursday 10th October.

Community Visitors:

Police Commissioner

Community Update.

Numbulwar is looking good with slashing and mowing getting done regularly while it is still dry enough to do so.

There are still some essential positions to be filled at Numbulwar, Mechanic and Trades Trainer positions which are currently vacant.

Shelly Mackenzie has joined Roper Gulf Shire Services as the new Customer Services Officer at Numbulwar and is doing great job.

The Numbulwar Community Safety Plan is well underway this plan is a document which will have input from many stakeholders including the Numbulwar Local Board. The Safety Plan is due to be finalised by the end of 2013.

The RJCP sign up has been going very well in the four weeks of its operation.

The renovations at the Training Centre/Accommodation are looking great and the standard of work is very good.

The VAST television boxes will be installed in every home next week; everyone is excited about having many new channels to choose from.

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
12-03-2013	Alcohol management Plan- Does the Community want an Alcohol management Plan and if so you need to tell the Minister	Cr Kathy -Ann to discuss with community	Ongoing.	
12-03-2013	Dump Site- NLC still to meet with TO's to discuss appropriate site for Dump then shire will lease. Invite NLC to next LB Mgt	DITs & Governance	Ongoing.	NLC had meeting with TO's 9.04.13
12-03-2013	Invite Bob Gosford and Bobby Nungumajbarr (from NLC) to next Local Board Meeting –	S.Hillen/ Greg Arnott		
12-03-2013	CDEP to plan use of vehicles with new mentor in conjunction with Drive Safe NT Remote	CDEP		
10-03-2013	Would like to know if there are upgrade plans for the Oval & Basketball Court including shade.	Catherine Proctor	YV	
10-03-2013	Would like to know if there are plans to ensure Numbulwar has adequate lighting & repairs are made to existing lighting	SSM	YV	
10-03-2013	Upgrades needed to Sport & Youth Hall at Numbulwar including aircon, storage, pool table & boxing ring	Catherine Proctor	YV	
10-03-2013	Would like to know are there plans to fix the Playground	Catherine Proctor	YV	11.07SSM noted and is working on this
10-03-2013	Would like to know if there are any plans in the future to build an Art Centre	DITS	YV	
10-03-2013	More female Night Patrol Workers needed.	Catherine Proctor	YV	
10-03-2013	Would like to know if there are plans to develop the Beach further.	DITS	YV	
11-07-2013	Put the Numbulwar Arts Link on Roper Gulf Web Site	Jyoti/Governance		
11-07-2013	Gravel to be laid on the back road past Bore area	SSM		
11-07-2013	Ask School Committee if Local Board member can be invited to School Meetings	Faye Manggurra		
11-07-2013	Approve Local Street names	Local Board		
11-07-2013	Heavy vehicles delivery of goods should be restricted to Workshop area	SSM		
11-07-2013	Fix swings using bow shackles and fencing around Sport & Rec hall	SSM		

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

WARD REPORTS

ITEM NUMBER	13.5
TITLE	Ward Report-South West Gulf Ward
REFERENCE	403104
AUTHOR	Jo Nicol, Local Board Support Officer

RECOMMENDATION

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

BACKGROUND

The Borroloola Local Board met on Thursday 11 July and August 15. The next Local Board meeting is scheduled for Thursday 10th October.

Local Board Update:

The Borroloola Local Board has a rotating Chairperson. The Borroloola Local Board includes; Mayor Tony Jack, Councillor Stan Allen, Councillor Samuel Evans, Lizzie Hogan, Don Gardner, Trish Elmy, Mike Longton, Chrissy Joll, Geoff Hulm and Jack McElhinney

Municipal update:

The Vet visit occurred between 6-12 August where approximately 240 dogs were checked. This was also a good opportunity to discuss the Dog By-laws with dog owners.

General Mowing and slashing is ongoing in many parts of Borroloola Township including the Airport, Cemetery, Parks and Showgrounds.

There have been issues with vandalism at the Pool; the fence is being upgraded to improve the security of the facility.

Community Visitors:

Veterinary visit

Youth Voice:

The Youth Voice Committee met on Thursday 4th September. The Youth Voice Committee is very keen to promote Police Engagement in the community and would like to invite more stakeholders to the Youth Voice Committee meetings.

Ward Action List

Date	Meeting Source Type	Item Description	Responsible Person	Status	Status Comments - Completion Date
27-11-2012	LB	To write to NLC regarding illegal dumping area in Garawa	SSM		
27-11-2012	LB	To write to Dept of Infrastructure seeking clarification of responsibility of road corridors on the Carpentaria Highway	SSM		
27-11-2012	LB	To write a letter to Sandridge (Stuart Hoosam) advising not RGS responsibility	DITS		

27-11-2012	LB	To submit a Sport Activities Plan prior to commencement of school holidays and advertise on local notice boards, local radio station, Borroloola Matters and RGS Website	Sport & Rec Regional Co-ordinator		
27-11-2012	LB	To follow up funding for Roads to recovery for Borroloola and region	Mayor		
27-11-2012	LB	To approach LGANT re Sandridge Track	Mayor		
27-11-2012	LB	To table MRM Representative's Local Board Member Application supported by Borroloola Local Board	Governance		
27-11-2012	LB	To research possible foger's available and costs – to contact Carla James at Environment Health	SSM	Ongoing.	Val investigating
27-11-2012	LB	Local Board request DITS to source funding through MRM CBT to develop Waste Management Plan regarding recycling in Borroloola and King Ash Bay.	DITS	Ongoing	30.05.2013 Application for funding-LB to be updated
27-11-2012	LB	Write to Dept of Lands and Planning regarding raising Searcy Street culverts for wet season access to the Waste Facility.	DITS	Ongoing	30.06.2013-RGSC working with Mabunji to progress back road.
27-11-2012	LB	GEC to follow up with Attorney General – responsibility of Night Patrol regarding community safety.	GEC		
27-11-2012	LB	LB request Council write to Minister, investigate options to move Power Station & Buffer Zone in Borroloola or to investigate the option of extending 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).	DITS	Ongoing	30.05.2013 Not progressed
22-01-2013	LB	Sharon to discuss with Alison re: training program for CDEP to repair Sandridge Track.	DITS		
22-01-2013	LB	Resend material on Mosquito Control to LB Members.	SASO		
07-03-2013	LB	Funding for softball portable netting and 2 portable coach boxes be made,	Thomas Michel Catherine Proctor	Ongoing	30.05.2013 Re visit Funding scope to locate at back of AFL ground
07-03-2013	LB	Top of wall with paintings to be restored and covered with a protective coating. Bottom of wall without paintings to be repaired and repainted.	Youth Services CEO so they may assist.	Ongoing	
07-03-2013	LB	A letter from Traditional Owners for artwork to be restored to be presented to the LB.	Mike Longton		
30-05-2013	LB	To canvas residents asking their input on what facilities they would like for S&R for the next 10 yr plan and bring results back to LB meeting 11 June	All Local Board members		

		2013			
30-05-2013	LB	To give S&R Flow Chart to SASO to be presented at next LB Meeting 11 June 2013	Catherine Proctor		11.07.2013
30-May-2013	LB	To contact outside sporting bodies to communicate with RGSC regarding sporting events to be held in Borroloola	SSM		
30-05-2013	LB	To investigate if RGSC have a Special Purpose Lease with DOI on the Rocky Creek Boat Ramp	Sharon Hillen		
30-05-2013	LB	To get advice on Illegal Camping in public places include Crown Land & Boat Ramps	Sharon Hillen		
30-05-2013	LB	To write Waste management Lifespan	Sharon Hillen		
30-05-2013	LB	To email letter of Complaint to P&W recondition of roads in subdivision (pot holes & dust)	Sharon Hillen		
30-05-2013	LB	20 km speed limit and No Through Road signs to be erected at all Community suburbs	SSM		
11-07-2013	LB	To work with Amanda Haigh Grants Coordinator , on applying for grant to restore Local Artwork	Mike Longton		
11-07-2013	LB	To coordinate an Annual Community Events Directory for Borroloola	SASO		
11-07-2013	LB	To ask Council at next OCM to approve 20km speed limit and No Through Roads, signs to be erected in all Town Camps. Approval to be in writing	Councillor Allen		
11-07-2013	LB	To follow up Borroloola Cemetery Plan with Sharon Hillen	SSM		
11-July-2013	LB	Ask Local Residents if they are willing to join the Tourist Board	LB Members		
11-07-2013	LB	To Invite P&W reps Kerry Moran at next LB Meeting 22Aug	SSM		
11-07-2013	LB	To see if Tamarind Park Dump can be put on sewage	SSM		
11-07-2013	LB	To source existing Legislation documentation for Borroloola Cemetery Trust	Stephen Roper	Completed	
11-07-2013	LB	Arrange for temp fence to be erected Lot 386 Broad Street	SSM		
11-07-2013	LB	To get costs of trees from Mabunji for Land rehabilitation	SSM		
15-08-2013	LB	Follow up with Local Artists regarding Art work on Council Buildings	Mike Longton		
15-08-2013	LB	Local Board want to be updated about the Cemetery Management Plan for each Local Board Meeting	Project Manager		
15-08-2013	LB	Organise temporary fencing at Lot 386 Broad Street	SSM		
15-08-2013	LB	Source a Traffic Management Plan for vehicles and pedestrians within 40km zone in Borroloola. Extend 40km zone to Wanula Crèche or Rocky Creek Bridge. To determine best options for safety management for area.	DITS		
15-08-2013	LB	Local Board recommend Council push to prioritise renovations of Staff House	DITS		

		on Lot 382 Broad Street as soon as possible.			
15-08-2013	LB	Recommend House at 7 Sayle Court be released into general staff housing.			
15-08-2013	LB	Send blank Materiality Assessment form for input from all Board Members not present at this discussion	Chrissy Joll		
15-08-2013	LB	Next Years Local Board Meetings dates to be sent to Val for LB approval	Jo Nicol		Completed
15-08-2013	LB	SSM to talk to Youth Services about local Youth to attend LB Meetings	SSM		Completed
04-09-2013	YV	Get Sport Teams set up for Basketball, cricket, Rugby, Water Polo, Netball, AFL	YV members		
04-09-2013	YV	Contact IHIP Studios for Hip Hop Workshops to be organised for Youth	Sue Roden		
04-09-2013	YV	Organise Family Nights at Youth Centre	Alesha (Youth Coordinator)		

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Borroloola LB M 130815 unconfirmed.pdf
- 2 Borroloola_YV_Minutes_04.09.2013.pdf



Borrooloola Local Board Minutes

Held at Savannah Way Motel,
Borrooloola
30th May 2013

1. Present:

1.1 – Elected Members

Mike Longton	Chrissy Joll
Trish Elmy	Lizzie Hogan
Don Garner	Cr Evans
Cr Allen	

1.2 – Shire Staff

Bob Pahl	Jyoti Pudasaini
Val Rogers	Jo Nicol
Catherine Proctor	Sharon Hillen

1.3 – Visitors/Guests

Peter Baran – Traditional Credit Union
Micky Wunungmurra – Traditional Credit Union
John De Koning – Dept Local Government
Nathanael Knapp – Dept Local Government

Meeting opened at 10.15am by Chrissy Joll who has been designated Chair at this Borrooloola Local Board Committee Meeting

2. Apologies:

Geoff Hulm	Mayor Jack
Belinda Carlson	Thomas Michel

3. Minutes of Previous Meeting:

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

4. Business Arising/Action List

4.1 Caretaker Policy

A draft policy was made, but the risks of incidents, breakin's insurance, ablutions and housing requirements are too great, so caretakers on RGSC grounds will not be pursued.

Security Issues – Looking into Crime Prevention, Night Patrol to patrol more frequently, investigating CCTV to improve security. Apply for grant for town lighting. DITS to keep Board updated on crime prevention and audits on night time social misbehaviour.

4.2 Heritage Funding

- Local people not happy with removal of old paintings on fence of RGSC in Borrooloola.
- Bottom section of fence can be repainted, preserve art on top section of fence.
- No work to commence until traditional owners have given written consent to preserve artwork on council fence, public toilets in council office grounds and airport toilets.
- Mike Longton to apply for 13/14 Heritage Grants and to keep LB updated.

Moved: Cr Evans Seconded: Mike Longton Carried.

ACTION:

Mike Longton to apply for 2013/2014 Heritage Grant.

4.3 Lot 386 Broad Street

A Federal Govt Department will be sub leasing the land from RGSC, they will remove the old building. DITS to organise a temporary fence to be erected and to keep LB informed on updates on this block.

ACTION:

DITS to arrange for a temporary fence to be erected on Lot 386 Broad Street.

4.4 Softball

- Borrooloola is classified as Tier 2 under the building code, we need an Engineers Plan that we have to buy to complete the structure.
- LB would like to see the softball diamond put over at the shooters club for the following reasons:
 - Oval too small
 - Raised diamond mound in middle of football field
 - Cannot use when multiple sports events held on same day
- LB and DITS to walk around at Sports Ground at end of meeting to select permanent site for softball diamond

ACTION:

Catherine Proctor to change scope of softball grant, to locate at back of AFL ground.

4.5 Gym Building

- Gym building is to lock up stage, electrical work has commenced.

4.6 Sport & Rec

- A Community Service Manager was to oversee the Youth Services, S&R and Night Patrol in Borrooloola, Bob Pahl has volunteered being CSM for a trial period which could open up more positions.
- Shonada Acting S&R Co-ordinator.
- S&R activities will begin at 2.30pm
- There should be S&R activities when pool is closed.

- S&R 10 Year Plan was done at an S&R forum 3-4 years ago.
ACTION:
LB to canvas residents asking for their input on what facilities they would like for S&R for the next 10 year plan and bring results to next board meeting.
- S&R Flow Chart
ACTION:
Catherine Proctor to give S&R Flow Chart to SASO to be presented at next LB Meeting on 11th July 2013
- Sporting events are being organised in Borrooloola from sporting bodies outside of Borrooloola and RGSC are not fully informed on what is happening.
ACTION:
SSM to contact outside sporting bodies to communicate with RGSC regarding sporting events to be held in Borrooloola.

4.7 Garbage Compactor

- Air Power are contractors to build new compactors and they should arrive before the end of June 2013.
- Staff will be given on-site training in Katherine

4.8 Rocky Creek Boat Ramp

- Cairns had approval to take sand from the boat ramp in return for clearing the boat ramp.
- Cr Allen said Council put the Rocky Creek boat ramp in and it comes under council's jurisdiction.
ACTION:
DHS to investigate if RGSC have a Special Purpose Lease with DOI on the Rocky Creek Boat Ramp

4.9 Housing

- John De Koning said Indigenous Housing Program is funded by the Commonwealth Govt. C/W and NT Governments will not build without a lease. Owners did not have Entily to provide lease.
- New proposed sub division is under Native Title, this is getting closer to being agreement on. John to keep LB updated when he has more information.

4.9 Rubbish/Litter Management for DOI

- Contract for cleaning in process.

4.10 Mara Back Road

- Shire to work with Mabunji with back road from Mara Camp to bitumen.

5. Correspondence (Incoming & Outgoing)

5.1 Traditional Credit Union

- Katherine TCU will be the Main Service Centre for the bank.
- TCU have leased a building from Malandari Partners for banking. New building should be completed mid August 2013, hopefully move in mid September 2013.

- Borrooloola will be a large branch servicing Robinson River and Doomadgee.
- Advertising for local indigenous employees shortly – Manager and 4 Tellers. Employment opportunities.
- Full banking facilities and 24 hour ATM. ATM at Hi-Way Inn.
- TCU members fee free for ATM's
- The TCU will be providing training for financial management, literacy and budget training for families.
- Manager to update LB on progress. Local Board approve new member of LB.

5.2 Local Government

- Nathanael Knapp asked LB Members about Local Authority:
 - Where we should have Local Authorities
 - Who should be on your Local Authority
 - Should members be supported and paid
 - How can your Local Authority Work
- Website open until 12/06/2013 for public input

LB stopped for lunch break taken from 12.20 to 12.55pm

6. General Business

- **7.4 Shire Service Managers Report.**
Received and noted with following exceptions
Moved: Mike Longton Seconded: Don Garner Carried
- **Camping at Boat Ramps**
SSM recommended that a By-law be written to stop illegal camping. After much discussion for and against it was decided that Sharon Hillen get advice on camping in public places including crown land and boat ramps. It was mentioned that this could have an impact on local people already living in some of these areas due to lack of housing.
ACTION:
Sharon Hillen to get advice on illegal camping in public places including Crown Land and boat ramps.
- **20 Km Speed Limit in Town Camps**
Bob Pahl talked to Community and Alison Doyle at Mabunji regarding speed limits in all Town Camps. The Local Board agreed to 20 Km speed limit and No Through Road signs be erected at all town camps. Once signs up, police to enforce.
ACTION:
20 Km speed limit and No Through Road signs be erected at all town camps.
- **Borrooloola Dump**
 - Contractor/Commercial Operator fees were omitted in last years business plan. Board members recommend fees be included in 2013-2014 business plan.

- Contractors are already budgeted for jobs – dumping fees not included. Waiver should be put in place, contractors to write letter to council for waiving fees for this year.
- RGSC are creating a model for all dumping. Borrooloola needs a regulated dump.
- Currently surveying dump and its requirements for regulated guidelines.

ACTION:

Sharon Hillen to write waste management life span.

7.8 Strategic Plan 2013 - 2016

- Tabled and noted.

7.10 Website Update

Borrooloola RGSC website is 6 pages and completely out of date and needs renewing. Local Board to have input in what goes on our website.
Community Events

8. Other Business

- **Gulf Savannah NT Aboriginal Corporation**
A partnership between Mabunji Aboriginal Resource Assn Inc and Mungoorbada Aboriginal Corporation were successful in providing Remote Jobs and Community Program (RJCP) to the people of Borrooloola and Robinson River. Notice attached to minutes.
- **Tag numbers on Graves**
Cr Allen said the tag numbers on grave sites is too small to read and requested larger numbers be made.
Budget, naming and tagging of plots in next financial year plan.
- **Tourist Information**
Sharon Hillen talking to NT Tourist Rep to improve their services in this area, as well as following up on strip maps.
- **Bore Roads in Borrooloola**
The 4 bore roads in town are inaccessible in the wet, and not much better in the dry. These roads should be for all weather access.
Sharon suggested that all Board Members and Councillors write to Power and Water individually.
- **Roads in Sub Division**
Bad pot holes and dust in all roads in sub division, water lays in pot holes. Power & Water have a website link to complain.
Residents in Foster Court are complaining about semi trailers parked on the road blocking traffic. Sharon said this matter is in hand.
ACTION:
Sharon Hillen to email letter of complaint to Power & Water re condition of pot holes and dust on roads in sub division.
- **Tamarind Park Dump Point**
Pump out of Tamarind Park in tourist season is expensive, this dump point could be put into the new sewerage system in town.
- **Camp Roads**
Camp Roads still need a lot of work done. Sharon acknowledges need for upgrading. Power & Water need to rectify sub standard pipe work

first. RGSC have applied for funding for roads, if unsuccessful, money has to come out of the budget, to be prioritised between all shires. RGSC could approach Gulf Savannah NT as part of a training program in Civil Works.

8. Meeting Closed

- 2.25pm

Next Borrooloola Local Board Committee Meeting:

As the Chair at the Borrooloola Local Board Meeting held on the 30th June 2013, I certify these minutes to be a true and correct record of this meeting.

Chrissy Joll



Borroloola Local Board Action List

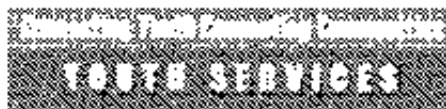
Name	Action	Updates/Date Completed <small>Updates are in italics</small>
DITS	To arrange for a temporary fence to be erected on Lot 386 Broad Street.	
Catherine Proctor All Local Board Members	To change scope of softball grant. to locate at back of AFL ground. To canvass residents asking for their input on what facilities they would like for S&R for the next 10 year plan and bring results to next board meeting on 11 th July 2013.	
Catherine Proctor	To give S&R Flow Chart to SASO to be presented at next LB Meeting on 11 th June 2013.	
SSM	To contact outside sporting bodies to communicate with RGSC regarding sporting events to be held in Borroloola.	
Sharon Hillen	To investigate if RGSC have a Special Purpose Lease with DOI on the Rocky Creek Boat Ramp	
DITS	To write to NT Government 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).	



**Borroloola
Local Board Action List**

Name	Action	Updates/Date Completed <small>(Updates are in italics)</small>
Sharon Hillen	To get advice on illegal camping in public places including Crown Land and boat ramps.	
Sharon Hillen	To write waste management lifespan.	
Sharon Hillen	To email letter of complaint to Power & Water re condition of pot holes and dust on roads in sub division.	
Mike Longton	To apply for 2013/2014 Heritage Grant.	
SSM	20 Km speed limit and No Through Road signs be erected at all town camps.	

0



Youth Voice Meeting

Held at the Borrooloola Youth Centre

Thursday 4 September
3.30 – 5.30 pm

1. Present: Bob Pahl (SSM), Sue Roden (Children Services), Kenny Lansen (Sport & Rec), Kennedy Koorabbubba, Steven Raggott, Tremaine Ellis, Quinton Ellis.

2. Apologies: Shonada Anderson (Sport & Rec), Deon Lansen (Youth Services)

3. Confirmation of Previous Minutes
N/A

4. Sue Roden Children Services/Child protection Week

Sue introduced herself to the Youth at the centre and shared information around Child protection Week. Sue also discussed what services are available for youth & families in trouble, and her role with Child Services creating communication pathways for the Youth in Borrooloola if they are concerned about the safety or welfare of family or friends in community. Sue also encouraged the youth to utilise her for resources if they need any information around family safety or workshops.

5. General Business

5.1 Community Issues

Youth with Alcohol and Drug Issues in Borrooloola - is it possible to have them taken out of community

Youth breaking into places – talk to them about their problems and their parents, need to create trust.

Parents are too busy drinking, kids are being neglected leading them to commit crime and parents don't care.

5.2 Employment

Members of the committee shared their different ideal jobs. It was discussed whether the members were registered with Gulf Savannah and talking to them about what it is they really want to do.

5.3 Training

Having relevant training for their desired work roles, e.g mechanic, youth worker. Charlie King was also mentioned for Strong Men as being a good person to speak with in relation to employment.

5.4 Education

Not discussed

5.5 Community Safety

This was the theme of the Youth Voice Meeting

5.6 Youth Activities and Events

TASK: Set up teams for different sports

- Basketball
- Cricket
- Water Polo
- Rugby
- Netball
- AFL

ACTION: Members will assist with getting people engaged in sport teams. *This will start the building blocks for having a Borrooloola Community Festival.*

TASK To have Hip Hop workshops organised for Youth

ACTION: Sue Roden had some contacts with HIP Dancing Studios, will contact and get some information.

Alesha was also going to check with the school to see if they had a HIP HOP Program happening at the school next semester, and discuss at next meeting.

TASK: Graffiti Art Program: Members were interested in a Graffiti Art Program being delivered in Borrooloola for youth.

ACTION: Sue or Alesha will follow up who does this program and discuss at next meeting.

TASK **EXPO for Services:**

This was suggested for the community to have a Services Expo to raise awareness of what services were currently available to Family and Youth in Borrooloola.

ACTION: TBA

TASK: Family Nights. Committee discussed having more family nights at the Youth Centre. It was raised, whether family would attend. Members of the committee believed they would.

ACTION: Alesha (Youth Coordinator) Will organise family nights and advertise to have more people attend.

5.7 Future Vision

Having the Youth Voice Committee members attend Board Meetings and providing a YOUTH VOICE.

5.8 What do you want to learn?

Music was raised as something some members would like to learn.

5.9 Youth Recommendations

To have night lights on the oval so that youth can play games at night.

Would like more involvement from stakeholders in the Youth Voice meetings.

Youth Voice Committee would like to promote Police engagement.

5.10 Who would you like to attend the next Youth Voice meeting?

Tony Jack and Member from the Police

6. Other Business

Multi Purpose Building, being built behind Malandari.

Is there an Indoor Basketball Court or indoor AFL game board in the plans?

Skate board Park, is there an opportunity to have one. Yes but More discussion needed around who will be liable for the security and safety of the park and persons in the park.

Gym - There is a gym being built but we need qualified people to run it. Bob Pahl put it out to the Youth that it would be great if we could get someone from community qualified as it would be a great opportunity.

Radio Advertising Youth Voice:

It was raised on whether the Members of Youth Voice could go on the radio to talk about Youth voice to generate more interest from other youth in community.

Multicultural Food Night

To have different food from different cultures, e.g Pizza, Bolognese, New Zealand etc.

7. Meeting Closed: 4.30 PM

Next Youth Voice meeting: 9 October 2013

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.1
TITLE	Ordinary Meeting of Council & Finance & Audit Committee Meeting Dates for 2014
REFERENCE	403107
AUTHOR	Bobbi Hynes, Council and Local Board Coordinator

RECOMMENDATION

- (a) **That Council receive and note the scheduled meeting dates for 2014 for Ordinary Meetings of Council and the Finance and Audit Committee Meetings: -**

Ordinary Meetings of Council: -

Wednesday, 26th February 2014
Wednesday, 30th April 2014
Wednesday, 25th June 2014
Wednesday, 23rd July 2014
Wednesday, 24th September 2014
Wednesday, 11th November 2014
Wednesday, 16th December 2014

Finance and Audit Committee Meetings: -

Wednesday, 29th January 2014
Wednesday, 26th March 2014
Wednesday, 28th May 2014
Wednesday, 27th August 2014
Wednesday, 15th October 2014

BACKGROUND

The dates set for Ordinary Meetings of Council and the Finance and Audit Committee Meetings allow all Local Boards time to meet prior to these meeting events, providing Local Boards the opportunity to present information to both Council and Finance and Audit Committee in a timely manner.

ISSUES/OPTIONS/SWOT

The dates set for OCM and FACM are in line with Local Boards and Managers meetings.

All Local Board scheduled meeting dates for 2013-2014 have been accepted by Shire Service Managers and are in line with Councils resolution on how many times Local Boards meet in the financial year.

The Department of Local Government have completed their final consultation report on "Review of Regional Governance" and in the draft Guideline 8 under Administrative Support and Secretariat point 20, it states "The secretariat is to organise a minimum of six (6) meetings for each Local Authority in each calendar year", these draft guidelines are to be presented to Parliament during October 2013 by the Minister for Local Government The Honourable Alison Anderson MLA and if accepted will come into affect January 2014.

The below table indicates upcoming scheduled meetings for Local Boards: -

Local Board Meeting Dates 2013/2014						
Barunga	15 th October 2013	19 th November 2013	18 th March 2014	20 th May 2014		
Beswick	14 th	18 th	17 th March	19 th May		

	October 2013	November 2013	2014	2014		
Borrooloola	10 th October 2013	7 th November 2013	13 th March 2014	15 th May 2014		
Bulman	23 rd October 2013	21 st November 2013	19 th March 2014	21 st May 2014		
Daly Waters	12 th March 2014	4 th June 2014				
Jilkminggan	1 st October 2013	3 rd December 2013	11 th February 2014	11 th March 2014	13 th May 2014	10 th June 2014
Larrimah	4 th December 2013	12 th March 2014	4 th June 2014			
Mataranka	3 rd October 2013	3 rd December 2013	11 th February 2014	11 th March 2014	13 th May 2014	10 th June 2014
Manyallaluk	14 th October 2013	17 th March 2014	19 th May 2014			
Ngukurr	9 th October 2013	20 th November 2013	5 th February 2014	5 th March 2014	7 th May 2014	
Numbulwar	8 th October 2013	4 th February 2014	4 th March Numbulwar 2014	6 th May 2014		

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.2
TITLE	Annual Report 2012/13 - status update
REFERENCE	403108
AUTHOR	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

RECOMMENDATION

- (a) **That Council receive and note updates on Annual Report 2012-13.**

BACKGROUND

Annual Report 2012-13 is a comprehensive report on RGSC's activities throughout the 2012/13 financial year. Each year Council must, on or before 15 November, submit report to the Minister on its work during the financial year ending on the preceding 30 June.

The Annual Report 2012-13 will include,

- Message from the Mayor
- Message from the CEO
- Introduction on Roper Gulf Shire Council, its mission, visions and values and elected Council Members
- Report on Council performance
 - Town Priorities
 - Council Goals
- Financial report

Performance measures is reported against the Council Shire Plan 2012-2013 and pictures highlighting the different events that took place within the shire will be the feature of the Annual Report 2012-13.

ISSUES/OPTIONS/SWOT

Governance has compiled all the reports, KPIs and stories that have been submitted by different departments and SDCs and have provided its first draft to the Directors for their initial comments. The word draft and pictures for Annual Report will be sent to the Graphic Designer on 1st week of October. FACM will be presented with the Draft Annual Report 2012-13 on 30 October 2013. The comments from FACM will be incorporated and final draft of Annual Report 2012-13 will be presented to Council Meeting on 13 November 2013.

Once Annual Report is approved by the Council, it will be submitted to the Minister.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.3
TITLE	New Policies
REFERENCE	403115
AUTHOR	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance (Acting)

RECOMMENDATION

- (a) **That Council approve the following new policies.**
- LB001 - Local Board Policy
 - HR010 - RGSC Visa Policy
 - HR011 - Leave Policy
 - HR014 – Employee Training & Development Policy

BACKGROUND

Policies form the foundation of a solid framework in which operational matters and processes are developed. Our policies are constantly being created, reviewed, and withdrawn according to the changing needs of our organisation.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

The implementation costs of these policies have been included in the operational budgets.

ATTACHMENTS:

- 1 Draft Local Board Policy.pdf
- 2 draft HR010 RGSC Visa Policy.pdf
- 3 draft HR011 Leave Policy.pdf
- 4 draft HR014 Employee Training and Development Policy.pdf

Roper Gulf Shire Council
Local Board Policy



LB001 – Draft RGSC Local Board Policy

1. POLICY CERTIFICATION

Policy title:	RGSC Local Boards Policy
Policy number:	LB001
Category:	Policy
Classification:	Local Board
Status:	Draft

2. PURPOSE

Local Boards are formed to achieve integration and involvement of local communities in the system of Local Government. This policy has been developed to ensure that Local Boards are run in accordance to the provisions of the Local Government Act 2008 and that the community has a strong voice and are actively engaged in their local community affairs.

3. ORGANISATIONAL SCOPE

This policy applies to all RGSC Local Boards.

4. POLICY STATEMENT

Local Board established within the boundaries of Roper Gulf Shire shall:

- provide advice to the Roper Gulf Shire Council (RGSC) on service delivery plans including infrastructure requirements for communities and associated outstations, or local region or wards, and to contribute to the development of Shire Plans and Regional Management Plans,
- alert and advise RGSC on new and emerging issues within the scope of RGSC activity,
- advise on specific Council, community and social projects that impact on community or region,
- advise and support the RGSC staff on local implementation of Shire Plan, particularly in the area of cross-cultural best practice in the governance and service delivery, and
- respond to identified community needs, if appropriate, by participating and organising activities such as community events, youth, community safety, housing advice and community planning and infrastructure development.

5. DEFINITIONS

Councillor	An elected member of Roper Gulf Shire Council
LB	Local Board
Mayor	The principal member of Roper Gulf Shire Council
RGSC	Roper Gulf Shire Council
SSM	Shire Services Manager

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Local Board Policy



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TOR	Terms of Reference
Ward Councillor	The elected member representing the Ward

6. Principles

6.1 Roles and Functions of a Local Board

The Local Board shall be a voluntary group that provides advice and recommendation to RGSC on their communities' issues. Recommendations made at Local Board meetings are not 'final' decisions as Council needs to decide on all issues or requests from all communities.

The functions of a Local Board are:

- to involve local communities more closely in issues related to local government;
- to ensure that local communities are given an opportunity to express their opinions on questions affecting local government;
- to allow local communities a voice in the formulation of policies for the locality as well as policies for the area and the region;
- to take the views of local communities back to council and act as advocates on their behalf;
- to take Council information and decisions back to the community;
- to contribute to the development of the relevant regional management plan and the relevant municipal or shire plan.

6.2 Membership

6.2.1 Membership size

The size of the Local Board should reflect the community size and structure representing all groups in the community. The membership of Local Board will include community members, Ward Councillors and Mayor of the RGSC. The number of community members that Local Board should have is minimum six (6) to maximum fourteen (14).

People nominated for Local Board Membership are to be approved by the Council at the next Ordinary Meeting of Council.

6.2.2 Period of Membership

Local Board Members will be appointed for the term of Council, (4 years). Once the new Council is elected, Council will call for nomination. The previous members will be eligible to apply for Local Board Membership.

Roper Gulf Shire Council
Local Board Policy



LB001 – Draft RGSC Local Board Policy

6.2.3 Eligibility for Membership

Community residents over 18 years who live in the Ward for most of the time can nominate or be nominated for Local Board Member. To become a Local Board Member the candidate needs to fill in a Local Board nomination form. The completed nomination form can be handed directly to SSM or tended at the next Local Board Meeting. The nomination form will then be given to Governance Department and will be submitted to the Council for Council to deliberate on at the Ordinary Meeting of the Council. Council has the final say on Local Board Membership.

6.2.4 Membership termination

Local Board members stop being members if they;

- resign in writing
- pass away
- do not attend 2 consecutive meetings without an apology
- finish their 4-year term
- commit a serious offence or are sent to prison for 1 year (Council can use its discretion)
- are dismissed by Council

6.3 Local Board meetings:

The following will cover the running of Local Board meetings. Local Boards

- shall meet maximum of 6 meetings per year,
- elect a permanent chair or a new chair for each meeting (“rotating” chair),
- have a quorum of half plus one community-nominated members,
- are supported by the Shire who will provide the board’s secretariat and act as advisor to the chair and board but will not run the meeting,
- are advertised through meeting notices with draft agendas at least one week before the meeting,
- follow and adapt the draft agenda suggested by Council,

When reporting to and from Local Boards:

- Board members will advise on strategic, not operational matters (operational matters are the responsibility of the Shire management team),
- board members will decide what to put into their reports to Council,
- the Council discusses both the Local Board reports and the management responses and decides on actions,
- the Mayor and Ward Councillors report to Local Boards about Council decisions and take the views of Local Boards back to Council,
- Local Boards report to their community about their advice to Council and take community views back to Council,

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Each Local Board will develop its own Terms of Reference based on the RGSC Local Board Policy, Shire Council Code of Conduct and Meeting procedures.

Each new Local Board will receive training at its first meeting on roles and responsibilities, meeting procedures, council responsibilities and separation of powers.

Anyone wishing to make a deputation to a Local Board must seek permission from the board's chair in writing and in accordance with the TOR established by the Local Board.

6.4 Community Meetings

Community meetings can be called at any time. Community meetings are different from Local Board and these types of meeting will determine their own procedures. Decisions made at these meetings may be used to advise the Board.

7. REFERENCES

Acknowledgements (original author/source documents)	
Related Policies	CL001 Members Code of Conduct CL002 Members' Disciplinary Policy CL005 Council Meeting Procedures Policy
Related Publications	<i>Local Government Act</i>
Relevant Forms	

8. DOCUMENT CONTROL

Policy number	LB001
Policy Owner	Governance
Endorsed by	
Date approved	
Revisions	
Amendments	
Next revision due	November 2013

9. CONTACT PERSON

Contact person

**Manager Governance & Corporate Planning
& Corporate Planning**

Contact number

08 8972 9000

Roper Gulf Shire Council
Visa Policy



HR010 – RGSC Visa Policy

1. POLICY CERTIFICATION

Policy title:	RGSC Visa Policy
Policy number:	010
Category:	Policy
Classification:	HR
Status:	Draft

2. PURPOSE

Roper Gulf Shire Council requires all employees to either be an Australian resident or have the appropriate and current, citizenship or visa status to work within Australia as per the Australian Government – Department of Immigration & Citizenship Legislation. All employees will undertake a visa entitlements check (VEVO) before going through the recruitment process and if the visa entitlements are not suitable to work within Australia in the position applied the person may be deemed unsuccessful.

3. ORGANISATIONAL SCOPE

This policy applies to all Roper Gulf Shire Council employees.

4. POLICY STATEMENT

Roper Gulf Shire Council (RGSC) takes seriously its obligation to ensure that all staff who work with the Council, comply with current Australian Government – Department of Immigration & Citizenship legislation, specifically the Migration Act 1958.

5. DEFINITIONS

Non sponsored Workers – Skilled Migrants	There is a range of visa options for Points Tested skilled workers who want to live in Australia and who do not have an employer sponsoring them. These include options for skilled people applying as an independent migrant as well as those sponsored by a relative, or nominated by a State or Territory Government.
Independent	Independent migrants have the least number of restrictions placed on them and this is the preferred option for eligible applicants who do not have an employer to sponsor them. Assess your eligibility for the independent visas before you continue.
Sponsored	If you are sponsored by an eligible relative, please note that there are a number of obligations that must be met by your sponsor. If you want to be sponsored by your employer certain obligations and application processes apply and need to be discussed prior to

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Potential Employee	employment. A person who has applied for a position with RGSC who intends to work within Australia
Employee	A person who is an existing person working for RGSC
RGSC	Roper Gulf Shire Council – The organisation

6. PRINCIPLES

6.1 Non sponsored Workers – Skilled Migrants

There are a range of visa options for Points Tested skilled workers who want to live in Australia and who do not have an employer sponsoring them. These include options for skilled people applying as an independent migrant as well as those sponsored by a relative, or nominated by a State or Territory government.

6.2 Independent

Independent migrants have the least number of restrictions placed on them and this is the preferred option for eligible applicants who do not have an employer to sponsor them. Assess your eligibility for the independent visas before you continue.

6.3 Sponsored

If you are sponsored by an eligible relative, please note that there are a number of obligations that must be met by your sponsor. If you want to be sponsored by your employer certain obligations and application processes apply.

7. VISA TYPES

All applicants and potential employees will undergo a verification process (VEVO check) which requires their consent. (If the person refuses this process they may be deemed unsuitable for the role and not taken any further in the recruitment process.) This verification process will be completed on the Australian Government – Department of Immigration & Citizenship website – <http://www.immi.gov.au/e-visa/vevo.htm>

If deemed suitable to work within Australia and the visa is current with the respective time left before expiry to work with Roper Gulf Shire Council then the recruitment process will continue. However all positions that have applicants apply with a visa status must be approved by the HR Manager & CEO before proceeding with the application for the vacancy. All applicants for positions must provide the required visa information and provide the relevant documentation for a decision to be made. Roper Gulf Shire Council reserves the right to decline employment applications if an application doesn't meet the criteria for the visa requirements to work within Australia and provide the required information within the stated timeframe.

Roper Gulf Shire Council Visa Policy



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All potential employees that hold a current Visa to work within Australia will go through the online verification process (VEVO) before commencing the recruitment process as there are restrictions for certain visas that the person must abide by (e.g. work in a certain position in the organisation). Please go to www.immi.gov.au for further information on visa types and restrictions.

7.1 Working Holiday Visa – Subclass 147

This visa is for people aged 18 to 30 years of age, who are interested in a working holiday of up to 12 months in Australia. Important: You must have turned 18, but not turned 31, at the time of your visa application.

This visa allows you to supplement the cost of your holiday through short-term employment. However, if your primary reason for travelling to Australia is to participate in the work force, you should consider a visa designed for that purpose.

What does this visa let me do?

If you are granted this visa you can:

- enter Australia within 12 months of grant
- stay up to 12 months
- leave and re-enter Australia any number of times while the visa is valid
- work in Australia for up to six months with each employer
- study for up to four months.

If you hold a second Working Holiday visa, you may return to work for a further six months for an employer with whom you worked on your first Working Holiday visa.

Visa validity

Any time spent outside Australia while on your first or second Working Holiday visa does not extend the length of the visa.

Working

If you hold a Working Holiday visa the main purpose of your visit must be for an extended holiday. You can do any kind of work over the course of your 12 month stay in Australia, however all Working Holiday visa holders are limited to a maximum period of six months work with any one employer. This limitation applies to all employers and all forms of work.

The 'employer' is the business or organisation for which you are working directly.

If you are referred by an agency or labour supplier to a business, you can work for six months for that business. The same agency or labour supplier can refer you to another business where you can work for another six months. You cannot stay in the same position with an employer

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for more than six months by using different employment agencies, business affiliates or sub-contracting arrangements.

Working for longer than six months with the same organisation, regardless of whether the duties or location of the employee change, is not allowed. A Working Holiday visa holder may, work for independently owned franchises located in different areas for up to six months at each, as long as the franchisees are different employers with different Australian Business Numbers.

The six month work limitation applies to full-time, part-time, casual, shift and voluntary work. Workplace-based training is considered to be work. You are able to undertake workplace-based training with the same employer for up to six months.

If you hold a second Working Holiday visa, you may return to work for a further six months for an employer with whom you worked on your first Working Holiday visa.

Extending your stay

You must depart Australia when your visa ends unless you apply for another visa to extend your stay.

If your Working Holiday visa ends and you have not departed Australia or applied for another visa you risk being detained and removed from Australia. You may also be subject to a period of exclusion from Australia.

7.2 Work and Holiday Visa (Subclass 462)

The Work and Holiday (Subclass 462) visa is for young people aged 18 to 30 who want to travel and work for up to 12 months in Australia. This visa allows you to supplement the cost of your holiday through periods of temporary or casual employment.

The Work and Holiday visa program is designed to encourage cultural exchange and closer ties between arrangement countries.

This visa is for people from Argentina, Bangladesh, Chile, Indonesia, Malaysia, Thailand, Turkey, the USA and Uruguay. Citizens of Iran who are currently in Australia on a Work and Holiday visa may also be eligible to apply for further Work and Holiday visas.

The Work and Holiday (Subclass 462) visa is for young people aged 18 to 30 who want to travel and work for up to 12 months in Australia. This visa allows you to supplement the cost of your holiday through periods of temporary or casual employment.

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Visa Policy



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What does the visa let me do?

If you are granted a Work and Holiday visa you can:

- enter Australia at any time within 12 months of the visa grant date
- stay in Australia for up to 12 months from the date of first entry
- leave and re-enter Australia any number of times from the 12 months from the date of first entry
- undertake temporary employment in Australia for up to six months with each employer
- study for up to four months.

Working

Work and Holiday visa holders are allowed to undertake any type of work on a temporary basis. You are allowed to work for up to six months with each employer.

Working beyond six months with the same employer, without the required permission, may result in your visa being cancelled and you may be required to leave Australia.

Note: It is not possible to qualify for an additional Work and Holiday visa by working in regional Australia. This option is only available under the Working Holiday visa.

Visa validity period

If granted a Work and Holiday visa you have 12 months from the grant date to enter Australia. The visa is valid for 12 months from the date you first enter Australia.

Note: If you leave Australia during your 12 month stay, you cannot recover the period of time spent outside Australia.

7.3 Skilled – Regional Sponsored (Provisional) Visa (Subclass 475)

This visa is a three year provisional visa for skilled workers who are unable to meet the criteria for a Skilled - Independent visa. You will have the opportunity to apply for permanent residency after you have lived for two years and worked at least 12 months in a Specified Regional Area of Australia.

This visa requires you to be either:

- nominated by a participating state or territory government agency; or
- sponsored by an eligible relative living in a designated area of Australia.

This visa uses a points test to select visa applicants with skills and attributes needed in the Australian labour market.

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Visa Policy



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Who is this visa for?

This visa is for you if you:

- have the skills and qualifications that meet the Australian standard for an occupation on the Skilled Occupation List (SOL); and are outside Australia; or
- are an New Zealand citizen who holds a Special Category visa (subclass 444).

What does this visa let me do?

This visa:

- allows you to remain in Australia for up to three years and requires you to live and work in a Specified Regional Area in Australia
- allows accompanying secondary applicants to work and study, but only in a Specified Regional Area of Australia
- provides a pathway to permanent residence.

This visa allows you to live and work or study in a Specified Regional Area in Australia for up to three years.

This is a 'provisional' visa. After you have lived in a Specified Regional Area in Australia for at least two years, and worked full time for periods totaling at least one year, you can apply for permanent residence.

Note: If you need more time to meet the residence and/or employment criteria for a permanent visa, you may be eligible to apply to extend your visa.

7.4 Temporary Graduate Visa – Subclass 485

The Temporary Graduate visa (subclass 485) lets you live and work in Australia temporarily after you have finished your studies.

This visa has two streams:

- **Graduate Work stream** – for international students who graduate with skills and qualifications that relate to an occupation on the Skilled Occupation List. A visa in this stream is granted for 18 months.
- **Post-Study Work stream** – for international students who graduate with an eligible qualification. This stream is only available to students who applied for and were granted their first Student visa to Australia on or after 5 November 2011. A visa in this stream can be granted for up to four years, depending on the qualification.

You must be in Australia when you apply for this visa and when your visa is decided.

This visa allows you and your family to stay in Australia temporarily after you have finished your studies. While in Australia, you may:

Roper Gulf Shire Council Visa Policy



HR010 – RGSC Visa Policy

- travel
- work
- study.

7.5 RGSC Temporary Sponsorship

Roper Gulf Shire Council may undertake temporary sponsorship for highly skilled foreign workers who currently reside in Australia on a temporary basis to fill vacancies within the RGSC region on a case by case basis.

An employee must put forward a submission to the Human Resource Department to consider the employees' status and situation. The employee must comply with the required information and documentation required by the HR Department within the required timeframe otherwise their application for sponsorship may be declined. The HR Manager will request the CEO to decide whether to temporarily sponsor the employee through the nomination process with the Department of Immigration. The final decision will be made by the Department of Immigration whether to issue the temporary sponsorship of the employee/applicant. If sponsorship is declined RGSC will not take responsibility for this decision.

If temporary sponsorship is granted by the Immigration Department then the period that RGSC will sponsor an employee will be at the discretion of the HR Manager and the CEO up to the period of three years only.

RGSC will abide by the obligations outlined in the Employer Obligations on the Department of Immigration website. All employees under RGSC sponsorship must abide by the Employee Obligations referred to on the Department of Immigration website otherwise their sponsorship may be revoked.

8. SPONSORSHIP TYPES

8.1 Temporary Work (Skilled) – Standard Business – Subclass 457 Visa

The subclass 457 visa is for skilled workers from outside Australia who have been sponsored and nominated by a business to work in Australia on a temporary basis.

The stages of a subclass 457 visa

There are three stages to employing a skilled worker under the subclass 457 visa program:

- employer applies to be a sponsor
- employer nominates a position
- employee applies for a visa.

Roper Gulf Shire Council
Leave Policy



HR011 – Leave Policy

1. POLICY CERTIFICATION

Policy title:	Leave Policy
Policy number:	011
Category:	Policy
Classification:	HR
Status:	Draft

2. PURPOSE

Roper Gulf Shire Council requires all employees to abide by the leave policy and procedures when taking any leave entitlements. Any employee that breaches this policy may have disciplinary action taken against them.

3. ORGANISATIONAL SCOPE

This policy applies to all Roper Gulf Shire Council employees.

4. POLICY STATEMENT

Roper Gulf Shire Council (RGSC) will comply with all minimum leave standards of the Local Government Industry Award 2010 (LGIA 2010) and the National Employment Standards (NES). RGSC takes seriously its obligation to make sure that all employees take the required leave requirements throughout the year.

Prior to the commencement of any leave employees must submit a leave application form, **Attachment A** and obtained written approval from their supervisor or manager. The only exception to this rule is in the event of illness, sickness or special circumstances. On immediate return from such leave employees must complete a leave application form and submit it to their supervisor or manager for approval.

5. DEFINITIONS

Child	<p>A child of a person is:</p> <ul style="list-style-type: none"> • A biological child of the person; or • An adopted child or step-child of the person; or • If, at any time, the person was in a relationship as a couple with another person (whether the persons are the same sex or different sexes) – a child who is a product of the person's relationship with that other person. <p>It does not matter whether the child is an adult.</p> <p>For the purposes of the above, a child cannot be the product of a relationship between two persons (whether the persons are the</p>
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Roper Gulf Shire Council
Leave Policy



HR011 – Leave Policy

	<p>same sex or different sexes) for the purposes of this Part unless the child is the biological child of at least one of the persons or is born to a woman in the relationship.</p> <p>If under section 5 of The National Employment Standards, one person is a child of another person, other relationships are also to be determined on the basis that the child is child of the other person.</p> <p>For further information refer to Section 5 of The National Employment Standards .</p>
Award	Local Government Industry Award 2010
Immediate Family	<p>The following are members of an employee's immediate family:</p> <ul style="list-style-type: none"> ▪ A spouse, de facto partner, child, parent, grandparent, grandchild or sibling of the employee; ▪ A child, parent, grandparent, grandchild or sibling of a spouse or de facto partner of the employee.
De facto partner	<p>A de facto partner in relation to an employee:</p> <ul style="list-style-type: none"> • Means a person who, although not legally married to the employee, lives with the employee in a relationship as a couple on a genuine domestic basis (whether the employee and the person are of the same sex or different sexes); and • Includes a former de facto partner of the employee.
Medical certificate	Means a certificate signed by a medical practitioner.
Medical practitioner	Means a person registered, or licensed, as a medical practitioner under a law of a State or Territory that provides for the registration or licensing of medical practitioners.
NES	The National Employment Standards
Act	The Fair Work Australia Act
Other definitions	For a full list of definitions refer to The National Employment Standards.

6. PRINCIPLES

6.1 Annual Leave

This section applies to employees other than casual employees.

All full time employees of Roper Gulf Shire Council, for each year of service with the Shire are entitled to six (6) weeks paid annual leave. This is on a pro-rata basis for part time employees.

An employee's entitlement to paid annual leave accrues progressively during a year of service according to ordinary hours of work. Employees will be paid their minimum weekly rate of pay during periods of annual leave and an annual leave loading of 17.5%.

Roper Gulf Shire Council
Leave Policy



HR011 – Leave Policy

Annual leave shall be taken at such a time mutually convenient to the Shire and the Employee. Paid annual leave may be taken for a period agreed between an employee and his or her supervisor. Supervisors and managers cannot unreasonably refuse to agree to a request by the employee to take paid annual leave.

Leave forms must be lodged at least two weeks prior to the period of leave. Employees are encouraged to provide as much notice as possible to enable supervisors and managers to manage workloads and deadlines.

When approving leave supervisors and managers must consider the operational requirements and resourcing of the Shire prior to approval.

If a period of paid annual leave includes a part or full day public holiday in the place where the employee is based then the employee is taken to not be on paid annual leave on that public holiday.

Employees may be required to take annual leave during Christmas as part of the Shire Offices close-down. In this event employees will be given four (4) weeks notice.

Employees may be required to take annual leave with four weeks notice if their accrued balance exceeds eight (8) weeks. In this event employees will be given four (4) weeks notice.

Any unused accrued annual leave will be paid to an employee on termination of their employment.

Leave Loading

A loading of 17.5% of salary shall be payable during the period of leave to the employee when taking annual leave.

6.2 Sick Leave

This section applies to employees other than casual employees.

Full time employees are entitled up to ten (10) days paid sick leave for each year of service. Part time employees will accrue paid sick leave on a pro rata basis. This entitlement accrues progressively during a year of service according to the employee's ordinary hours of work.

An employee may take paid sick leave if the leave is taken:

- due to personal illness or injury (sick leave); or
- to provide care or support to a member of the employee's immediate family or a member of the employee's household who requires care or support (carer's leave) because of:
 - personal illness or personal injury affecting the member,
 - an unexpected emergency affecting the member

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Leave Policy



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An employee must, if able to do so, notify their direct manager or supervisor as soon as possible and or within thirty (30) minutes of their duty or work starting time. Employees must take all possible steps to provide reasonably practicable notice, in the event of an emergency this maybe after the leave has started. At the time of notification the employee must advise their supervisor or manager of the period or expected period of leave.

Employees may be required to provide evidence of the illness; sickness or the emergency which has resulted in them taking sick leave. Employee's who are unable provide reasonable evidence or notice are not covered by sick leave.

Documentation Requirements

An employer may request evidence that would satisfy a reasonable person of an employee's entitlement to the leave. This may be in the form of a medical certificate.

Employees who have taken five or more days from their sick leave entitlements within a six month period, will be required to provide a medical certificate for all occurrences of sick leave thereafter.

Notification of absence must be done verbally directly to the employee's supervisor or manager. Notification of non-attendance **cannot** be done via SMS, text message or email.

Personal/carer's leave will be paid at the employees' base rate of pay for ordinary hours of work in the period.

6.3 Unpaid Carer's Leave

Employees are entitled to two (2) days of unpaid carer's leave for each occasion (**a permissible occasion**) when a member of the employee's immediate family or a member of the employee's household, requires care or support because of:

- A personal illness, or injury, affecting the member; or,
- An unexpected emergency affecting the member.

Taking Unpaid Carer's Leave

An employee cannot take unpaid carer's leave during a particular period if the employee could instead take paid sick leave. All paid sick leave must be utilised by the employee before taking unpaid carer's leave.

An employee may take unpaid carer's leave for a particular permissible occasion if the leave is taken to provide care or support as stated under Unpaid Carer's Leave.

An employee may take unpaid carer's leave for a particular permissible occasion as;

- A single continuous period of up to 2 days; or

Roper Gulf Shire Council Leave Policy



HR011 – Leave Policy

- Any separate periods to which the employee and his or her employer agree.

Employees must provide notice and evidence of leave as set out under the sick leave entitlement in this policy.

6.4 Compassionate Leave

Employees are entitled to five (5) days of compassionate leave for each occasion (a permissible occasion) when a member of the employee's immediate family or a member of the employee's household:

- Contracts or develops a personal illness that poses a serious threat to his or her life; or
- Sustains a personal injury that poses a serious threat to his or her life; or
- Passes away

Notice must be given prior to the commencement of the leave if reasonable to do so. If an employee is unable to provide prior notice, then notice as soon as practicable.

In the event of a death the employee may be required to provide one of the following as evidence;

- a copy of the funeral notice,
- a letter from the funeral service, or
- a copy of the death certificate.

In the event of a serious illness or injury evidence to be provided can be either a letter or note from an appropriately qualified medical practitioner, qualified counsellor or social worker. An employee may in exceptional circumstances, in consultation with their Manager provide an alternative form of evidence.

Taking Compassionate Leave

An employee may take compassionate leave for a particular permissible occasion if the leave is taken:

- For the purpose of spending time with the member of the employee's immediate family or household who has contracted or developed the personal illness or sustained the personal injury referred to above in Compassionate Leave.
- After the death of the member of the employee's immediate family or household referred to above in Compassionate Leave.

An employee may take compassionate leave for a particular permissible occasion as:

- A single continuous period of 2 days; or
- 2 separate periods of 1 day each; or
- Any separate periods to which the employee and his or her employer agree.

Payment for Compassionate Leave

Roper Gulf Shire Council Leave Policy



HR011 – Leave Policy

An employee will be paid at their base rate of pay for their ordinary hours of work for the period.

6.5 Community Service Leave

Each of the following is an eligible community service activity:

- Jury service (including attendance for the purpose of jury selection that is required by or under a law of the Commonwealth or of a State or Territory; or
- Carrying out a voluntary emergency management activity
- Summoned to a court case

Employees must give notice of their absence prior to taking community service leave to their supervisor or manager. All community service leave must be approved prior to taking the leave by the CEO through the HR department. If the leave is for the purpose of engaging in emergency service activities and the matter is urgent the employee may provide notice to any Shire manager or supervisor.

If it is not practicable to provide notice prior to the leave, the employee must give notice as soon as possible after commencing the leave. Notice must include the period or expected period of absence from the workplace. It is noted employees engaged in emergency service activities may not be able to provide a definitive period of absence; they should however attempt to provide an indicative period.

Employees taking leave for the purposes of jury duty must provide the evidence documents provided by the courts.

For information on the payment of community service leave for the purposes of Jury Duty refer to the NES. For payments for periods of Jury Duty in excess of 10 days refer to the NES. Reimbursements for Jury duty are paid directly from the government and will not be reimbursed by RGSC unless stated otherwise.

6.6 Long Service Leave

Long service leave will be in accordance with the Long Service Leave Act of the Northern Territory as amended, with the exception that Employees will qualify for all pro rata long service entitlements after seven years continuous qualifying service, according to the Act. Employees will be automatically paid all pro rata long service leave entitlements, upon leaving the Employer, after seven years continuous qualifying service, according to the Act.

Long Service Leave will be taken at a mutually agreed time.

Roper Gulf Shire Council Leave Policy



HR011 – Leave Policy

Employees with more than 10 years service automatically qualify for subsequent long service leave entitlements and do not have to have worked 15 years before being eligible to qualify and or apply for and take subsequent long service leave entitlements.

Prior long service leave entitlements from other local government organisations may be transferred over within the first three month period from commencement with Roper Gulf Shire Council. To transfer long service leave from one entity to another both organisations must agree and approve to pay this entitlement for the employee and accept it on behalf of the employee. Please refer to the Long Service Leave Act and the Local Government Act for further clarification. Please refer to the Local Government Act for further clarification.

6.7 Parental Leave

A permanent employee is not entitled to parental leave unless they have completed at least 12 months of continuous service with the Shire immediately before:

- The date of birth, or the expected date of birth, of the child; or
- In the circumstance of adoption-related leave, the day of placement, or the expected day of placement of the child.

Parental leave encompasses Maternity Leave, Paternity Leave and Adoption Leave, and is available to all full and part-time (pro-rata) employees who have been employed for a period of 12 months or more immediately preceding the commencement of the leave as stated above.

Employees who meet the requirements of parental leave may be entitled to the following leave amounts below:

- **18 weeks** paid parental leave is available to an employee giving birth to a child.
- **2 weeks** paid parental leave is available to an employee that is the spouse/partner of a person giving birth to a child. An employee taking paternity leave can also request an additional 6 weeks unpaid leave

An employee is entitled up to 12 months unpaid parental leave if the leave is associated with the birth of a child, being a child who is born to the employee or their spouse or de facto or the placement of a child with the employee for adoption and the employee will have a responsibility for the care of the child.

Sick leave and community service leave is not available and no leave entitlements accrue during the period of Parental Leave. The Employee may take any other forms of paid leave to which they are entitled, such as annual or long service leave, in substitution for some or all of this 52 week period.

An employee who is pregnant must commence parental leave no earlier than six weeks before the expected date of birth and no later than the expected date of birth. If a pregnant employee continues to work during the period of six weeks before the expected date of birth

Roper Gulf Shire Council
Leave Policy



HR011 – Leave Policy

of the child the employer may ask for a medical certificate stating the employee is fit to work. If the employee is fit to work state whether it is inadvisable from the employee to continue in their present position because of illness arising from the pregnancy or hazards connected with their position. For further information on the relevant action in this circumstance refer to the NES.

Parental leave for the adoption of a child must start on the day of placement of the child.

In the case of employee couples, parental leave can be taken concurrently by employees as parents of the child.

Notice of unpaid parental leave must be provided in writing and no later than **10 weeks** before the commencement of the leave or as soon as practicable. The notice must provided the intend start and end dates of the leave.

Employees applying for unpaid parental leave for the purposes of giving birth to a child need to provide a medical certificate. Employees applying for unpaid parental leave for the adoption of a child must provide written evidence of the expected date of placement of the child.

For further full entitlement detail and information refer to the NES.

6.8 Cultural Leave

Please refer to the RGSC Cultural Business Policy for further information.

6.9 Leave Without Pay

Leave without pay is not an employee entitlement.

Employees may make applications for leave without pay in circumstances where they have exhausted all other leave entitlements. Employees must disclose the purpose and timeframe when requesting leave without pay. Leave without pay will not be granted for periods in excess of six months. Leave without pay will not be granted for the purpose of taking up other paid employment.

Leave without pay may be granted for:

- The purpose of extending a holiday/travel,
- To settle personal matters where an extended period of leave is needed,
- To undertake a study program

Approval of leave without pay is at the discretion of the Chief Executive Officer or their delegate through the HR Department in exceptional circumstances.

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Leave Policy



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Leave without pay will not be approved if it is not in the best interests of the Shire and conflicts with operational requirements.

7. ANNUAL LEAVE PAYOUT AND LEAVE IN ADVANCE

An employee may agree with their employer to take annual leave in advance of an entitlement accruing under the NES.

An employee may cash out up to two weeks of their annual leave each financial year, but the employee must have a remaining balance of four weeks or more of annual leave in their entitlements. In an exceptional circumstance an employee who needs to cash out leave when they do not have four weeks annual leave entitlement remaining the request must be put forward to the CEO for approval through the HR Department.

The employer may deduct from the employee's termination payments, leave taken in advance where the entitlement to that leave has not accrued as at the date of termination.

Leave in advance is where an employee takes annual leave, but gets paid the annual leave in advance at the start of the leave period rather than being paid each fortnight while on leave as per the normal pay process. If an employee wants to be paid annual leave at the start of their leave this needs to be specified on their leave form for approval. The employee must have the full annual leave entitlement to have the annual leave component paid in advance otherwise this will not be paid.

8. PUBLIC HOLIDAYS

Roper Gulf Shire Council closes their offices for the following public holidays where employees are not required to work;

- New Year's Day
- Australia Day
- Good Friday
- Easter Saturday
- Easter Monday
- Anzac Day
- May Day
- Queen's Birthday
- Christmas Day
- Boxing Day
- Katherine Show Day – all employees except for Borroloola staff
- Borroloola Show Day – Borroloola employees only

For full information and entitlements refer to The National Employment Standards, Fair Works Act 2009, Local Government Industry Award 2010 and the Local Government Act.

Roper Gulf Shire Council
Employee Training & Development Policy



HR014 – Draft Employee Training & Development Policy

1. POLICY CERTIFICATION

Policy title:	Employee Training & Development Policy
Policy number:	HR014
Category:	Policy
Classification:	HR
Status:	Draft

2. PURPOSE

The purpose of this policy is to affirm Council's commitment to ensuring that each employee has opportunity to reach full potential through the development of skills and knowledge acquired in training.

All employees of Roper Gulf Shire Council are required to participate in training and development activities that are deemed mandatory and also the training and development activities which have been identified as integral to their role.

3. ORGANISATIONAL SCOPE

This policy applies to all Roper Gulf Shire Council employees.

4. POLICY STATEMENT

- 4.1 Training plans should be integrated with and support the achievement of business and human resources strategies of the Shire Council.
- 4.2 Council will ensure that all staff receives an adequate induction to the Shire and the Department in which they will work in order to enable them to carry out their duties in a safe and effective manner.
- 4.3 Following completion of the employees probationary period, training should always be performance related and designed to achieve specified improvements in corporate, departmental and individual performance.
- 4.4 An approved budget will be designated on an annual basis for training activities in each Department.
- 4.5 All training and development plans shall be produced and implemented with reference to Position Descriptions, Pay Bands and the Shire Plan
- 4.6 All mandatory training requirements relevant to the position will be arranged by the Human Resources Skills and Development Coordinator.
- 4.7 While the Shire Council is prepared to invest training and to provide appropriate training opportunities and facilities, the prime responsibility for development, rests

Roper Gulf Shire Council
Employee Training & Development Policy



HR014 – Draft Employee Training & Development Policy

with the individual, who will be given the support and guidance of the manager and HR as necessary.

- 4.8 All staff members are to attend and fully participate in all training arranged for them. Failure to attend and fully participate in training could result in:
1. disciplinary action
 2. course fees being charged to the employee
 3. other fees incurred, such as Travel Allowance, accommodation etc, being charged to the employee
- 4.9 Staff not maintaining employment within six months of undertaking a course may be required to reimburse the course fees to Roper Gulf Shire.

5. DEFINITIONS

RGSC	Roper Gulf Shire Council

6. PROCEDURES

The training and development that will be offered by the Shire Council must be systematic in that it will follow the sequence outlined as below:

6.1 Training Needs Analysis

- Skills audits of the Shire Council as a whole will result in identification of gaps in training requirements and the HR Skills and Development Coordinator will identify the most cost effective means of meeting those requirements.
- The training requirements that are identified will be directly linked to the objectives of the Shire Plan and will reference Performance Reviews, Pay Bands and Position Descriptions

6.2 Training Preparation

- Senior Management will use information from the needs analysis to direct employees into training mandatory for their role and to also assist employees identify the skills and qualities needed for both current and future jobs in accordance with the operational objectives of their department.
- Senior Management is responsible for ensuring training is relevant to the employee's Position Description and Pay Band

6.3 Training Delivery

- Training may be delivered through three main avenues
 - Internal, using Trainers employed by RGSC

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Employee Training & Development Policy



HR014 – Draft Employee Training & Development Policy

- Accredited, using a Registered Training Organisation
- Non-accredited, using various providers
- While accredited training is preferred, as it provides national recognition of an individual's achievement, the most appropriate avenue for specific training will be determined by HR Skills and Development Coordinator, referencing the departmental budget and the Shire Plan and consideration of the availability of Training Service Providers

6.4 Responsibility for Training and Development

- The Shire Council is prepared to invest in training and provide appropriate training opportunities and facilities but the prime responsibility for development rests with the individual who will be provided with appropriate support and guidance from Senior Management
- Responsibility for employee training and development shall be jointly shared by Senior Management and the HR Skills Development Coordinator in order to ensure –
 - Training and development meets the Shire objectives and departmental needs
 - Training records are centralised
 - Sufficient coordination of training to ensure that all employees of RGSC have equal access to training opportunities
- Department Managers are responsible for ensuring that nominated staff attend training and may use their own discretion to ensure that training and development takes place.

7. REFERENCES

Acknowledgements (original author/source documents)	<ul style="list-style-type: none"> • Appendix (a) • Roper Gulf Shire Council Training & Development Plan
Related Policies	
Related Publications	<ul style="list-style-type: none"> • Local Government Act • LGIA 2010 • NT Workplace Health and Safety Act 2008 • Fair Work Act 2009 • Relevant Awards • Racial Discrimination Act 1975 (Cth) • Sex Discrimination Act 194 (Cth) • Disability Discrimination Act 2004 (Cth) • Commonwealth Age Discrimination Act 2004

Roper Gulf Shire Council
Employee Training & Development Policy



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	<ul style="list-style-type: none"> Human Rights and Equal Opportunity Commission Act 1986 (Cth) National Employee Standards (NES)
Relevant Forms	

8. DOCUMENT CONTROL

Policy number	014
Policy Owner	HR
Endorsed by	
Date approved
Revisions	
Amendments	
Next revision due	June 2014

9. CONTACT PERSON

Contact person	Manager, Human Resource
Contact number	08 8972 9000

Roper Gulf Shire Council
Employee Training & Development Policy



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Appendix (a) Roper Gulf Shire Council Training & Development Plan

The following courses shall be provided by RGSC in order to ensure that employees have the skills, knowledge and experience to comply with the requirements of their job role:

Key Result Area	Objective & Justification	Action Plan	Measurable Outcomes
<p>1. Mandatory for ALL RGSC employees:</p> <ul style="list-style-type: none"> ▪ Ochre Card ▪ Police Check ▪ Induction • WHS • Anti Discrimination ▪ Fire Training 	<p>To ensure that all employees have a safe and healthy workplace.</p>	<ul style="list-style-type: none"> • All employees must have a Police Check and Ochre Card prior to commencing employment with RGSC. • An Induction to the Shire will take place as soon as practically possible after commencement of the employee • Induction to the department will take place at the commencement of the employees employment in that location • All employees are to undergo WHS Training either through an Internal Workshop or external providers • Anti Discrimination Training delivered annually in each 	<p>Police Checks and copies of Ochre Cards on file for every RGSC employee</p> <p>Part I Induction Checklists on file of employees who have completed the Shire Induction</p> <p>Part II Induction Checklists on file for every employee who has completed the Departmental Induction</p> <p>A safe and secure working environment for all staff evidenced by minimizing incidents in the workplace</p> <p>Course Attendance Records and certificates filed in RGSC</p>

Roper Gulf Shire Council
Employee Training & Development Policy



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Key Result Area	Objective & Justification	Action Plan	Measurable Outcomes
		<p>community</p> <ul style="list-style-type: none"> Fire Awareness delivered in each community and Katherine offices annually 	Records Maintenance System
<p>Mandatory training for each department and job role is determined by the Employee Skills Matrix, Pay Bands and Position Descriptions</p>	<ul style="list-style-type: none"> Ensure that employees are aware of the requirements of the department in which they work Ensure that employees understand the requirements of their employment role Ensure that RGSC employees are provided with opportunities to gain the 	<ul style="list-style-type: none"> Senior Management is advised of current skills of line staff on an annual basis in order to prepare an operational plan that includes training Following skills audit, Senior Management is advised of training needed by current staff HR Skills and Development Coordinator organises mandatory departmental training on a regular basis and is responsible for advising Senior Management regarding course details and those needing to attend 	<ul style="list-style-type: none"> Departmental Operational Plans include plans and budgets for training Results of an annual skills audit distributed to Senior Management Regular training is arranged to cover mandatory skills and recorded in RGSC Records Management System Attendance lists, certificates and other achievements recorded in RGSC Records Management System Monthly training advice distributed to Senior Management

Roper Gulf Shire Council
Employee Training & Development Policy



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Key Result Area	Objective & Justification	Action Plan	Measurable Outcomes
<p>Opportunities are offered to employees as a result of annual performance reviews to gain desirable or specific skills identified by Employee Skills Matrix, Pay Bands and Position Descriptions</p>	<ul style="list-style-type: none"> skills and knowledge to meet the requirements of their job role All RGSC employees have opportunities to gain additional skills and knowledge for current and future job roles 	<ul style="list-style-type: none"> Regular advice distributed to Senior Management about upcoming training Position descriptions identify desirable skills that may increase employment opportunities and promotion through Pay Band Increments Performance Reviews identify staff who want to undertake additional training Training is matched to Pay Bands and Position Descriptions Relevant training arranged by HR Skills and Development Coordinator 	<ul style="list-style-type: none"> Detail relating to desirable skills included in Position Descriptions Following Performance Reviews information about staff who want to undertake additional training is forwarded to HR for recording in RGSC Records Management System Information directed to HR Skills and Development Coordinator Training opportunities are made available to staff Information recorded in RGSC Records Management System

CORPORATE GOVERNANCE DIRECTORATE REPORTS



ITEM NUMBER	15.4
TITLE	Policy Update: ADM008 Travel Policy for Councillors and Employees
REFERENCE	403121
AUTHOR	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance (Acting)

RECOMMENDATION

- (a) **That the Council adopt the recommended changes to the ADM008 Travel Policy for Councillors and Employees.**

BACKGROUND

This policy was adopted replacing previous Travel Policy by the Council on 26 June 2013. The policy has been updated to reflect and outline that travel allowance is only for overnight trips and not for day trips.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 draft ADM008 Travel Policy for Councillors and employees.pdf

Roper Gulf Shire Council
Travel Policy for Councillors and Employees



ADM008 - Travel Policy for Councillors and Employees

1. POLICY CERTIFICATION

Policy title:	Travel Policy for Councillors and Employees
Policy number:	008
Category:	Policy
Classification:	ADM
Status:	draft

2. PURPOSE

This policy outlines a set of guiding principles for Roper Gulf Shire employees and councillors to consider when arranging and undertaking official work-related travel, including airline travel that will require employees and councillors to overnight stay in a location other than their primary residence.

3. ORGANISATIONAL SCOPE

This policy applies to all Employees and Councillors of Roper Gulf Shire Council.

4. POLICY STATEMENT

All travel made by employees or Councillors of Roper Gulf Shire Council for official business purpose must be approved in advance and Travel Allowance Claim Form should be completed.

An Employee or Councillor who is required to be absent overnight from their usual place of work on official work travel will be paid an entitlement for incidentals and meal expenses (as per the travel allowance form) occurring during the period while undertaking official work travel. Overnight travel expenses are currently not subject to tax instalment deductions, and will not be unless required by taxation legislation.

Employees who travel on official work travel for a day trip (7.6 hours) are not entitled to claim travel allowance.

While undertaking official travel, no employee or Councillor will be out of pocket for reasonable expenses. However, no employee or Councillor shall gain a financial advantage through the travelling allowance arrangement.

5. DEFINITIONS

Official business	Business conducted on behalf of, and approved by RGSC, either to fulfil a legislative requirement or to achieve a benefit for RGSC. This may include an employee's or Councillor's attendance at
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Roper Gulf Shire Council
Travel Policy for Councillors and Employees



ADM008 - Travel Policy for Councillors and Employees

RGSC	external courses, conferences, seminars or workshops. Roper Gulf Shire Council
Travel Allowance	A travel allowance is a sum of money paid to you, generally before you start travelling. It gives you funds to pay for your travel costs.
Work	Includes any activity

6. PRINCIPLES

6.1 Travel Allowance

Travel Allowance is provided to employees and Councillors conducting official business that requires overnight absence from normal place of work in a location where commercial accommodation is available. Travel Allowance comprises meals and incidental expenses based on rates determined by the Australian Taxation Office. Where the allowance determined by the Australian Taxation Office is not considered appropriate in respect of a particular travel situation, the CEO may substitute a greater or lesser amount to be paid depending on the particular travel situation.

6.2 Payment

Payments for allowance will be paid to staff and Councillors into their bank account of their choice in the earliest pay run from submission of Travel Allowance Claim Form or earlier if possible.

Where an employee or councillor does not attend the required course or meeting for which travel allowance and accommodation has been provided without appropriate justification to the CEO or relevant Director, the employee or elected member will reimburse the payment made to RGSC from their next available wage or allowance.

6.3 Adjustments to Payments

Should the employee return earlier from a trip, a repayment will be required if a Travel Allowance was provided in advance. The Finance Department will advise employee via email of the amount overpaid. Conversely additional amounts acquired, as the result of a later return then planned will be paid upon advice of the revised return details.

7. TRAVEL

Travel relates to all modes of travel. It includes flights, taxis, public transport, hire car and council vehicle. The mode of travel used for official travel should be approved prior travel by the relevant Manager or Director.

Roper Gulf Shire Council
Travel Policy for Councillors and Employees



ADM008 - Travel Policy for Councillors and Employees

7.1 Air Charter/ Air Travel

All chartered planes must be approved by either the CEO or Directors prior to departing.

All chartered planes must be budgeted for in each financial year.

Flight booking for all chartered flights will be done by Customer Service Officer (CSO) at Crawford Street. Governance, Corporate Planning and Compliance Department will work with CSO at Crawford Street for arranging flights for Councillors for RGSC business.

7.2 Vehicle Travel

RGSC will make every effort to provide an official vehicle for the duty. A rental vehicle will be provided in the absence of availability of RGSC vehicles. Where employee has to use their own vehicle, a mileage allowance per km as approved in Travel Allowance Claim Form be provided.

Fuel cards will be provided for the use of a RGSC vehicle. Where Fuel card has not been provided, purchase orders are to be raised and approved by authorized personnel prior to filling the fuel tank. In the event where employee has no choice but to make out of pocket payment for fuel, receipts are to be kept for reimbursement. Reimbursement should be claimed by submitting 107-010 Expense Reimbursement Claim Form approved by authorized personnel to the finance department.

7.2.1 Taxis

It will be the responsibility of the person travelling to organise their own taxi request. Receipts are to be kept for reimbursement. Reimbursement should be claimed by submitting 107-010 Expense Reimbursement Claim Form approved by authorized personnel to the finance department. Alternatively cab charge card may be collected from EA to CEO.

7.2.2 Hire Cars

The employee need to seek appropriate approval from their Manager/Director before hiring a vehicle.

7.2.3 Private Vehicle Allowance

Where Director or Manager have authorised the use of private vehicle, a mileage allowance per km as approved by in 107-009 Travel Allowance Claim Form will be paid.

8. ACCOMMODATION

Accommodation for Councillors for attending official RGSC business will be booked and paid for by RGSC.

Roper Gulf Shire Council
Travel Policy for Councillors and Employees



ADM008 - Travel Policy for Councillors and Employees

Accommodation for employees should be approved prior by the relevant Manager or Director. Purchase Orders must be raised prior to accommodation booking unless reimbursement or RGSC Corporate credit card has been used.

Additional expenses incurred in accommodation such as telephone calls, room service or mini bar supplies will be the employee's/elected member's own responsibility.

Funds will not be paid in lieu of accommodation.

9. REFERENCES

Acknowledgements (original author/source documents)	
Related Policies	
Related Publications	
Relevant Forms	<ul style="list-style-type: none"> • 107-009 Travel Allowance Claim Form ▪ 107- 020 Executive Travel Allowance Claim Form ▪ 107-010 Expense Reimbursement Claim Form

10. DOCUMENT CONTROL

Policy number	008
Policy Owner	ADM
Endorsed by	OCM
Date approved	26/06/2013
Revisions	
Amendments	Replaces Travel Policy prior 26 June 2013
Next revision due	May 2014

11. CONTACT PERSON

Contact person	Manager Governance, Corporate Planning & Compliance
Contact number	08 8972 9000

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.5
TITLE	Period for holding a dog delivered to a pound
REFERENCE	402591
AUTHOR	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance (Acting)

RECOMMENDATION

- (a) **That the Council approve the holding of dog delivered to a pound for minimum of four days before being euthanised.**

BACKGROUND

An animal pound is a facility that holds homeless, lost or abandoned animals; primarily a large variety of dogs and cats. RGSC provides pound service at Borroloola and Mataranka in accordance with the requirements that is listed on Borroloola Community Government Council (Control of Dogs) By-laws and Mataranka Community Government Council (Control of Dogs) By-laws.

Section 39 of Borroloola Community Government Council (Control of Dogs) By-laws and Mataranka Community Government Council (Control of Dogs) By-laws states:

“39. Destruction of impounded dogs

Subject to these By-laws, a pound manager may arrange for the destruction of a dog delivered to a pound at the expiration of the number of days or hours as are determined, from time to time, by the Council.”

ISSUES/OPTIONS/SWOT

It is proposed to consider holding of dog delivered to a pound for minimum of four days before being euthanized.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.6
TITLE	Reconciliation Action Plan
REFERENCE	403122
AUTHOR	Greg Arnott, Director Corporate Governance

RECOMMENDATION

- (a) **That Council consider the development of a Reconciliation Action Plan for Roper Gulf Shire.**

BACKGROUND

Reconciliation Australia is the main organisation in Australia that builds and promotes reconciliation between Aboriginal and Torres Strait Islanders and other Australians. They explain reconciliation as:

“Reconciliation involves building mutually respectful relationships between Indigenous and other Australians that allow us to work together to solve problems and generate success that is in everyone’s best interests.

Achieving reconciliation involves raising awareness and knowledge of Indigenous history and culture, changing attitudes that are often based on myths and misunderstandings, and encouraging actions where everyone plays their part in building a better relationship between us as fellow Australians.”

[From www.reconciliation.org.au]

A Reconciliation Action Plan (RAP) provides:

- A way of turning good intentions into action
- A tool to help build positive relationships between Indigenous and non-Indigenous people
- A way of exploring how reconciliation can improve and advance organisational and Community objectives.

The East Arnhem Shire Council (EASC) adopted a Reconciliation Action Plan in early 2012. The East Arnhem Shire Council RAP provides:

- A formal framework that identifies clear actions and realistic targets as well as lessons learnt to improve relationships, respect and opportunities for the Aboriginal peoples and other Australians within the East Arnhem Shire.
- The Shire with a framework for the future, detailing steps and priorities to achieve Indigenous equality.

Attached to this report is a copy of the East Arnhem Reconciliation Action Plan.

EASC formed a RAP Working Group made up of one Councillor (total of 4) from each of there four wards along with staff members to assist in the development of the RAP.

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

The cost of the development of a RAP would mostly be in staff time and is not easily quantifiable.

ATTACHMENTS:

- 1 EASC 2011-2012 RAP Final.pdf



As shown during the East African Crisis Course:



Baranmbi Wunungmurra
President
East Arnhem Shire Council

Baranmbi Wunungmurra is the President of East Arnhem Shire Council, a local government body in the Northern Territory. She is a member of the East Arnhem Shire Council and has been a member of the council since 2008. She is also a member of the East Arnhem Shire Council's Aboriginal Affairs Committee.

Baranmbi Wunungmurra is a member of the East Arnhem Shire Council's Aboriginal Affairs Committee. She is also a member of the East Arnhem Shire Council's Aboriginal Affairs Committee. She is also a member of the East Arnhem Shire Council's Aboriginal Affairs Committee.



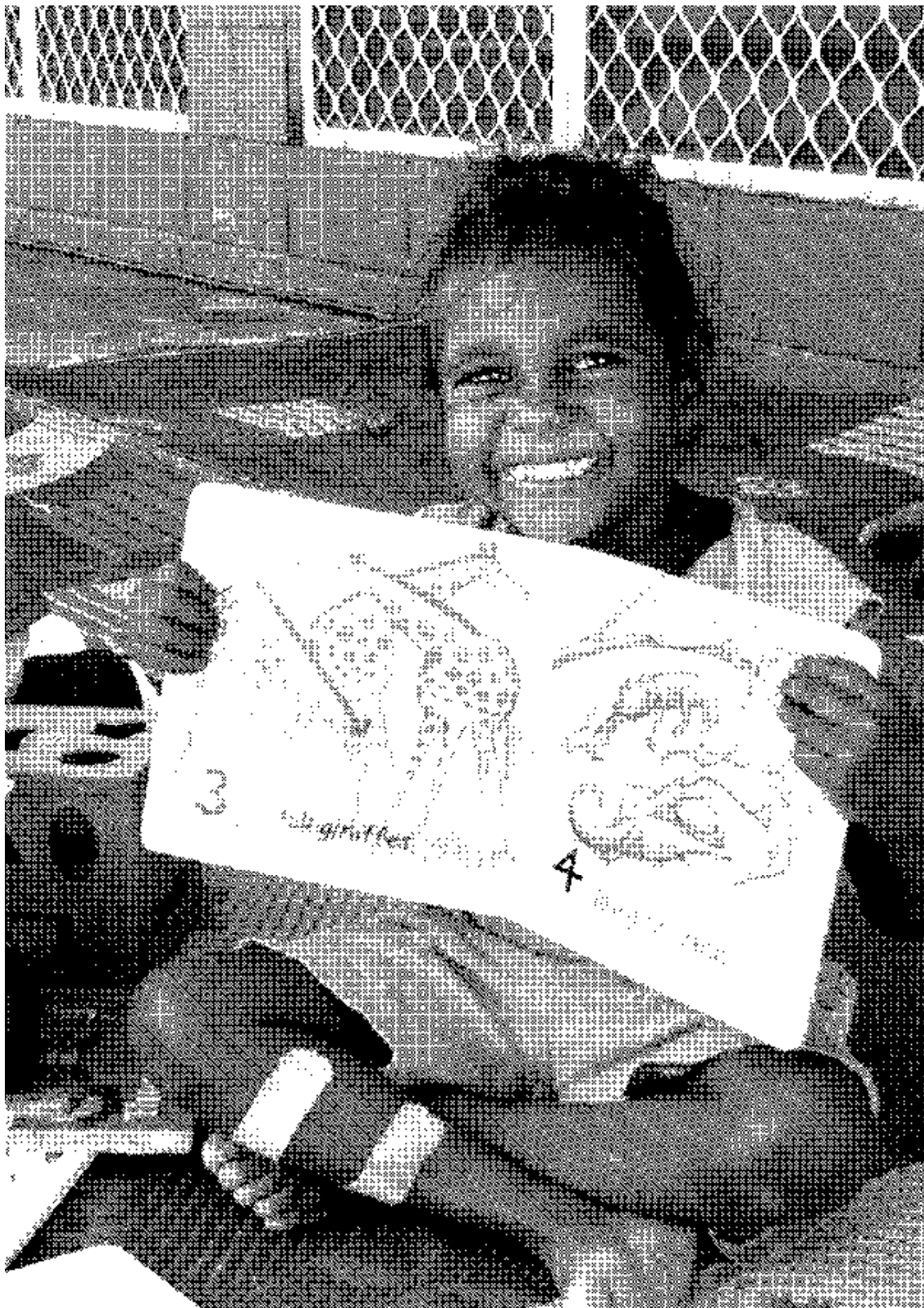
Diapim Mununggiriti
Board Member
Reconciliation Australia

Diapim Mununggiriti is a member of the Board of Reconciliation Australia. She is a member of the Board of Reconciliation Australia. She is a member of the Board of Reconciliation Australia.

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Diapim Mununggiriti is a member of the Board of Reconciliation Australia.



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What is Reconciliation?

Benefits

- Increased employment
- Improved housing, services and infrastructure

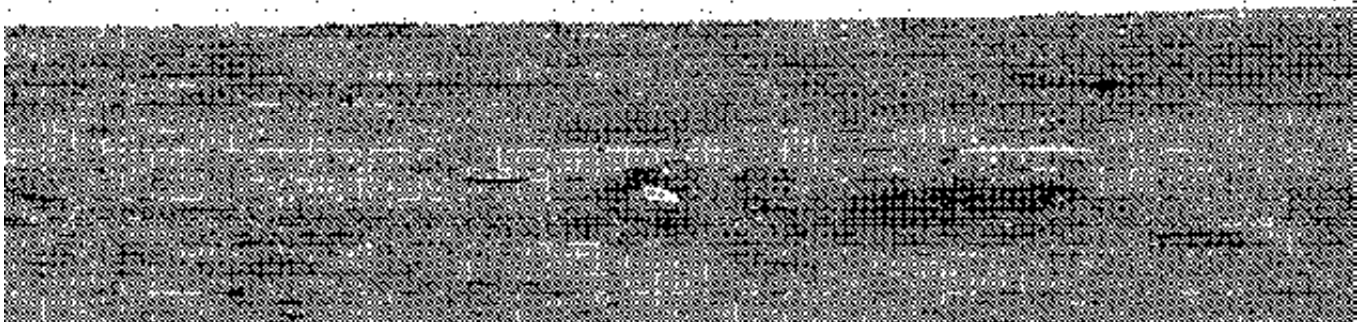
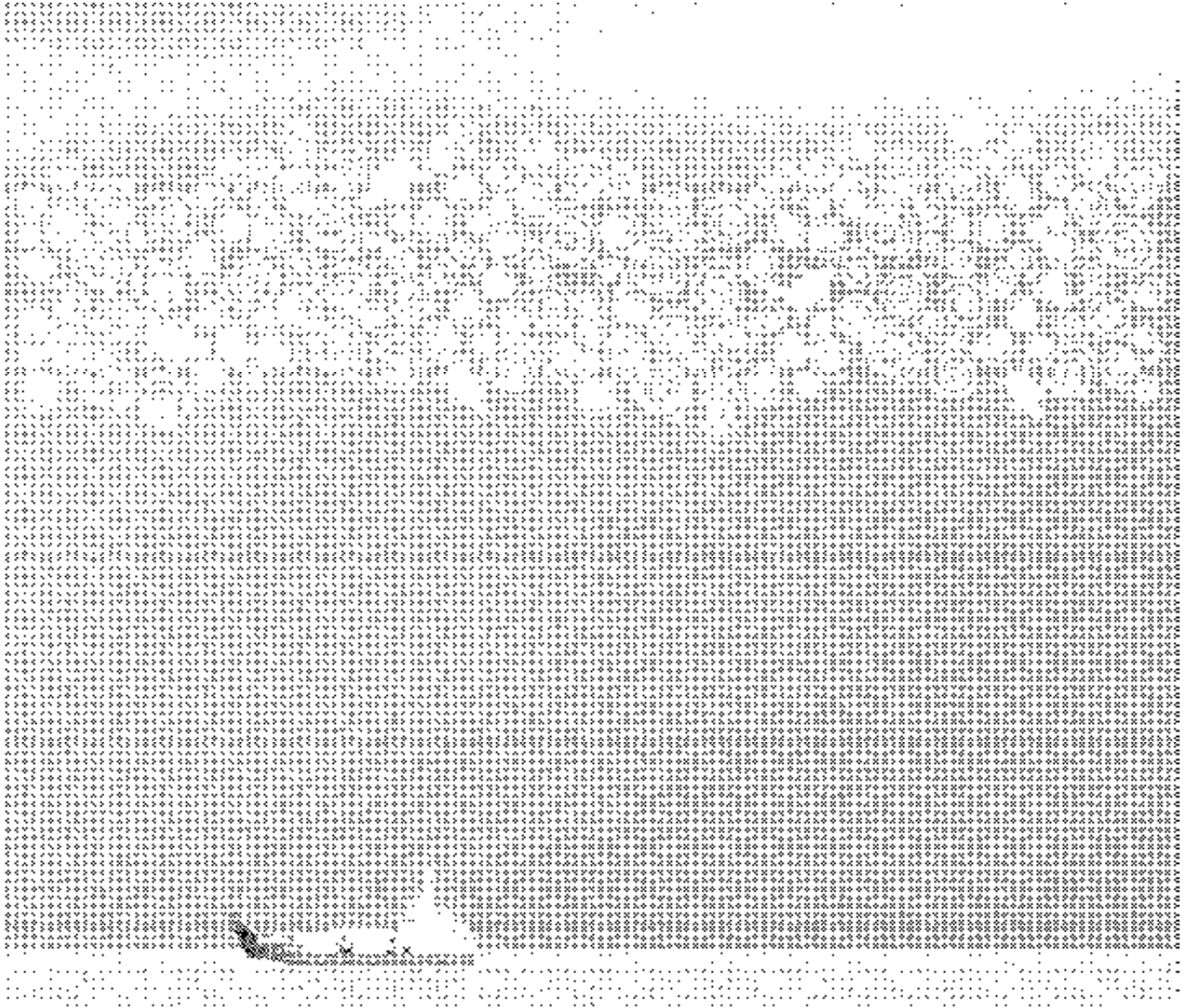
For the State, District

Reconciliation Australia's research has shown that reconciliation is a key driver of economic growth and job creation in the Australian Territory. It is a key driver of economic growth and job creation in the Australian Territory.

"Reconciliation involves building mutually respectful relationships between Indigenous and other Australians that allow us to work together to solve problems and generate success that is in everyone's best interests."

Achieving reconciliation involves raising awareness and knowledge of Indigenous history and culture, changing attitudes that are often based on myths and misunderstandings, and encouraging actions where everyone plays their part in building a better relationship between us as fellow Australians."

John Dawson, CEO, 2011



What is a Reconciliation Action Plan?

6. Plan of Work & the EASC RAP process

- Award of the RAP is a condition of the award
- Award is the subject of a dispute resolution process if the award is not accepted
- Award of the RAP is a condition of the award of the RAP

7. EASC Process for the RAP process

- Award is the subject of a dispute resolution process if the award is not accepted
- Award is the subject of a dispute resolution process if the award is not accepted
- Award is the subject of a dispute resolution process if the award is not accepted



Our vision for reconciliation

The EASC has been established to assist in the reconciliation process between the Government of Queensland and the Traditional Owners of Queensland. The EASC will be responsible for the development of a reconciliation plan for Queensland, which will be implemented by the Government of Queensland and the Traditional Owners of Queensland.

The EASC has been established to assist in the reconciliation process between the Government of Queensland and the Traditional Owners of Queensland. The EASC will be responsible for the development of a reconciliation plan for Queensland, which will be implemented by the Government of Queensland and the Traditional Owners of Queensland. The EASC will be responsible for the development of a reconciliation plan for Queensland, which will be implemented by the Government of Queensland and the Traditional Owners of Queensland.

EASC's vision for reconciliation is to develop a strong multi-dimensional relationship with its Community members. EASC believes that this relationship will assist local people to work with and develop local initiatives within the region, to access services available to mainstream Australia with dignity and respect as the first peoples of this country. Community members will be enabled to make informed decisions and to move from social exclusion to inclusion in the development of their Communities and their future.

For more information, please visit our website at www.easc.org.au or contact us on 07 4671 1111.

EASC is a not-for-profit organisation and is a registered charity under Queensland law.

- Queensland Government, 111, King Street, Brisbane
- Queensland Department of Communities, 111, King Street, Brisbane
- Queensland Department of Health, 111, King Street, Brisbane
- Queensland Department of Education, 111, King Street, Brisbane





How was this RAP developed?

From the beginning, the Workgroup, the EASC Management Committee, the Executive Director, the Board and the State Board of Education (SBE) defined the process and the timeline. The process started by the Workgroup and the Board of Education. The SBE's involvement was from the beginning and the process of the RAP was a continuous process. The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process.

The Executive Director, the Board of Education, the State Board of Education, the Workgroup and the Board of Education were the main stakeholders in the process. The Executive Director, the Board of Education, the State Board of Education, the Workgroup and the Board of Education were the main stakeholders in the process. The Executive Director, the Board of Education, the State Board of Education, the Workgroup and the Board of Education were the main stakeholders in the process.

The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process. The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process. The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process.

Several key stakeholders were involved in the development of the RAP. The Executive Director, the Board of Education, the State Board of Education, the Workgroup and the Board of Education were the main stakeholders in the process. The Executive Director, the Board of Education, the State Board of Education, the Workgroup and the Board of Education were the main stakeholders in the process.

The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process. The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process. The process of the RAP was a continuous process and the work of the Workgroup and the Board of Education was a continuous process.

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Focus Area	Workforce Development and Satisfaction		
Action	Responsible	Timeline	Measure of Impact
EASC will develop and implement a program for a 10% increase in the number of staff with EASC ECE certifications	Operations Manager	October 2012	<ul style="list-style-type: none"> Quality Improvement & Compliance of the new ECE program ECE Staff Retention Accountability for new staff's performance
EASC will provide CEU/CEU equivalent for ECEs development in the field and have been completed in the past year (October)	Operations Officer	October 2012	<ul style="list-style-type: none"> Training and development of staff Retention of staff
Quality Improvement Plan (QIP) will be implemented in the next 6 months (October)	Operations Officer	<ul style="list-style-type: none"> April 2012 October & 12 	<ul style="list-style-type: none"> Quality Improvement Plan Retention of staff Accountability for staff's performance
EASC will provide ECEs with a 10% increase in the number of staff with EASC ECE certifications	Operations Manager	October 2012	<ul style="list-style-type: none"> Quality Improvement & Compliance of the new ECE program ECE Staff Retention Accountability for new staff's performance
EASC will provide ECEs with a 10% increase in the number of staff with EASC ECE certifications	Operations Manager	October 2012	<ul style="list-style-type: none"> Quality Improvement & Compliance of the new ECE program ECE Staff Retention Accountability for new staff's performance
EASC will provide ECEs with a 10% increase in the number of staff with EASC ECE certifications	Operations Manager	October 2012	<ul style="list-style-type: none"> Quality Improvement & Compliance of the new ECE program ECE Staff Retention Accountability for new staff's performance
EASC will provide ECEs with a 10% increase in the number of staff with EASC ECE certifications	Operations Manager	October 2012	<ul style="list-style-type: none"> Quality Improvement & Compliance of the new ECE program ECE Staff Retention Accountability for new staff's performance



Focus Area	Community Development and Capacity Building		
Action	Responsibility	Timeline	Measurable Output
Reinforce leadership and management capacity	Business Manager	Continuous	Annual training for the Community
EASC will work with the Community to establish a business development committee	Business Manager	October 2011	Establish a committee to coordinate business development activities within the Community
EASC will work with the Community to establish a community development committee	Business Manager	October 2011	Community development program implementation



Local Act	Department of Global Development and Energy		
Act No.	Responsibility	Timeline	Responsible Dept.
EASC Memorandum, July 2011 that includes a list of the many issues that have been raised by the Community, in form of a list of questions for resolution.	Governance Manager	July 2012	Department of Energy, Environment and Planning
EASC's request for funding from the Ministry of Community Development	Governance Manager	October 2011	Department of Energy, Environment and Planning
A EASC request for funding from the Ministry of Community Development, to support the community development projects in the region.	Business Manager	October 2011	Department of Energy, Environment and Planning
B. Use of the community development projects to support the community development projects.			
EASC's request for funding from the Ministry of Community Development, to support the community development projects in the region.	Community Development	October 2012	Department of Energy, Environment and Planning

Local Area	Responsible Agency and Contact	Timeline	Responsible Group
Requirements for the Initial Agency Report, including the Agency Meeting to be held before the start of the initial report to the Community Agency Board	Business Manager	1st half 2011 months 1-3	Regional Agency Board responsible for the initial report to the Community Agency Board
EASC to receive Community Agency report including the initial report to the Community Agency Board	Business Manager	1st half 2011 Months 1-3	MMU, Health Protection Agency, Community Agency Board
Completion of the initial report to the Community Agency Board	Business Manager	1st half 2011 Months 1-3	At least two Joint Medical Officers to be involved in the initial report
Joint Report to the Community Agency Board	Business Manager Community Agency Board	1st half 2011 Months 1-3	Joint Report to the Community Agency Board
Support and Community Agency Board	Business Manager	1st half 2011 Months 1-3	Support and Community Agency Board
Final Agency Report to the Community Agency Board	Business Manager	1st half 2011 Months 1-3	Community Agency Board
Completion of the initial report to the Community Agency Board	Business Manager	1st half 2011 Months 1-3	Community Agency Board
EASC to receive the final report to the Community Agency Board	Business Manager	1st half 2011 Months 1-3	Community Agency Board

RESPECT

Each Agreement Signatory Country (ASCC) has signed and ratified the *Asia-Pacific Text Terms of Reference* (together with the *Text of the Preamble, Substantive and Technical Provisions*) of the first *Asia-Pacific Shrimp Arrangement*. If the ASCC is unable to ratify the Arrangement,

Each Party

Will take the following steps:

As soon as

It is possible to

Implement

Measures outside the scope

Of the Arrangement, and
 will continue to work
 towards the goal of
 achieving a mutually
 beneficial arrangement

Employment in the
 sector of the Arrangement

As far as possible

That are not covered by
 the Arrangement, and
 will continue to work
 towards the goal of
 achieving a mutually
 beneficial arrangement

That are not covered by
 the Arrangement, and
 will continue to work
 towards the goal of
 achieving a mutually
 beneficial arrangement

RESPECT			
EASC Agreement Shows Council EASC's responses and progress. The Analysis text Terms of Reference describe the overall process, objectives and outcomes of the first Round of the Review. The principles of the Agreement to EASC is available in the attached documents.			
Focus Area	Responsible Party	Timeline	Measurable Output
Developing a Strategy for EASC's financial future (including the 2012-13 Budget)	Members & Manager	December 2011	Final Budget 2012/13
Aligning and improving the performance of the various departments and the overall management of the organisation	Members & Manager	October 2011	The completion of a review of the current Community Work Plan and a new strategy document
On-going Council Office development of Community work for the various departments of the Community	Executive Manager	Continuing 2011	The ongoing development of Community work for the various departments
EASC's contribution to work in the interests of the KALAFI people of the Eastern Highlands	Employment and Health Review Manager	Continuing 2011	Written EASC Letter of Contribution to the FGA
EASC's contribution to work in the interests of KALAFI people of the Eastern Highlands	Health Review Coordinator	April 2012 - June 2012	Health Review Report and recommendations for the Community regarding KALAFI
Continuing to work for the Review and Terms of Reference. Addressing the employment and Health Review Agreement	Employment and Health Review Manager	October 2011	EASC report on the review of the Employment and Health Review Agreement
Review of the Value for Money of the Review in relation to the various departments and the overall management of the organisation	Community Manager	December 2011	Final Value for Money Report and recommendations
Final report prepared by the Review in relation to the employment and Health Review Agreement	Community Manager	October 2011	Final report on the review of the employment and Health Review Agreement
A Review of the work of the various departments of the Community	Community Manager	July 2012	A report on the review of the various departments of the Community

Local Act	Wisconsin Department of Education		
Act	Responsibility	Timeline	Measurable Target
EASC to review and update the Wisconsin Strategic Plan for the Statewide Assessment Program	Department of Education Results Manager	October 2011	Strategic plan updated and implemented Annual review of strategy
EASC to review and update the Meeting Program for all districts and charter schools	Department of Education Results Manager	December 2011	Meeting program Green and Learning 2011 2011-2012 school year Meeting program for all districts Program to be updated annually thereafter
EASC to review and update the Wisconsin Assessment Program	Results Manager Data Exchange Office	December 2011	Wisconsin Assessment Program Assessment Program for EASC to be updated annually thereafter
EASC to review and update the Wisconsin Assessment Program	Department of Education Results Manager	October 2011	Assessment program Annual review of program Annual update of the assessment program
EASC to review and update the Wisconsin Assessment Program	Department of Education Results Manager	December 2011	Assessment program Annual review of program Annual update of the assessment program
EASC to review and update the Wisconsin Assessment Program	Department of Education Results Manager	October 2011	Assessment program Annual review of program Annual update of the assessment program

Action	Responsibility	Timeline	Measurable Output
Evaluate requirements for the development of a business plan for the business (including)	Entrepreneurial Development Board - Memphis	October 2011	Production of a business plan for the business
Write Business Plan for the program (including market and financial analysis)	Entrepreneurial Development Board - Memphis	July 2012	Finalize business plan and submit to the lender for review
Develop EASC 11 team and apply for RAP funding	Entrepreneurial Development Board - Memphis	December 2011	Establish the business and submit application for RAP funding to the lender
Write and submit EASC 11 application for funding to the lender	Entrepreneurial Development Board - Memphis	July 2012	EASC 11 funding received and disbursed
Evaluate business plan and submit to the lender for review	Entrepreneurial Development Board - Memphis	December 2011	Finalize business plan and submit to the lender for review

Local Area		Community Development and Capacity Building	
Action	Responsibility	Timeline	Measurable Output
EASC to continue development of Agreement on Education, Science and Technology for the 21st Century and its implementation	Director General, Science	On-going	Finalized agreement on education, science and technology for the 21st century
EASC to conduct a series of meetings with ASEAN Ministers	Regional Minister	October 2011	Finalized work plan for EASC activities
EASC to continue to monitor progress of Community Development for Better Community and Better Services and other activities	Community Development	On-going	<p>The number of media releases on EASC activities and best practices on education</p> <p>The number of articles on the best practices on education in the community newspaper</p> <p>The number of EASC knowledge sessions on best practices on education</p> <p>The number of EASC activities on EASC education best practices on education</p>
EASC to work closely with other BRP component towards a unified system to deliver the agreed Education	Community Development	On-going	<p>The number of activities on community development on education protection</p> <p>The number of activities on education best practices on education</p>
Formulation of a Community Education System	Regional Minister	On-going	Agreed to the Community Education System with the ASEAN Ministers

Action	Responsibility	Timeline	Measurement/Target
EASC will establish a formal and effective reporting mechanism of the performance.	Human Resource Manager	Continuous	<p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p>
EASC will establish a formal and effective reporting mechanism of the performance.	Human Resource Manager	Continuous	<p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p>
EASC will establish a formal and effective reporting mechanism of the performance.	Human Resource Manager	Continuous	<p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p> <p>Formal and effective reporting mechanism of the performance.</p>

Task and progress and reporting

Action	Responsibility	Time period	Measureable Output
Annual review of progress to EASC/Committee and State of Affairs	Executive Director and Corporate Finance	December 2011	Annual review progress to EASC/Committee and State of Affairs
Quarterly RAP progress reports to new clients for 2011	Executive Director/Chief Executive Officer	Quarterly	Quarterly RAP progress reports to new clients for 2011
Monthly RAP progress reports to new clients Executive Meetings	Executive Director	Monthly	Monthly RAP progress reports to new clients Executive Meetings
Annual RAP progress report to the Board of Directors	Executive Director	2012 year end	RAP progress report to the Board of Directors



Glossary

Advocate: A person or organization that advocates for a particular cause or policy.

Archipelago: A group of islands.

Collaborative: To work with others to form a partnership or alliance.

Constituents: A person or group of people who elect a representative.

Constitution: A set of laws or principles that govern a country.

Descendants: A person or group of people who are the children or grandchildren of someone else.

Employee Collective Agreement: A contract between an employer and a group of employees that sets out the terms and conditions of employment.

Parliament: A group of representatives who make laws for a country.

Rationalised: To make something simpler and more efficient.

Relationship: A connection or association between two people or things.

Referendum: A vote by the people on a particular issue.

Remote Service Delivery: A service that is provided to people who live in remote areas.

Restoration: To bring something back to its original state.

Territory Growth Town: A town or village that is growing and developing in a remote area.



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The cultural identity of the region has been a difficult to define in English and language within this document represents (one) of the different ideas, the integration of the traditional family ownership of the Arnhem Land respect for every clan in the region that occurred will define the general identity of the Shire Council's any future and community group development.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.7
TITLE	RGSC FINANCIAL REPORT AS AT 31 AUGUST 2013
REFERENCE	403123
AUTHOR	Lokesh Anand, Finance Manager

RECOMMENDATION

- (a) **That Council receive and note the financial reports for the period ending 31 August 2013**

BACKGROUND

Attached are the financial reports for Roper Gulf Shire to 31 August 2013, including:

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

Balance sheet has been prepared as per AASB 126 which is the Australian Accounting Standard and required pursuant to Local Government Act. The final audit is in progress and end of year audit adjustments are due to be done by end of September.

Our Revenue and expenditure statement currently shows a surplus of 2.2 m but there are still lots of invoices for the month of July and August to enter in the system. We are still monitoring the cash balances regularly and all the big expenditure are still occurred after approval from Directors and CEO.

ISSUES/OPTIONS/SWOT**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 – Detailed Report – Accounts Receivable 31 August 2013.

As at 31 August 2013, \$1,227,552.75 receivable is outstanding.

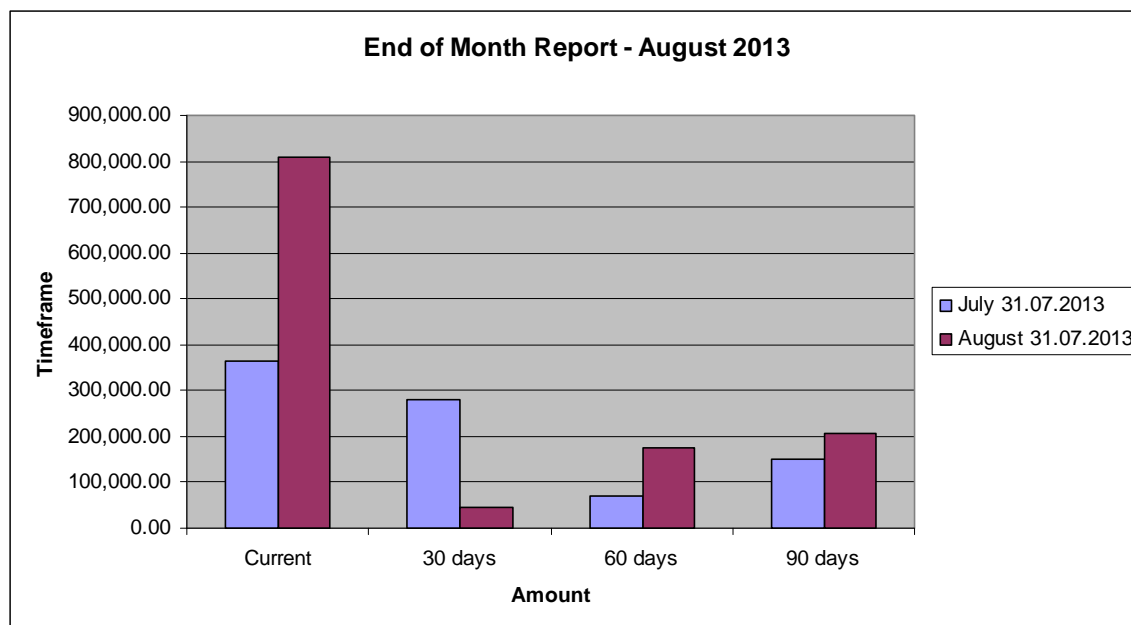
Comparatively, 31 July 2013, the debt was outstanding of \$865,410.78, not including unapplied credits. Unapplied credits have no effect on the financial outcome; they are just related to system clearing issues.

During this period debtors for all period have increased from July showing that new invoices are issued and more debtors are waiting for collection.

AR Age Analysis 31 August 2013

Debtors		
Current	810,195.93	65.71%
Over 30 days	44,411.90	3.60%

Over 60 days	173,469.37	14.07%
Over 90 days	204,989.58	16.62%
	1,233,066.78	
Less: Unapplied debit	5,514.03	
Total Actual Outstanding	1,227,552.75	



AR Top Ten Debtors

Description	Amount	Status
1 Power And Water Corporation - Katherine	9,490.13	Old invoices
2 Yugul Mangi Development Aboriginal Corporation	10,826.66	Old invoices
3 IS Australia	15,597.99	Old invoices
4 Numbulwar Homelands Council Assoc. Inc.	20,440.00	Old invoices
5 Murray River North P/L	29,920.00	Current invoices
6 S & R Building and Construction	56,000.00	Current invoices
7 Power And Water Corporation - Accounts Payable	68,953.19	Old invoices
8 DHLGRS - Tenancy Management	168,391.55	Current Invoice (Except \$6152.02)
9 DHLGRS - R&M Contract Only	332,370.91	Majority current invoices
10 Dept of Infrastructure - Katherine	408,711.73	Majority current invoices
	1,120,702.16	

Creditors

As at 31ST August 2013, \$349,443.72 in creditors is outstanding and the AP age analysis report depicts the following:

Creditors	Amount	
Current	98,309.00	22.71%
Over 30 days	198,320.06	45.82%
Over 60 days	40,372.29	9.33%
Over 90 days	95,856.98	22.15%
Total outstanding amount (Including Overdue)	432,858.33	
Less: Unapplied Credits	83,414.61	
TOTAL ACTUAL OUTSTANDING	349,443.72	

Following are the details of suppliers from whom invoices over \$10,000 were received and entered during the month of August 2013:

Supplier	Amount
AUSFUEL	133,795.69
AUSTRALIAN SUPER	37,308.12
BIG RIVER HOUSI	16,465.62
BUSH SPARKIES E	15,160.07
CDU	29,600.00
COUNCILBIZ	159,000.69
COUNTRY WIDE BU	11,400.00
NORSIGN PTY LTD	13,066.20
NT VET	11,211.50
POWER & WATER C	22,773.81
RTM (DEET)	13,461.11
TELSTRA	24,928.37
TONHER PTY LTD	12,632.73
TONYS RURAL BU	22,000.00
	<u>522,803.91</u>

All entered amounts as stated above have already been paid.

**Roper Gulf Shire Council
Top Ten Outstanding Creditors
As of 31 August 2013**

Supplier Account	Account Name	Outstanding	Remarks
		Amount (\$)	
10863	CAIRNS INDUSTRIES PTY LTD	11,424.60	Except Territory Housing, all other amount are related to regular transaction and are either already settled or expected to settled in 7-15 days time.
12124	ALL REGIONS ELECTRICAL	11,491.22	
12391	TONHER PTY LTD	12,793.00	
10214	NORPLUMB	15,963.42	
10002	AUSTRALIAN SUPER	25,163.23	
10280	TELSTRA CORPORATION	27,508.73	
11652	RECHENBERG PTY LTD	28,503.75	
12379	COUNTRY WIDE BUILDING	39,647.00	
10009	LOCAL GOVERNMENT SUPER	49,229.53	
10027	TERRITORY HOUSING	50,753.89	
Total		272,478.37	

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Finance Report as at 31 August 2013.pdf
- 2 AP Age Analysis Report Summary.pdf
- 3 AR Age Analysis Report Summary.pdf

Roper Gulf Shire Council
Balance Sheet as at 31 August 2013



ASSETS

Current Assets

Cash	10,160,637
Accounts receivable (less doubtful accounts)	1,220,988
Inventory	-358,000
Temporary investment	250,430
Prepaid expenses	50,000
Other current assets	30,186
	1,486,125

Total Current Assets	12,840,367
Less: Unexpended Grants	4,482,000
Available United Assets	9,995,434

Non-current Assets

Long-term investments	0
Land	435,000
Buildings (less accumulated depreciation)	34,063,266
Fleet, Plant, Infrastructure and Equipment (less accumulated depreciation)	-10,052,112
Furniture and fixtures (less accumulated depreciation)	24,320,514
Work in Progress assets	-13,470,529
Other non-current assets	135,898
	-103,219
	422,271
	0
Total Non-current Assets	35,751,088

TOTAL ASSETS	48,591,455
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LIABILITIES

Current Liabilities

Accounts payable	360,304
Taxes payable	98,680
Accrued payroll	0
Accrued expenses	72,618
Provisions	1,744,477
Current loan liabilities	0
Other current liabilities	-25,975
Suspense accounts	-3,199
Total Current Liabilities	2,246,905

Total Current Liabilities	2,246,905	Working Capital
		\$10,593,461

Total Current Liabilities	2,246,905	\$7,748,529
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Long-term Liabilities

Mortgage	0
Other long-term liabilities	438,293
Total Long-Term Liabilities	438,293
Total Liabilities	2,685,198

EQUITY

Retained earnings	45,906,257
Total Shareholders' Equity	45,906,257

TOTAL LIABILITIES & EQUITY	48,591,455
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Balance Sheet Check

OK

RATIOS

Current Ratio	5.71	Effective	4.4485
Quick Ratio	3.73		
Cash Ratio	3.37		

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Roper Gulf Shire Council
Income & Expenditure Report as at
31-August-2013
 for the year 2013 - 2014



14GLACT	14GLBUD	
Year to Date	Year to Date	
Actual (\$)	Budget (\$)	Variance (\$)

Income

11 - Income Rates	1,234,545	173,552	1,060,992
12 - Income Council Fees and Charges	117,472	80,129	37,273
13 - Income Operating Grants Subsidies	3,178,061	4,216,385	-1,037,724
14 - Income Investments	58,848	66,667	-6,816
16 - Income Reimbursements	37,953	105,165	-67,212
17 - Income Agency and Commercial Services	1,875,952	2,168,079	-292,127
18 - Income Capital Grants	0	463,176	-463,176
19 - Other Income	3,523	618,473	-614,950
Total Income	6,507,955	7,891,696	-1,383,741

Expenditure

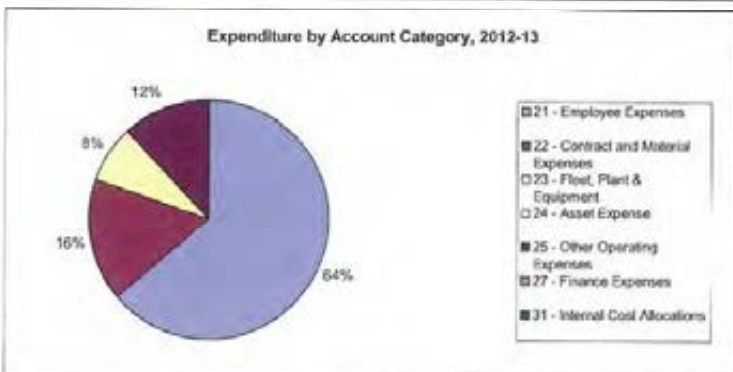
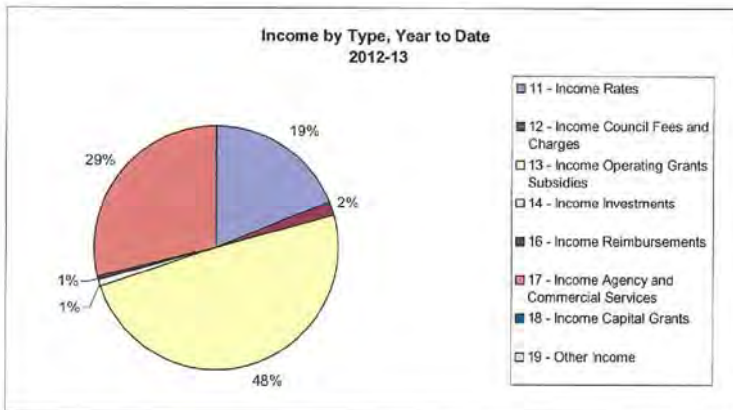
21 - Employee Expenses	2,686,830	3,099,750	-410,919
22 - Contract and Material Expenses	696,720	2,113,108	-1,416,388
23 - Fleet, Plant & Equipment	336,864	287,933	48,931
24 - Asset Expense	0	666,000	-666,000
25 - Other Operating Expenses	499,160	731,037	-231,878
27 - Finance Expenses	1,863	9,167	-7,304
31 - Internal Cost Allocations	-294	0	-294
Total Expenditure	4,223,143	6,905,994	-2,682,851

Surplus/(Deficit)

2,284,812	984,701	1,300,110
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Capital Expenditure

53 - WIP Assets	422,271	245,240	177,031
Total Capital Expenditure	422,271	245,240	177,031



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Roper Gulf Shire Council
Income & Expenditure Report as at
31-August-2013
 for the year 2013 - 2014



	14GLACT	14GLBUD	
	Year to Date	Year to Date	
	Actual (\$)	Budget (\$)	Variance (\$)

Income

1 - Core Services	1,881,995	2,256,816	374,821
2 - Agency Services	3,627,720	4,304,340	676,620
3 - Commercial Services	767,258	1,146,775	359,517
4 - Other Council Services	210,982	183,765	-26,834
Total Income	6,507,955	7,891,696	1,384,124

Expenditure

1 - Core Services	2,162,447	2,033,461	-128,986
2 - Agency Services	1,450,874	3,470,568	2,011,694
3 - Commercial Services	572,820	1,179,920	607,091
4 - Other Council Services	28,993	223,045	194,052
Total Expenditure	4,223,143	6,906,994	2,683,851

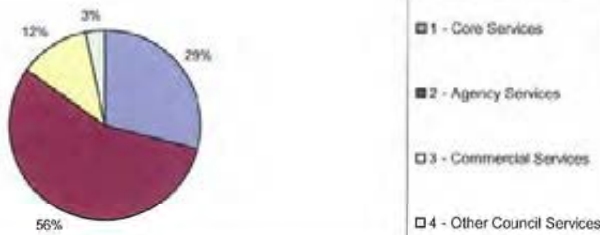
Surplus/(Deficit)

	2,284,812	984,701	-1,299,727
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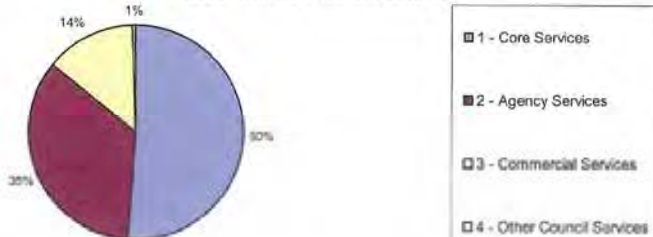
Capital Expenditure

1 - Core Services	396,359	110,833	-285,525
2 - Agency Services	25,913	87,638	61,726
3 - Commercial Services	0	46,768	46,768
Total Capital Expenditure	422,271	245,240	-177,031

Income by Service Group



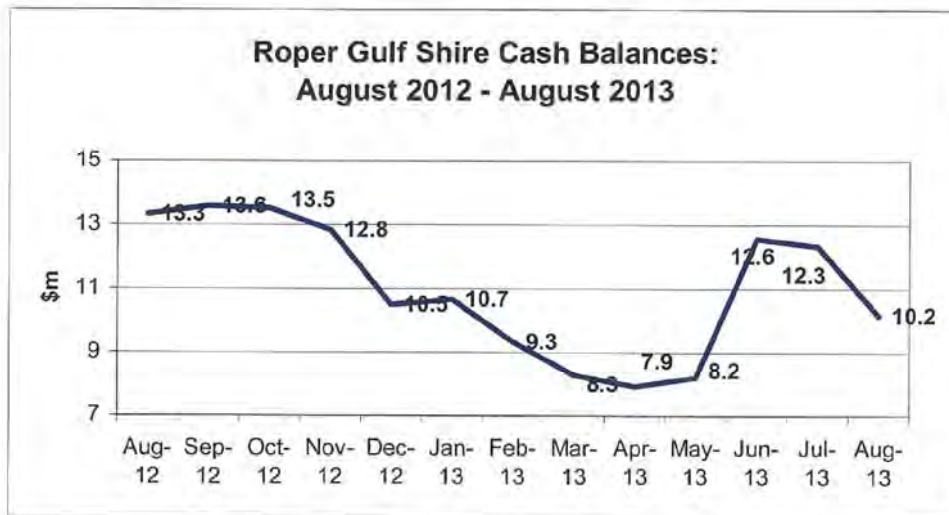
Expenditure by Account Category



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



<u>Bank:</u>	<u>Closing balance as at 31 August 2013</u>
Commonwealth - Business 10313307	\$9,134,321.43 CR
<i>Monthly interest earned</i>	<i>\$27,488.63</i>
Commonwealth - Operating 10313294	\$52,188.13 CR
<i>Monthly interest earned</i>	<i>\$183.78</i>
Commonwealth - Trust 103133315	\$69,030.18 CR
<i>Monthly interest earned</i>	<i>\$48.02</i>
Commonwealth - Numbulwar Fuel	\$333,412.17
<i>Monthly interest earned</i>	<i>\$674.76</i>
Traditional Credit Union 12-month Term Deposit	\$520,000.00 CR
<i>Monthly interest earned minus fees</i>	<i>\$0.00</i>
Traditional Credit Union Low Usage Business 10	\$29,796.62 CR
<i>Monthly interest earned minus fees</i>	<i>\$1.27</i>
Total Cash at Bank	<u>\$10,167,144.99</u>
Total Interest Earned (annualised)	\$358,192.40



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Roper Gulf Shire Council

Income & Expenditure Report as at
10-September-2013
for the year 2013 - 2014

**Barunga (Bamyili)****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	31,201	55,801	24,600	334,805
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	31,592	54,820	23,228	328,920
16 - CORE - Infrastructure and Assets	2,876	4,991	2,115	29,947
18 - COMMERCIAL - Housing	14,790	23,775	8,985	142,652
20 - COMMERCIAL - Other	13,245	21,169	7,924	127,016
22 - COMMERCIAL - Mechanical Workshops	177	0	-177	0
24 - AGENCY - Community Services Mngt	0	943	943	5,658
26 - AGENCY - RJCP	3,796	85,422	81,626	512,530
30 - AGENCY - Family and Community	12,702	18,337	5,635	110,025
32 - AGENCY - Enviro Health and Landcare	6,390	3,000	-3,390	18,000
34 - AGENCY - Community Safety	33,517	25,206	-8,312	151,233
36 - AGENCY - Other	3,395	0	-3,395	0
Total Expenditure	153,681	293,664	139,984	1,761,987

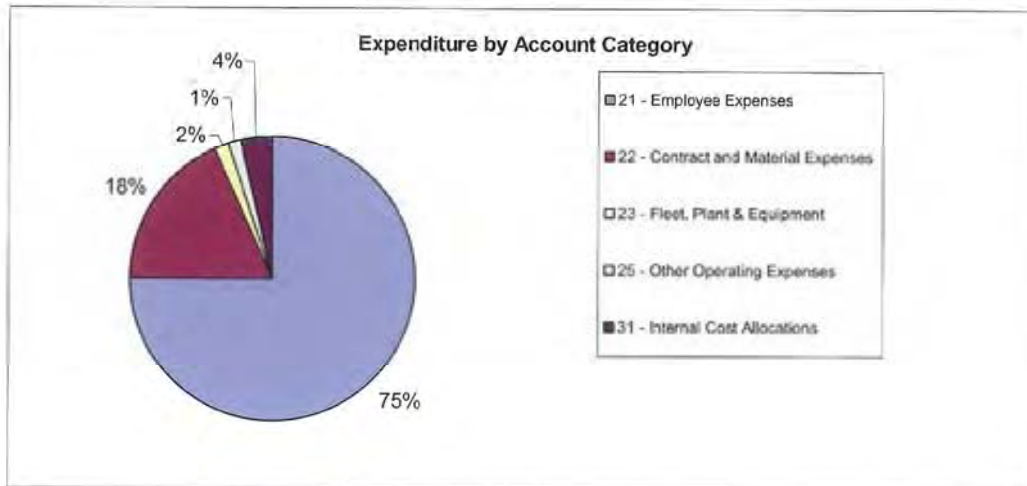
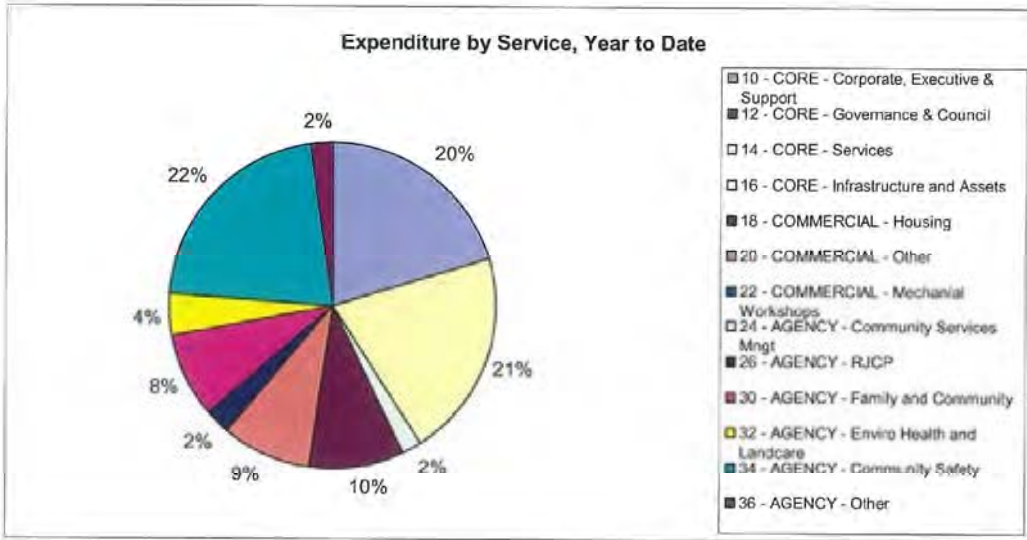
Expenditure by Account Category

21 - Employee Expenses	115,121	127,881	12,760	767,288
22 - Contract and Material Expenses	28,243	57,660	29,417	345,961
23 - Fleet, Plant & Equipment	2,794	11,870	9,076	71,221
25 - Other Operating Expenses	2,035	14,189	12,154	85,132
31 - Internal Cost Allocations	5,488	82,064	76,576	492,385
Total Expenditure	153,681	293,664	139,984	1,761,987

Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	1,333	1,333	8,000
5331 - Capital Construct Infrastructure	0	2,000	2,000	12,000
5341 - Capital Purchases Plant & Equipment	0	24,167	24,167	145,000
5371 - Capital Purchase Vehicles	132,120	0	-132,120	0
Total Capital Expenditure	132,120	27,500	-104,620	165,000

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Roper Gulf Shire Council

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**Beswick (Wugularr)****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	31,623	57,217	25,594	343,302
12 - CORE - Governance & Council	100	200	100	1,200
14 - CORE - Services	41,748	48,212	6,463	289,269
16 - CORE - Infrastructure and Assets	220	7,876	7,656	47,255
18 - COMMERCIAL - Housing	15,277	23,059	7,782	138,352
20 - COMMERCIAL - Other	8,991	22,385	13,394	134,309
24 - AGENCY - Community Services Mngt	805	2,532	1,727	15,192
26 - AGENCY - RJCP	29,025	169,702	140,678	1,018,214
30 - AGENCY - Family and Community	44,096	93,792	49,695	562,750
32 - AGENCY - Enviro Health and Landcare	9,086	3,000	-6,086	18,000
34 - AGENCY - Community Safety	55,765	49,218	-6,547	295,308
36 - AGENCY - Other	0	85,333	85,333	512,000
Total Expenditure	236,736	562,525	325,789	3,375,153

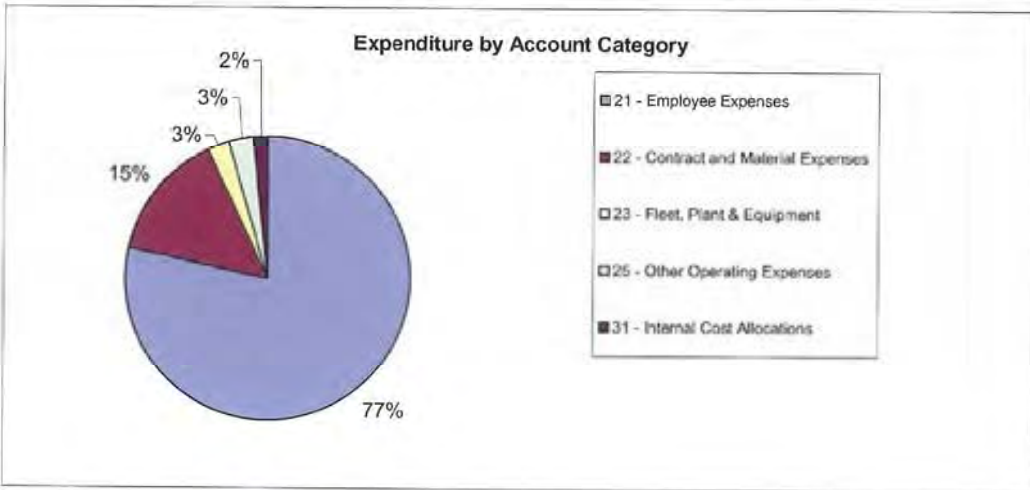
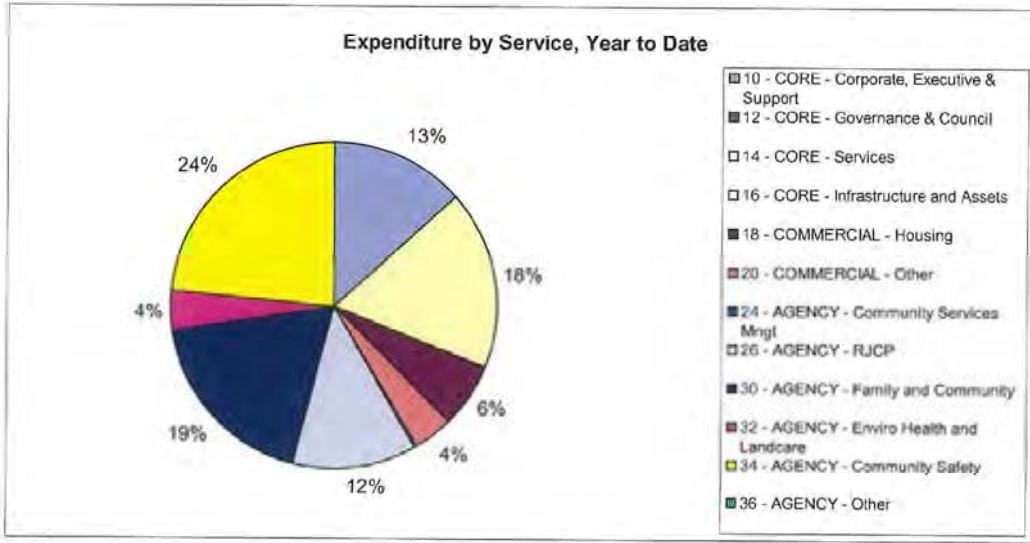
Expenditure by Account Category

21 - Employee Expenses	185,144	224,781	39,636	1,348,685
22 - Contract and Material Expenses	34,897	165,976	131,079	995,854
23 - Fleet, Plant & Equipment	6,093	12,812	6,719	76,873
25 - Other Operating Expenses	6,344	24,725	18,381	148,349
31 - Internal Cost Allocations	4,258	134,232	129,974	805,391
Total Expenditure	236,736	562,525	325,789	3,375,153

Capital Expenditure

5331 - Capital Construct Infrastructure	25,913	0	-25,913	0
5341 - Capital Purchases Plant & Equipment	0	2,500	2,500	15,000
5371 - Capital Purchase Vehicles	0	6,768	6,768	40,610
Total Capital Expenditure	25,913	9,268	-16,644	55,610

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Roper Gulf Shire CouncilIncome & Expenditure Report as at
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	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	46,877	64,589	17,712	387,534
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	49,626	102,115	52,489	612,692
16 - CORE - Infrastructure and Assets	10,160	29,326	19,166	175,957
18 - COMMERCIAL - Housing	1,836	0	-1,836	0
20 - COMMERCIAL - Other	93	38,333	38,240	230,000
22 - COMMERCIAL - Mechanical Workshops	894	0	-894	0
30 - AGENCY - Family and Community	13,591	12,607	-984	75,644
32 - AGENCY - Enviro Health and Landcare	8,811	13,500	4,690	81,002
34 - AGENCY - Community Safety	25,554	61,654	36,100	369,921
38 - OTHER - Swimming Pools	6,158	14,042	7,884	84,250
Total Expenditure	163,601	336,367	172,766	2,018,200

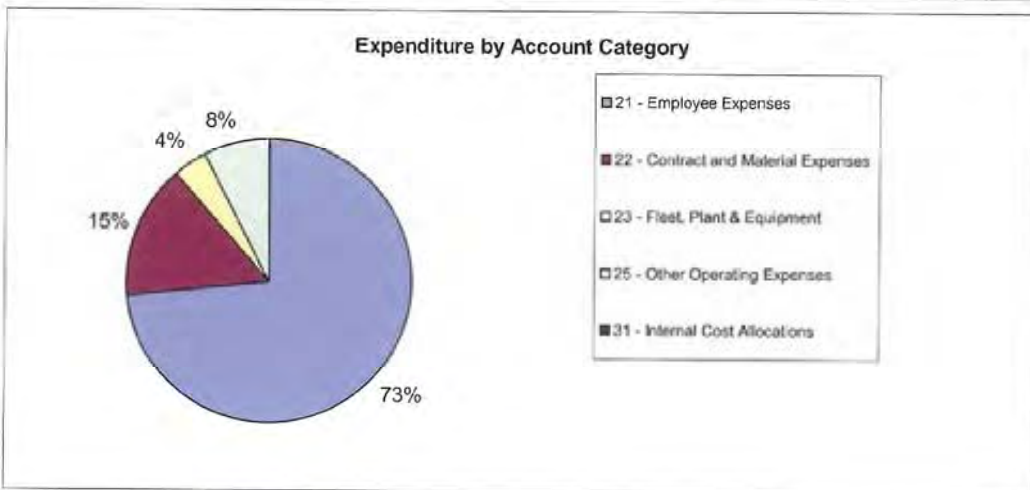
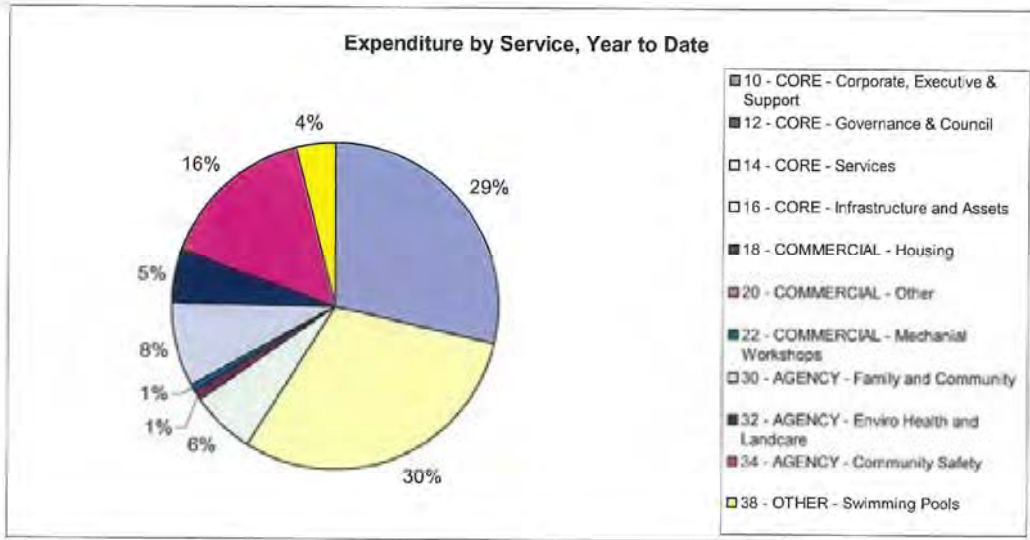
Expenditure by Account Category

21 - Employee Expenses	119,926	147,097	27,170	882,580
22 - Contract and Material Expenses	25,090	84,693	59,603	508,159
23 - Fleet, Plant & Equipment	6,218	23,239	17,021	139,436
25 - Other Operating Expenses	12,366	13,815	1,449	82,890
31 - Internal Cost Allocations	0	67,523	67,523	405,136
Total Expenditure	163,601	336,367	172,766	2,018,200

Capital Expenditure

5341 - Capital Purchases Plant & Equipment	0	29,167	29,167	175,000
5371 - Capital Purchase Vehicles	132,120	0	-132,120	0
Total Capital Expenditure	132,120	29,167	-102,953	175,000

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Roper Gulf Shire CouncilIncome & Expenditure Report as at
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for the year 2013 - 2014**Bulman (Gulin Gulin)****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	28,456	45,278	16,822	271,668
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	37,398	77,095	39,697	462,569
16 - CORE - Infrastructure and Assets	6,875	4,116	-2,759	24,698
18 - COMMERCIAL - Housing	14,727	24,334	9,606	146,002
20 - COMMERCIAL - Other	66,663	15,380	-51,282	92,282
24 - AGENCY - Community Services Mngt	0	1,385	1,385	8,308
26 - AGENCY - RJCP	12,708	83,588	70,880	501,531
28 - AGENCY - Homelands and Outstations	9,081	6,771	-2,310	40,628
30 - AGENCY - Family and Community	31,316	65,953	34,637	395,718
32 - AGENCY - Enviro Health and Landcare	144	4,167	4,023	25,000
34 - AGENCY - Community Safety	36,173	49,762	13,589	298,572
36 - AGENCY - Other	0	333	333	2,000
Total Expenditure	243,541	378,363	134,822	2,270,175

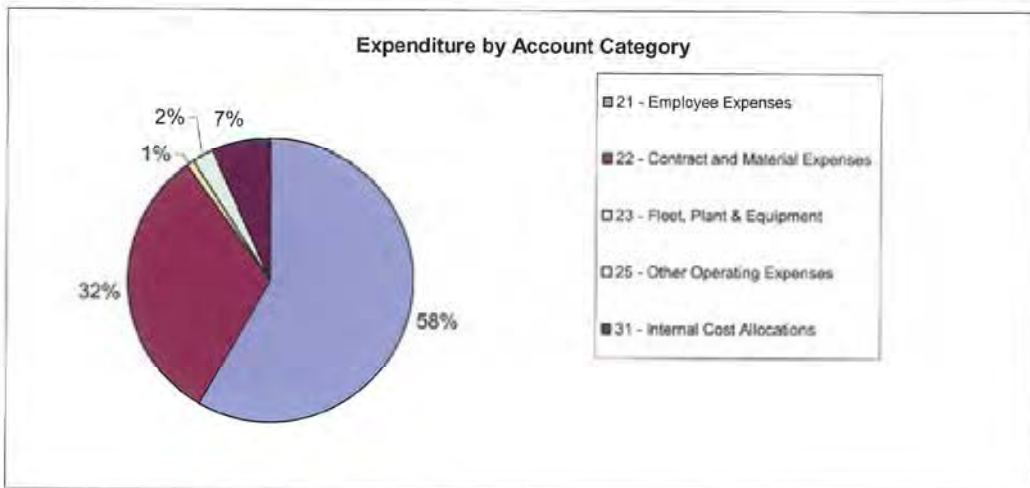
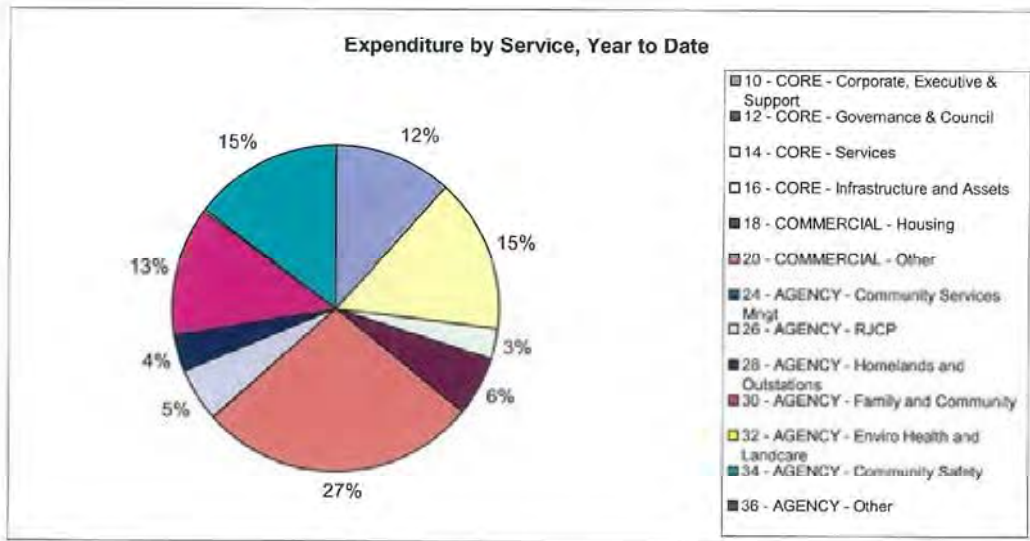
Expenditure by Account Category

21 - Employee Expenses	141,482	174,880	33,398	1,049,278
22 - Contract and Material Expenses	77,711	66,191	-11,520	397,144
23 - Fleet, Plant & Equipment	2,123	16,978	14,855	101,869
25 - Other Operating Expenses	5,892	19,169	13,277	115,016
31 - Internal Cost Allocations	16,333	101,145	84,811	606,869
Total Expenditure	243,541	378,363	134,822	2,270,175

Capital Expenditure

5371 - Capital Purchase Vehicles	0	6,667	6,667	40,000
Total Capital Expenditure	0	6,667	6,667	40,000

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Roper Gulf Shire Council

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Eva Valley (Manyallaluk)

Expenditure by Service

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	19,930	29,653	9,723	177,918
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	20,104	34,744	14,640	208,465
16 - CORE - Infrastructure and Assets	336	9,842	9,505	59,049
18 - COMMERCIAL - Housing	3,517	15,104	11,588	90,626
20 - COMMERCIAL - Other	5,414	12,426	7,012	74,558
26 - AGENCY - RJCP	10,071	31,732	21,661	190,391
30 - AGENCY - Family and Community	17,023	37,168	20,145	223,008
32 - AGENCY - Enviro Health and Landcare	0	3,083	3,083	18,500
34 - AGENCY - Community Safety	18,351	24,519	6,168	147,115
Total Expenditure	94,746	198,472	103,726	1,190,830

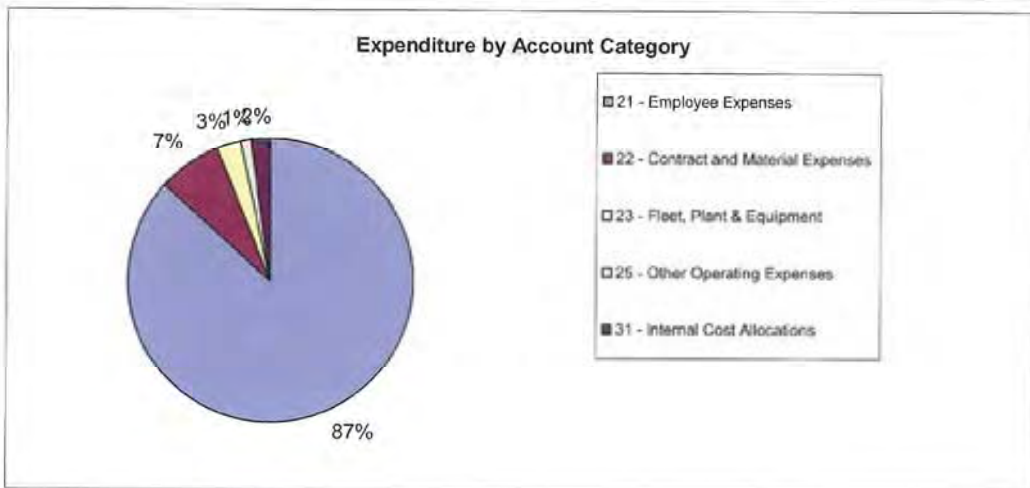
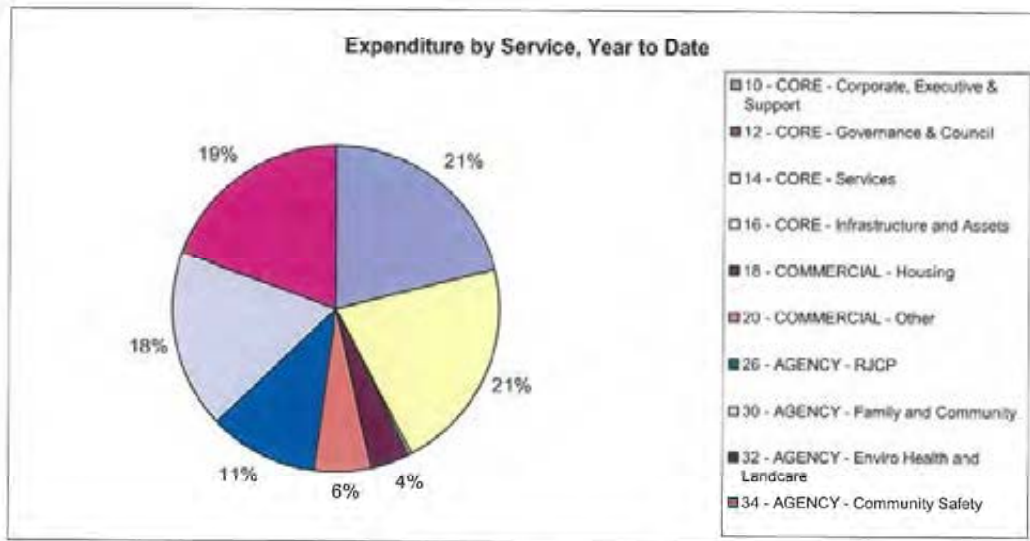
Expenditure by Account Category

21 - Employee Expenses	82,195	97,449	15,253	584,692
22 - Contract and Material Expenses	6,844	39,937	33,092	239,619
23 - Fleet, Plant & Equipment	2,483	7,391	4,908	44,346
25 - Other Operating Expenses	1,068	8,426	7,358	50,554
31 - Internal Cost Allocations	2,155	45,270	43,115	271,619
Total Expenditure	94,746	198,472	103,726	1,190,830

Capital Expenditure

5341 - Capital Purchases Plant & Equipment	0	1,667	1,667	10,000
5371 - Capital Purchase Vehicles	0	6,667	6,667	40,000
Total Capital Expenditure	0	8,333	8,333	50,000

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Roper Gulf Shire CouncilIncome & Expenditure Report as at
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for the year 2013 - 2014**Jilkmिंगgan (Duck Creek)****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	40,162	55,523	15,361	333,139
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	37,873	69,919	32,045	419,511
16 - CORE - Infrastructure and Assets	917	6,634	5,717	39,806
18 - COMMERCIAL - Housing	18,854	24,609	5,755	147,652
20 - COMMERCIAL - Other	4,374	10,563	6,189	63,379
26 - AGENCY - RJCP	32,236	119,214	86,977	715,281
28 - AGENCY - Homelands and Outstations	-84	0	84	0
30 - AGENCY - Family and Community	40,478	68,034	27,556	408,205
32 - AGENCY - Enviro Health and Landcare	0	3,083	3,083	18,500
34 - AGENCY - Community Safety	45,166	66,127	20,961	396,764
36 - AGENCY - Other	2,345	0	-2,345	0
Total Expenditure	222,322	423,906	201,585	2,543,438

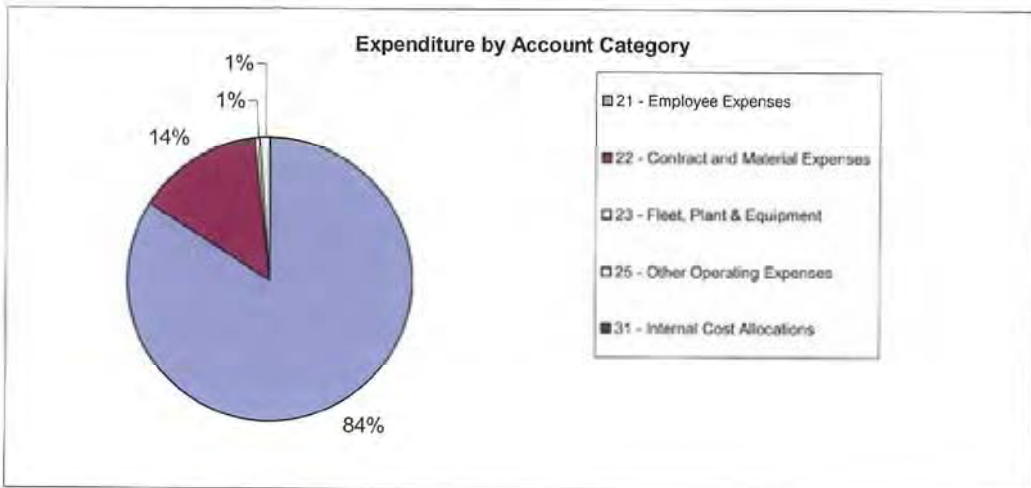
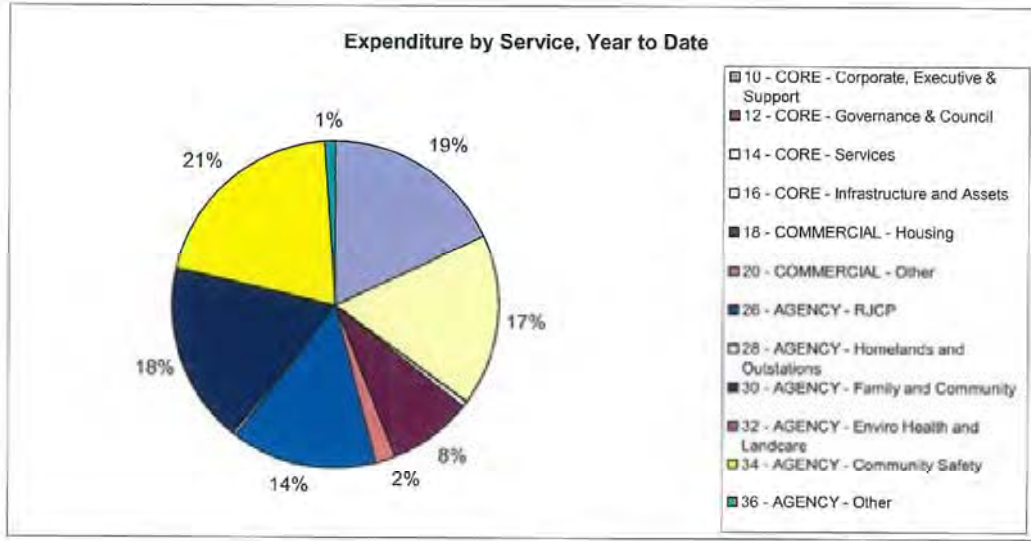
Expenditure by Account Category

21 - Employee Expenses	186,585	199,231	12,647	1,195,388
22 - Contract and Material Expenses	31,953	67,565	35,612	405,391
23 - Fleet, Plant & Equipment	1,332	16,663	15,331	99,977
25 - Other Operating Expenses	2,452	20,183	17,731	121,096
31 - Internal Cost Allocations	0	120,264	120,264	721,586
Total Expenditure	222,322	423,906	201,585	2,543,438

Capital Expenditure

Total Capital Expenditure	0	0	0	0
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Roper Gulf Shire Council

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Mataranka

Expenditure by Service

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	43,970	60,250	16,280	361,497
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	62,852	65,874	3,022	395,244
16 - CORE - Infrastructure and Assets	1,836	4,768	2,932	28,607
18 - COMMERCIAL - Housing	0	5,000	5,000	30,000
20 - COMMERCIAL - Other	0	7,500	7,500	45,000
26 - AGENCY - RJCP	11,567	65,165	53,598	390,988
28 - AGENCY - Homelands and Outstations	2,223	4,958	2,736	29,750
30 - AGENCY - Family and Community	51,642	66,700	15,059	400,203
32 - AGENCY - Enviro Health and Landcare	531	6,200	5,669	37,200
34 - AGENCY - Community Safety	32,351	28,965	-3,387	173,788
Total Expenditure	206,972	315,579	108,607	1,893,476

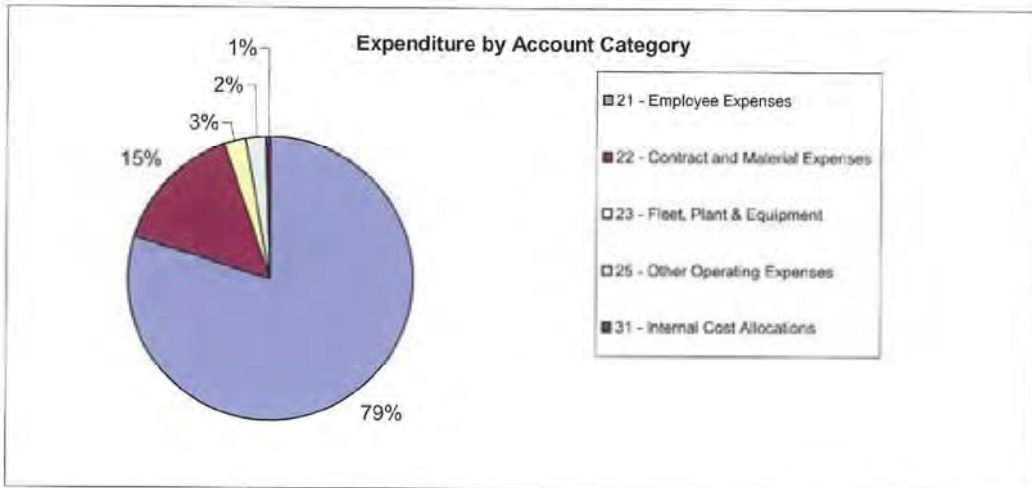
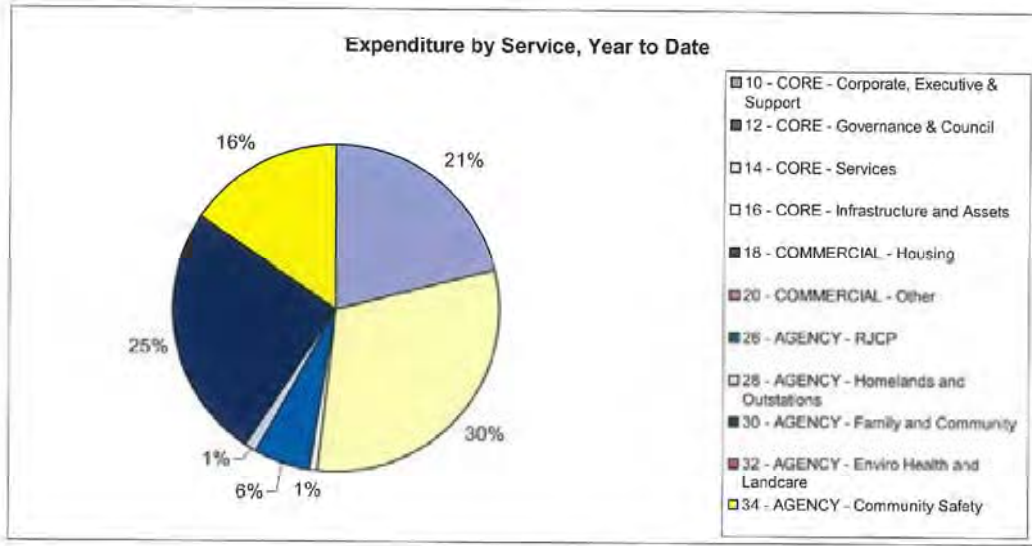
Expenditure by Account Category

21 - Employee Expenses	165,244	152,491	-12,753	914,949
22 - Contract and Material Expenses	30,580	67,976	37,396	407,855
23 - Fleet, Plant & Equipment	5,638	10,157	4,519	60,941
25 - Other Operating Expenses	4,161	16,480	12,319	98,882
31 - Internal Cost Allocations	1,350	68,475	67,125	410,850
Total Expenditure	206,972	315,579	108,607	1,893,476

Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	6,667	6,667	40,000
5341 - Capital Purchases Plant & Equipment	0	26,667	26,667	160,000
5371 - Capital Purchase Vehicles	132,120	0	-132,120	0
Total Capital Expenditure	132,120	33,333	-98,786	200,000

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Roper Gulf Shire Council

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**Minyerri****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	187	55,000	54,813	330,000
18 - COMMERCIAL - Housing	9,389	18,333	8,944	110,000
26 - AGENCY - RJCP	0	306,242	306,242	1,837,453
34 - AGENCY - Community Safety	25,935	32,667	6,732	196,002
Total Expenditure	35,511	412,243	376,731	2,473,455

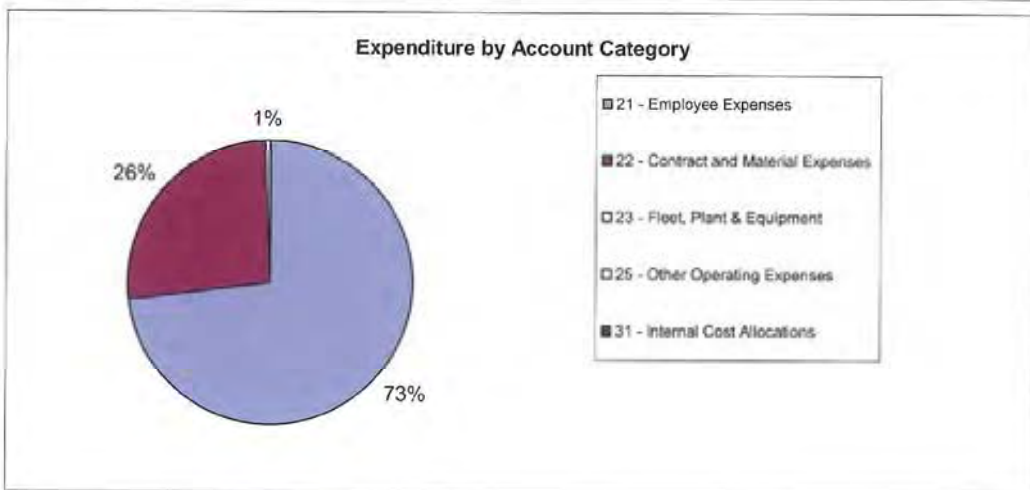
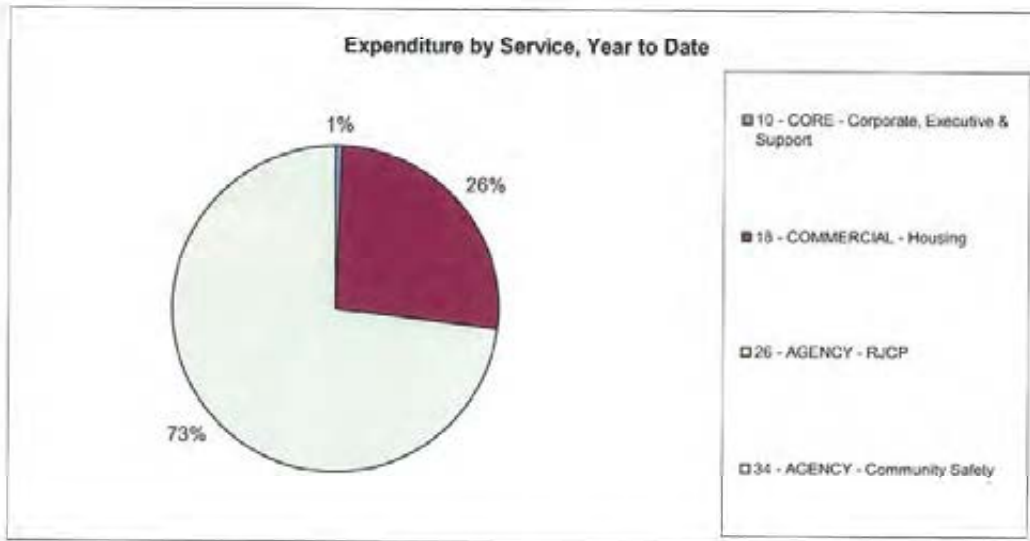
Expenditure by Account Category

21 - Employee Expenses	25,935	146,393	120,458	878,358
22 - Contract and Material Expenses	9,389	236,150	226,760	1,416,897
23 - Fleet, Plant & Equipment	0	1,083	1,083	6,500
25 - Other Operating Expenses	187	167	-20	1,000
31 - Internal Cost Allocations	0	28,450	28,450	170,700
Total Expenditure	35,511	412,243	376,731	2,473,455

Capital Expenditure

5371 - Capital Purchase Vehicles	0	6,667	6,667	40,000
Total Capital Expenditure	0	6,667	6,667	40,000

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Roper Gulf Shire Council

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**Ngukurr****Expenditure by Service**

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	51,180	72,233	21,054	433,400
12 - CORE - Governance & Council	0	200	200	1,200
14 - CORE - Services	58,966	123,166	64,200	738,998
16 - CORE - Infrastructure and Assets	6,949	58,138	51,189	348,827
18 - COMMERCIAL - Housing	36,286	54,384	18,098	326,304
20 - COMMERCIAL - Other	25,525	78,429	52,904	470,575
22 - COMMERCIAL - Mechanical Workshops	27	0	-27	0
24 - AGENCY - Community Services Mngt	16,247	2,532	-13,715	15,192
26 - AGENCY - RJCP	56,287	327,657	271,370	1,965,942
28 - AGENCY - Homelands and Outstations	9,260	6,933	-2,328	41,595
30 - AGENCY - Family and Community	62,286	116,267	53,981	697,603
32 - AGENCY - Enviro Health and Landcare	17,437	28,568	11,130	171,406
34 - AGENCY - Community Safety	58,428	120,026	61,598	720,156
36 - AGENCY - Other	11,878	22,482	10,603	134,889
38 - OTHER - Swimming Pools	22,835	20,183	-2,652	121,100
Total Expenditure	433,593	1,031,198	597,605	6,187,189

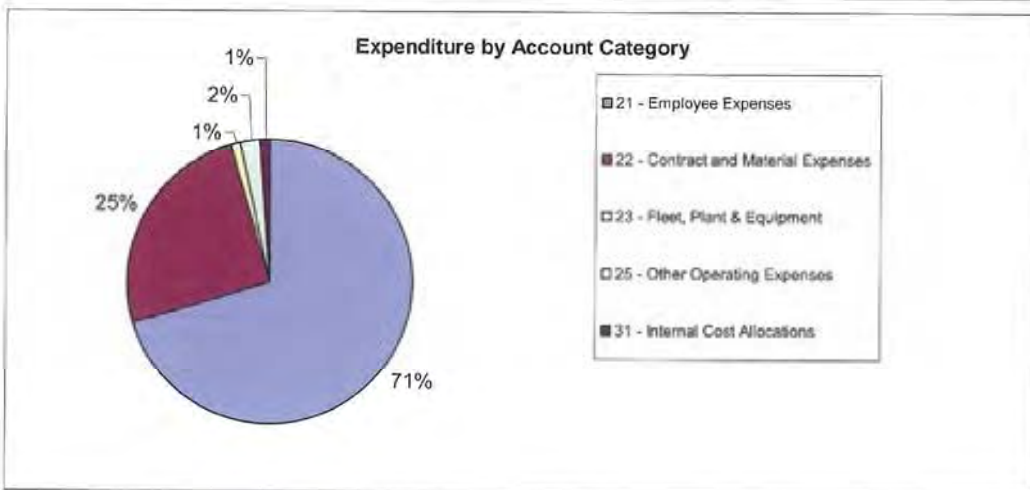
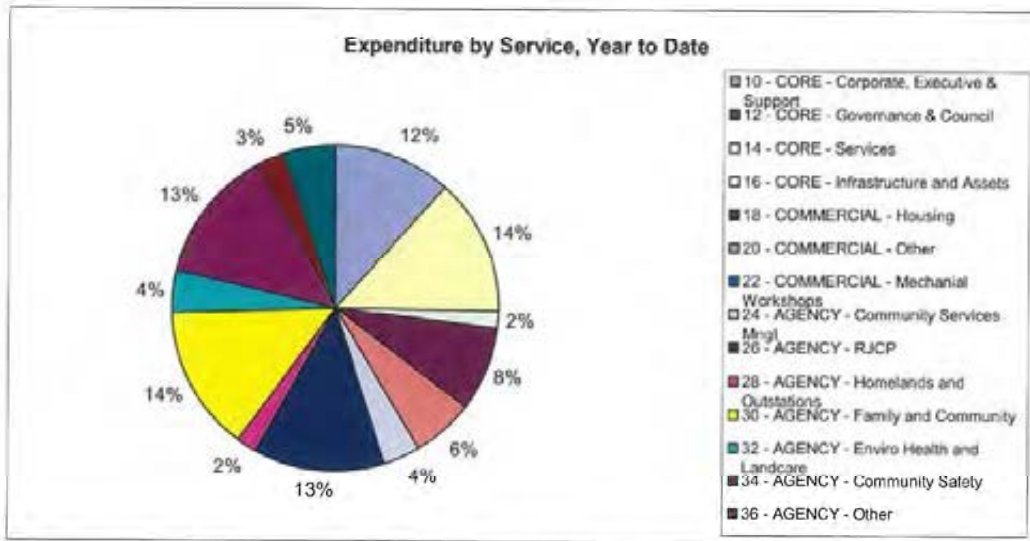
Expenditure by Account Category

21 - Employee Expenses	304,481	398,916	94,435	2,393,498
22 - Contract and Material Expenses	109,445	244,316	134,871	1,465,895
23 - Fleet, Plant & Equipment	4,886	27,688	22,802	166,128
25 - Other Operating Expenses	10,457	49,762	39,305	298,572
31 - Internal Cost Allocations	4,324	310,516	306,193	1,863,097
Total Expenditure	433,593	1,031,198	597,605	6,187,189

Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	8,333	8,333	50,000
5371 - Capital Purchase Vehicles	0	13,333	13,333	80,000
Total Capital Expenditure	0	21,667	21,667	130,000

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Roper Gulf Shire Council

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Numbulwar

Expenditure by Service

	14GLACT Year to Date Actual (\$)	14GLBUD Year to Date Budget (\$)	Variance (\$)	14GLBUD Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	41,583	76,699	35,116	460,193
12 - CORE - Governance & Council	174	200	26	1,200
14 - CORE - Services	97,993	84,190	-13,803	505,143
16 - CORE - Infrastructure and Assets	31,595	304,657	273,062	1,827,943
18 - COMMERCIAL - Housing	10,816	37,380	26,563	224,278
20 - COMMERCIAL - Other	9,523	149,242	139,719	895,450
22 - COMMERCIAL - Mechanical Workshops	8,693	0	-8,693	0
26 - AGENCY - RJCP	45,839	249,992	204,153	1,499,952
30 - AGENCY - Family and Community	43,212	75,083	31,871	450,496
32 - AGENCY - Enviro Health and Landcare	147	4,750	4,603	28,500
34 - AGENCY - Community Safety	56,143	64,499	8,356	386,993
36 - AGENCY - Other	13,040	49,274	36,234	295,641
Total Expenditure	358,759	1,095,965	737,206	6,575,789

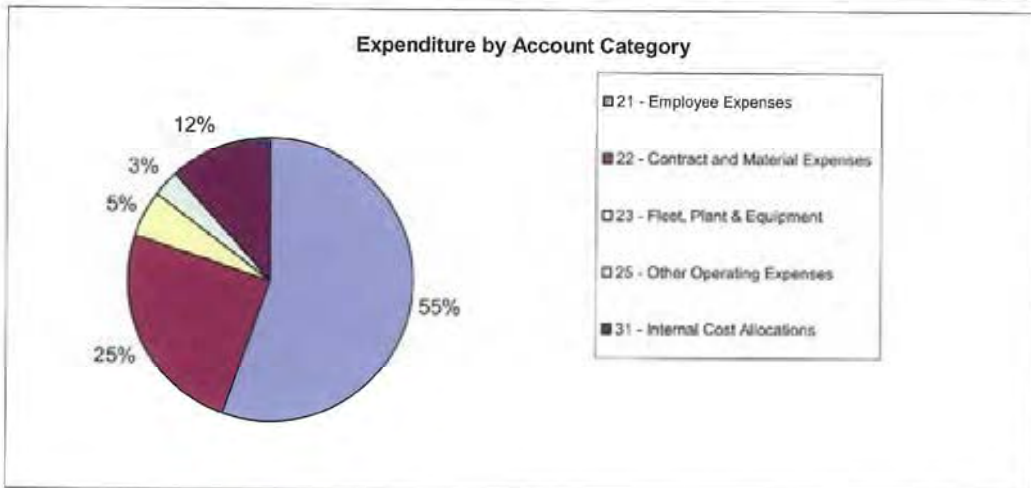
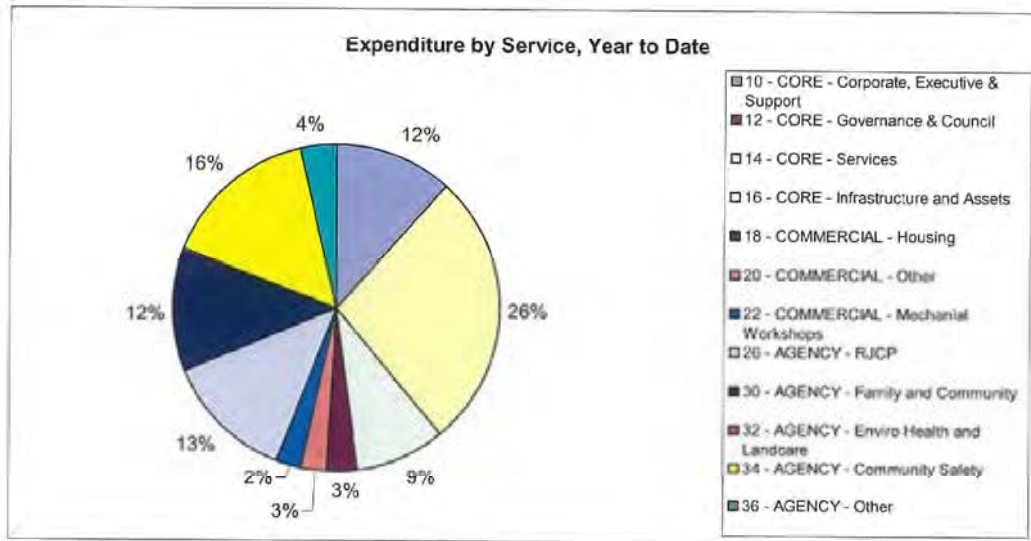
Expenditure by Account Category

21 - Employee Expenses	198,586	251,817	53,231	1,510,904
22 - Contract and Material Expenses	88,434	284,954	196,520	1,709,725
23 - Fleet, Plant & Equipment	18,482	20,996	2,514	125,979
25 - Other Operating Expenses	11,357	36,492	25,135	218,954
31 - Internal Cost Allocations	41,899	501,704	459,805	3,010,227
Total Expenditure	358,759	1,095,965	737,206	6,575,789

Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	41,667	41,667	250,000
5371 - Capital Purchase Vehicles	0	6,667	6,667	40,000
Total Capital Expenditure	0	48,333	48,333	290,000

G:\Finance Department - admin files\Lokesh\Council Reports\FY 2013-14\August 13-14\Expenses by Location Numbulwar



Report Grid Store Account
 Silver Bayland Car
Age Analysis Report - Summary Report
Ledger APACCT Accounts Payable (110)

As At 31.06.2013

Doc Number	Type	Doc Date	Reference	Original	Amending	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	Future Dates
Doc				Amount	Amount	Factor	Factor	Factor	Factor	Factor	Factor	
140000	ACCT			2,472.87	738.085	-2,751.95	1,882.21	5,251.58		0.00	2,098.51	0.00
140002	Australian Super			90,096.44	90,428.77	-33,811.45	12,343.22	36,869.25		112.77	24,214.98	0.00
140003	AAA Australia			282.08	152.08	0.00	152.08	0.00		0.00	0.00	0.00
140005	CBLS			848.13	848.13	0.00	808.85	540.08		0.00	0.00	0.00
140006	HESTA SUPER FUND			5,295.95	9,298.97	0.00	5,022.60	0.00		0.00	4,298.25	0.00
140007	Insolplus			1,710.97	2,569.46	-4.01	1,880.19	241.21		42.12	1,051.75	0.00
140008	Local Government Superannuation Scheme			-18,991.80	24,936.88	-192.22	24,936.32	0.00		0.00	2,091.58	0.00
140010	MIL SUPER			1,227.10	1,227.10	0.00	708.24	0.00		0.00	419.85	0.00
140011	MVA Superannuation			2,316.41	2,316.41	-1,427.95	758.29	0.00		0.00	2,085.77	0.00
140012	Retail Employees Superannuation			5,423.14	4,575.69	-83.34	1,880.83	0.00		0.00	0.00	0.00
140013	Non Superannuation			-4,546.23	4,282.85	-197.89	1,234.65	0.00		0.00	340.05	0.00
140017	VICSI PER			580.59	580.59	0.00	200.87	0.00		0.00	379.72	0.00

Report Grid: Store Contract
 Since Budget Cut
Age Analysis Report - Summary Report
Ledger APACCT Accounts Payable (1110)

As of 31.06.2013

Doc Number	Type	Doc Date	Reference	Original	Amendment	Unapplied	Current	3 Months	6 Months	9 Months	Future Dates	
Doc				Amount	NA	FA	NA	FA	FA	FA	FA	
140019			AT STRALLEN ENVIRONMENT OFFICE	2008.35	2472.27	-4878.35	0.00	0.00	0.00	571.00	2,079.82	0.00
140022			Centralink	0.00	0.00	-230.00	0.00	0.00	0.00	0.00	230.00	0.00
140025			PENNS RECOVERY UNIT	1,087.20	791.00	0.00	0.00	0.00	0.00	0.00	791.00	0.00
140027			TERRITORY HOLDING	42,209.50	44,416.79	0.00	0.00	0.00	0.00	0.00	44,416.79	0.00
140030			Union Pass	9.10	9.10	0.00	0.00	0.00	0.00	0.00	9.10	0.00
140039			IRIS STILES ALLEN SONS VAN TIEBERNE	1,646.00	1,646.00	0.00	0.00	0.00	0.00	0.00	1,646.00	0.00
140052			AT STRALLEN POST ACQUISITION LIABILITY	1,901.64	1,501.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00
140053			AT STRALLEN COMMUNICATIONS AND MEDIA	356.00	356.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
140054			AT SELECT	2,201.00	2,201.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
140057			WATERSHIELD	682.30	682.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00
140059			BEVA REPAIRS	5,440.12	5,440.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00
140067			BRIDGESTONE TIRE CENTRES	40.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report Grid Store Account
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger APACCT Accounts Payable (1110)

As of 31.06.2013

Doc Number	Type	Doc Date	Reference	Original Amount	Amendment	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	6 Months
Doc						Factor	Factor	Factor	Factor	Factor	Factor	Factor
10070			CADILLAC CLASSIC REPAIRS PTY LTD	418.00	418.00	0.00	0.00	0.00	0.00	418.00	0.00	0.00
10071			CAR PARTS AND SERVICES LTD	717.64	717.64	0.00	717.64	0.00	0.00	0.00	0.00	0.00
10072			CAR PARTS PT	1,930.85	1,930.85	-481.25	1,349.60	983.19	0.00	0.00	0.00	0.00
10086			QUONIAM FIRST SITE Superannuation	-493.25	-493.25	-493.30	808.85	0.00	0.00	0.00	0.00	0.00
10036			PERNITE REPAIRS OF STEEL TALENTHEGICAL	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00	0.00	0.00	0.00
10037			GALIN GALIN COMMUNITY STORE ABORIGIN	591.66	591.66	0.00	0.00	591.66	0.00	0.00	0.00	0.00
10030			HAR MOTORS	77.00	77.00	0.00	0.00	77.00	0.00	0.00	0.00	0.00
10034			HASTINGS DIEHNG	1,437.97	1,437.97	0.00	0.00	1,437.97	0.00	0.00	0.00	0.00
10030			HOLNESS SHELF METAL	21,670.73	21,670.73	0.00	283.97	20,986.76	0.00	0.00	0.00	0.00
10083			JOHNS STEEL FROCKERS PTY LTD	198.00	198.00	0.00	0.00	198.00	0.00	0.00	0.00	0.00
10084			JONES MECHANICAL PTY LTD	899.33	899.33	0.00	0.00	899.33	0.00	0.00	0.00	0.00
10070			KATHERINE WILSON PTY LTD	11,572.50	11,572.50	0.00	3,272.50	3,798.00	0.00	4,000.00	0.00	0.00

Report Grid: Store Account
 Store: Bayland Car
 Age Analysis Report - Summary Report
 Ledger: APACCT Accounts Payable (1120)

As of: 31.06.2013

Doc Number	Type	Doc Date	Reference	Original	Amendment	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	6 Months
Doc				Amount	Amount	Factor	Factor	Factor	Factor	Factor	Factor	Factor
100371			KAMBERNE CAMPING & FISHING	2,500.00	2,500.00	0.00	0.00	2,500.00		0.00		0.00
100377			KAMBERNE FRESHFIELD & VEGIE MARKET	4,228.01	4,228.01	0.00	0.00	4,187.28		40.73		0.00
100379			KAMBERNE MITRE 10	703.27	703.27	0.00	0.00	4.00		723.27		0.00
100381			KAMBERNE OFFICE SUPPLIES	6,591.68	\$,591.68	0.00	0.00	\$,591.68		0.00		0.00
100385			KAMBERNE SMALL ENGINES	316.00	316.00	0.00	0.00	316.00		0.00		0.00
100390			VANDERFIELD NORTHWEST KAMBERNE TOYS	365.17	365.17	0.00	0.00	55.64		309.53		0.00
100200			MCCOY VOLVO DARRIN	-537.65	-537.65	0.00	0.00	0.00		0.00		0.00
100201			MCCOY TORE SERVICE	4,438.59	4,438.59	0.00	0.00	3,833.39		605.20		0.00
100214			MORLEY VIB	\$,948.74	\$,948.74	0.00	0.00	\$,948.74		0.00		0.00
100215			MORSE CANNERY LTD	13,066.20	13,066.20	0.00	0.00	0.00		13,066.20		0.00
100220			MTECH TECHNOLOGY	199.80	199.80	0.00	0.00	199.80		0.00		0.00
100230			ISS WASHINGTON SERVICES	84.79	84.79	0.00	0.00	0.00		84.79		0.00

Report Grid: Store Account
 Store: Bayland Car
 Age Analysis Report - Summary Report
 Ledger: APACCT Accounts Payable (1110)

As of: 11/06/2013

Doc Number	Type	Doc Date	Reference	Original	Amending	Unapplied	Current	2/10days	3/10days	4/10days	5/10days	Future Dates
Doc				Amount	Amount	Factor	Factor	Factor	Factor	Factor	Factor	
10234			POWERWALKER CORPORATION	28584.00	-3329.97	-3.278613	0.00	0.00	0.00	0.00	0.00	0.00
10252			RAJOLATORS PVT LTD	45.10	45.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10260			SE OI SHET	3355.90	3355.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10261			KAMHEKINE ELECTRONICS	444.80	444.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10293			IRABELLON PVT LTD	435.93	435.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10295			HEAVY FERTILIZER GOODS - KAMHEKINE	2612.01	2612.01	-26.04	0.00	0.00	0.00	0.00	0.00	0.00
10309			BHAWANI COXIM CITY STORE	163.44	163.44	0.00	0.00	163.44	0.00	0.00	0.00	0.00
10337			PALMURSTON FARM SUPPLIES	450.80	450.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10362			KELLY SUPERVING	961.40	961.40	0.00	0.00	961.40	0.00	0.00	0.00	0.00
10390			MATERNAL HOMEHOLD RESORT	479.60	479.60	0.00	0.00	479.60	0.00	0.00	0.00	0.00
10419			First State Superannuation	319.30	319.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10489			HEAVY MANS	115.85	115.85	0.00	0.00	115.85	0.00	0.00	0.00	0.00

Report Grid Store Account
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger APACCT Accounts Payable (1110)

Doc Number	Type	Doc Date	Reference	Original Amount	Amendment	Unapplied	Current	2/10days	30days	60days	90days	Future Dates
Doc						Factor	Factor	Factor	Factor	Factor	Factor	
14613			NORRIE'S TERRITORY VETERINARY SERVICE	24,296.10	24,296.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14615			MARAVAN SERVICE & SERVICE INC	290.85	290.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14634			IRISH SPARRIES ELECTRICAL	29,245.98	29,245.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14639			MCCARDIE RIVER CARRIAGE PARK	1,029.80	1,029.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14647			WESTERN DIESEL	57.06	57.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14636			KEP VONIRALJA BENEFIT COLLECTION	26.00	0.00	-334.00	0.00	0.00	0.00	0.00	0.00	0.00
14635			CAY MANOR Card	4,199.86	0.00	-28,734.83	0.00	0.00	0.00	0.00	0.00	0.00
14634			INSURER	238.69	238.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14637			SWANNY QUAY HOTEL BORHOLMOIA	1,296.80	1,296.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14639			TERRITORY PROPERTIES	28.50	28.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14722			SILVER HIGHLAND TYRES	4,618.80	4,618.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14724			TONY JACK	4,828.89	4,828.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report Grid Store Account
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger APACCT Accounts Payable (1110)

Doc Number	Type	Doc Date	Reference	Original	Amending	Unapplied	Current	Holdings	Holdings	Holdings	Holdings	Balance
Doc				Amount	Amount	Factor	Factor	Factor	Factor	Factor	Factor	Factor
148796			IMPACT MECHANICAL MAINTENANCE	21,306.94	21,306.94	0.00	0.00	21,306.94	0.00	0.00	0.00	0.00
148816			MILLISSACON	376.10	376.10	0.00	0.00	376.10	0.00	0.00	0.00	0.00
148837			MILLISPARRES ELMUED	-4,695.80	-4,695.80	0.00	0.00	4,695.80	0.00	0.00	0.00	0.00
148879			PAUL AMERANI	-628.34	-628.34	0.00	0.00	628.34	0.00	0.00	0.00	0.00
148932			ET BR SENSSENER	1,475.82	1,475.82	0.00	0.00	1,475.82	0.00	0.00	0.00	0.00
148961			UNIED VILLE NATIONAL COIN VILLIQUERATION	36.00	36.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
148981			FRANS TERRITORY FOODS - DARWIN	-65.00	-65.00	0.00	0.00	65.00	0.00	0.00	0.00	0.00
149127			ACIDE ELIX TRIE ALAC COMMUNE SUCATIONS SIRE	3,508.19	3,508.19	0.00	0.00	3,508.19	0.00	0.00	0.00	0.00
149181			MARTEAU VIBRORECTIONAL REUSON REE ASSY INC	590.80	590.80	0.00	0.00	590.80	0.00	0.00	0.00	0.00
149341			SOUTHERN SERVICES LTDION	41.00	41.00	0.00	0.00	41.00	0.00	0.00	0.00	0.00
149341			LAVAL M PER	876.29	876.29	0.00	0.00	876.29	0.00	0.00	0.00	0.00
149365			SNZ	41722	41722	0.00	0.00	41722	0.00	0.00	0.00	0.00

Report Grid Store Commit
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger APACCT Accounts Payable (112)

As of 31.06.2013

Doc Number	Type	Doc Date	Reference	Original Amount	Amendment	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	6 Months
Doc				Amount	Amount	Factor	Factor	Factor	Factor	Factor	Factor	Factor
11311			THE INDUSTRIAL SUPERVISION FUND	20832	20832	0.00	20832	0.00	0.00	0.00	0.00	0.00
11319			MALAYANARIS STORE - BORRHOJOLA	21422	21422	0.00	0.00	21422	0.00	0.00	0.00	0.00
11420			TERRITORY RI KAL	32813	32813	0.00	32813	0.00	0.00	0.00	0.00	0.00
11434			RECHARGE KOSIRALAYUD	0.00	0.00	-05.05	0.00	0.00	0.00	0.00	0.00	0.00
11458			LANTULDE 22	1231708	1231708	0.00	0.00	1231708	0.00	0.00	0.00	0.00
11472			LENS PER	218167	680074	0.00	594271	0.00	270624	400679	0.00	0.00
11484			ANGKARD SI PER OR ND	21736	21736	0.00	21736	0.00	0.00	0.00	0.00	0.00
11556			TOILE EXPENSE	87044	87044	0.00	41920	76355	0.00	0.00	0.00	0.00
11569			VISION M. SAFETY SOLUTIONS PVT LTD	43340	43340	0.00	0.00	43340	0.00	0.00	0.00	0.00
11650			METSABE SI PER	78461	78461	0.00	16431	0.00	0.00	49239	0.00	0.00
11721			NOOTINI PDIENSEL	292000	292000	0.00	0.00	192000	0.00	0.00	0.00	0.00
11747			Exp 150 - Mataranku Rural Transaction (entry	3400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report Grid Store Account
 Silver Bayland Car

Age Analysis Report - Summary Report
 Ledger APACCT Accounts Payable (112)

As of 31.06.2013

Doc Number	Type	Doc Date	Reference	Original	Amending	Unapplied	Current	3 Months	6 Months	9 Months	Future Dates
Doc				Factor	Factor	Factor	Factor	Factor	Factor	Factor	Factor
11751			EMERCE ROSSIN PER FUND	20144	20144	0.00	15839	0.00	0.00	0.00	0.00
11757			TOP END DIESEL P/L LTD	100720	100720	0.00	39660	69120	0.00	0.00	0.00
11783			MYSTERIA PER	310410	310410	-27460	0.00	0.00	0.00	0.00	0.00
11891			VISION SI PER - LOG ALMA (HORRIBLES) PER J	24647	24647	0.00	24647	0.00	0.00	0.00	0.00
11927			RENTS PER	0.00	0.00	-493844	0.00	0.00	0.00	0.00	0.00
11941			FIELDHENS PLUMBING & GAS FITTING	311005	311005	0.00	0.00	311005	0.00	0.00	0.00
11966			Q&S PER	25833	25833	0.00	25833	0.00	0.00	0.00	0.00
12010			SPECTRI M SI PER	49130	49130	0.00	39660	0.00	0.00	0.00	0.00
12071			EQUIPMENT PER	331003	331003	-254210	28747	0.00	0.00	0.00	0.00
12129			VA V ROON SUPERFUND	54043	10000	0.00	10000	0.00	0.00	0.00	0.00
12152			LINDA PER	64000	64000	0.00	0.00	64000	0.00	0.00	0.00
12150			JAPANESE TRIK AND BIKES PER	46230	46230	0.00	0.00	0.00	0.00	0.00	0.00

Report Grid Store Account
 Silver Bayland Car
Age Analysis Report - Summary Report
Ledger APACCT Accounts Payable (112)

As of 31.06.2013

Doc number	Type	Doc Date	Reference	Original	Amounting	Unapplied	Current	3Months	6Months	9Months	Future Dates	
Doc				€	€	€	€	€	€	€	€	
12250			TRADE CASH PAY CLINAS TRUSTEE FOR MIA	428.99	428.99	340.40	0.00	0.00	0.00	135.21	633.86	0.00
12250			CASH/LEGLIBILL	198.65	198.65	0.00	6.00	0.00	0.00	0.00	198.65	0.00
12273			MULTIPLIC LARROUNT PVALIED	3388.80	3388.80	4.00	6.00	3306.80	0.00	0.00	4.00	4.00
12377			PERSONAL USE PERSONAL USE PERSONAL AUTO	55.30	55.30	0.00	55.30	0.00	0.00	0.00	0.00	0.00
12383			HARDDIS PARTS	700.06	700.06	0.00	0.00	700.06	0.00	0.00	0.00	0.00
12384			NAVIGATIONAL TO WINDSC REENS	4376.48	4376.48	4.00	0.00	4376.48	0.00	0.00	4.00	4.00
12400			AMPLIFIED LINELED	188.81	188.81	0.00	188.81	0.00	0.00	0.00	0.00	0.00

Report Group: Store Account
 Store Account: Car
Age Analysis Report - Summary Report
Ledger: APACCT Accounts Payable (110)

As of: 11/06/2013

Doc Number	Type	Doc Date	Reference	Original	Amending	Original	Current	Original	Original	Original	Original	Original
Doc				Amount	Amount	Balance	Balance	Balance	Balance	Balance	Balance	Balance
						10/31/13	11/06/13	11/06/13	11/06/13	11/06/13	11/06/13	11/06/13
99999			SNDRY CREDDTOR	29.00	29.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				277,264.47	249,443.72	-28,344.61	98,208.20	198,230.06	268,372.29	95,856.86		0.00
					100%	24%	20%	50%	12%	20%		

Selection Criteria

- Ledger Name : APACCT
- As of Date : 11/06/2013
- Show Transactions in Base currency? : B
- Currency (Default): Functional Period : N
- Aging Period (line) : 30
- Note :

END OF REPORT

Sort Criteria

- Account : Ascending
- All currency groups : Ascending
- Trans. Site : Ascending
- Transaction Date : Ascending
- Document Type : Ascending
- Document Reference : Ascending

Report Grid Store Account
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger ARACT Accounts Receivable (A/D)

A/R 31.06.2013

Invoice No	Invoice Date	Invoice Type	Reference	Original	Amending	Original	Current	Original	Current	Original	Current	Original	Current
				(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
000000			Albert Vaulis	-16,50	-16,50	-33,50	0,00	0,00	0,00	0,00	0,00	0,00	0,00
000021			Arthur Hughes	17,00	33,00	41,00	4,00	4,00	4,00	4,00	4,00	17,00	4,00
000028			Australian Electrical Commission	3,296,00	1,296,00	0,00	516,00	0,00	0,00	0,00	790,00	0,00	0,00
000030			S. Fanningan	17,00	33,00	40,00	0,00	0,00	0,00	0,00	4,00	17,00	4,00
000034			Carole Murray	143,70	143,70	40,00	0,00	0,00	0,00	0,00	4,00	143,70	4,00
000035			Centralink - NJ Operations	5,065,00	5,065,00	41,00	4,00	4,00	4,00	4,00	5,065,00	4,00	4,00
000038			Charles Darwin University	3,300,00	3,300,00	41,00	0,00	0,00	0,00	0,00	3,300,00	4,00	0,00
000048			Clarell Birch	17,00	33,00	41,00	0,00	0,00	0,00	0,00	4,00	17,00	4,00
000049			Clarell Birch	17,00	33,00	41,00	0,00	0,00	0,00	0,00	4,00	17,00	4,00
000053			Dept of Business	4,000,00	4,000,00	0,00	0,00	0,00	0,00	0,00	4,000,00	0,00	0,00
000068			Dept of Education and Children's Services	13,344,54	4,545,54	0,00	0,00	0,00	0,00	0,00	23,000	4,335,04	4,00

Report Grid Store Account
 Silver Bayport Car
Age Analysis Report - Summary Report
Ledger ARACT Accounts Receivable (A/R)

A/R 31.06.2013

Invoice No	Invoice Date	Invoice Type	Reference	Original	Amending	Original Factor	Current Factor	2 Months	3 Months	4 Months	5 Months	6 Months	7 Months	8 Months	9 Months	Balance
000196			Dept of Families Housing Community Services and It	548315	548315	-661.65	0.00	0.00	0.00	668.80	590.80	0.00				0.00
000100			Dept of Health And Families - Darwin (N1)	-5,173.64	338.47	-4,835.17	495.50	0.00	0.00	0.00	0.00	0.00				0.00
000100			Numbulwar Store	160.00	-17.00	-177.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
000114			DILLERS - Tenancy Management	272,586.23	168,391.55	4.00	1,623,905.53	0.00	0.00	0.00	6,152.82	0.00				0.00
000120			Dept of Transport	5,368.48	5,368.48	4.00	1,674.51	6,328.80	0.00	0.00	366.18	0.00				0.00
000121			Dept of Infrastructure - Kerberive	499,498.26	498,719.33	4.00	2,815,966.57	0.00	0.00	134,596.58	355.80	0.00				0.00
000131			DILLERS Arts Centre	3,991.68	3,991.68	4.00	2,338.94	6,374.74	0.00	0.00	0.00	0.00				0.00
000134			Trigg Station	50.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00				0.00
000177			Jaint Leather	-50.00	-50.00	-40.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
000184			Jambuk Pty Ltd	3,156.54	2,156.54	0.00	0.00	0.00	0.00	0.00	3,156.54	0.00				0.00
000236			Laurie Webster	50.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00				0.00

Report Grid Store Account
 Silver Bayport Car
Age Analysis Report - Summary Report
Ledger ARACT Accounts Receivable (A/D)

As of 31.06.2013

Invoice No	Invoice Date	Invoice Type	Invoice Description	Original Amount	Unsettled Amount	Unsettled Factor	Current Amount	2 Months Factor	3 Months Factor	4 Months Factor	5 Months Factor	6 Months Factor
00262			Mama Corporation	3,009.80	3,009.80	1.000	0.00	0.00	0.00	0.00	0.00	0.00
00264			Meerthar River Mining	1,335.04	1,335.04	1.000	0.00	0.00	0.00	0.00	0.00	0.00
00271			Michael Berta	-1,000.00	-1,333.33	-1.333	0.00	0.00	0.00	0.00	0.00	0.00
00283			Nyukurr Progress Aboriginal Corporation (Outback)	-1,191.95	-0.10	-0.10	0.00	0.00	0.00	0.00	0.00	0.00
00290			Northern Land Council - Darwin	612.80	612.80	1.000	172.80	0.00	0.00	0.00	0.00	0.00
00293			Northern Territory Police	518.00	518.00	1.000	0.00	0.00	0.00	0.00	0.00	0.00
00303			Northern Land Council Assoc. Inc.	20,648.78	20,648.00	1.000	0.00	0.00	0.00	0.00	0.00	0.00
00304			Norral Nomul Aboriginal Corporation	50.00	50.00	1.000	0.00	0.00	0.00	0.00	0.00	0.00
00328			Power and Water Corporation - Accounts Payable	70,841.05	68,953.59	-0.973	11,443.50	5,175.34	4,912.25	29,090.32	0.00	0.00
00329			Power and Water Corporation - Kuthurru	4,513.06	9,499.13	2.104	0.00	0.00	0.00	0.00	9,499.13	0.00
00334			Rachael Walters	17.00	17.00	1.000	0.00	0.00	0.00	0.00	17.00	0.00

Report Grid Store Account
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger ARACT Accounts Receivable (400)

As of 31.06.2013

Invoice No	Invoice Date	Invoice Type	Reference	Original	Amendment	Unapplied	Current	Payments	Payments	Payments	Payments	Balance
00359			Santa's Health Service	50.00	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00
00367			Territory Housing - Katherine	486.80	486.80	0.00	486.80	0.00	0.00	0.00	0.00	0.00
00369			Territory Insurance (TISC) Katherine	486.70	486.70	0.00	486.70	0.00	0.00	0.00	0.00	0.00
00370			Territory Manor (TMC)	17.00	17.00	0.00	17.00	0.00	0.00	0.00	0.00	0.00
00406			Western Diesel Resources	4,098.80	4,098.80	0.00	4,098.80	0.00	0.00	0.00	0.00	0.00
00416			Alpine L. & Kool	58.00	58.00	0.00	58.00	0.00	0.00	0.00	0.00	0.00
00422			L. F. Inallum	18.00	2.56	15.44	18.00	0.00	0.00	0.00	0.00	0.00
00429			A. & V. Brown	17.00	17.00	0.00	17.00	0.00	0.00	0.00	0.00	0.00
00431			F. Kool	50.00	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00
00434			H. Hawkins	17.00	17.00	0.00	17.00	0.00	0.00	0.00	0.00	0.00
00443			G. & D. Angel	176.80	176.80	0.00	176.80	0.00	0.00	0.00	0.00	0.00

Report Grid Store Commit
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger ARACT Accounts Receivable (A/D)

As of 31.06.2013

Invoice No	Invoice Date	Invoice Type	Invoice Description	Original Amount	Amount Paid	Amount Due	Current Balance	Days Past Due	Days Overdue	Days In Arrears	Days In Arrears	Days In Arrears	Days In Arrears	Days In Arrears	Days In Arrears
00750			Kathleen Lane	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00751			Larissa Lee	145.00	145.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00752			Leah Jumbalilly	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00753			Vita Birnjen	110.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00754			Is Soudalla	35,597.99	15,497.99	4,000.00	8,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
00755			Nuzina McInnes	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00757			Cherie Lindsay - Lot 227	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00758			Jean Fane - Lot 208	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00759			Barold Football - Lot 227 Flat 1	55.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00773			W A S Books	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00778			Dept of Education and Training - Vorkers Education	220.00	220.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report Grid Store Keyword
 Store Budget Car

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

A/R 31.06.2013

Invoice No	Invoice Type	Due Date	Reference	Original	Amending	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	Future Dates
Invoice No	Invoice Type	Due Date	Reference	Original	Amending	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	Future Dates
00782			Frontier Services	6203.32	6203.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00783			NORRHEM1 AND COLLECT	362.00	152.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00792			Central Electric	400.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00798			Yugal Mangi Development Aboriginal Corporation	30,826.66	14,826.66	0.00	0.00	0.00	0.00	2,500.00	8,226.66	0.00
00801			Golden View Nursing	6,076.33	4,076.33	0.00	0.00	0.00	0.00	5,076.33	0.00	0.00
00829			N & K Building and Construction	56,100.00	56,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00832			Tim Slford	1,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00838			Dept Of Infrastructure - Tarrant Creek (NT)	-13,062.26	-0.00	-0.00	0.00	0.00	0.00	0.00	0.00	0.00
00839			IS Materials - Materials	4,125.00	4,125.00	0.00	0.00	0.00	0.00	0.00	4,125.00	0.00
00880			Stanley Allen & Joseph Oliver	3,062.05	2,062.05	0.00	0.00	0.00	0.00	0.00	3,062.05	0.00
00899			Dept Of Lands, Planning and the Environment	4,024.00	6,524.00	0.00	0.00	0.00	0.00	4,752.00	3,872.00	0.00

Report Grid Store Commit
 Silver Bayland Car
 Age Analysis Report - Summary Report
 Ledger ARACT Accounts Receivable (400)

As of 31.06.2013

Invoice No	Invoice Date	Invoice Type	Reference	Original Amount	Amendment	Unapplied Total	Current as at 30/6/13	30days as at 30/6/13	60days as at 30/6/13	90days as at 30/6/13	Future Dates	
000004			Debrae Knox	428512	28256	0.00	0.00	0.00	0.00	0.00	79256	0.00
000014			K & J Kellie	1710	1308	0.00	0.00	0.00	0.00	0.00	1710	0.00
000016			Terriary Fire Service and Training	22080	21088	0.00	0.00	0.00	0.00	0.00	22080	0.00
000019			N.T Christian Schools Association Inc. EAST NT	44000	44000	0.00	0.00	0.00	0.00	0.00	44000	0.00
000040			NSD Henderson	15080	15008	0.00	0.00	0.00	0.00	0.00	15080	0.00
000042			4 x1 James Associates	1,99080	2,09088	0.00	0.00	0.00	0.00	0.00	1,99080	0.00
000046			Dept of Education & Training	44000	44000	0.00	0.00	0.00	0.00	0.00	44000	0.00
000048			Rayson Pty Ltd	8,42250	8,42250	0.00	0.00	0.00	0.00	0.00	8,42250	0.00
000055			Kelbert Russell	8800	8800	0.00	0.00	0.00	0.00	0.00	8800	0.00
000056			Ethos Global Foundation	24000	44000	0.00	0.00	0.00	0.00	0.00	24000	0.00
000057			Alan C Trajman	8900	8900	0.00	0.00	0.00	0.00	0.00	8900	0.00

Report: *Self Store Contract*
Store Payment Car
Age Analysis Report - Summary Report
Ledger ARACT3 Accounts Receivable (A/D)

As At 31.06.2013

Invoice No	Invoice Type	Due Date	Reference	Original	Amending	Unapplied	Current	2 Months	3 Months	4 Months	5 Months	6 Months
				(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
000002			Department of Human Services	0000.00	0000.00	0.00	0000.00	0.00	0.00	0.00	0.00	0.00
000003			Anglican Education (University of South Australia)	2300.00	2300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000005			ARTRACK NT	3,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
000007			Department of Health (Eastern Region (incl and D))	0000.00	0000.00	0.00	0.00	0.00	0.00	0000.00	0.00	0.00
000072			WHS/EHS DEPT	337,328	337,328	0.00	0.00	0.00	0.00	0.00	337,328	0.00
000075			WHL Health	250,000	150,000	0.00	0.00	0.00	0.00	250,000	0.00	0.00

Report Group: Store Account
 Store Account: ARACT
 Ledger: ARACT Accounts Receivable (A/D)

As of: 11/06/2013

Invoice Date	Invoice Type	Invoice Date	Reference	Original	Amending	Original Folio	Current As of 11/06/2013	2/10days As of 11/06/2013	30days As of 11/06/2013	60days As of 11/06/2013	90days As of 11/06/2013	Future Dates
Center for Appropriate Technology (C/A)												
08/27/13				172100	172100	0.00	172100	0.00	0.00	0.00	0.00	0.00
				110000		110000						
				417648726	412785275	541468	21049893	44413300	17748927	28498758	2000	

END OF REPORT

Selection Criteria
 Ledger Name: ARACT
 As of Date: 11/06/2013
 Show Transactions in Base currency: B
 Currency: Default Functional Period: N
 Aging Period: 30
 Note:

Sort Criteria
 Account: Ascending
 All currency group: Ascending
 Trans. Site: Ascending
 Transaction Date: Ascending
 Document Type: Ascending
 Document Reference: Ascending

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.8
TITLE	Waiver of fees request : Mataranka Fishing and Sporting Club
REFERENCE	403124
AUTHOR	Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

That Council approve the waiver of fees for the Mataranka Fishing and Sporting Club for one year for the use of the Sport and Recreation Ground and Mataranka Hall.

BACKGROUND

The Mataranka Fishing and Sporting Club is a newly formed club who have become incorporated to enable the local community to apply for funding, assist with the festival, hold a fishing competition annually and generally provide sporting and recreation entertainment by holding quiz nights, games nights, fundraisers etc.

They club has an established interest group and have the following networks:

- Coordinated the rodeo on for the Never Never Festival this year.
- Interest and members from the local Netballers who reside in and around the Mataranka district;
- Members are involved in pony club / horse activities
- Members are also interested in darts and other events.

The Group has been established as the need grows for organised sport and recreational activities and the need for fund raising to support local sporting groups in lieu of their being other resources available.

The MF&SC requests Council to consider a waiver of fees associated with use of facilities during the organisations start up period and for the first 12 months of operations.

That the Council request the group to establish a formal sponsorship package for the waiver of fees displaying our logo, banners and acknowledgement of the Councils sponsorship at all public events.

ISSUES/OPTIONS/SWOT

Nil

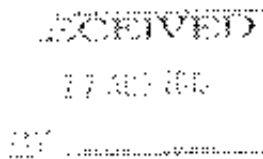
FINANCIAL CONSIDERATIONS

An example of fees to be waived: \$172 per day x one meeting per month = \$2064 per year

The group has been introduced to the Councils Community Benefit Grants and encouraged them to apply to support their events program and the administration of their Club.

ATTACHMENTS:

1 LETTER WAIVER OF FEES MATARANKA.pdf



Mataranka Fishing, Sporting
& Recreation Club
PO Box 4039
Mataranka NT 0852

Roper Gulf Shire Council
PO Box 1321
Katherine NT 0851

Monday 19th August 2013

Dear Council Members

RE: Use of Mataranka Sport & Recreation Grounds and Mataranka Hall

The Mataranka Fishing, Sporting and Recreation Club is a newly formed association in Mataranka to engage locals in all fishing and sporting events. We currently have interest from the community to hold a fishing competition which has been set for the 25th, 26th & 27th October this year. We are promoting sensible fishing by holding a catch and release competition, instead of the gut and gill type that has been running in Mataranka for many years.

We also have a lot of interest from our local Netball players who travel to Katherine each Thursday to play during the season. They are keen to help with fundraising and other events within the club as well.

At the moment we are trying to hold a function every 4-6 weeks in Mataranka e.g. (games nights, quiz nights, sausage sizzles and family get togethers etc). Because of these fundraisers and social community events, we are requesting permission to hold these events at both the Mataranka Hall and the Mataranka Sport & Recreation Grounds and to have the fees associated with these venues waived.

Obviously if the facility is needed or booked out for an event by a paying customer, we understand that would take priority but would appreciate to be able to use it otherwise.

We thank the Roper Gulf Shire Council for taking the time to consider this request and look forward to your, hopefully favourable response.

Yours Sincerely

Jody Hocking
Secretary

RGSC - Finance	
Date:	17/08/2013
<input checked="" type="checkbox"/> Incoming	
<input checked="" type="checkbox"/> Infoxpert	01/30/6/2013
<input checked="" type="checkbox"/> Register	
<input checked="" type="checkbox"/> CEO	
Attended:	Simon H.
Acted:	MYE + JODIE H.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.9
TITLE	Grant - Outstations Capital Infrastructure 2013-14 Funding Agreement - Department of Community Services (DCS)
REFERENCE	402869
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the funding agreement for 2013-14 Outstations Capital Infrastructure by signing, dating and affixing the Common Seal to both copies of the funding agreement.**

BACKGROUND

Council has been awarded funding by DCF in the 2013-14 Outstations Capital Infrastructure Program. The program offers funding available to assist service providers with the purchase of capital items or to undertake capital works projects designed to improve municipal and essential service delivery to outstations.

Funding offer:

Project Component Number	Project Components & Location	Capital Grant Amount (GST Inc.)
1	Jodetluk – Drainage and road works to protect the road infrastructure and sewage treatment area	\$98,509.40
2	MT Catt, Nummerloori, Nulawan – Fencing of the homeland area to keep out feral animals	\$51,081.00
3	Mulggan Camp – Replace the three badly corroded sewer main pits in the community	\$49,500.00
	TOTAL	\$199,090.40

Final completion date 30 June 2014.

ISSUES/OPTIONS/SWOT

None

FINANCIAL CONSIDERATIONS

2013-14 funding offer - \$199,090.40 gst inc.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.10
TITLE	Grants - RGSC Community Grants Program 2013-14 Round 1
REFERENCE	403126
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council endorse the recommendations of the Community Grants Selection Committee for Round 1 2013-14.**
- (b) **That Council advise of the dates for Round 2 for the 2013-2014 Community Grants Program.**

BACKGROUND

The budget of \$51,900 was set for the 2013-14 RGSC Community Grants Program.

Applications have been processed and submitted to the Selection Committee for Round 1 of the RGSC Community Grants Program for 2013-2014. The RGSC Community Grants Program has been advertised in the Katherine Times, the Shire Newsletter and throughout Shire networks.

Applications were due in by Wednesday 4th September. The RGSC Grants Coordinator collated a report for the committee.

Recommended dates for Round 2 –

Open – 8 October

Close – 29 November

These dates will make it possible for the report to be presented to Council at the 18th December OCM which is similar to 2012-13.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Funds available - \$51,900

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.11
TITLE	Grants - Facility and Capital Equipment 2013-14 funding agreement - Department of Sport, Recreation and Racing (DSRR)
REFERENCE	402879
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the funding agreement for 2013-14 Facility and Capital Equipment from DSRR by signing and affixing the Common Seal to both copies of the funding agreement.**

BACKGROUND

DSRR Facility and Capital Equipment Program purpose is to improve the capacity of the organisation to provide appropriate, affordable and accessible participation opportunities through development of necessary infrastructure.

Council has been awarded funding to upgrade the Community Recreation Hall in Ngukurr. The upgrade is to include:

- Repairs to roller door
- Stage cage
- Electrical upgrade
- Entrance door
- Interior lighting
- Exterior lighting
- Upgrade employee office space
- Fencing
- Back wall of hall

Project Start date – 1/09/2013

Project End date – 30/06/2014

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

2013-14 funding offer - \$55,000 gst inc.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.12
TITLE	Grants - Indigenous Remote Service Delivery (IRSD) Funding Agreement 2013-2014 - FaHCSIA
REFERENCE	403127
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the funding agreement the program IRSD for project Numbulwar Airport Road Upgrade from FaHCSIA by signing and dating both copies of the funding agreements.**

BACKGROUND

The funding has been granted to Council to undertake works to upgrade the 1.2km stretch of road known as the Numbulwar Airport Access Road. The project incorporates an improved road drainage system and an all weather bitumen surface. The project is to include Roper Gulf Shire Council obtaining appropriate land tenure over the identified section of the road.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

2013-2014 funding = \$1,000,000 (maximum that can be funded, actual amount of funding will be in accordance with supplying a project budget after conducting procurement activities)

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.13
TITLE	Grants - Bulman's Barrel of Laughs - Department of Business
REFERENCE	403131
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the 2013-2014 funding agreement for the 'Bulman's Barrel of Laughs' from DoB by signing, dating and affixing the Common Seal to both copies of the funding agreements.**

BACKGROUND

RGSC applied for funding through the Gambling Amelioration funding program to support the issues of gambling in Bulman. The project will include Indigenous comic entertainer Sean Choolburra performing for the night. Through stand-up comedy, dance and didgeridoo playing, Sean Choolburra is able to relate to, engage and excite audiences whilst promoting the anti-gambling messages.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Funding 2013-2014: \$40,832 gst inc.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.14
TITLE	Grants - Outstations NT Jobs Package 2013-14 Funding Agreement - Department of Regional Development and Women's Policy (DRDWP)
REFERENCE	403133
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) **That Council accept the 2013-14 funding agreement for Outstations NT Jobs Package from DRDWP by signing, dating and affixing the Common Seal to both copies of the funding agreement.**

BACKGROUND

The funding was formally known as the Outstations Converted Jobs Program,

The aim of the NT Jobs Package is to create real and sustainable positions for Indigenous Australians that were previously established under the CDEP program in the area of municipal and essential services.

NT Jobs Package positions are only to be utilised in delivering municipal and essential services to the outstations/ Homelands as specified below:

- AWUMBUNYJI
- BADAWARRKA
- BAGHETTI
- BANATJARL
- BARRAPUNTA
- BOOMERANG LAGOON
- COSTELLO
- GANIYARRANG
- GORPULYUL
- JODETLUK
- LAKE KATHERINE
- LARRPAYANJI (MUMBALINA/TOLL GATE)
- MOBARN
- MOLE HILL
- MOMOB
- MOUNT CATT
- MULGGAN
- NULAWAN
- NUMMERLOORI (NAMALIWIRRI)
- ROPER BAR (JOWAR)
- TURKEY LAGOON
- WANMARRI
- WERENBUN

Funding is to be used for filling 5 FTE NT Jobs Package positions. 2012-13 funding was for 4 FTE Converted Jobs positions.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

2012-13 funding was \$161,944 gst exc.

2013-14 funding offer is \$202,430 gst exc.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.15
TITLE	Grants - SPG and CTG 2012-13acquittals - DLG
REFERENCE	403086
AUTHOR	Amanda Haigh, Grants Coordinator

RECOMMENDATION

- (a) That Council approve the 2012-13 acquittal for \$124,375 Closing the Gap Governance Grant funding to assist with strengthening governance capacity through the local boards. File number: 2011/08716
- (b) That Council approve the 2012-13 acquittal for \$60,000 Special Purpose Grant funding to develop and implement a cemetery management plan. File number: 2011/03214
- (c) That Council approve the 2012-13 acquittal for \$79,210 Closing the Gap Governance Grant funding to purchase ablution facilities at Ngukurr sports and Recreation hall and youth precinct. File number: 2012/04110

BACKGROUND

The acquittal reports are evidence to the DLG of expenditure for the funded SPG and CTG grants to RGSC.

DLG have already advised of their pre-acceptance of these acquittals and are now only waiting on minuted approval from Council.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

- (a) Council absorbed a deficit of \$15,542
- (b) Council left with a surplus of \$38,352 which will be expended in 2013-14 finalising the project.
- (c) Council left with a surplus of \$8,767 which will be expended in 2013-14 finalising the project.

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORTS

ITEM NUMBER	15.16
TITLE	Grants - Outstations 2013-2016 Municipal and Essential Services (MES) and Housing Maintenance Services (HMP) - Department of Regional Development and Women's Policy (DRDWP)
REFERENCE	403134
AUTHOR	Amanda Haigh, Grants Coordinator; Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) **That Council accept the 2013-16 funding agreement for Outstations MES & HMP by signing, dating and affixing the Common Seal to both copies of the funding agreements.**

BACKGROUND

Under the new "Homelands – A Shared Responsibility" Program RGSC has been offer to be the service provider for municipal and essential services and housing maintenance services to outstations within the Shire.

MES and HMP funding is to be used for delivering municipal and essential services and housing maintenance services to the outstations/ Homelands as specified below:

- AWUMBUNYJI
- BADAWARRKA
- BAGHETTI
- BANATJARL
- BARRAPUNTA
- BOOMERANG LAGOON
- COSTELLO
- GANIYARRANG
- GORPULYUL
- JODETLUK
- LAKE KATHERINE
- LARRPAYANJI (MUMBALINA/TOLL GATE)
- MOBARN
- MOLE HILL
- MOMOB
- MOUNT CATT
- MULGGAN
- NULAWAN
- NUMMERLOORI (NAMALIWIRRI)
- ROPER BAR (JOWAR)
- TURKEY LAGOON
- WANMARRI
- WERENBUN

MES operational funding includes repairs and maintenance, minor works and general operational costs of delivery of municipal and essential services.

- Municipal services primarily include road and aerodrome maintenance, waste disposal, landscaping and dust control in common areas, fire breaks, dog control programs, environmental health activities and other municipal services.

- Essential services activities primarily are concerned with electricity, water and sewage systems operation and maintenance.

HMP purpose is to assist homeland residents to live in a safe and healthy environment. Funding is provided for:

- Direct costs associated with undertaking urgent and planned repairs and maintenance of community houses

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

2013-14 funding offer \$769,795 gst exc

ATTACHMENTS:

There are no attachments for this report.

INFRASTRUCTURE AND TECHNICAL SERVICES REPORTS



ITEM NUMBER	16.1
TITLE	New NT Emergency Management Act
REFERENCE	403135
AUTHOR	Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

That Council receive and note the report regarding the proposed NT All Hazards Emergency Management Act.

BACKGROUND

The Northern Territory Government has reviewed and replaced the Disaster Management Act with the NT All Hazards Emergency Management Act soon to be passed by NT Legislative Assembly. The new act will not be enforced until November this year.

Major changes to the legislation include:

- A completely new act compared to the old outdated document.
- Several new stages of state of disaster
- Recognition of recovery stage
- Roles and responsibilities of various agencies acknowledged
- Evacuation Plan Guidelines
- Draft NT Territory Welfare Group Plan - identifies how government and non government agencies respond in a declared event and defines their roles and responsibilities.

Key issue for local councils is around shelter and evacuation centres where in some communities these are community buildings managed by local government councils.

In correspondence with member councils it was suggested that the Northern Territory Welfare Group Plan 2013/2014 is an addendum to the council's recovery plan as it has contact details of various government agencies.

Councils have been also made aware of the various welfare group sub plans for the two regions and guides:

- Evacuation Centre Operational Guide;
- Katherine and Northern Welfare Group Plan;
- Central Australia Welfare Group Plan; and
- Welfare assembly and Welfare Recovery Plan.

Local Area Counter Disaster Meetings will be held as follows:

Community	Date	Time
Maranboy - includes: Manyallaluk, Barunga, Beswick and Bulman	30.09.2013	10am
Mataranka – includes Jilkminggan	30.09.2013	2 pm
Ngukurr – includes Numbulwar and Urapunga	01.10.2013	10am
Borroloola	03.10.2013	10am

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 NT WELFARE GROUP PLAN.pdf

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY



BUSINESS PAPER

*Environment, Transport and Infrastructure Reference Group Meeting
Thursday 5 September 2013*

**6. BUSINESS WHICH ONLY REQUIRES THE ENVIRONMENT, TRANSPORT AND
INFRASTRUCTURE REFERENCE GROUP TO RECEIVE AND NOTE INFORMATION**

Agenda Item:	6.4	Meeting Date:	5 September 2013
Action Officer:	Peter McLinden		
SUBJECT:	NT WELFARE GROUP PLAN 2013-2014		

What is the main issue?

To inform delegates on the NT Welfare Group Plan for 2013-2014.

What is the recent history on this issue?

- July 2013 letter received from the Office of Children and Families.
- Information report to Executive meeting August 2013.
- Information report to the ETIRG 6 August 2013.
- Invitation to the office to address the NT Welfare Group Plan at the ETIRG meeting.

What is it about?

LGANT received an invitation from the Office of Children and Families to comment on the Draft Northern Territory Welfare Group Plan 2013-2014. Invitation was also forwarded to the Department of Local Government.

In the plan a welfare group member role for local government is identified in accordance to the counter disaster plans when required.

Key issue for local councils is around shelter and evacuation centres where in some communities these are community buildings managed by local government councils.

In correspondence with member councils it was suggested that the Northern Territory Welfare Group Plan 2013-2014 is an addendum to the councils recovery plan as it has contact details of various government agencies.

Councils have been also made aware of the various welfare group sub plans for the two regions and guides:

- Evacuation Centre Operational Guide.
- Katherine and Northern Welfare Group Plan.
- Central Australia Welfare Group Plan and
- Welfare assembly and Welfare Recovery Plan.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY



Does the issue comply with policy or should it be drafted as new policy?

This issue complies with current LGA's Strategic Plan.

What decision are delegates being asked to make?

1. THAT delegates receive and note the report on the Draft *Northern Territory Welfare Group Plan 2013-2014*.

Attachment: *Northern Territory Welfare Group Plan 2013-2014*



OFFICE OF CHILDREN AND FAMILIES

Attn: Executive
 Level 5 Darwin Plaza
 Smith Street Mac
 Darwin NT 0800
 Postal Address: PO Box 49588
 CASUARINA NT 0811
 Tel. 08 8999 2750
 Fax. 08 8999 2535
 eMail: ocf@nt.gov.au

Doc Ref: 001070130274
 Your Ref:

Mayor Damien Ryan
 The President
 Local Government Association of the Northern Territory
 PO Box 2017
 PARAP NT 0814

Dear Mayor Ryan

RE: NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

Under the NT All Hazards and Emergency Management Arrangements (All Hazards) the Office of Children and Families is leader of the Welfare Group. The Welfare Group coordinates Territory wide policies and plans to ensure the provision of welfare services during the preparation, response and recovery phases of an emergency.

Under the All Hazards, Local Government has a range of roles across the Territory, dependent on local counter disaster plans. In some locations, this includes support and assistance to the Welfare Group.

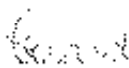
The Office of Children and Families recently completed a draft of the Northern Territory Welfare Group Plan 2013-14 (Attachment A refers). The plan provides a high level overview of Welfare Group roles and responsibilities.

I seek your assistance consulting with Local Government authorities concerning their roles and responsibilities within the plan.

Should you require further information please do not hesitate to contact Mr Glenn Bernardini, Director, Audit and Risk, on telephone 8999 2389 or via email of g.bernardin@nt.gov.au

I look forward to working with your association on the consultation.

Yours sincerely


 Jenni Collard
 917113

Cc: Mr Alan McGill
 Chief Executive
 Department of Local Government
 GPO Box 4621
 DARWIN NT 0801

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

BACKGROUND

This plan provides an overview of roles and responsibilities of the Northern Territory Welfare Group. More defined roles, responsibilities and actions for Welfare Group members are articulated in Welfare Group sub-plans.

Under the NT All Hazards and Emergency Management Arrangements (All Hazards), the role of the NT Welfare Group is to coordinate Territory wide policies and plans to ensure the provision of welfare services during the preparation, response and recovery phases of an emergency.

THE PLAN

The Northern Territory Welfare Group is tasked by the Counter Disaster Council through the Territory Controller (Commissioner of Police) and Regional Controllers to perform welfare related tasks during emergencies.

The Executive Director Corporate Services, Office of Children and Families (OCF) is the Welfare Group leader who coordinates Territory Welfare responses utilising resources available within the Welfare Group and other response groups.

In the Central Australia and Katherine and Northern regions, OCF Regional Executive Directors and Regional Welfare Group leaders who coordinate Welfare responses for their regions. Regional Welfare Group leaders utilise resources available within their regional Welfare Group, other response groups and Territory wide resources (if required).

The Territory/Regional Welfare Group Leader will formulate a measured welfare response to requests for welfare services. The response will be formulated after a discussion between the relevant Controller and the Welfare Group as to the scale of the event and the response required.

Should the Welfare Group be unable to resource an appropriate response, OCF will seek the supply of additional resources or direction from the Controller on behalf of the Welfare Group.

Welfare Group members endeavour to work unilaterally to achieve appropriate disaster welfare recovery outcomes. Welfare Group members are encouraged to fully participate in disaster welfare recovery activities, as appropriate.

A "State of Disaster" or a "State of Emergency" is rarely declared in the Northern Territory. However, should one be declared, Welfare Group members may be directed to assist authorities by providing resources, or assist authorities to protect and save lives, in accordance with the *Disasters Act*.

THREATS

Cyclones – Cyclones impact the Top End each year in different ways and in different locations, requiring unique responses for each event. Cyclones may affect a large area of the Territory, with the exception of Central Australia.

Flooding – Flooding usually occurs as a result of a tropical low or a cyclone. Flooding can occur throughout the Territory including Central Australia.

Bush Fires – occur throughout the Territory.

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

COMMUNICATION WITH EMERGENCY MANAGEMENT AUTHORITIES

Communication during an event occurs through a number of avenues. This includes:

- **Web Emergency Operations Centre (WEBEOC)** – an interactive web program that facilitates linking by the Territory Controller and the Welfare Group. WEBEOC also provides for status updates on readiness and capability.
- **Emergency Operations Centre (EOC)** – the Welfare Group may provide a liaison officer within a physical emergency operations centre.
- **Counter Disaster Council (CDC)** – CDC meetings are attended by NTG Chief Executives and a representative of the Bureau of Meteorology. The Chief Executive of the Office of Children and Families (OCF) or their delegate will attend these meetings.
- **Regional Planning Committees** - These meetings are attended by Regional functional group leaders or their delegates.
- **Local Controllers** - Local controllers may seek assistance from the Welfare Group through a request to Regional Controllers.

WHERE SERVICES MAY BE DELIVERED

The Community – Dependent on the event, the Welfare Group may deploy assistance teams to provide welfare services within the community. In most scenarios, the Welfare Group will operate from fixed locations that facilitate public access to welfare services.

Welfare Assembly Centres (WAC) – a location from where welfare and support services can be provided to people/communities in an existing emergency shelter for a period of time immediately following an event. Basic accommodation may be provided.

Welfare Recovery Centres (WRC) - One stop shops – single point location centres that provide a range of services to people affected by disasters. This may also include private, non-government and public sector representatives such as insurance, housing, welfare and support organisations. Accommodation is not provided.

Evacuation Centres – may provide accommodation and support after an event. Services may include meals, bedding, personal support, recreational activities and laundry services. Basic accommodation is provided.

Severe Weather Shelters – a location where vulnerable people without accommodation may shelter from the elements during an extreme weather event. Severe weather shelters do not operate when cyclone shelters are open. Basic accommodation may be provided.

SHELTER/EVACUATION CENTRE MANAGEMENT

The Welfare Group provides welfare services within evacuation, assembly and recovery centres. The management and operation of evacuation centres are coordinated by the Welfare Group with the assistance of a number of government and non government sector agencies.

Shelter managers may be appointed by the NT Government dependent on the scale of the event, shelter requirements and likely duration.

COMPENSATION

Non-Government Welfare Group members will be compensated for participation in authorised Welfare Group activities.

TRAINING

OCF may provide training as appropriate to Welfare Group members. Such training will focus on the practicalities of providing Welfare Group services.

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

- Transport Group –coordinates transport support during the preparation, response and recovery phases of a disaster/emergency.
- Communications Group – coordinates essential communications for the preparation, response and recovery phases of an emergency event.

WELFARE GROUP ACTIVATION

Activation may involve:

- calling a meeting of available members;
- calling a meeting of key Welfare Group members; and
- discussions with relevant members by email, phone etc to discuss readiness, capability and proposed actions for an event

ROLE OF EMERGENCY MANAGEMENT AGENCIES

When a State of Disaster or State of Emergency has been proclaimed

The Northern Territory *Disasters Act* provides for the adoption of measures necessary for the protection of life and property from the effects of disasters and emergencies and for other purposes. Under the Act, the Northern Territory Government can declare a State of Disaster or a State of Emergency in response to an emergency situation. The Act gives Emergency Services special powers to deal with emergencies including:

- the surrender of property;
- requiring persons to assist Emergency Services with tasks to save property or persons in immediate danger;
- the closure of premises; and
- directing the evacuation or exclusion of any person from any place.

In a declared disaster or emergency, the Act gives Emergency Services the right to direct Welfare Group members to save lives and protect property as appropriate.

When a State of Disaster or State of Emergency has not been proclaimed

The declaration of a State of Disaster or a State of Emergency is a rare event in the Northern Territory. Emergency Services requests for welfare assistance are usually made directly to the Welfare Group/Regional Welfare Group Leader. The Welfare Group Leader will assess the request for reasonableness and seek further information where necessary. The Welfare Group Leader/Regional Welfare Group Leader may

- refuse the request considering it is unreasonable;
- accept the request but provide a modified response;
- accept the request as there are sufficient resources for the proposed task; or
- accept the request while requesting additional resources to meet the proposed task.

When a State of Disaster or State of Emergency has not been declared, Emergency Services and the Welfare Group will work cooperatively together to provide an appropriate Welfare response.

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

Other events – events may include events such as tsunamis, civil emergencies, major chemical spills, and evacuations of foreign citizens from adjacent countries.

WELFARE GROUP RESPONSIBILITIES

Responsibilities include:

- a) undertaking general assessments of the needs of individuals and families affected by disaster;
- b) providing advice to Controller and Recovery Planning Committee in relation to welfare response and recovery strategies;
- c) providing welfare support to individuals, families and the community during the 'Response Phase';
- d) providing information and help to ensure access to personal support for those persons engaged in counter disaster activities;
- e) working with individuals, families and the community to assess and respond to the long term welfare requirements of the community;
- f) contributing to the coordination of recovery services; and
- g) coordination of Natural Disaster Relief and Recovery Arrangements (NDRRA) assistance for individuals, to alleviate personal hardship when relevant.

WELFARE GROUP MEMBERS

- Office of Children and Families
- Department of Health
- Department of Housing
- Department of Transport
- Department of Corrections
- Department of Police, Fire and Emergency Services (PFES College)
- Australian Government Department of Human Services, Centrelink
- Australian Red Cross NT
- St Vincent de Paul Society
- Salvation Army
- Anglicans
- Other non-government community service organisations
- EASA Counselling services
- Local Government

WELFARE GROUP SERVICES

- Emergency Clothing, Food, Bedding, Linen and tents
- Financial Assistance Payments
- Personal Outreach and Support
- Reception and registration processes for affected people in welfare centres
- Reconnecting people with family and friends (NRIS)
- Temporary Accommodation
- Trauma Counseling
- Welfare Assessments

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

WELFARE GROUP MEMBER ROLES

- All Welfare Group members – Assist in the provision of welfare services during emergency events where appropriate.
- OCF – Plan, lead and coordinate disaster welfare recovery activities. OCF is primarily responsible for NDRRA assistance payments and provides core staffing for most Welfare Group activities.
- Department of Housing – Provides a lot of available temporary accommodation. Assistance may also include providing staff for welfare group operations including staff for evacuation centres and shelters on request.
- Department of Health – Provide medical assistance for welfare group operations. May take the form of providing medical and mental health professionals to work in evacuation shelters; providing environmental health advice/monitoring and ambulance services as appropriate.
- Department Transport – provides transport options in relation to evacuations and movement to shelters.
- Department of Corrections – provides assistance with emergency management operations as appropriate. Assistance may include:
 - the provision of work parties for utilisation at the establishment and operation of evacuation centres and shelters; and
 - the provision of laundering and catering services and other services.
- Department of Peace, Fire and Emergency Services (PFES College) – archives and facilitates the National Registration Inquiry Service (NRIS).
- Australian Government Department of Human Services (Centrelink) – provides counselling services and assists OCF in its facilitation of NDRRA payments.
- Australian Red Cross NT (ARCN) – Personal Outreach and Support, NRIS support to Police Welfare Group training.
- St Vincent de Paul Society – provides emergency food, clothing and counselling support.
- Salvation Army – Emergency clothing and counselling support. Assists in management of donated goods.
- Anglicare – unided provision of emergency clothing and bedding. Provides transport services for the aged and disabled. Limited outreach services, social work, psychological and chaplaincy services. Assists in the management of donated goods.
- Catholic Care – Counselling and welfare services.
- Northern Territory Council of Social Services (NTCOSS) - Assist in communication and coordination of Non Government Organisation (NGO) services and response.
- EASA – trauma counselling for response and recovery workers and people significantly impacted by the event.
- Local Government - provide support and assistance in accordance with local counter disaster plans where appropriate.

LIAISON WITH OTHER GROUPS

- Critical Services and Goods Group - works with private enterprise and industry to develop a NT wide plan to ensure the availability of critical goods during the response and recovery from an emergency event.
- Shelter Group - Coordinates emergency shelters across the NT for the preparation, response and recovery phases of an emergency event.

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16 June 2013

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NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

WELFARE GROUP

Agency	Position	Name	Office	Mobile
Office of Children and Families	Welfare Group Leader	Leah Roberts	08 8931 4175	0817 227 010
	Regional Director, Katherine & Northern Region	Elizabeth Miller	08 8973 8423	0809 722 994
	Regional Director, Central Region	Sharon Jackson	08 8973 7136	0818 481 103
Department of Health	Deputy Director	Ranga Lakshmin	08 8901 6100	0808 400 100
Department of Transport	Director Transport Services	Mark Rose	08 8973 8115	0401 740 011
Department of Housing	Regional Director, Northern Districts	Suzanna Fitzgerald	08 8973 8111	0808 680 444
Department of Corrections	Deputy Director	Philip Blain	08 8901 1581	08 2949 4439
Australian Red Cross NT	Regional Director - Manager NT	Paul Marshall	08 8931 3441	0812 518 328
St Vincent de Paul Society	CFO	John Gault	08 8931 4111	0818 687 331
Southern Army	Regional Office Northern Territory	John Gault	08 8931 4111	0812 518 314
Anglicare NT	Regional Director	Dean Brown	08 8973 9001	0818 104 303
Extracare NT	Regional Director Northern Territory	Ann Burt	08 8944 2988	
NACCSS	Regional Director	Sharon Murray	08 8973 8000	0812 482 000
Employee Assistance Services Australia (EASA)	General Manager	Paula Page	08 8944 1717	0807 944 557

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

WELFARE GROUP SUB-PLANS

Evacuation Centre Operational Guide

Katherine and Northern Welfare Group Plan

Central Australia Welfare Group Plan

Welfare Assembly and Welfare Recovery Centre Plan

NORTHERN TERRITORY WELFARE GROUP PLAN 2013-14

RESPONSE GROUPS

Response Group	Department	Coordinator	Phone	Mobile
Medical	National Critical Care & Trauma Response Centre	Coordinator Cristin Garraway	08 8522 6716	0419 879 839
Public Health	St John's Ambulance NT	Manager Darwin Group Leader	08 8927 7454	0418 116 459
	Directorate of Health	Group Leader Peter Roper	08 8927 7475	0127 903 775
Emergency Shelter	Directorate of Environmental Health	Group Leader Neil Lammiman	08 8901 4986	0401 113 594
	Department of Education and Children Services	Group Leader Richard Hunt	08 8901 4999	
Child Services and Goods Transport	Department of Health (General Australia)	Deputy Cathie Stinson	08 8901 4988	0438 778 957
	Department of Business	Deputy Nancy Edwards	08 8901 5242	0418 236 417
	Department of Transport	Group Leader Tony Eppington	08 8904 7110	0401 110 031
Innovation	Department of Health	Group Leader Alex Rae	08 8924 7827	0416 571 547
	Department of Health	Group Leader Bernie Ingram	08 8924 7848	0488 955 061
	Department of Health	Group Leader Diane Brown	08 8946 4316	0401 117 950
	Department of Health	Group Leader Karen Elliott	8946 6786	0401 115 910
Communications	Communications	Group Leader Wendy Pennington	8979 8722	0416 781 608

**INFRASTRUCTURE AND TECHNICAL SERVICES
REPORTS**

ITEM NUMBER	16.2
TITLE	NTG BUDGET - ROADS TO RECOVERY PRIORITY PROJECTS
REFERENCE	403136
AUTHOR	Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) That Council receive and note the report on NTG Budget - Roads to Recovery priority projects
- (b) That Council endorse the priority roads projects :
- Western Desert Road through Larrimah town
 - Edith Falls Road
 - Stuart Street Daly Waters

BACKGROUND**What is the main issue?**

To identify priority R2R projects by council for the local road network managed by the NTG.

What is it about?

The Australian Government has provided \$23 million dollars over the past 5 years with \$3,132,856 for the 2012/13 financial year to the Department of Transport from the Roads to Recovery Program for the local road network managed by the NT Government.

The Department of Transport has identified the local road network that will potentially be transferred to local councils by Government (attached). Shire councils are being asked by LGANT to identify three priority projects they wish to be funded through the NTG Roads to Recovery for the NTG network within their boundaries.

This list of projects will form part of the LGANT 2014/2015 budget submission to the Northern Territory Government in October.

Attached is a list of projects completed by the NTG from the current R2R program 2009 – 2014.

ISSUES/OPTIONS/SWOT

This process is aimed at introducing Councils to the potential transfer of the NTG's local roads network to Council in the future. The NTG is NOT transferring their roads to Council yet. This exercise is aimed at building Council knowledge of the proposal.

The Council may change the resolution and choose other local roads as priorities for government.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 ROADS PROPOSED FOR TRANSFER TO SHIRES.pdf

ROADS TRANSFERRED FOR TRANSFER TO SHIRES

Year	Reserve	Price Support	Repairs	State Govt	Unallocated	Total	Est. FY	Total	Est. FY	Total
Year	Reserve	Price Support	Repairs	State Govt	Unallocated	Total	Est. FY	Total	Est. FY	Total
2014	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2015	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2016	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2017	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2018	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2019	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2020	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2021	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2022	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2023	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2024	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2025	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2026	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2027	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2028	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2029	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
2030	1000000	1000000	1000000	1000000	1000000	5000000	1000000	5000000	1000000	5000000
TOTAL	10000000	10000000	10000000	10000000	10000000	50000000	10000000	50000000	10000000	50000000

**INFRASTRUCTURE AND TECHNICAL SERVICES
REPORTS**



ITEM NUMBER	16.3
TITLE	Roads Managed by LGANT
REFERENCE	403141
AUTHOR	Sharon Hillen, Director of Infrastructure & Technical Services

RECOMMENDATION

- (a) **That Council receive and note the report on Local Roads Manager by LGANT**

BACKGROUND

LGANT manage some 2000km of roads and receive Federal Assistance Grants (FAG) and Roads To Recovery (R2R) funding to maintain these roads.

The following projects were completed by LGANT for R2R during the 2012-2013 financial year:

- Roper Gulf Shire - \$55,324 Robinson River culvert airport road contracted to Mungoorbada Community.
- East Arnhem Shire - \$86,040 Dhuruputji road construction of floodway and culverts - local contractors.
- Roper Gulf Shire - \$75,854 Wada Waddalla road re-sheet 2km gravel pavement - local contractor.
- Central Desert Shire - \$494,680 Bonya Access road re-sheet 9km gravel pavement - local contractor.
- East Arnhem Shire - \$88,130 Mata Mata Access road construction of culverts - local contractors.
- Barkly Shire - \$80,400 Canteen Creek road reformation and patch sheeting 13km - local contractor.

These roads may also potentially be transferred over to Shires in the future.

ISSUES/OPTIONS/SWOT

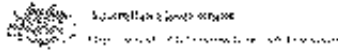
This is for your information only

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

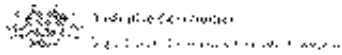
- 1 Road Managed by LGANT .pdf



14/13/874, 475 Exp

Standard Expenditure Report for period to 30 Jun 2013 - Current
Last Update: 10 Jul 2013 by PLgant1
Local Government Association of the Northern Territory Inc

Item No	Description	Estimate	Actual	Start Date	End Date	Actual	Estimate
1	Western Road, Access Access to the road from 42nd Century Drive to the road from South East of the Government Road to the road from 2	\$222,109	Yes	Jul 2008	Oct 2009	\$222,109	\$222,109
2	Access to the road from the road from the road from the road from the road from	\$10,000	Yes	Apr 2010	Apr 2010	\$10,000	\$10,000
3	McLellan Road, Road to the road from the road from the road from the road from	\$11,260	Yes	Mar 2011	Mar 2011	\$11,260	\$11,260
4	Wangy Road, Road to the road from the road from the road from the road from	\$100,960	Yes	Nov 2010	Dec 2010	\$100,960	\$100,960
5	Wangy Road, Road to the road from the road from the road from the road from	\$80,380	Yes	Nov 2010	Dec 2010	\$80,380	\$80,380
6	Wangy Road, Road to the road from the road from the road from the road from	\$55,320	Yes	Nov 2010	Dec 2010	\$55,320	\$55,320
7	Wangy Road, Road to the road from the road from the road from the road from	\$123,820	Yes	Nov 2010	Dec 2010	\$123,820	\$123,820
8	Wangy Road, Road to the road from the road from the road from the road from	\$60,000	Yes	Nov 2010	Dec 2010	\$60,000	\$60,000
9	Timber Road, Road to the road from the road from the road from the road from	\$152,000	Yes	Nov 2010	Dec 2010	\$152,000	\$152,000
10	Wangy Road, Road to the road from the road from the road from the road from	\$78,720	Yes	Nov 2010	Dec 2010	\$78,720	\$78,720
11	Wangy Road, Road to the road from the road from the road from the road from	\$11,000	Yes	Nov 2010	Dec 2010	\$11,000	\$11,000
12	Wangy Road, Road to the road from the road from the road from the road from	\$1,000	Yes	Nov 2010	Dec 2010	\$1,000	\$1,000



13	McNabtown Highway Reconstruction From 100th Street to 100th Street, 100th Street to 100th Street	\$12,285	Y	May 2012	Jul 2012	\$12,285	60
14	Reconstruction of Roadway From 100th Street to 100th Street	\$12,690	Y	Jul 2012	Aug 2012	\$12,690	30
15	Reconstruction of Roadway From 100th Street to 100th Street	\$92,117	Y	May 2012	May 2012	\$92,117	100
16	Reconstruction of Roadway From 100th Street to 100th Street	\$79,640	Y	May 2012	Jul 2012	\$79,640	50
17	Reconstruction of Roadway From 100th Street to 100th Street	\$32,897	Y	Oct 2012	Nov 2012	\$32,897	100
18	Reconstruction of Roadway From 100th Street to 100th Street	\$12,186	Y	April 2012	Jun 2012	\$12,186	50
19	Reconstruction of Roadway From 100th Street to 100th Street	\$20,100	Y	May 2012	Jun 2012	\$20,100	50
20	Reconstruction of Roadway From 100th Street to 100th Street	\$1,195	Y	May 2012	Jul 2012	\$1,195	50
21	Reconstruction of Roadway From 100th Street to 100th Street	\$11,000	Y	May 2012	Jun 2012	\$11,000	50
22	Reconstruction of Roadway From 100th Street to 100th Street	\$21,000	Y	May 2012	Jun 2012	\$21,000	50
23	Reconstruction of Roadway From 100th Street to 100th Street	\$33,336	Y	May 2012	Jul 2012	\$33,336	50

Total All Projects: 41,861,734 385,020

Continued

Approved Payment

Date:

Amount Approved

COMMUNITY SERVICES DIRECTORATE REPORTS

ITEM NUMBER	17.1
TITLE	Community Services Directorate update
REFERENCE	403143
AUTHOR	Catherine Proctor, Director Community Services

RECOMMENDATION

- (a) **That Council receive and note the report on the Community Services Directorate**

BACKGROUND

The Community Services Directorate is responsible for the following business units of Council:

Remote Jobs and Communities Program

- Including CDEP grandfather wages

Family and Community Services

- Community Aged Care Packages (CACP)
- Home and Community Care (HACC)
- School Nutrition Program
- Childcare centres
- Library
- Indigenous Broadcasting
- Centrelink

Community Safety

- Night Patrol
- Sport and Rec – inc. After School Care and Vacation Care
- Youth Services – inc. Youth Diversion

This report is based on the Shires activities in relation to the Shire Plan 2013-2014 and addresses the operations progress for the first two months of the year.

Key Achievements & Critical issues

Funding agreements have been finalised for the majority of grant-funded programs. Many agreements have now been negotiated over periods exceeding 12 months which offers improved planning continuity, stability, and reassurance for staff employed by those programs. Details of the funding agreements entered into by Council are shown in a separate attachment.

Strategic Plans/Projects

Strategic programs for 2013/2014 include:

- **Remote Jobs and Communities Program**

Working with jobseekers across the shire to help them participate in meaningful training and employment activities, and achieve sustainable employment outcomes.

This new program commenced in July 2013 and will continue for 5 years until June 2018.

The RJCP business unit is responsible for servicing 1200-1300 jobseekers across the Central Arnhem and Ngukurr Numbulwar regions which include the following communities:

- Barunga
- Beswick
- Manyallaluk
- Bulman and Weemol
- Binjari
- Mataranka and Mulggan Camp
- Jilkminggan
- Ngukurr and Urapunga
- Numbulwar
- Minyerri and Roper Valley

The Gulf-Savannah region comprising Borroloola, Robinson River and homelands is serviced by a joint enterprise owned by Mabunji Aboriginal Corporation and Mungoorbada Aboriginal Corporation.

- **Community Safety Program**

An integrated approach to working with communities to promote community harmony and safety, prevention of anti-social behaviour, and responsiveness to incidents.

The sport and recreation, youth services, and night patrol teams work towards safer communities. We work with external agencies to broker solutions and improve the effectiveness of community safety strategies.

- **Youth Leadership in Communities Program**

“Youth are our most valuable resource.” We will continue to support Youth Voice Committees and offer opportunities for Youth to participate in activities that will increase their confidence and leadership skills to benefit the local community.

- **Caring for Communities Program**

Working with children and the aged to ensure a supportive, nurturing environment for our most vulnerable members of society. Council provides a range of services for the young and old across the Shire.

ISSUES/OPTIONS/SWOT

<<Enter Text>>

FINANCIAL CONSIDERATIONS

<<Enter Text>>

ATTACHMENTS:

- 1 280 Program funding arrangements and contacts.pdf

PROGRAM FUNDING RECEIVED BY COUNCIL FOR COMMUNITY SERVICES PROGRAMS

Code	Activity Description	13/14 funding (ex gst)	Confirmed/ indicative	Contract end date	Funded by
COMMUNITY SERVICES					
REMOTE JOBS AND COMMUNITIES PROGRAM					
314	RJCP Service Fees	\$2,925,000	indicative	30/06/18	Dept of Education, Employment and Workplace Relations
315	CDEP Grandfather wages	\$1,257,000	estimated	30/06/17	Dept of Families, Housing, Community Services and Indigenous Affairs
316	RJCP Participation Account	\$2,925,000	indicative	30/06/18	Dept of Education, Employment and Workplace Relations
317	RJCP Youth Leadership & Development Corps	\$287,000	indicative	30/06/18	Dept of Education, Employment and Workplace Relations
318	RJCP Outcomes Payments	\$1,919,303	indicative	30/06/18	Dept of Education, Employment and Workplace Relations
FAMILY AND COMMUNITY SERVICES					
341	CACP	\$612,539	indicative	ongoing	Dept of Health and Ageing
342	Aged Care NT Jobs Package	\$651,360	confirmed	30/06/17	Dept of Health and Ageing
344	HAOC services	\$173,396	confirmed	30/06/14	Dept of Health and Ageing
345	IBS NT Jobs in Transition	\$189,834	confirmed	30/06/14	Dept of Regional Australia, Local Government, Arts and Sport
346	Indigenous Broadcasting	\$75,000	confirmed	30/06/14	Dept of Broadband, Communications and the Digital Economy
347	JET Creche	\$771,223	confirmed	30/06/14	Dept of Education, Employment and Workplace Relations
348	Library	\$157,434	confirmed	30/06/14	Dept of Arts and Museums
349	School Nutrition Program	\$100,326	confirmed	31/12/13	Dept of Education, Employment and Workplace Relations
350	Centrelink agency	\$700,078	confirmed	30/06/14	Dept of Human Services
COMMUNITY SAFETY					
401	Night Patrol	\$2,705,074	confirmed	30/06/14	Attorney General's Department
403	Outside School Hours Care	\$224,148	confirmed	30/06/14	Dept of Education, Employment and Workplace Relations
404	Indigenous Sport and Recreation Program (ISARP)	\$199,209	confirmed	30/06/15	Dept of Regional Australia, Local Government, Arts and Sport
405	Job Creation Package - Sport and Rec Program	\$573,320	confirmed	30/06/14	Dept of Regional Australia, Local Government, Arts and Sport
406	Grass Roots	\$4,500	confirmed	31/12/13	Dept of Sport and Recreation
407	NTG Sport and Rec Program	\$238,000	estimated	30/06/13	Dept of Sport and Recreation
410	National Youth Week / Youth Vibe grants			One-offs	Office of Youth Affairs, Dept of the Chief Minister
412	Youth Diversion Program	\$215,000	confirmed	30/06/14	Dept of Correctional Services
414	Volatile Substance Abuse	\$48,387	confirmed	30/06/15	Dept of Health
415	67568 Youth In Communities	\$995,680	confirmed	30/06/14	Dept of Families, Housing, Community Services and Indigenous Affairs
416	Youth Engagement Grants	\$11,000	confirmed	31/07/13	Office of Youth Affairs, Dept of the Chief Minister
463	Facility Development Grants	\$50,000	confirmed	30/06/14	Dept of Sport and Recreation

280 Program funding arrangements and contacts.xls

**CONTRACTS & ECONOMIC DEVELOPMENT
DIRECTORATE REP.**

ITEM NUMBER	18.1
TITLE	Proposed Assets for Disposal
REFERENCE	403158
AUTHOR	Marc Gardner, Director Contracts and Economic Development

RECOMMENDATION

That Council authorises the disposal of assets outlined in the report in accordance with the Local Government Act and Local Government Ministers Guideline 7 – Disposal of Property.

BACKGROUND

In April 2013, Council successfully held an Auction to dispose of surplus plant, vehicles and equipment as it had not had a systematic approach to the disposal of assets for over two years. This auction netted Council approximately \$339,000 at the end of the process and included the disposal of 72 various assets.

Upon further investigation, Council staff have identified it has further surplus assets than it requires. In fact an analysis of Council's registered insured assets has revealed that we have approximately 490 assets that need to be registered every year. These assets identified includes all types of vehicles, plant, machinery, ride on mowers, quad-bikes etc. This is compared to other Councils of a similar size in the Northern Territory that have between 250-300 registered assets.

It is obvious that a high number and value of assets in the long run, is costing council unnecessary costs each years in repairs, maintenance, operation and depreciation. Further, Council requires a more systematic approach to management of these assets and it is recommended that another auction and disposal process takes place.

Council's Asset Management Plan now outlines a system of conducting auctions every 6 months to ensure that a backlog of vehicles, plant, equipment and other items do not build up, and that there is a regular disposal schedule that fits in with an assets renewal program. It is now proposed in order to reduce this list of assets to a more manageable and financially sustainable size, that another exercise to dispose of unwanted assets is conducted.

To dispose of assets, a legislated framework exists that Council must follow. These include the Local Government Act:

Section 101 Role and functions of CEO

(e) to ensure that the council's assets and resources are properly managed and maintained;

The Local Government Accounting Regulations outlines:

Part 10 Property, Section 22:

- (1) The CEO is responsible for the safekeeping of all council property (including stores, materials and tools).*
- (2) The CEO must ensure that adequate records are kept of council property.*
- (3) The CEO must ensure that stock-takes of council property are carried out regularly in accordance with the Accounting Standards and any applicable council policies.*

In addition to the Act and Regulations, there are also Ministerial Guidelines in relation to the disposal of assets which include the Ministerial Guideline Number 7 – Disposal of Property:

4. Authority to Dispose of Property

- (1) *Property which has been purchased, or the purchase of which has been contributed to, by a funding source, may not be disposed of unless the terms of the funding agreement have been met. This includes any requirement to gain approval from the funding body to dispose of property.*
- (2) *Decisions for sale or disposal of real property must be made by council resolution unless council has delegated this authority.*
- (3) *Council may delegate authority under s32 of the Local Government Act 2008. For example, the CEO may be given a delegation to approve the sale or disposal of certain property.*
- (4) *Where council delegates such authority the delegation should be limited. For example, the CEO may have a delegation to dispose of property that fits certain criteria.*

5. Method to be Used

Generally, council will sell or dispose of land and other assets through adoption of the following practices:

- (1) *direct sale – advertisement for sale and the nature of the advertisement i.e. public notice, local paper etc;*
- (2) *quotation – seeking quotations for the sale of land and other assets;*
- (3) *selected tender – seeking tenders from a selected group of persons, companies, organisations, or other interested parties;*
- (4) *open tender – openly seeking, through advertisement, tenders, or buyers for Council, land and other assets; or*
- (5) *other means as deemed appropriate by council or the CEO (provided disposal has been authorised by council).*

Attached is a list of proposed assets for disposal.

ISSUES/OPTIONS/SWOT

As part of Council's Asset Management Plan, it is again considered that an Auction is the most appropriate way of dealing with the disposal of these assets. A separate report in relation to the Auction will be provided for Council's information.

Ministerial Guideline 7 – Disposal of Property outlines considerations that need to be taken into account when determining assets to be disposed. These considerations were involved in compiling the current list of assets to dispose of.

6. Considerations

(1) In considering the method of disposal of an asset, council should consider a number of issues, for example:

- (i) The potential for the council to obtain the best price.*
- (ii) The number of known potential purchasers of the land or assets.*
- (iii) The current and possible preferred future use of the land or assets.*
- (iv) The existence of local purchasers of the land or asset.*
- (v) The opportunity to promote local economic growth and development.*
- (vi) The total estimated value of the sale.*
- (vii) Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of the sale.*
- (viii) Compliance with statutory and other obligations*

(2) Council or its officers with delegated authority shall, when making decisions, act in accordance with the council's budget, relevant policies, plans, resolutions, and all relevant statutory or common law requirements.

As with the previous identification of assets for disposal in April 2013, the most significant consideration is useful working life of an asset. Simply put, Council has a number of

vehicles, plant and machinery that are no longer economical to use or repair and have been dormant for a period of time. The attached list of assets to dispose have either been replaced already or are no longer needed for any of Council's activities and Council's best option is to dispose of them while they still retain some value.

The above considerations were used to determine what items have been included in the disposal list and that an auction was the most efficient, transparent and cost beneficial way of disposing of them.

FINANCIAL CONSIDERATIONS

The value of the assets at present have not been fully determined at this stage because some of the items have not been identified on Council's assets list. In addition to this the value of some of the assets in Council's asset register is not current to provide Council an accurate picture of their worth. It is anticipated that during the organising of the Auction process that market values of all items to be disposed of will be determined.

In addition to this, it has been identified that the assets located in communities would be too costly to relocate to Katherine for disposal as a group and also limit the opportunity for people in communities to purchase these assets. Therefore the auction proposed will be like an on-line auction, where the assets remain in the community on an 'as is – where is' basis and this will enable local community members to put in a bid.

The list of assets for disposal is already almost 80 lots (more than the previous Auction in April 2013) and it is anticipated that the current proposed auction process will net Council a similar amount of revenue.

ATTACHMENTS:

1 ASSETS FOR DISPOSAL - COUNCIL MEETING SEPT 2013.xls

RGSC ASSET AUCTION LIST - SEPT 2013			
Make (e.g. Ford, CAT, Holden, Hino etc)	Model/Description (Falcon, Hilux, Commodore etc)	Rego (if none, leave blank)	Asset ID
NUMBULWAR			
Toyota	Rav 4	630851	70228
Toyota	Trayback	955246	70388
Toyota	Trayback	834992	TBA
Toyota	Troopy	990355	70014
Toyota	80 series	TBA	TBA
Mitza	Tray Truck	572549	70217
Toyota	H/lux twincab	975416	TBA
Toyota	h/lux twincab trayback	767804	70047
Bobcat	Bobcat (Old CDEP?)	970881	70423
BESWICK			
Kubota	MX5000 Tractor	970-903	70419
Toyota	Hiace bus	961-680	70098
BORROLOOLA			
Cat	D4D Bulldozer	No Rego	70112
Farmtrac	Tractor 60	920797	70136
Mitsubishi	Canter	725127	70215
Pig	Trailer	TG6743	70161
Kubota	Mower F3560	920798	70368
Superior	Slasher	No Rego	No ID
John Berends	Slasher	No Rego	No ID
Howard	6' Salsher	No Rego	No ID
Toyota	Garbage Compactor	628228	70131
JILKMINGGAN			
Kubota tractor	L1501DT	774641	70153
Rotory hoe	No information	No Rego	No ID
Chiller/freezer	No information	No Rego	No ID
KATHERINE			
Toyota	Yaris	793572	70076
Toyota	Hilux Dual Cab	786357	70071
Toyota	Landcruiser Troop Carrier	718609	70029
Toyota	Hilux Dual Cab	646341	70017
Toyota	Camry Altise CV30	955165	70563
Holden	Astra TS	CA37LN	70057
Toyota	Landcruiser	765760	70245
Toyota	Hilux Dual Cab	643676	70016
Toyota	Hilux Dual Cab	765802	70045
Toyota	Hilux Dual Cab	917347	70094
Toyota	Hilux Dual Cab	917353	70095
Xerox	Docucentre Photocopiers (x2 C4300/C240)	No Rego	No ID
TOYOTA	LANDCRUISER UTE	955254	70309
HONDA	ESO Quad bike	935412	703360
NGUKURR			
Nissan Water Truck	Pantehinicon	602-817	70219
1940 CASE Bobcat	1840 Model	No Rego	70105
John Deere 2140 2WD	Tractor	955-303	70402
Toyota Forklift	42-3FG25	CA48WR	70130
6FT Slasher	Unknown	No Rego	No ID
Street Sweeper	SEWELL	No Rego	No ID
Howard Slasher	HD Series	No Rego	No ID
Toyota	Landcruiser	CA32QH	70025
Toyota	Landcruiser Ute	730720	70036

CONTRACTS & ECONOMIC DEVELOPMENT DIRECTORATE REP.



ITEM NUMBER	18.2
TITLE	Amendment to Assets capital budget
REFERENCE	403159
AUTHOR	Marc Gardner, Director Contracts and Economic Development

RECOMMENDATION

- (a) **That Council approves the amendment to Council's budget in respect to capital purchases.**

BACKGROUND

During the preparation of Council's 2013-14 budget, a number of capital asset requirements were not identified due to circumstances around staffing and planning for Council's future programs. One of these was the Remote Jobs and Communities Program (RJCP) which Council only found out it was successful in obtaining the contract to deliver the program in June 2013. This subsequently meant the planning to roll out the RJCP program and change over assets has been delayed.

In addition to this, a number of staff replacements have taken place recently where conditions of employment for vehicle provision have been negotiated by the CEO in accordance with the Fleet Procurement and Allocation Policy.

Therefore there is a need to make an amendment to Council's budget for the Assets section (Activity 109) to include the purchase of these assets.

ISSUES/OPTIONS/SWOT

Outlined below are the major financial considerations associated with this process.

As also discussed in another report to Council, we are also proposing the disposal of a number of vehicles including ones from the old CDEP program (now allocated to the Remote Jobs and Communities Program). This disposal process will help Council fund the purchase of these vehicles.

FINANCIAL CONSIDERATIONS

Below are the vehicle requirements and the proposed amendment to budget:

Program/Purpose	Asset type	Cost¹
Project Manager	Toyota Hilux	\$54,000
RJCP2	Toyota Hilux	\$46,500
RJCP	Toyota Hilux	\$46,500
RJCP	Toyota Hilux	\$51,000
RJCP	Toyota Hilux	\$51,000
RJCP	Toyota Hilux	\$51,000
RJCP	Toyota Hilux	\$51,000
RJCP	Toyota Hilux	\$51,000
RJCP	Toyota Hilux	\$51,000
RJCP	Isuzu Ready to work Truck	\$55,000
RJCP	Isuzu Ready to work Truck	\$55,000
RJCP (Manager)	Toyota Prado	\$57,000
Contracts and Economic Development	Toyota Prado	\$64,000
Family and Community	Toyota Hilux or similar	\$45,000

Services		
TOTAL		\$678,000

Notes:

1. This is total cost based on actual quotes received for total value of the asset, delivered to Katherine, including vehicle extras and additions and ready to operate.

As an improved way of managing Council's fleet, vehicles will be assigned to Council's Asset Department (Account activity code 109) and then internally 'leased' to the various Council programs. The long term benefit of this approach is that Council's fleet is current, fit for purpose, operating efficiently and building an asset replacement reserve for future asset maintenance or replacement.

The proposed lease back value will be set at a third of the cost of the asset plus operating costs (fuel, servicing, insurance etc). This will mean that at the end of a three year period, Council would have recuperated that value of the vehicle that it had bought three years previously, and also get the residual value of the vehicle upon disposal.

This system of asset management is required throughout the organisation and with good management will mean that in several years time that Council's plant and fleet operations become cost neutral to Council because they are self funding.

Currently Council has identified \$1,471,439.77 in the 2013/14 for capital purchases including vehicles. The majority of these purchases are funded through individual programs e.g. community services and grant funded capital purchases.

The changes to Council's capital budget will primarily affect activity 10.10.109 (Assets Management).

INCOME:

\$169,500 (Lease fees of vehicles – pro rata)

\$300,000 (Auction 1 – October 2013)

\$208,500 (Auction 2 – March 2014)

TOTAL INCOME: \$678,000

EXPENDITURE:

(See list above)

TOTAL EXPENDITURE = \$678,000

SURPLUS/SHORTFALL = \$0

Based on these calculations, Council would not be required to directly fund these assets from other activities of Council.

The changes to the budget required would be that capital purchase income and expenditure will both increase by \$679,000 to \$2,149,439.77.

ATTACHMENTS:

There are no attachments for this report.

**CONTRACTS & ECONOMIC DEVELOPMENT
DIRECTORATE REP.**

ITEM NUMBER	18.3
TITLE	Contract extension - Territory Housing Repairs, Maintenance and Tenancy agreement
REFERENCE	403162
AUTHOR	Marc Gardner, Director Contracts and Economic Development

RECOMMENDATION**That Council:**

- (1) Receive and note the report; and
- (2) Approves the use of the Common Seal to execute the Department of Housing agreement for Tenancy Management for the period 1 July 2013 to 31 December 2013.

BACKGROUND

Roper Gulf Shire Council employs a number of tenancy officers in the majority of our communities (except Borroloola) to deal with community housing needs and process maintenance and repair request along with house inspections, rent collections and other tenancy matters.

Council's current tenancy management agreement from the Department of Housing concluded on the 30 June 2013. Council had not received any formal advice on the continuation of this agreement as it was widely understood that the department would then release public tenders for this service around this time. Council staff did however receive confirmation from staff within the department to continue on a periodic basis until they could provide formal confirmation.

On the 30 August 2013, Council received an extension to the Tenancy Management Agreement (see attached copy).

ISSUES/OPTIONS/SWOT

This agreement continues the previous agreement Council had with the Department until the 31 December 2013. It does include an increase in the level of funding received by 2.5%. The agreement ensures that Council has a formal agreement in place to cover costs associated with tenancy management in communities.

The new contract for tenancy management with the Department of Housing was released on the 5 September and currently Contracts and Economic Development staff are working on this submission. The new contract is anticipated to commence from the 1 January 2014.

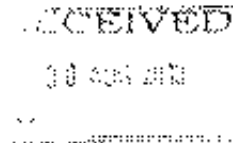
The use of Council's Seal is required to execute this document with the Department of Housing.

FINANCIAL CONSIDERATIONS

There are no financial consideration associated with this report other than the slight increase in funding provided by the department of 2.5% on the existing contract. If Council is successful in obtaining the new Tenancy Management Contract from 1 January 2014, it will need to amend its budget for this program accordingly.

ATTACHMENTS:

- 1 Territory Housing Extension Letter.pdf



Chief Executive
Level 2, RCG House,
83-85 Smith Street, Darwin

Postal address GPO Box 4521
Darwin NT 6801
Tel 08 8999 8472
Fax 08 8999 8489
Website www.housing.nt.gov.au

File No. 2013/01138-2-011

Mr Michael Berto
Roper Gulf Shire Council
PO Box 1321
Katherine NT 0881

Dear Mr Berto

Extension of Tenancy Management Agreement with Roper Gulf Shire Council

As per your discussion with Roman Finch and pursuant to Clause 20.2 of the Tenancy Management Agreement (the 'Agreement') between the Chief Executive (Housing) and the Roper Gulf Shire Council, I now confirm to you in writing that I agree to extend the Term of the Agreement from 2 September 2013 to 1 December 2013. This extension reflects the continued service provision under the Agreement by your organisation.

The Agreement shall continue to be governed by the same terms and conditions in respect of the remote community houses in the Roper Gulf Shire, as identified in Schedule 3 of the Agreement.

For the purposes of the 'Fee', Schedule 6 will continue to represent the fee payable for services provided in accordance with this Agreement. Schedule 6 has been amended to reflect the 2.5% increase in fixed costs and schedule of rates that you received in 2012-13. A copy of the amended Schedule 6 is attached.

The funding details for the period 1 July 2013 to 1 December 2013 are in the table below:

Service level agreement 1 July to 1 December (154 days):

Indicative Total Value	\$483,292.45
Below is the break-up of the Indicative total value above:	
Fixed cost	\$114,679.52
Indicative Variable costs (labour)	\$348,612.93

Note: All amounts are GST inclusive

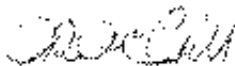
The Service Agreement Value and number of RCH are indicative only and do not guarantee the amount of work to be undertaken under the Service Agreement. (Schedule 4)

Please indicate you confirm your agreement to this extension by signing this letter and the amended schedule of rates, and returning both documents to Jessica Watkinson, Manager Contracts and Performance Monitoring.

If you have any queries regarding this extension please don't hesitate to contact Jessica Watkinson on telephone 8999 3852 or via email on jessica.watkinson@nt.gov.au.

The Property and Tenancy Management contracts will be advertised in the next few weeks. The new contracts will commence on 2 December 2013

Yours sincerely


Allan McGill
28 August 2013

Extension of the Tenancy Management Agreement between the Chief Executive (Housing) and Roper Gulf Shire Council from 2 September 2013 to 1 December 2013.

Executed as an Agreement

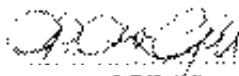
Signed by the **Chief Executive (Housing)** in accordance with the *Housing Act (NT)* in the

presence of:

.....

Signature of Witness
.....

Name of witness

.....

Signature of CE (H)
.....
Allan McGill
Print Name

The **COMMON SEAL** of the **ROPER GULF SHIRE COUNCIL** was hereto affixed in accordance with section 26 of the *Local Government Act 2008* on the

..... day of
2013 in the presence of:

.....
Signature of Chief Executive Officer
.....
Print name of Chief Executive Officer

.....
Signature of Council member
.....
Print name of Council member



CONTRACTS & ECONOMIC DEVELOPMENT DIRECTORATE REP.



ITEM NUMBER	18.4
TITLE	Request for Tender - Territory Housing update
REFERENCE	403166
AUTHOR	Marc Gardner, Director Contracts and Economic Development

RECOMMENDATION

- (a) **That Council receive and note the report in relation to the new Territory Housing tenders for tenancy management, housing maintenance and panel of contractors.**

BACKGROUND

Council currently hold the Territory Housing Property Management and Tenancy Management contracts. These two contracts have been recently extended until 1 December 2013 (see previous report to Council).

On 5 September 2013, Requests for Tender were released for the following three contracts, all for over a period of 55 months commencing December 2013 in specified remote communities in the Big Rivers Region:

K13-0020: Provision of housing maintenance coordination services

K13-0021: Provision of tenancy management services

K13-0022: Panel contract for the provision of trade qualified repairs and maintenance works

An industry briefing meeting will occur on Friday 13 September, 10am – 12pm at RJ's conference room. A verbal update will be provided on the progress of this tender and the outcomes of the briefing at the Council meeting on the 25 September.

ISSUES/OPTIONS/SWOT

On analysis of the tender documents and after a meeting with Territory Housing on the 5 September 2013, we have identified a number of significant issues and changes in the new contracts from the existing arrangement including:

- All three contracts are now structured in geographic clusters. The relevant clusters for RGSC are:
 - Cluster 4 – Beswick, Barunga, Weemol, Bulman, Eva Valley, Binjari, Cutta Cutta Caves, Nitmiluk
 - Cluster 5 – Jilkminggan, Minyerri, Ngukurr, Numbulwar, Rittarangu, Limmen, Mataranka (but not for Tenancy Management)
 - Cluster 6 – Borroloola, Garawa 1, Garawa 2, Mara, Yanyula
- Cluster 4 includes a number of housing locations outside of the Shire including Binjari, Cutta Cutta Caves and Nitmiluk that require consideration of how we would manage them if we were successful.
- All clusters will cover additional Territory Government housing including school accommodation, police, clinic and national parks housing.
- Due to existing contractual arrangements and for political considerations, it may be advisable for RGSC to not bid for contracts in Cluster 6, and support existing organisations in their bid.
- Territory Housing have indicated that they intend on managing a Panel of Trades-Qualified Contractors directly. The intention of contract K13-0022 is to set membership and schedule of rates for this Panel. RGSC can bid to be a member, however this contract will likely change how RGSC relates to and organises trades

contractors currently. (RGSC can continue to sub-contract out work as done currently, however these sub-contractors may find it advantageous to contract directly with Territory Housing.)

- The contract K13-0020: Provision of housing maintenance coordination services is structured as a fixed fee agreement to fund provision for Housing Maintenance Officers (HMOs), who will be expected to provide first-response repairs and maintenance services, but not necessarily trades-qualified services. The contractor may then charge Territory Housing for materials plus mark-up, but the labour component of the service is to be funded as part of the fixed fee.
- If a repairs and maintenance task is deemed to require trades-qualified contractors, the job is to be referred back to Territory Housing, who will then issue a Work Order to a chosen trades contractor (who have been approved for work under the contract K13-0022).
- There may be complications if RGSC wins both K13-0020 and K13-0022 contracts, and employs trades-qualified staff to coordinate and supervise Housing Maintenance Officer staff. One issue could be when a job is expected to be funded under contract K13-0020, or as a separate invoiced job under contract K13-0022.
- There is no set structure for how a contractor must organise their Housing Maintenance Officer crews, so these could be locally-based staff or part of a mobile crew. However, 40% of the total staff funded by contract K13-0020 must be Indigenous.
- The roles and tasks of Housing Maintenance Officers are to be defined by a manual.
- K13-0020 is a significant departure from current arrangements. It may mean less funding support for administrative and coordination services, and more funding for direct employment.
- The indicative annual funding benchmarks provided by Territory Housing are:
 - K13-0020 (Service Coordination) Cluster 4: \$368,640
 - K13-0020 (Service Coordination) Cluster 5: \$630,840
 - K13—0021 (Tenancy Management) Cluster 4: \$227,760
 - K13-021 (Tenancy Management) Cluster 5: \$362,960

The funding figures are concerning. In the case of contract K13-0021 for Tenancy Management, the figure is approximately 65% of RGSC's current Tenancy Management contract funding, but includes Binjari as an additional workload. It is also unclear whether the indicative funding levels in contract K13-0020 are adequate to cover RGSC's proposed staffing structures.

- It is recommended that expenditure budgets for the contracts K13-0020 and K13-0021 are drafted as a first step of evaluating contract bid prices, and to determine whether Territory Housing's indicative funding benchmarks are adequate.
- The annual indexation formula provided in each of the contracts' Special Conditions of Contract is disadvantageous to potential contractors, as it essentially represents flat funding levels for the duration of the contract. For example, if \$1 million of funding was provided by the contracts in Year 1 and inflation in Years 1, 2, 3, 4 and 5 remained constant at 3 per cent, funding in each year would also remain constant at \$1 million.
- Pricing requirements for provision of materials, accommodation etc will be at cost price and there is no opportunity for 'marking up' these to cover other overheads associated with the programs.

FINANCIAL CONSIDERATIONS

There will be significant financial impact of these contracts, and it is recommended that expenditure budgets be drafted for each contract to determine their viability against existing funding benchmarks released by Territory Housing. It is anticipated that Council will be briefed at the Ordinary Meeting on the 25 September regarding the financial impact of the proposed contract and what it means for our organisation.

These contracts will likely result in reduced overall income to RGSC and potentially some adjustments with staffing levels and the way we currently undertake business through the existing contract.

It will be management's intention to try and obtain the best possible commercial outcome with tendering for these contracts at the same time as minimising the impact towards staffing levels and existing operations.

ATTACHMENTS:

There are no attachments for this report.