



# **AGENDA**

## **ORDINARY MEETING OF COUNCIL**

### **WEDNESDAY, 28 JANUARY 2015**

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

- Wednesday, 28 January 2015 at
- The Katherine Town Council's Council Chambers, Stuart Highway  
KATHERINE NT 0850
- Commencing at 8:30

Your attendance at the meeting will be appreciated.

Tony Jack  
**MAYOR**

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	<b>PRESENT/STAFF/GUESTS</b>	
2	<b>MEETING OPENED</b>	
3	<b>WELCOME TO COUNTRY</b>	
4	<b>APOLOGIES AND LEAVE OF ABSENCE</b>	
5	<b>CONFIRMATION OF PREVIOUS MINUTES</b>	
5.1	Confirmation of Previous Minutes.....	6
6	<b>CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES</b>	
6.1	Confirmation of previous Finance Committee Meeting Minutes.....	36
7	<b>CALL FOR ITEMS OF GENERAL BUSINESS</b>	
8	<b>QUESTIONS FROM THE PUBLIC</b>	
9	<b>DISCLOSURE OF INTEREST</b>	
10	<b>BUSINESS ARISING FROM PREVIOUS MINUTES</b>	
10.1	Action List .....	44
11	<b>INCOMING CORRESPONDENCE</b>	
11.1	Incoming Correspondence .....	46
12	<b>OUTGOING CORRESPONDENCE</b>	
12.1	Outgoing Correspondence .....	47
13	<b>WARD REPORTS</b>	
13.1	Never Never Ward.....	48
13.2	Numbulwar Numbirindi Ward.....	63
13.3	Nyirranggulung Ward Report.....	65
13.4	South West Gulf Ward Report.....	75
13.5	Yugul Mangi Ward.....	82
14	<b>EXECUTIVE DIRECTORATE REPORTS</b>	
	<i>Nil</i>	
15	<b>CORPORATE GOVERNANCE DIRECTORATE REPORTS</b>	
15.1	Local Government Act review.....	87
15.2	2015 National General Assembly of Local Government .....	88
15.3	Draft TOR for Audit Committee .....	89
15.4	Conditional Rating Proposal.....	96
15.5	Exemption to Smoke Free policy.....	97
15.6	FINANCE REPORT - RGRC FINANCIAL REPORT AS AT 31-12-2014.....	99
15.7	Financial Results of programs undertaken on behalf of other agencies.....	127
15.8	Request for refund of Interest on a Rate Payer's account .....	135
15.9	Lease Agreement between Roper Gulf Regional Council and Traditional Credit Union .....	136
15.10	GRANTS - CTG 2014-15 Final Acquittal Borrooloola Staff House Refurb - Department of Local Government & Regions.....	137

---

---

15.11 GRANTS - SPG 2014-15 Final Acquittal Ngukurr Acquatic Centre - Department of Local Government & Regions.....	138
15.12 GRANTS - 2014-15 ARC Funding Agreement.....	139
<b>16 COUNCIL SERVICES AND INFRASTRUCTURE REPORTS</b>	
16.1 Animal Health Program Summary Report and 2015 First Rown of Vet Visits .....	140
<b>17 COMMUNITY SERVICES DIRECTORATE REPORTS</b>	
<i>Nil</i>	
<b>18 CONTRACTS &amp; TECHNICAL SERVICES DIRECTORATE REPORTS</b>	
18.1 Contracts and Technical Services - 2nd Quarter Performance Report.....	149
18.2 TECHNICAL SERVICES (OUTSTATIONS) - 2ND QUARTER REPORT.....	152
18.3 Update of Civil Works Projects .....	155
18.4 Contracts and Technical Services - Contract Updates .....	157
18.5 ASSETS - TRAILER PURCHASE .....	163
18.6 ASSET MANAGER REPORT - OCTOBER 2014 TO DECEMBER 2014.....	164
<b>19 DEPUTATIONS &amp; PETITIONS</b>	
<i>Nil</i>	
<b>20 GENERAL BUSINESS</b>	
20.1 ALGWA National Biennial Conference - 25-28 March 2015 .....	167
<b>21 CLOSED SESSION</b>	
21.1 Audit Committee Meeting Minutes	
<i>The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be keep confidential.</i>	
21.2 Request to reduce rental fees for office space - Hardy Aviation at Borroloola	
<i>The report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.</i>	
21.3 JCAC Lease Negotiations	
<i>The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.</i>	
21.4 Katherine Based Leases and Proposed Light Industrial Investment.	
<i>The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.</i>	
21.5 Central Administration Centre Proposal	
<i>The report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government</i>	

---

*(Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.*

**22 CLOSED SESSION**

**23 CLOSE OF MEETING**

**CONFIRMATION OF PREVIOUS MINUTES**

---



<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Confirmation of Previous Minutes
<b>REFERENCE</b>	512279
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council notes that the minutes from the ordinary meeting of the Council on 12 November 2014 as a true and accurate record of that meeting.**

**BACKGROUND**

The ordinary meeting of Council was held on 12 November 2015 at Beswick.

**ISSUES/OPTIONS/SWOT**

The meeting minutes are attached to the report.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 2014.11.12\_Minutes\_OCM\_Unconfirmed.pdf



MINUTES OF THE ORDINARY MEETING # 55 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE WUGULARR (BESWICK) ON WEDNESDAY, 12 NOVEMBER 2014 AT 8.54AM

---

**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Deputy Mayor, Judy MacFarlane  
Councillor, Daphne Daniels  
Councillor, Annabelle Daylight  
Councillor, Timothy Baker Jnr.  
Councillor, Kathy-Anne Numamurdirdi  
Councillor, John Dalywater  
Councillor, Donald Garner  
Councillor, Selina Ashley

**1.2 Staff**

Michael Berto - Chief Executive Officer (CEO)  
Greg Arnott - Director, Corporate Governance (DCG)  
Sharon Hillen - Director, Council Services and Infrastructure (DCSI)  
Catherine Proctor – Director, Community Services (DCS)  
Lokesh Anand, Manager, Finance  
Jyoti Pudasaini, Manager, Governance, Corporate Planning and Compliance  
Bala Donepudi, Management Accountant  
Jo Nicol, Officer, Local Authority Coordination  
Hilary Sinfield, Officer, Governance

**1.3 Guests**

Nat Knapp, Dept. Local Government and Regions (DLGR)  
Burton Reynolds, Dept. Local Government and Regions (DLGR)

**2. MEETING OPENED**

The Ordinary Meeting of council opened at 8.54am by Deputy Mayor Judy MacFarlane who read the pledge with Councillors and staff.

**3. WELCOME TO COUNTRY**

Deputy Mayor Judy MacFarlane welcomed the guests, councillors and staff to the meeting.

**4. APOLOGIES AND LEAVE OF ABSENCE****4.1 APOLOGIES AND LEAVE OF ABSENCE**

260/2014 RESOLVED (Selina Ashley/Donald Garner)

Carried

- (a) That Council accept apology from Mayor Tony Jack, Cr. Stan Allen and Cr. Anne Marie Lee for non attendance at the Ordinary Meeting of Council on 12<sup>th</sup> November 2014.

**5. CONFIRMATION OF PREVIOUS MINUTES****5.1 CONFIRMATION OF PREVIOUS MINUTES FROM ORDINARY COUNCIL MEETING**

261/2014 RESOLVED (Eric Roberts/Donald Garner)

Carried

- (a) That Council notes that the minutes from the Ordinary Meeting of Council held on the 29 October 2014 as a true and accurate record of that meeting.

**6. CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**

Nil

**7. CALL FOR ITEMS OF GENERAL BUSINESS**

- CEO Report
- FBT Update
- Borroloola Town Cleanliness
- Numbulwar Dump and Gravel Pit (Cursing Issue)
- Local Authority Governance/Management Structures
- Borroloola Pool Operations
- Sports and Recreation at Beswick
- Single men's Quarters at Ngukurr and Beswick
- Water Supply Issue in Beswick
- Assets Workshop
- New Nomination for Numbulwar Local Authority
- Borroloola: Garawa 1 and 2 Road Update

**8. QUESTIONS FROM THE PUBLIC**

Nil

**9. DISCLOSURES OF INTEREST**

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

## 10. BUSINESS ARISING FROM PREVIOUS MINUTES

### 10.1 ACTION LIST

262/2014 RESOLVED (Kathy-Anne Numamurdirdi/Annabelle Daylight) Carried

- (a) That Council receive and note the Action List as at the 12 November 2014.

## 11. INCOMING CORRESPONDENCE

### 11.1 INCOMING CORROSPONDENCE

263/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) Carried

- (a) That Council receive and note the late incoming correspondence.  
 (b) That Council respond in writing to advise that future relationship via a standard user agreement with Council approving a waiver of fees for future use to be reviewed every two years via Council Meeting with Mataranka Better Half Club.

**ACTION:** Mataranka Local Authority receive a copy of the old and new MOUs with Mataranka Better Half Club.

## 12. OUTGOING CORRESPONDENCE

Nil

## 13. WARD REPORTS

### 13.1 NEVER NEVER WARD

264/2014 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council receive and note the Never Never Ward Report.  
 (b) That Council receive and accept the resignation of Susan Sammy from the Hodgson Downs Local Authority Meeting.

### 13.2 NYIRRANGGULUNG WARD REPORT

265/2014 RESOLVED (Timothy Baker Jr./Selina Ashley) Carried

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



**13.3 NUMBULWAR NUMBIRINDI WARD**

266/2014 **RESOLVED** (Annabelle Daylight/Eric Roberts) **Carried**

- (a) That Council receive and Note the Numbulwar Numburindi Ward Report.
- (b) That Council accepts the nominations of David Murrungun, Christopher Spicer, Ella Geia, Felicity Kym Rami and Douglas Wunungmurra to the Numbulwar Local Authority.

**13.4 SOUTH WEST GULF WARD REPORT**

267/2014 **RESOLVED** (Kathy-Anne Numamurdirdi/Daphne Daniels) **Carried**

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

**13.5 YUGUL MANGI WARD**

268/2014 **RESOLVED** (John Dalywater/Selina Ashley) **Carried**

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

**14. EXECUTIVE DIRECTORATE REPORTS**

Nil

**15. CORPORATE GOVERNANCE DIRECTORATE REPORTS****15.1 CEO REVIEW**

269/2014 **RESOLVED** (John Dalywater/Annabelle Daylight) **Carried**

- (a) That Council nominate Mayor Tony Jack, Deputy Mayor Judy MacFarlane, Cr. Eric Roberts, Cr. Daphne Daniels and Cr. Don Garner as panel members to be on the review panel for the CEO performance review on Monday 23<sup>rd</sup> February 2015 with a pre-brief CEO performance review meeting to be held on Thursday 29<sup>th</sup> January 2015.

**15.2 ELECTORAL REVIEW**

270/2014 **RESOLVED** (Donald Garner/Eric Roberts) **Carried**

- (a) That Council receive and note the seven submissions received in response to

- the initial public consultation.
- (b) That Council agree to the following:
- (i) The name of the Council not be changed at this time.
  - (ii) The principal member of Council continue to bear the title of Mayor and be appointed by the Council.
  - (iii) The elected members (excluding the Mayor) continue to have the title of Councillor.
  - (iv) The future Council of the Roper Gulf Regional Council comprise thirteen (13) elected members.
  - (v) The existing ward structure and ward names be retained.
  - (vi) The Never Never, Nyirranggulung and South West Gulf Wards each be represented by three (3) elected members; and the Numbulwar Numburindi and Yugul Mangi Wards each be represented by two (2) elected members.
  - (vii) The external boundaries of the council area not be changed at this time.
- (c) Council agree not to undertake any further public consultation and authorise the preparation of the necessary report to the Minister for Local Government and Regions.

*Cr Annabelle Daylight left the meeting, the time being 09:51 am  
Cr Annabelle Daylight returned to the meeting, the time being 9:56 am*

*Morning tea commenced: 9.58am  
Meeting re-commenced: 10.15am*

### 15.3 POLICY REVIEW: FIN001 FINANCIAL DELEGATION MANUAL, FIN006 ACCOUNTING AND POLICY MANUAL, ADM012 ORGANISATIONAL DELEGATION MANUAL

271/2014 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council approve the following reviewed policies:
- (i) FIN001 Financial Delegation Manual with the following amendments:
    - Under 'Operational Expenditure: Approved Expenditure' replace 'Human Resources Assistant Manager' with 'Assistant Managers', 'Financial Accountant' and 'Management Accountant'.
    - Under 'Purchaser Orders and Invoices: Approved Purchase Orders up to \$1000' replace all listed 'Administration Officers' with 'Administration Support Officers'.
    - Under 'Purchase Orders and Invoices: Approved Purchase Orders up to \$2000' remove 'Service Delivery Centre', 'Management Accountant' and 'Financial Accountant' and add 'Coordinators'.
    - Under 'Purchase Orders and Invoices: Approved Purchase Orders up to \$5000' remove 'Human Resources Assistant Manager' and replace with 'Assistant Managers', 'Financial Accountant' and 'Management Accountant'.

- Under 'Salaries and Deductions: Approve Staff reimbursement for expenditure on behalf of Council up to \$500' replace 'Council Service Manager' with 'Manager'.
  - Under 'Financial Investment: Approving banking and investment account arrangements including opening of new accounts' add 'Finance Committee Meeting'.
  - Under 'Corporate Credit Cards' add new section named 'Maximum limits monthly limits \$2000 and single transaction \$1000' for 'administration support officers'.
  - Under 'Corporate Credit Cards: Maximum limits monthly limits \$5000 and single transaction \$1000' add 'coordinators' and 'senior administration support officers'.
  - Under 'Financial: Manager Resignation' delete first paragraph and include the sentence 'Corporate Credit Cards must be returned immediately on termination or six weeks prior to the last day of employment'.
- (ii) FIN006 Accounting and Policy Manual with the following amendment:
- Under 'Council Registers' add 'complaints register'.
- (iii) ADM012 Organisational Delegation Manual.

#### 15.4 ANNUAL REPORT 2013-14

272/2014 RESOLVED (Donald Garner/Timothy Baker Jr.)

Carried

- (a) That the Council receive and note the Auditor's Report for the financial year 2013/2014.
- (b) That the Council accept the Annual Report 2013-14 for the Financial Year 2013/2014 with minor amendments.
- (c) That the Council agree to the submission of the Annual Report 2013-14 to the Department of Local Government.

*Cr Selina Ashley left the meeting, the time being 10:57 am*

*Cr Selina Ashley returned to the meeting, the time being 10:59 am*

#### 15.5 FINANCE REPORT - RGRC FINANCIAL REPORT AS AT 31-10-2014

273/2014 RESOLVED (Annabelle Daylight/Kathy-Anne Numamurdirdi)

Carried

- (a) That Council receive and note the financial reports for the period ending 31<sup>st</sup> October 2014.

*Cr Annabelle Daylight left the meeting, the time being 12:08 pm*

*Cr Annabelle Daylight returned to the meeting, the time being 12:11 pm*

*Cr Eric Roberts left the meeting, the time being 12:12 pm*

*Cr Eric Roberts returned to the meeting, the time being 12:13 pm*

Cr Timothy Baker Jr. Left the meeting, the time being 12:13 pm  
 Cr Judy MacFarlane left the meeting, the time being 12:15 pm  
 Cr Timothy Baker Jr. Returned to the meeting, the time being 12:16 pm  
 Cr Judy MacFarlane returned to the meeting, the time being 12:16 pm

## 15.6 FINANCE: FIRST QUARTER AMENDED BUDGETS 2014-15

274/2014 **RESOLVED** (Donald Garner/Selina Ashley) **Carried**

- (a) That Council accept and adopt first quarter amended budget 2014-15.
- (b) That Council approves the amended Organisational Structure as presented.

**View Appendix I for amended Organisational Structure.**

## 15.7 FRINGE BENEFITS TAX MINIMISATION

DCG presented a report on the various types of fringe benefits as identified by the Australian Taxation Office (ATO), highlighted the benefits that are applicable to Roper Gulf Regional Council and presented strategies on how to minimise fringe benefit tax in the future.

275/2014 **RESOLVED** (Eric Roberts/Donald Garner) **Carried**

- (a) That Council receive and note the report on Fringe Benefits Tax Minimisation.

12.52pm: Meeting adjourned  
 1.25pm: Meeting recommenced

## 16. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS

### 16.1 UPDATE ON PROPOSED LOCAL AUTHORITY PROJECT PROPOSALS 2014/15

DCSI presented a report to Council on how each Local Authority has decided to spend their NTG Local Authority Funding Grant.

276/2014 **RESOLVED** (Daphne Daniels/Selina Ashley) **Carried**

- (a) That Council receive and note the report detailing the Local Authority Grants Projects proposals to date with the amendment to the Wugularr Local Authority project detail to reflect the item 7.10 in the Beswick Local Authority minutes from 20<sup>th</sup> October 2014.

### 16.2 UPDATE ON MAJOR PROJECTS FUNDING PROPOSALS

DCSI presented a report on the various major funding proposals submitted to date. Funding has been sought from funds available through all levels of government.

277/2014 **RESOLVED** (Eric Roberts/Timothy Baker Jr.) **Carried**

- (a) That Council receive and note the update on Major Projects Funding Proposals submitted to date.

### 16.3 FIRST QUARTERLY REPORT- DIRECTORATE OF COUNCIL SERVICE AND INFRASTRUCTURE

DCSI presented a report on her movements for the first quarter and provided a updated on progress made on Council Services and Infrastructure key performance indicators (KPIs). The first quarter highlights from the council services, animal management and project management business units were presented.

278/2014 RESOLVED (Selina Ashley/Donald Garner)

Carried

- (a) That Council receive and note the first quarterly report from Directorate of Council Service and Infrastructure.

### 17. COMMUNITY SERVICES DIRECTORATE REPORTS

#### 17.1 MID-QUARTER REPORT ON COMMUNITY SERVICES DIRECTORATE AS AT NOVEMBER 2014

DCS presented a report on the progress of all Community Services business units including information on the training that has been completed, WHS, Youth Voice, school holiday programs and property damage.

279/2014 RESOLVED (Eric Roberts/John Dalywater)

Carried

- (a) That Council receive and note the mid-quarter report for the Community Services directorate as at November 2014.

**ACTION:** CEO to ensure Youth Voice Committee Meeting minutes actions from 29<sup>th</sup> October 2014 to be followed up.

### 18. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS

#### 18.1 CONTRACT AND TECHNICAL SERVICES QUARTERLY REPORT (JUL - SEPT 2014)

DCSI presented an update on the Contract and Technical Services activities for the first quarter including highlights from the Territory Housing, Australia Post, Power & Water and fencing contracts. The mechanical workshops and visitor accommodation progress was also presented.

280/2014 RESOLVED (Donald Garner/Daphne Daniels)

Carried

- (a) That Council note the report in relation to the Contract and Technical Services Quarterly Report.

## 18.2 CONTRACTS UPDATES

DCSI presented a report on the status of each contract currently held.

281/2014 RESOLVED (Selina Ashley/Kathy-Anne Numamurdirdi) Carried

- (a) That Council receive and note the report on Contracts updates.

**ACTION:** CEO to follow up on the quality of the workmanship of the housing fencing program.

## 18.3 CONTRACTS MANAGER RESPONSIBILITIES

282/2014 RESOLVED (Kathy-Anne Numamurdirdi/Annabelle Daylight) Carried

- (a) That Council receive and note the report on Contracts Manager Responsibilities.

## 18.4 UPDATE OF CIVIL WORKS PROJECTS

DCSI presented a report on the status of the first quarter civil work projects.

283/2014 RESOLVED (John Dalywater/Eric Roberts) Carried

- (a) That Council note the report in relation to Civil Works Projects.

## 18.5 AUCTION REPORT

DCSI presented a report on the RGRC auction. The report included the reserve prices for each auction item, their sale price and the profit made.

284/2014 RESOLVED (Donald Garner/Selina Ashley) Carried

- (a) That Council receive and note the report on the Auction held on Saturday 18<sup>th</sup> October 2014.

## 18.6 ASSET MANAGEMENT REPORT JULY 2014 TO SEPTEMBER 2014

DCSI presented a report on progress made in the asset management unit during the first quarter.

285/2014 RESOLVED (Donald Garner/Timothy Baker Jr.) Carried

- (a) That Council receive and note the report on Asset Management for the period July 2014 to September 2014.

**ACTION:** A written report to be provided to Council at every Ordinary Meeting in respect to work health and safety issues.

### 18.7 TECHNICAL SERVICES REPORT - 1ST QUARTER

DCSI presented a report on the services provided to each outstation in the first quarter and highlighted that Outstation funding has been reduced significantly in the 2014-15 year.

286/2014 **RESOLVED** (Eric Roberts/Daphne Daniels)

Carried

- (a) That Council receive and note the Technical Services Report (Outstations) – 1<sup>st</sup> Quarter

### 19. DEPUTATIONS & PETITIONS

Nil

### 20. GENERAL BUSINESS

#### 20.1 CEO REPORT

CEO provided an update on his movements.

287/2014 **RESOLVED** (Eric Roberts/Selina Ashley)

Carried

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

#### 20.2 FBT UPDATE

DCG provided an FBT update.

288/2014 **RESOLVED** (Timothy Baker Jr./Eric Roberts)

Carried

- (a) That Council receive and note the FBT update.

#### 20.3 BORROLOOLA TOWN CLEANLINESS

Cr. Garner gave a verbal report on his concerns about the standard of cleanliness and general tidiness of Borroloola in comparison to other RGRC towns.

DCSI provided information on the current work plans and systems in place.

289/2014 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council receive and note the report on Borroloola town cleanliness.

**ACTION:** The cleanliness of Borroloola needs to be improved.

#### 20.4 NUMBULWAR DUMP AND GRAVEL PIT (CURSING ISSUE)

Cr. Numamurdirdi advised arrangements will be made by a senior Elder to address the cursing issue with the NLC. Council will receive further advice following this.

290/2014 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts)

Carried

- (a) That Council receive and note the Numbulwar dump and gravel pit (cursing issue) update.

#### 20.5 LOCAL AUTHORITY GOVERNANCE/ MANAGEMENT STRUCTURES

Cr. Dalywater requested information on the role/s of Local Authority Members and the level of their authority in operational matters.

DCSI provided an explanation on the separation of powers and roles of elected members in the governance/management structures.

291/2014 RESOLVED (Selina Ashley/Kathy-Anne Numamurdirdi)

Carried

- (a) That Council receive and note the Local Authority Governance/Management Structures update.

#### 20.6 BORROLOOLA POOL OPERATIONS

Cr. Garner expressed concerns about the current Borroloola Pool opening times and WHS issues.

292/2014 RESOLVED (Daphne Daniels/Timothy Baker Jr.)

Carried

- (a) That Council receive and note the Borroloola Pool Operations update.

*Cr Annabelle Daylight left the meeting, the time being 03:19 PM*

#### 20.7 SPORTS AND RECREATION AT BESWICK

Cr. Ashley requested an update on the sport and recreation program being delivered at Beswick and when the Trainee Sport and Recreation Development Officer will be visiting the community.

DCS advised she will follow-up on the monthly sport and recreation schedule.

CEO advised Council to report any sport and recreation communication issues immediately



to the town's CSM.

293/2014 RESOLVED (Selina Ashley/Timothy Baker Jr.)

Carried

- (a) That Council receive and note the report on Sports and Recreation operations in Beswick.

*Cr Annabelle Daylight returned to the meeting, the time being 03:22 PM*

## 20.8 SINGLE MEN'S QUARTER AT NGUKURR AND BESWICK

DCSI provided a verbal report on the current issues related to the single men's quarters at Ngukurr and Beswick.

Territory Housing are currently investigating options for the Ngukurr facility.

The Beswick facility belongs to the TOs.

294/2014 RESOLVED (John Dalywater/Eric Roberts)

Carried

- (a) That Council receive and note the update on the Single Men's Quarters at Ngukurr and Beswick.

**ACTION:** CEO to raise the Beswick Single Men's Quarters issue with the local TO representative organisation.

## 20.9 WATER SUPPLY ISSUE IN BESWICK

Deputy Mayor MacFarlane gave a verbal report on the current water supply and low water table issue in Beswick and the long term implications this can have on the community.

295/2014 RESOLVED (Selina Ashley/John Dalywater)

Carried

- (a) That Council receive and note the update on the water supply issue in Beswick

**ACTION:** CEO to follow up Beswick water supply issue with the relevant authority.

## 20.10 ASSETS WORKSHOP

DCG advised Council that an assets management workshop will be operating on the 2<sup>nd</sup> December 2014 in Katherine operated by LGANT.

DCG gave open invitation to Elected Members to attend.

296/2014 RESOLVED (Kathy-Anne Numamurdirdi/Selina Ashley)

Carried

- (a) That Council approve Cr. Garner, Cr. Roberts and Cr. Dalywater's attendance as Council representatives at the LGANT Asset Management Workshop.

**20.11 NEW NOMINATION FOR NUMBULWAR LOCAL AUTHORITY**

Late nomination form for Numbulwar Local Authority was presented to Council.

297/2014 **RESOLVED** (John Dalywater/Donald Garner)

**Carried**

- (a) **That Council receive and accept nomination from Selena Uibo for Numbulwar Local Authority.**

*Cr Selina Ashley left the meeting, the time being 04:00 PM  
Cr Selina Ashley returned to the meeting, the time being 04:02 PM*

**20.12 BORROLOOLA: GARAWA 1 AND 2 ROAD UPDATE**

Discussion occurred around whether Council has the authority to carry-out road works in Garawa 1 and 2.

298/2014 **RESOLVED** (Donald Garner/Eric Roberts)

**Carried**

- (a) **That Council seek confirmation of land tenure and ownership of the roads network in Garawa 1 and 2 prior to spending proposed road funding.**

**21. CLOSED SESSION****21. DECISION TO MOVE TO CLOSED SESSION**

299/2014 **RESOLVED** (Annabelle Daylight/Selina Ashley)

**Carried**

- (a) **Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008.**

**21.2 RESUMPTION OF MEETING**

300/2014 **RESOLVED** (Eric Roberts/Daphne Daniels)

**Carried**

- (a) **Council approve that the decisions of Closed Sessions be noted as follows:**

## GENERAL BUSINESS

### 21.3 JILKMINGGAN LEASES

DCSI provided a verbal update.

301/2014 **RESOLVED** (Annabelle Daylight/Donald Garner)

Carried

- (a) That Council receive and note the verbal update on Jilkminggan land leases.

**ACTION:** CEO to write a letter to ORIC regarding advice on managing the situation of land leasing from JCAC relating to the recent community concerns with the organisation's governance and financial management.

### 21.4 NGUKURR BUSINESS PROPOSALS FOR TAKEAWAY AND RESTAURANTS

DCSI provided a verbal update.

302/2014 **RESOLVED** (Donald Garner/Timothy Baker Jr.)

Carried

- (a) That Council receive and note the verbal report on the Ngukurr Business Proposals for takeaway and restaurants.

**ACTION:** CEO to seek advise from the NLC regarding land sub-leases in Ngukurr.

## CLOSE OF MEETING

The meeting terminated at 4.22 pm.

This page and the preceeding 14 pages are the minutes of the Ordinary Council Meeting held on Wednesday, 12 November 2014 and confirmed on Wednesday, 25 February 2015.

---

Mayor Tony Jack

**APPENDIX I****Roper Gulf Regional Council Amended Organisation Structure**

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Chief Executive Officer	101 - Chief Executive	HQ	76
Executive Assistance to the CEO	101 - Chief Executive	HQ	76
<b>Directorate Corporate Governance</b>			
Director Corp Governance	102 - Corporate Services Directorate and Admin	HQ	76
Finance Manager	105 - Financial Management	HQ	76
Grants Coordinator	105 - Financial Management	HQ	76
Financial Accountant	105 - Financial Management	HQ	76
Management Accountant	105 - Financial Management	HQ	76
Snr Accounts Payable Officer	105 - Financial Management	HQ	76
Senior AR Officer	105 - Financial Management	HQ	76
Finance Officer	105 - Financial Management	HQ	60
Finance Officer	105 - Financial Management	HQ	76
Finance Officer	105 - Financial Management	HQ	76
Finance Officer	105 - Financial Management	HQ	16
HR & Customer Service Manager	107 - Human Resources	HQ	76
Assistant HR Manager	107 - Human Resources	HQ	76
HR Officer - Communities	107 - Human Resources	HQ	76
HR Skills Development Coordinator	107 - Human Resources	HQ	76
Customer Service & Records Officer	107 - Human Resources	HQ	76
HR Officer - Recruitment	107 - Human Resources	HQ	76
HR Officer - Communities	107 - Human Resources	HQ	76
HR Support Officer	107 - Human Resources	HQ	76
HR Support Officer	107 - Human Resources	HQ	76
Work Health Safety Coordinator	114 - Work Health and Safety	HQ	76
WHS Officer	114 - Work Health and Safety	HQ	76
Information Officer	108 - IT services	HQ	76
Manager Governance & Corp Planning	130 - Governance	HQ	76
Governance Communications Officer	130 - Governance	HQ	76
Governance Officer	130 - Governance	HQ	76
Governance Officer	130 - Governance	HQ	76
Local Authority Coordination Officer	130 - Governance	HQ	76
<b>Directorate Council Services and Infrastructure</b>			
Director Council Services and Infrastructure	103 - Infrastructure and Technical Services Directorate and Admin	HQ	76
Project Manager	113 - Project Management	HQ	76
Contract & Project Officer	113 - Project Management	HQ	76
Council Services Manager	111 - Council Services General	Barunga	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Customer Service Officer	111 - Council Services General	Barunga	76
Municipal Officer	160 - Municipal Services	Barunga	38
Municipal Officer	160 - Municipal Services	Barunga	76
Municipal Officer	160 - Municipal Services	Barunga	40
Municipal Works Supervisor	160 - Municipal Services	Barunga	76
Council Services Manager	111 - Council Services General	Beswick	76
Customer Service Officer	111 - Council Services General	Beswick	76
Office Cleaner	111 - Council Services General	Beswick	50
Municipal Officer	160 - Municipal Services	Beswick	76
Municipal Officer	160 - Municipal Services	Beswick	76
Municipal Officer	160 - Municipal Services	Beswick	76
Works Supervisor	160 - Municipal Services	Beswick	76
Works Supervisor	160 - Municipal Services	Beswick	76
Council Services Manager	111 - Council Services General	Borroloola	76
Snr Admin Support Officer	111 - Council Services General	Borroloola	60.8
CSO	111 - Council Services General	Borroloola	38
CSO	111 - Council Services General	Borroloola	38
Municipal Officer	160 - Municipal Services	Borroloola	76
Municipal Officer	160 - Municipal Services	Borroloola	76
Works Supervisor	160 - Municipal Services	Borroloola	76
Pool Attendant	160 - Municipal Services	Borroloola	40
Municipal Officer	160 - Municipal Services	Borroloola	76
Municipal Supervisor - Pool	160 - Municipal Services	Borroloola	76
Municipal officer - Pool	160 - Municipal Services	Borroloola	40
Municipal Officer	160 - Municipal Services	Borroloola	76
Council Service Managers	111 - Council Services General	Bulman	76
CSO	111 - Council Services General	Bulman	76
Municipal Officer	160 - Municipal Services	Bulman	76
Municipal Officer	160 - Municipal Services	Bulman	76
Municipal Supervisor	160 - Municipal Services	Bulman	76
Municipal Officer	160 - Municipal Services	Bulman	76
Council Services Manager	111 - Council Services General	Eva Valley	76
Customer Admin Officer	111 - Council Services General	Eva Valley	19
Municipal Officer	160 - Municipal Services	Eva Valley	40
Municipal Officer	160 - Municipal Services	Eva Valley	40
Municipal Officer	160 - Municipal Services	Eva Valley	40
Municipal Officer	160 - Municipal Services	Eva Valley	40
Work Supervisor	160 - Municipal Services	Eva Valley	76
Council Services Manager	111 - Council Services General	Jilkminggan	76
Cleaner	111 - Council Services General	Jilkminggan	40
Customer Service Officer	111 - Council Services General	Jilkminggan	76
Municipal Officer	160 - Municipal Services	Jilkminggan	76
Municipal Officer	160 - Municipal Services	Jilkminggan	36
Municipal Officer	160 - Municipal Services	Jilkminggan	60
Municipal Officer	160 - Municipal Services	Jilkminggan	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Works Supervisor	160 - Municipal Services	Jilkmingga	76
Council Services Manager	111 - Council Services General	Mataranka	76
Senior Admin Support Officer	111 - Council Services General	Mataranka	76
Cleaner	111 - Council Services General	Mataranka	30
Admin Support Officer	111 - Council Services General	Mataranka	50
Municipal Officer	160 - Municipal Services	Mataranka	50
Municipal Officer	160 - Municipal Services	Mataranka	50
Municipal Officer	160 - Municipal Services	Mataranka	76
Works Supervisor	160 - Municipal Services	Mataranka	76
Municipal Officer	160 - Municipal Services	Mataranka	50
Municipal Officer	160 - Municipal Services	Mataranka	76
Municipal Officer	160 - Municipal Services	Mataranka	76
Municipal Cleaner	160 - Municipal Services	Mataranka	26
Council Services Manager	111 - Council Services General	Ngukurr	76
Customer Service Officer	111 - Council Services General	Ngukurr	50
Senior Admin Officer	111 - Council Services General	Ngukurr	76
Cleaner	111 - Council Services General	Ngukurr	60
Municipal Pool Supervisor	160 - Municipal Services	Ngukurr	76
Municipal Officer	160 - Municipal Services	Ngukurr	76
Municipal Officer	160 - Municipal Services	Ngukurr	76
Municipal Supervisor	160 - Municipal Services	Ngukurr	76
Municipal Officer	160 - Municipal Services	Ngukurr	76
Municipal Officer	160 - Municipal Services	Ngukurr	76
Municipal Officer	160 - Municipal Services	Ngukurr	50
Pool Municipal Officer	160 - Municipal Services	Ngukurr	40
Municipal Pool Officer	160 - Municipal Services	Ngukurr	40
Municipal Officer	160 - Municipal Services	Ngukurr	50
Council Services Manager	111 - Council Services General	Numbulwar	76
Snr Admin Sup Officer	111 - Council Services General	Numbulwar	76
Customer Service Officer	111 - Council Services General	Numbulwar	50
Office Cleaner	111 - Council Services General	Numbulwar	60
Municipal Officer	160 - Municipal Services	Numbulwar	60
Municipal Officer	160 - Municipal Services	Numbulwar	76
Municipal Officer	160 - Municipal Services	Numbulwar	76
Municipal Supervisor	160 - Municipal Services	Numbulwar	76
<b>Directorate Community Services</b>			
Director Community Services	104 - Community Services Directorate and Admin	HQ	76
RJCP Regional Manager	313 - RJCP Central Administration	HQ	76
RJCP Training and Compliance Officer	313 - RJCP Central Administration	HQ	76
RJCP Senior Employment Consultant	313 - RJCP Central Administration	HQ	76
RJCP Senior Employment Consultant	313 - RJCP Central Administration	HQ	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
RJCP Trainee Employment Consultant	313 - RJCP Central Administration	HQ	76
RJCP Training and Compliance Officer	313 - RJCP Central Administration	HQ	76
RJCP Senior Employment Consultant	313 - RJCP Central Administration	HQ	76
RJCP Assistant Manager	313 - RJCP Central Administration	HQ	76
RJCP Logistics Officer	313 - RJCP Central Administration	HQ	38
RJCP Senior Employment Supervisor	314 - Service Fee - RJCP	HQ	76
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	HQ	60
RJCP Senior Employment Supervisor	314 - Service Fee - RJCP	Barunga	76
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	Barunga	60
RJCP Employment Coordinator	314 - Service Fee - RJCP	Beswick	76
Casual RJCP Employment Consultant	314 - Service Fee - RJCP	Beswick	60
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	Beswick	60
Community Services Coordinator	314 - Service Fee - RJCP	Bulman	38
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	Bulman	60
RJCP Senior Employment Supervisor	314 - Service Fee - RJCP	Eva Valley	8
RJCP Senior Employment Supervisor	314 - Service Fee - RJCP	Jilkinggan	38
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	Jilkinggan	60
RJCP Employment Supervisor	314 - Service Fee - RJCP	Mataranka	30
RJCP Senior Employment Coordinator	314 - Service Fee - RJCP	Ngukurr	76
RJCP Employment Consultant	314 - Service Fee - RJCP	Ngukurr	76
Casual RJCP Employment Consultant	314 - Service Fee - RJCP	Ngukurr	76
RJCP Employment Consultant	314 - Service Fee - RJCP	Ngukurr	76
Casual RJCP Employment Consultant	314 - Service Fee - RJCP	Numbulwar	60
RJCP Senior Employment Coordinator	314 - Service Fee - RJCP	Numbulwar	76
RJCP Employment Consultant	314 - Service Fee - RJCP	Numbulwar	76
RJCP Trainee Employment Consultant	314 - Service Fee - RJCP	Numbulwar	60
RJCP Builder Trainer	316 - Participation Account - RJCP	HQ	76
RJCP Driver Trainer	316 - Participation Account - RJCP	HQ	76
RJCP Builder Trainer	316 - Participation Account - RJCP	HQ	76
RJCP Senior Mentor	316 - Participation Account - RJCP	HQ	76
RJCP Small Engines Trainer	316 - Participation Account - RJCP	HQ	76
RJCP Logistics Officer	316 - Participation Account - RJCP	HQ	38
RJCP Activity Supervisor	316 - Participation Account - RJCP	Barunga	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Barunga	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Barunga	50

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
RJCP Activity Supervisor	316 - Participation Account - RJCP	Barunga	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
RJCP Men's Shed Coordinator	316 - Participation Account - RJCP	Beswick	76
RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
RJCP Mentor	316 - Participation Account - RJCP	Beswick	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Beswick	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Bulman	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Bulman	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Bulman	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Eva Valley	50
RJCP Senior Employment Supervisor	316 - Participation Account - RJCP	Eva Valley	38
UNIFORMS AND TRAINING	316 - Participation Account - RJCP	Eva Valley	0
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Eva Valley	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Jilkinggan	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Jilkinggan	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Jilkinggan	50
RJCP Employment Supervisor	316 - Participation Account - RJCP	Jilkinggan	38
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Mataranka	50
RJCP Employment Supervisor	316 - Participation Account - RJCP	Mataranka	0
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Senior Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	76
RJCP Mentor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Ngukurr	50
RJCP Mentor	316 - Participation Account - RJCP	Ngukurr	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
Casual RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Senior Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	76
RJCP Mentor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50



<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
RJCP Activity Supervisor	316 - Participation Account - RJCP	Numbulwar	50
Technical Services Manager	320 - Outstation Services Admin	HQ	76
Municipal Officer	321 - Outstations CDEP transition positions	HQ	38
Municipal Officer	321 - Outstations CDEP transition positions	HQ	38
Outstation Municipal Officer	321 - Outstations CDEP transition positions	HQ	76
Technical Services Officer	321 - Outstations CDEP transition positions	HQ	76
Municipal Officer	321 - Outstations CDEP transition positions	Bulman	55.6
Outstation Municipal Officer	321 - Outstations CDEP transition positions	Ngukurr	76
Outstation Services Supervisor	322 - Outstations Housing Maintenance	Head Quarters	76
Outstations Municipal	323 - Outstations municipal services	HQ	76
Outstation Municipal	323 - Outstations municipal services	HQ	76
Senior Administration Officer - Community Services	340 - Family and Community Services admin	HQ	76
Regional Manager Community Services	340 - Family and Community Services admin	HQ	76
Admin Support Officer - Community Services	340 - Family and Community Services admin	HQ	76
Regional Coordinator Community Services	340 - Family and Community Services admin	HQ	76
Regional Coordinator Community Services	340 - Family and Community Services admin	HQ	76
Admin Support Officer - Community Services	340 - Family and Community Services admin	HQ	76
Community Services Coordinator	341 - CACP	Beswick	76
Community Services Coordinator	341 - CACP	Ngukurr	19
Aged Care Coordinator	341 - CACP	Numbulwar	76
Aged Care Support Officer	342 - Aged Care NT Jobs Package	HQ	76
Community Services Officer	342 - Aged Care NT Jobs Package	Beswick	60
Community Services Officer	342 - Aged Care NT Jobs Package	Beswick	60
Trainee Aged and Disability Supervisor	342 - Aged Care NT Jobs Package	Beswick	76
Community Services Officer	342 - Aged Care NT Jobs Package	Beswick	60
Community Services Officer	342 - Aged Care NT Jobs Package	Bulman	50
Community Services Officer	342 - Aged Care NT Jobs Package	Bulman	50
Community Services Officer	342 - Aged Care NT Jobs Package	Bulman	50

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Community Services Officer	342 - Aged Care NT Jobs Package	Eva Valley	50
Community Services Officer	342 - Aged Care NT Jobs Package	Eva Valley	50
Community Services Officer	342 - Aged Care NT Jobs Package	Jilkminggan	50
Community Services Officer	342 - Aged Care NT Jobs Package	Jilkminggan	50
Community Services Officer	342 - Aged Care NT Jobs Package	Mataranka	50
Community Services Officer	342 - Aged Care NT Jobs Package	Mataranka	50
Community Services Officer	342 - Aged Care NT Jobs Package	Mataranka	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Ngukurr	50
Community Services Officer	342 - Aged Care NT Jobs Package	Numbulwar	40
Community Services Officer	342 - Aged Care NT Jobs Package	Numbulwar	60
Community Services Officer	342 - Aged Care NT Jobs Package	Numbulwar	40
Community Services Officer	342 - Aged Care NT Jobs Package	Numbulwar	60
Community Services Officer	342 - Aged Care NT Jobs Package	Numbulwar	60
Community Services Coordinator	344 - HACC services	Mataranka	16
Community Services Coordinator	344 - HACC services	Ngukurr	38
Aged Care Coordinator	344 - HACC services	Numbulwar	76
Casual Media Officer	345 - IBS NT Jobs in Transition	Barunga	40
Media Officer	345 - IBS NT Jobs in Transition	Barunga	40
Media Officer	345 - IBS NT Jobs in Transition	Beswick	40
Casual Media Officer	345 - IBS NT Jobs in Transition	Beswick	40
Casual Media Officer	345 - IBS NT Jobs in Transition	Bulman	40
Media Officer	345 - IBS NT Jobs in Transition	Bulman	40
Casual Media Officer	345 - IBS NT Jobs in Transition	Ngukurr	40
Media Officer	345 - IBS NT Jobs in Transition	Ngukurr	50
Casual Media Officer	345 - IBS NT Jobs in Transition	Numbulwar	40
Media Officer	345 - IBS NT Jobs in Transition	Numbulwar	76
Childcare Educator	347 - Creche	Beswick	60
Childcare Educator	347 - Creche	Beswick	60
Childcare Educator	347 - Creche	Eva Valley	44
Childcare Educator	347 - Creche	Eva Valley	44
Childcare Educator	347 - Creche	Jilkminggan	50
Childcare Educator	347 - Creche	Jilkminggan	50
Childcare Supervisor	347 - Creche	Jilkminggan	60
Childcare Educator	347 - Creche	Jilkminggan	50
Childcare Educator	347 - Creche	Jilkminggan	50
Childcare Educator	347 - Creche	Jilkminggan	50
Casual Childcare Educator	347 - Creche	Ngukurr	50
Childcare Educator	347 - Creche	Ngukurr	60
Childcare Educator	347 - Creche	Ngukurr	50
Trainee Childcare Supervisor	347 - Creche	Ngukurr	50
Community Services Coordinator	347 - Creche	Ngukurr	19
Casual Library Officer	348 - Library	Barunga	40

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Library Officer	348 - Library	Barunga	40
Library Officer	348 - Library	Borroloola	76
Library Officer EXPIRED	348 - Library	Borroloola	38
Community Services Coordinator	348 - Library	Mataranka	40
Casual Library Officer EXPIRED	348 - Library	Mataranka	40
Library Officer	348 - Library	Ngukurr	40
Community Services Officer	349 - School Nutrition Program	Bulman	60
Community Services Officer	349 - School Nutrition Program	Bulman	60
Community Services Coordinator	349 - School Nutrition Program	Bulman	19
Community Services Officer	349 - School Nutrition Program	Eva Valley	54
Community Services Officer	349 - School Nutrition Program	Eva Valley	54
Centrelink Agent	350 - Centrelink agency	Barunga	70
Centrelink Agent	350 - Centrelink agency	Beswick	70
Centrelink Agent	350 - Centrelink agency	Bulman	60
Centrelink Agent	350 - Centrelink agency	Bulman	19
Centrelink Agent	350 - Centrelink agency	Jilkminggan	40
Community Services Coordinator	350 - Centrelink agency	Mataranka	20
Centrelink Agent	350 - Centrelink agency	Mataranka	50
Community Services Coordinator	350 - Centrelink agency	Ngukurr	19
Centrelink Agent	350 - Centrelink agency	Ngukurr	70
Centrelink Agent	350 - Centrelink agency	Ngukurr	70
Centrelink Agent	350 - Centrelink agency	Numbulwar	60
Centrelink Agent	350 - Centrelink agency	Numbulwar	60
RSAS Coordinator	370 - Remote School Attendance Strategy	HQ	76
RSAS Supervisor	370 - Remote School Attendance Strategy	Barunga	76
School Attendance Officer	370 - Remote School Attendance Strategy	Barunga	30
School Attendance Officer	370 - Remote School Attendance Strategy	Barunga	30
School Attendance Officer	370 - Remote School Attendance Strategy	Barunga	30
School Attendance Officer	370 - Remote School Attendance Strategy	Barunga	30
RSAS Supervisor	370 - Remote School Attendance Strategy	Beswick	76
School Attendance Officer	370 - Remote School Attendance Strategy	Beswick	30
School Attendance Officer	370 - Remote School Attendance Strategy	Beswick	30
School Attendance Officer	370 - Remote School Attendance Strategy	Beswick	30
School Attendance Officer	370 - Remote School Attendance Strategy	Beswick	30
RSAS Supervisor	370 - Remote School Attendance Strategy	Bulman	76
School Attendance Officer	370 - Remote School Attendance Strategy	Bulman	30
School Attendance Officer	370 - Remote School Attendance Strategy	Bulman	30
School Attendance Officer	370 - Remote School Attendance Strategy	Bulman	30
School Attendance Officer	370 - Remote School Attendance Strategy	Bulman	30
RSAS Supervisor	370 - Remote School Attendance Strategy	Jilkminggan	76
School Attendance Officer	370 - Remote School Attendance Strategy	Jilkminggan	30
School Attendance Officer	370 - Remote School Attendance Strategy	Jilkminggan	30
School Attendance Officer	370 - Remote School Attendance Strategy	Jilkminggan	30
School Attendance Officer	370 - Remote School Attendance Strategy	Jilkminggan	30
RSAS Supervisor	370 - Remote School Attendance Strategy	Ngukurr	76

<b>Position Title</b>	<b>Service Description</b>	<b>Location</b>	<b>Hours per fortnight</b>
RSAS Supervisor	370 - Remote School Attendance Strategy	Ngukurr	76
RSAS Supervisor	370 - Remote School Attendance Strategy	Ngukurr	76
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
School Attendance Officer	370 - Remote School Attendance Strategy	Ngukurr	30
RSAS Supervisor	370 - Remote School Attendance Strategy	Numbulwar	76
RSAS Supervisor	370 - Remote School Attendance Strategy	Numbulwar	76
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
School Attendance Officer	370 - Remote School Attendance Strategy	Numbulwar	30
Regional Landcare Manager	380 - Land Management	HQ	76
Animal Welfare Coordinator	381 - Animal Control	HQ	76
Senior Sport & Rec Development Officer	400 - Community Safety Admin and Management	HQ	76
Senior Administration Officer - Youth Sport and Recreation	400 - Community Safety Admin and Management	HQ	76
Community Safety, Youth, Sport & Rec Coordinator - Numbulwar	400 - Community Safety Admin and Management	Numbulwar	76
Admin Support Officer - Night Patrol	401 - Night Patrol	HQ	76
Regional Manager Community Night Patrol	401 - Night Patrol	HQ	76
Regional Coordinator Night Patrol	401 - Night Patrol	HQ	76
Regional Coordinator Night Patrol	401 - Night Patrol	HQ	76
Night Patrol Team Leader	401 - Night Patrol	Barunga	76
Night Patrol Officer	401 - Night Patrol	Barunga	76
Night Patrol Officer	401 - Night Patrol	Barunga	76
Night Patrol Officer	401 - Night Patrol	Barunga	76
Casual Night Patrol Officer	401 - Night Patrol	Barunga	76
Night Patrol Team Leader	401 - Night Patrol	Beswick	76
Night Patrol Officer	401 - Night Patrol	Beswick	76
Night Patrol Officer	401 - Night Patrol	Beswick	76
Night Patrol Officer	401 - Night Patrol	Beswick	76
Night Patrol Officer	401 - Night Patrol	Beswick	76
Casual Night Patrol Officer	401 - Night Patrol	Beswick	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Night Patrol Officer	401 - Night Patrol	Borroloola	76
Night Patrol Officer	401 - Night Patrol	Borroloola	76
Casual Night Patrol Officer	401 - Night Patrol	Borroloola	76
Casual Night Patrol Officer	401 - Night Patrol	Borroloola	76
Night Patrol Team Leader	401 - Night Patrol	Borroloola	76
Night Patrol Officer	401 - Night Patrol	Borroloola	76
Night Patrol Officer	401 - Night Patrol	Borroloola	76
Casual Night Patrol Officer	401 - Night Patrol	Bulman	76
Night Patrol Officer	401 - Night Patrol	Bulman	76
Night Patrol Officer	401 - Night Patrol	Bulman	76
Community Services Coordinator	401 - Night Patrol	Bulman	15.2
Night Patrol Team Leader	401 - Night Patrol	Bulman	76
Night Patrol Officer	401 - Night Patrol	Bulman	76
Night Patrol Officer	401 - Night Patrol	Bulman	76
Night Patrol Team Leader	401 - Night Patrol	Eva Valley	76
Night Patrol Officer	401 - Night Patrol	Eva Valley	76
Casual Night Patrol Officer	401 - Night Patrol	Eva Valley	76
Night Patrol Officer	401 - Night Patrol	Eva Valley	76
Night Patrol Team Leader	401 - Night Patrol	Jilkmिंगgan	76
Night Patrol Officer	401 - Night Patrol	Jilkmिंगgan	76
Night Patrol Officer	401 - Night Patrol	Jilkmिंगgan	76
Night Patrol Officer	401 - Night Patrol	Jilkmिंगgan	76
Night Patrol Officer	401 - Night Patrol	Jilkmिंगgan	76
Casual Night Patrol Officer	401 - Night Patrol	Jilkmिंगgan	76
Night Patrol Team Leader	401 - Night Patrol	Mataranka	76
Night Patrol Officer	401 - Night Patrol	Mataranka	76
Night Patrol Officer	401 - Night Patrol	Mataranka	76
Night Patrol Officer	401 - Night Patrol	Mataranka	76
Casual Night Patrol Officer	401 - Night Patrol	Mataranka	76
Night Patrol Team Leader	401 - Night Patrol	Minyerri	76
Night Patrol Officer	401 - Night Patrol	Minyerri	76
Night Patrol Officer	401 - Night Patrol	Minyerri	76
Night Patrol Officer	401 - Night Patrol	Minyerri	76
Casual Night Patrol Officer	401 - Night Patrol	Minyerri	76
Night Patrol Team Leader	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Community Safety, Youth, Sport & Rec Coordinator	401 - Night Patrol	Ngukurr	76
Casual Night Patrol Officer	401 - Night Patrol	Ngukurr	76
Casual Night Patrol Officer	401 - Night Patrol	Ngukurr	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Night Patrol Team Leader	401 - Night Patrol	Numbulwar	76
Night Patrol Officer	401 - Night Patrol	Numbulwar	76
Night Patrol Officer	401 - Night Patrol	Numbulwar	76
Night Patrol Officer	401 - Night Patrol	Numbulwar	76
Night Patrol Officer	401 - Night Patrol	Numbulwar	76
Community Safety, Youth, Sport & Rec Coordinator	401 - Night Patrol	Numbulwar	76
Casual Night Patrol Officer	401 - Night Patrol	Numbulwar	76
Night Patrol Officer	401 - Night Patrol	Robinson River	76
Night Patrol Officer	401 - Night Patrol	Robinson River	76
Casual Night Patrol Officer	401 - Night Patrol	Robinson River	76
Sport & Rec Coordinator	403 - Outside School Hours Care	Jilkmिंगgan	50
Community Safety, Youth, Sport & Rec Coordinator	403 - Outside School Hours Care	Ngukurr	76
Sport & Rec Team Leader	403 - Outside School Hours Care	Ngukurr	60
	404 - Aus Govt Sport and Rec Management Grant	HQ	0
Trainee Sport & Rec Development Officer	405 - Aus Govt Sport and Rec Indigenous Employment	HQ	76
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Barunga	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Barunga	40
Sport & Rec Team Leader	405 - Aus Govt Sport and Rec Indigenous Employment	Barunga	60
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Barunga	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Beswick	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Beswick	40
Sport & Rec Team Leader	405 - Aus Govt Sport and Rec Indigenous Employment	Beswick	60
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Beswick	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Beswick	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	40

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	60
Youth, Sport and Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Borrooloola	60
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Bulman	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Bulman	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Bulman	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Bulman	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Eva Valley	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Eva Valley	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Jilkminggan	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Jilkminggan	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Jilkminggan	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Jilkminggan	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Jilkminggan	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Mataranka	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Mataranka	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	60

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Ngukurr	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Casual Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Sport & Rec Team Leader	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	60
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Sport & Rec Officer	405 - Aus Govt Sport and Rec Indigenous Employment	Numbulwar	40
Yth, Sport & Rec Coord	407 - ARC - NTG S&R	Borrooloola	76
Sport & Recreation Coord	407 - ARC - NTG S&R	Jilkminggan	26
Youth Diversion Case Management Coordinator	412 - Youth Diversion	HQ	76
Regional Manager Youth, Sport and Recreation	415 - 67568 Youth In Communities	HQ	76
Youth Services Admin Support Officer	415 - 67568 Youth In Communities	HQ	76
Youth Services Coordinator	415 - 67568 Youth In Communities	HQ	76
Youth, Sport & Rec Officer	415 - 67568 Youth In Communities	Borrooloola	50
Youth, Sport & Rec Coordinator	415 - 67568 Youth In Communities	Borrooloola	76
Youth, Sport & Rec Officer	415 - 67568 Youth In Communities	Borrooloola	50
Youth Worker	415 - 67568 Youth In Communities	Ngukurr	50
Youth Worker	415 - 67568 Youth In Communities	Ngukurr	50
Youth Worker	415 - 67568 Youth In Communities	Ngukurr	50
Community Safety, Youth, Sport & Rec Coordinator	415 - 67568 Youth In Communities	Ngukurr	76
Youth Worker	415 - 67568 Youth In Communities	Numbulwar	50
Community Safety, Youth, Sport & Rec Coordinator	415 - 67568 Youth In Communities	Numbulwar	76
Youth Worker	415 - 67568 Youth In Communities	Numbulwar	36
<b>Directorate Contracts and Technical Services</b>			
Director Contracts and Technical Services DCTS	103 - Infrastructure and Technical Services Directorate and Admin	HQ	76
Assets Manager	109 - Asset Management	HQ	76
Assets Admin Officer	109 - Asset Management	HQ	76
Fleet Officer	109 - Asset Management	HQ	76



<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Office Cleaner	111 - Council Services General	Barunga	60
Logistics Officer	165 - Logistical Services	HQ	76
Housing Maintenance Officer	220 - Territory Housing Repairs and Maintenance Contract	Barunga	38
Housing Maintenance Officer	220 - Territory Housing Repairs and Maintenance Contract	Beswick	38
Builder Trainer	220 - Territory Housing Repairs and Maintenance Contract	Beswick	76
Housing Main Officer	220 - Territory Housing Repairs and Maintenance Contract	Jilkminggan	15.2
Housing Main Officer	220 - Territory Housing Repairs and Maintenance Contract	Ngukurr	76
Housing Main Officer	220 - Territory Housing Repairs and Maintenance Contract	Ngukurr	76
Builder Trainer	220 - Territory Housing Repairs and Maintenance Contract	Ngukurr	76
Housing Main Officer	220 - Territory Housing Repairs and Maintenance Contract	Numbulwar	57
Housing Main Officer	220 - Territory Housing Repairs and Maintenance Contract	Numbulwar	57
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Barunga	64
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Beswick	60
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Bulman	76
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Jilkminggan	33
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Ngukurr	76
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Ngukurr	38
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Numbulwar	28
Tenancy Officer	221 - Territory Housing Tenancy Management Contract	Numbulwar	76
Trainer Builder - Fencing	222 - HMP Employment Program	HQ	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Off - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76
Fencing Officer - HMP	222 - HMP Employment Program	Barunga	76

<i>Position Title</i>	<i>Service Description</i>	<i>Location</i>	<i>Hours per fortnight</i>
Contracts and Projects Offic	240 - Commercial Operations admin	HQ	76
Contracts and Projects Offic	240 - Commercial Operations admin	HQ	76
Contracts Coordinator	240 - Commercial Operations admin	HQ	76
Director of Contract	240 - Commercial Operations admin	HQ	76
Essential Services Officer	244 - Power Water contract	Eva Valley	37
Essential Services Officer	244 - Power Water contract	Jilkmिंगgan	40
Mechanic	275 - Mechanical Workshop	HQ	76
Workshop Manager	275 - Mechanical Workshop	HQ	76
Workshop Supervisor	275 - Mechanical Workshop	HQ	76
Mechanical Workshop Officer	275 - Mechanical Workshop	Numbulwar	76
Mechanical Trades Assis	275 - Mechanical Workshop	Numbulwar	76

**CONFIRMATION OF PREVIOUS FINANCE COMMITTEE  
MEETING MINUTES**

---



<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Confirmation of previous Finance Committee Meeting Minutes
<b>REFERENCE</b>	<b>512281</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council confirm that the minutes from the Finance Committee Meeting on 17 December 2014 as a true and accurate record of that Meeting.**

**BACKGROUND**

The Finance Committee meeting was held on 17 December 2014.

**ISSUES/OPTIONS/SWOT**

The meeting minutes are attached to the report.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS:**

- 1 Minutes\_FCM\_2014.12.17.pdf



MINUTES OF THE FINANCE COMMITTEE MEETING # 46 OF THE ROPER GULF  
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM  
ROPER GULF REGIONAL COUNCIL, HEADQUARTERS  
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 17 DECEMBER 2014  
AT 8.42AM

---

**1. PRESENT/STAFF/GUESTS**

**1.1 Members**

Mayor Tony Jack  
Deputy Mayor Judy MacFarlane  
Councillor John Dalywater  
Councillor Eric Roberts  
Independent Member, Geoff Bishop

**1.2 Staff**

DCG, Director Corporate Governance, Greg Arnott  
DCSI, Director Council Services & Infrastructure, Sharon Hillen  
DCTS, Director Contracts & Technical Services, Marc Gardner  
Manager Finance (Acting), Raju Koirala  
Manager Governance, Jyoti Pudasaini

**1.3 Guests**

Nil

**2. MEETING OPENED**

Meeting opened at 8:42 am by Mayor Tony Jack.

**3. WELCOME TO COUNTRY**

Mayor Tony Jack welcomed members and staff to the Finance Committee meeting.

**4. APOLOGIES AND LEAVE OF ABSENCE**

**4.1 APOLOGIES AND LEAVE OF ABSENCE**

68/2014 RESOLVED (Eric Roberts/Judy MacFarlane)

- (a) That Finance Committee accept apology from CEO Michael Berto and Councillor Kathy-Anne Numamurdirdi.

**5. CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**

**5.1 CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**

69/2014 RESOLVED (Judy MacFarlane/Eric Roberts)

- (a) That Finance Committee receive and note the confirmed minutes from Finance Committee Meeting held on 17 September 2014.

**6. CALL FOR ITEMS OF GENERAL BUSINESS**

- DCSI Sharon Hillen: Roper River Landcare Group request for use of Hall
- DCTS Marc Gardner: Outstation program
- Deputy Mayor Judy MacFarlane: RGRC Vehicles
- Cr. Eric Roberts: MoU with Northern Land Council
- DCSI Sharon Hillen: National Stronger Regions Fund

**7. QUESTIONS FROM THE PUBLIC**

Nil

**8. DISCLOSURES OF INTEREST**

There were no declarations of interest at this Finance Committee.

**9. BUSINESS ARISING FROM PREVIOUS MINUTES****9.1 ACTION LIST**

70/2014 RESOLVED (Geoff Bishop/Eric Roberts)

- (a) That Finance Committee receive and note action list from previous minutes.

**10. INCOMING CORRESPONDENCE****10.1 INCOMING CORRESPONDENCE**

71/2014 RESOLVED (Geoff Bishop/John Dalywater)

- (a) That Finance Committee receive and note Incoming correspondence.

**11. OUTGOING CORRESPONDENCE**

Nil

**12. EXECUTIVE DIRECTORATE REPORTS**

Nil

**13. CORPORATE GOVERNANCE DIRECTORATE REPORTS****13.1 FAG INDEXATION**

DCG Greg Arnott Presented the report. Greg advised the Committee that ALGA has been considering a strategy to run a campaign which is to restore the indexation of Financial Assistance Grants (FAGs) and how local government can articulate the importance of the direct relationship between it and the Commonwealth government both politically and financially. This will involve local government talking to its constituents about the practical importance of FAGs and the impact of the reduction on councils.

Committee was recommended to support the campaign to restore the indexation of Financial assistance Grants.

72/2014 RESOLVED (Geoff Bishop/John Dalywater)

- (a) That Finance Committee supports the campaign to restore the indexation of the Financial Assistance Grants by highlighting to Federal politicians:
- the absolute need for the grants
  - the losses resulting from the Grants not being indexed
- (b) That Finance Committee agree to work with LGANT to document the many reforms and activities which demonstrate improvements and efficiencies councils are undertaking.

### 13.2 FINANCE REPORT - RGRC FINANCIAL REPORT AS AT 30 NOVEMBER 2014

73/2014 RESOLVED (Judy MacFarlane/John Dalywater)

- (a) That Finance Committee receive and note the financial reports for the period ending 30<sup>th</sup> November 2014.

**ACTION:** CEO to provide detail report on financial breakdown on Agency Services.

**ACTION:** Community Expenditure Report to be included in financial report on agenda for OCM and FCM.

### 13.3 FINANCE - BAD DEBTS WRITE OFF

74/2014 RESOLVED (Judy MacFarlane/Eric Roberts)

- (a) That Finance Committee write off the bad debts of \$1,501.89 as per attached report.

**ACTION:** The client who do not pay their Post Box charge at 30 days to receive reminder letter to be paid in 4 weeks or close of box.

### 13.4 GRANTS - LIBRARY GRANT 2013-14 ACQUITTAL

75/2014 RESOLVED (Eric Roberts/John Dalywater)

- (a) That Council accept the acquittal of the 2013-14 funding for Library Operational Grant from NT Libraries by signing and dating the acquittal form.

*Deputy Mayor Judy MacFarlane left the meeting, the time being 09:54 am*

*Deputy Mayor Judy MacFarlane returned to the meeting, the time being 09:55 am*

### 13.5 GRANTS - RJCP COMMUNITY DEVELOPMENT FUND VARIATION - DEPARTMENT PRIME MINISTER AND CABINET

76/2014 RESOLVED (John Dalywater/Eric Roberts)

- (a) That Finance Committee accept the variation to the funding for the Community Development Fund Construction Training Activities by initialing each page, 2 signatures, dating and affixing the Common Seal to the variation.

**13.6 GRANTS - VARIATION IRSD NUMBULWAR AIRPORT ROAD UPGRADE - DEPARTMENT OF PRIME MINISTER AND CABINET**

77/2014 RESOLVED (Judy MacFarlane/Eric Roberts)

- (a) That Finance Committee accept the variation to the Numbulwar Airport Road Upgrade funding by initialing each page, 2 signatures and affixing the Common Seal to the variation.

**13.7 GRANTS - SCHOOL NUTRITION PROGRAMME VARIATION 2015 - DEPARTMENT OF PRIME MINISTER AND CABINET**

78/2014 RESOLVED (Judy MacFarlane/Geoff Bishop)

- (a) That Finance Committee accept the variation for School Nutrition Programme by initialing each page, 2 signatures and witness, and affixing the Common Seal to the variation.

**13.8 GRANTS - 2014-15 ACTIVE REMOTE COMMUNITIES FUNDING AGREEMENT - DEPARTMENT OF SPORT, RECREATION AND RACING**

79/2014 RESOLVED (Judy MacFarlane/Eric Roberts)

- (a) That Finance Committee accept the funding offer for the Active Remote Communities Program by signing and affixing the Common Seal to the funding agreement.

*Morning tea break: 10:02am  
Meeting resume: 10:29 am*

**13.9 GRANTS - 2014-15 INTERNATIONAL WOMENS DAY GRANT PROGRAM AGREEMENT - DEPARTMENT OF COMMUNITY SERVICES**

80/2014 RESOLVED (Eric Roberts/Judy MacFarlane)

- (a) That Finance Committee accept the funding for the 2014-15 International Women's Day Grants Program by 2 signatures, dating and affixing the Common Seal to the agreement.

**14. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS**

Nil

**15. COMMUNITY SERVICES DIRECTORATE REPORTS**

Nil

**16. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS**

Nil

## 17. GENERAL BUSINESS

### 17.1 ROPER RIVER LANDCARE GROUP REQUEST FOR USE OF HALL

DCSI Sharon Hillen advised the committee that a letter was received by RGRC from Roper River Landcare Group requesting to waive Mataranka hall hiring fee for the duration of the exhibition which is for 3 days in 2015. The cost for using Mataranka Hall for 3 days would be \$855.

Deputy Mayor informed the committee that the exhibition event time is different from the Never Never festival time.

Committee noted that Council is to be acknowledged on the Council supported events.

81/2014 **RESOLVED** (Judy MacFarlane/Eric Roberts)

- (a) That Finance Committee approve the waiver of fees for using Mataranka Hall for the exhibition organised by Roper River Landcare group in 2015.

### 17.2 KEWYULI OUTSTATION PROGRAM

DCTS Marc Gardner advised the Committee that Kewyuli is an outstation under NT Government. Currently it has been serviced by Alawa Corporation. Outstation residents have requested Council to take over Municipal and Essential Services. This was agreed to out of meeting on site. With Council's approval, RGRC is looking towards administering the transfer through our current contract resulting Kewyuli being added to our outstation list.

The Committee was further advised that there is no official letter received from Kewyuli community requesting RGRC to deliver service.

82/2014 **RESOLVED** (John Dalywater/Eric Roberts)

- (a) That Finance Committee receive and note verbal update on Kewyuli Outstation.

**ACTION:** DCTS to get official letter from Kewyuli community requesting RGRC to deliver service.

### 17.3 VEHICLES

Deputy Mayor raised concern on the vehicle budget included in the amended budget that was presented to the Council in November OCM.

DCG Greg Arnott briefed the budget and the actual expense fact on vehicle purchase.

Deputy Mayor raised concern on number of vehicle damage that have occurred where staff members were involved.

DCG Greg Arnott briefed the committee on the action that have been taken to minimise the risk of accidents with new drivers driving on dirt road.

83/2014 **RESOLVED** (Judy MacFarlane/John Dalywater)

- (a) That Finance Committee receive and note verbal update on RGRC vehicles.

**ACTION:** CEO to provide WH&S information at Council meeting.



**17.4 MOU WITH NORTHERN LAND COUNCIL**

Cr. Eric Roberts raised concern on agreement between RGRC and NLC.

DCSI Sharon Hillen updated Committee on the agreement that Council has with the Northern Land Council. Agreement with NLC is formal and separate with any other agreements. Other MoU process with Malwopra Aboriginal Corporation will be separate to what RGRC has agreed with NLC.

**84/2014 RESOLVED** (Eric Roberts/John Dalywater)

- (a) That Finance Committee receive and note verbal update on MoU with Northern Land Council.

**17.5 NATIONAL STRONGER REGION FUND**

DCSI updated Committee that RGRC has applied National Stronger Region Fund for Borroloola, Ngukurr and Numbulwar for bigger infrastructure projects. If RGRC receive the funding consultations will be undertaken prior to commencing the project.

**85/2014 RESOLVED** (Judy MacFarlane/John Dalywater)

- (a) The Finance Committee receive and note verbal update on National Stronger Region Fund.

**18. CLOSED SESSION****DECISION TO MOVE TO CLOSED SESSION**

**86/2014 RESOLVED** (Judy MacFarlane/John Dalywater)

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

**18.1 Management Letter** - *The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.*

**18.2 JCAC Lease Negotiations** - *The report will be dealt with under Section 65(2) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

**RESUMPTION OF MEETING**

**87/2014 RESOLVED (Judy MacFarlane/Eric Roberts)**

That the decisions of Closed Session be noted as follows:-

**CLOSED SESSION**

**18.1 MANAGEMENT LETTER**

**88/2014 RESOLVED (Geoff Bishop/Eric Roberts)**

- (a) That Finance Committee receive and note Management Letter.

**18.2 JCAC LEASE NEGOTIATIONS**

**RECOMMENDATION**

- (a) That Finance Committee deferred the item for next Council Meeting.

**CLOSE OF MEETING**

The meeting terminated at 11:51am.

THIS PAGE AND THE PRECEEDING 7 PAGES ARE THE MINUTES OF THE FINANCE COMMITTEE HELD ON WEDNESDAY, 17 DECEMBER 2014 AND CONFIRMED WEDNESDAY, 28 JANUARY 2015.

---

Mayor Tony Jack

**BUSINESS ARISING FROM PREVIOUS MINUTES**



**ITEM NUMBER** 10.1  
**TITLE** Action List  
**REFERENCE** 512277  
**AUTHOR** Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

(a) That Council receive and note action list.

**BACKGROUND**

The action list includes all the outstanding actions from previous meetings.

**ISSUES/OPTIONS/SWOT**

**Action List**

Date	Meeting Type	Agenda Item	Item Description	Action Details	Status	Other Comments
26-Sep-12	OCM	N/A	MOU's	Partnership Agreements (MOU's) to be developed for, <ul style="list-style-type: none"> <li>• Yugul Mangi Development Corporation</li> <li>• Numburindi Pyt Ltd</li> <li>• Jilkminggan Community Aboriginal Corporation</li> <li>• Alawa Aboriginal Corporation</li> <li>• Mabungjji Aboriginal Corporation</li> </ul> Develop template for Council to approve	In-hand	Yugal Mangi have expressed interest, Numburindi to be followed up.
26-Mar-14	OCM	13.1	WARD REPORT: NEVER NEVER WARD	ACTION: CEO to approach Art Centre in Katherine to relocate the Red Tail Black Cockatoo.	In-hand	Godinymayin confirmed interest - Scoping out costs including planning approval
12-Nov-14	OCM	17.1	MID-QUARTER REPORT ON COMMUNITY SERVICES DIRECTORATE AS AT NOVEMBER 2014	CEO to ensure Youth Voice Committee Meeting minutes actions from 29 <sup>th</sup> October 2014 to be followed up.		
12-Nov-14	OCM	18.2	CONTRACTS UPDATES	CEO to follow up on the quality of the workmanship of the housing fencing program.	Completed	Staff spoken to, condition of contract issue
12-Nov-14	OCM	20.3	BORROLOOLA TOWN CLEANLINESS	The cleanliness of Borroloola needs to be improved.	Completed	
12-Nov-14	OCM	20.8	SINGLE MEN'S QUARTERS AT NGUKURR AND	CEO to raise the Beswick Single Men's Quarters issue with the local TO representative organisation.	In-hand	Waiting for new contract from NLC

Date	Meeting Type	Agenda Item	Item Description	Action Details	Status	Other Comments
			BESWICK			Lawyers
12-Nov-14	OCM	20.9	WATER SUPPLY ISSUE IN BESWICK	CEO to follow up Beswick water supply issue with the relevant authority.		
12-Nov-14	OCM	21.3	JILKMINGGAN LEASES	CEO to write a letter to ORIC regarding advice on managing the situation of land leasing from JCAC relating to the recent community concerns with the organisation's governance and financial management.	Ongoing	OCM Agenda item
12-Nov-14	OCM	21.4	NGUKURR BUSINESS PROPOSALS FOR TAKEAWAY AND RESTAURANTS	CEO to seek advise from the NLC regarding land sub-leases in Ngukurr.	LA Meeting : no quorum to table report	Waiting for new contract from NLC Lawyers

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**INCOMING CORRESPONDENCE**

**ITEM NUMBER** 11.1  
**TITLE** Incoming Correspondence  
**REFERENCE** 513123  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

- (a) That Council accept the Incoming correspondence.

***Incoming Correspondence***

<b>Date Received</b>	<b>Received By</b>	<b>Sender</b>	<b>Correspondence Details</b>	<b>InfoXpert ID</b>
04.12.2014	Marc Gardner	Paul Flanagan	Wilton & Roper Rivers – depth indicators	508518
04.12.2014	Marc Gardner	Paul Flanagan	As above	508517
28.11.2014	Michael Berto	Tony Tapsell	Letter of Support	508244
26.11.2014	RGRC	AGS	Borroloola Native Title Claim	507888
02.12.2014	Council	Local Government	Proposed Cemeteries Act	508247
09.12.2014	Michael Berto	Local Government	Review of Local Government	509809
10.12.2014	Michael Berto	Roper River Landcare Group Inc	'Maps'	510128
08.12.2014	Council	Local Government	Conditional Rating	509586
12.01.2015	Michael Berto	Adam Giles	Thank you for RGRC Annual Report	512338
18.12.2014	Amanda Haigh	NT Government	Unsuccessful Funding	512346

**ATTACHMENTS:**

There are no attachments for this report.

**OUTGOING CORRESPONDENCE**

**ITEM NUMBER** 12.1  
**TITLE** Outgoing Correspondence  
**REFERENCE** 513124  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

- (a) That Council accept the Outgoing correspondence.  
 (b) That Council receive and note the media release from 20 October 2014 to 20 January 2015.

***Outgoing Correspondence***

Date Sent	Sent By	Addressed To	Correspondence Details	InfoXpert ID
06.11.2014	Michael Berto	Ernest	BIG Congratulations!	502376
18.12.2014	Marc Gardner	Clayton McCudden/Chris Rollinson	Kewelyi Outstation	510998
18.12.2014	Michael Berto	Adam Giles	Annual Report	511238
18.12.2014	Michael Berto	Hon Bess Price MLA	Annual Report	511238
12.01.2015	Sharon Hillen	Louise McCormick	Ngukurr Barge and Boat Landing	512262
12.01.2015	Marc Gardner	Michael Hodges	Acceptance of works in Borroloola	512324

***Media Release***

Media Release Number	Date	Title of the Media
1412	21-Oct-14	New horticulture program at Beswick
1413	30-Oct-14	New Citizen at Ngukurr
1414	13-Jan-15	Ngukurr Road and Footpath Plan
1415	13-Jan-15	Ngukurr Tree Grant
1416	14-Jan-15	Police commended Borroloola Night Patrol's professionalism at horrific scene

**ATTACHMENTS:**

There are no attachments for this report.

**WARD REPORT**

<b>ITEM NUMBER</b>	13.1
<b>TITLE</b>	Never Never Ward
<b>REFERENCE</b>	512995
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council receive and note the Never Never Ward Report.**

**BACKGROUND**

Local Authority Meetings were held in Mataranka and Jilkminggan on Tuesday 2<sup>nd</sup> December 2014.

**Community Visitors**

William Rosas – Department Local Government

**Jilkminggan****Local Authority Update**

Current Membership includes; Deputy Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Timothy Baker, Wayne Roy, Fay Roberts, Wendy Daylight, Maxie Millar, Steven Rory, Aaron Holtze, Adrian Doctor, Cheryl Lardy, Lisa McDonald, Patrisha Baker.

The next Local Authority Meeting is scheduled for Tuesday Tuesday 3<sup>rd</sup> February 2015.

**Community Update:**

New CSM Antony Lynch is now insitu at Jilkminggan. Jilkminggan is having good wet season. Community looks green.

**Mataranka****Local Authority Update:**

Current Membership; Deputy Mayor Judy MacFarlane, Cr. Annabelle Daylight, Cr. Timothy Baker, Diane Angel, Michael Cowen, Janette Hamilton, Veronica Russo, Tracey-Anne Wilson, Sue Edwards, Leah Niehus, Di Jones.

Deputy Mayor Judy MacFarlane is the permanent Chair of the Mataranka Local Authority.

The next Mataranka Local Authority meeting is scheduled for Tuesday 3<sup>rd</sup> March 2015.

**Community Update:****Mataranka**

- New ride on mower arrived
- Recent rains have caused the closure of Elsey National Park and Bitter Springs
- Staff Christmas Party was well attended and Local Authority Members were well represented
- Advice was received that the Multi-use hall grant proposal was declined.
- Christmas Tree event was held at Mataranka Town Hall and was well attended

**Daly Waters**

- Local Town Meeting held in December to discuss upcoming year and operational works
- Slashing and Municipal works have begun in early Jan

**Larrimah**

- Local Town Meeting held in December to discuss upcoming year and operational works
- Slashing and Municipal works have begun in early Jan

**Hodgson Downs****Local Authority Update**

Current Membership; Deputy Mayor Judy MacFarlane, Cr. Annabelle Daylight, Cr. Timothy Baker, Johnathon Walla, James Nuggett, Samuel Swanson, Caroline Vincent, Maryanne Vincent, Ken Muggeridge.

The next Hodgson Downs Local Authority will be in 12 March 2015.

**ISSUES/OPTIONS/SWOT**

## Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
<b>Jilkminggan</b>				
02-04-2012	The Cemetery needs a draft plan	DITS, CSM & Conway and Jessie Roberts	Ongoing	
04.09.2014	Security Screens at Toilets	CSM		2.09.14 CSM will do
<b>Mataranka</b>				
04-12-2012	Recycling / Container Deposit Scheme. Continue investigation in setting up a depot/transfer station.	CSM	Ongoing	18.04.2013-CDS will be reinstated following State cooperation. 04.02.2014-ongoing. 4.06.2014 ongoing \$15000 Grant to be spent Email to DITS 20.06.2014, 04.09.2014 CSM and Sharon will get started on whole of Council Waste Mgt
04-12-2012	<b>Carew Rd Washaways</b> -Civil works crew to fix washaways on Carew Road	DCSI	Completed	4.06.2013 - ongoing 4.02.14 Issue will be addressed after the wet season 02.09.14 - received 2 quotes waiting for 3rd will be done before wet. 29.10.2014 P.O done waiting for Contractor 14.1.2015 Completed
04-12-2012	<b>CSM Report – Drainage Elsey St &amp; Roper Tce</b> Investigate the drainage issue on the corner of Elsey St and Roper Tce.	CSM	Completed	26.11.13 Sharon has requested DOI advise of options Update: 4.02.2014 to be addressed after wet season. 03.07.2014 This is a Federal Government issue and is ongoing. 02.09.14 NT Govt option-gone to Dept Transport then into budget – advocate on Mataranka behalf to



Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
				Politicians. 14.1.2015 Completed
	Alcohol Management Plan -Investigate applying for funding under the Community Benefit Fund grants on behalf of the MRLB.	CSM	Ongoing but not for LA (this action will be removed for list from next time)	4.06.2013 Letter has been resent to NT Govt, Update 26.11.2013 LA request Council advocate of LA behalf 06.12.13Get Application form Resubmit Application 04.02.2014. 11.06.2014Email to CEO 02.09.14 2 funding apps to CBF, Invite Surinder Creighton AOD to next LA Meeting. 29.10.2014- Submission gone to IAS  14.1.2015 Surinder Creighton attended meeting will be working with CSAP Committee to work towards AMP for Mataranka.
01-04-2014	<b>Mataranka S/Rec Grounds</b> Request from MRLB for grounds to be inspected and look at items concerning issues raised.  CSM to distribute the plans for the Multi-purpose Centre to MRLA members. DITS Director to revisit the 10yr plan for the Sport & Rec Gnds.	DCSI,CEO, Deputy Mayor,CSM	Completed	Need inspection & quote for repairs to Rodeo arena and Announcers Stands. Contact Tony Berto. Emailed Paul A re 10 year plan 16/6/14 Concept plans and photos are available for a multipurpose Centre. Concept plans and photos are available for a multipurpose Centre. Get quote for new site plan off Nordraft. Email request 16/6/14 03.07.14 Rodeo Arena & Announcers box is WH&S issue in current state.LA to send letter to RGRC that repairs to Rodeo Arena and Announcers box need to be completed by 21st August 2014 Moved: Leah Sec: Veronica. 29.10.2014 Apply through 1st Q Budget review for Rodeo Arena Also look at fixing fence or bollards which ever is most cost effective. 02.09.2014 OH&S Issues box needs demolishing. Take down panels and announcers Box RJCP Purchase Portable Panels@ \$15,000 RGRC to seek funding, take to Oct OCM for support. ACTION: Mick to contact Nerine see where project is at  14.1.2015: Completed
03-06-2014	Risk Assessment on Fence at S&R Grounds	CSM	Completed	Arrange meeting with Tony Berto onsite. Warning signs to be Placed  14.1.2015: Completed
03-06-2014	Solar Lights-Contact DPI re:Truck Bays. Obtain Spec on Solar Units.	CSM	Ongoing ( to be completed in early 2015)	Project Manager Khaled Not ordered yet – no specs Solar lights are suitable for pedestrian traffic not vehicles. 03.07.14-LA Members

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
	Suggest locations for Solar Lights			identified light to go between Banyan Tree & Toilet block in Brunos Park either end of truck parking bays. 29.10.2014  14.1.2015: Lights purchased to be installed by Outstations crew as weather permits.
02-07-2014	Invite Nerine Purton to the next LA meeting	CSM	Completed	14.1.2015: No longer relevant New Manager to be invited once recruited.
04-09-2014	Seek a recommendation at October OCM to seek funding for the Purchase Portable Panels	Council	Completed	29.10.2014 \$15,000 it will be November  04.12.14 \$15000 approved by Council panels to be purchased in Jan
04-09-2014	Investigate and follow up and mention LA Support to RASA	CSM	Completed	29.10.2014 If Attendance is more than 70% they will not get RSAS Support  14.1.2015: no further action required
04-09-2014	Contact Nerine see when Announcers Box project will commence.	CSM	On hold	14.1.2015: To be discussed with new RJCP manager , no further action at this time
04-09-2014	Invite new Mataranka OIC to next LA meeting in October	CSM	completed	
04-09-2014	Speak with Regional Community Services Manager re: Library	CSM	completed	04.12.14 RM for library provided report for library servicing in Mataranka and new staffing measures
07-10-014	To raise concerns with DoI about the ruts that have formed on the shoulders of homestead road	CSM	completed	Email sent to Contracts team advising of need for works to be done on Homestead Road.
07-10-2014	Write letter to OIC Police to request relocation of 'safe drinking space'	CSM	Complete	CSM drafted letter to OIC. 04.12.14 Police have requested that this be dealt with by the Community Safety Action Plan Committee
07-10-2014	Draft letter of in principle support for Aged and Disability Care facility from LA to RGRC	CSM	Complete	CSM Drafted letter to RGRC
02-12-2014	CSM to write letter to Police asking if LA Members can attend for developing the Action Plan and	CSM	Complete	Local Authority Members attended and are on the Community Safety Action Plan Committee to look at developing an AMP for Mataranka.

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
	Alcohol Management Plan			
<b>Hodgson Downs</b>				
20.08.2014	Ask RGRC WH&S Officer to attend next LA meeting to give talk	Jo Nicol		WH&S Coordinator to attend LA meeting in March 2015

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 LOCAL AUTHORITY\_2014.12.02\_Mataranka\_Minutes1.pdf
- 2 LOCAL AUTHORITY\_2014.12.02\_Jilkminggan\_Minutes.pdf



**Mataranka  
Local Authority Meeting  
Minutes**

Held in Mataranka Community Hall

5.30pm Tuesday 2<sup>nd</sup> December 2014

**Meeting opened at 5:30pm by Deputy Mayor Judy MacFarlane who has been designated Chair at this Mataranka Local Authority Meeting**

**1. Present:**

- 1.1 Elected Members** Mayor Tony Jack, Deputy Mayor Judy MacFarlane
- 1.2 Local Authority Members** Di Angel, Leah Niehus, Tracey-Anne Wilson, Michael Cowan, Sue Edwards, Veronica Russo, Biddy Hamilton.
- 1.3 RGRCC Staff** Michael Berto (CEO), Sharon Hillen (Director), Michael Soler (CSM), Sara Myles (HR Manager), Jo Nicol (Governance)
- 1.4 Visitors/Guests.** William Rosas (Dept Local Government), Surinda Crichton (Alcohol Policy)

**PLEDGE:** "We pledge to work as one towards a better future through effective use of all resources. We have identified these key values and principles of Honesty, Equality, Accountability, Respect, and Trust as being integral in the achievement of our vision that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant".

**2. Apologies:**

Di Jones

**3. Conflict of Interest:**

None Declared

**4. Minutes of Previous Meeting:**

Minutes were included in agenda papers.

That the minutes of the meeting held on 7<sup>th</sup> October 2014 be accepted as a true and proper record.

**Moved: Di Angel Seconded: Sue Edwards All Agreed by way of consensus**

**5. Business Arising/Action List:**

- 5.1. AMP-** There is an expression of interest by the Community Safety Group to take over developing the Action Plan & AMP. This ensures all notable

stakeholders are involved with the Police driving Plan. LA Members were concerned this would leave out LA Members who wanted to be involved.

**ACTION:** CSM to write letter to Police asking if LA Members can attend Meetings..

## 6. Correspondence

### 6.1. Incoming Correspondence:

- Email from Rampage Designs – Re: Skate Park
- Letter from CSM Re: Follow up Safe drinking area
- Email received from DLPE regarding access to Lot 84

### 6.2. Outgoing Correspondence:

- Email from CSM – DOI for follow up
- Draft letter from CSM – To RGRC of in principle support from Aged & Disability Care facility
- Letter to Mataranka Fishing, Sporting & recreational Club Inc.
- Letter to DOI re Stuart Highway dangerous dip
- Letter to J Rachor re complaint 1404
- Letter to J Hocking re complaint 1404

## 7. General Business

### 7.1. \*Elected Member Report:

Deputy Mayor Judy MacFarlane gave a verbal report which was noted and accepted by Members. Key points were:

- There had been 2 Ordinary Council Meetings since the last LA meeting
- The Electoral Review has been completed and Council will recommend a second councillor for the Numbulwar Numburindi Ward
- Local Government elections have been delayed by 17 months to August 2017 to avoid voter fatigue as there are NT and Federal Elections in 2016.
- Motion passed at Budget review for purchase of portable panels for rodeo arena of \$15,000.
- Annual Report and Audit Report was passed by Council
- Ngukurr received a Tidy Towns Award

### 7.2. \*Council Services Managers Report:

- Landfill update: Works to be completed within 2 – 3 weeks
- Carew Road: Works to be completed within 2 – 3 weeks
- Community Services Update: Report from Lara Brennan provided explaining the change in operations of the Community Services Team in Mataranka and the adjustment to Library services.
- Solar Lights: Lights have now been received by RGRC and will be installed across all communities over the next month.
- Borella Ride Feb 27th 2015-: The Borella Ride is the NT Governments flagship memorial activity for the 100 year anniversary of Anzac day. It will be passing through Mataranka on the 27th February and will be holding a display and events at the Hall to celebrate.

- DalyWaters/Larrimah: CSM, Works Supervisor and Governance attended meetings at Larrimah and Daly Waters and work will begin soon slashing and mowing in those areas.
- New Mower: The new ride on mower has arrived.
- Christmas Party: (numbers in to Mandy by 10th Dec)
- Office closure (24th Midday – 5th Jan)
- No Mail but Rubbish run will occur on Tue 30th Dec
- Big Rivers Waste Management Working Group: CSM is on the Big Rivers Regional Waste Management Working Group that is focusing on developing better practices, facilities and procedures for waste management across the region. It is based on the Central Australia model that has led to a dramatic improvement in remote waste facilities. The group is comprised of representatives from LGANT, Katherine Town Council, RGRC, Vic Daly Regional Council, West Daly Regional Council and Department of Health.
- ANZAC Grant: CSM advised that the Grant application was successful and that there will be \$5000 available for the production of Rusty Bugles.

### 7.3. \*Town Priorities:

Skate Park: CSM has given update on specifications and construction time for skate park design and concrete slab required

Michael Cowen queried the public liability insurance for such a facility and was assured by Michael Berto and Sharon Hillen that RGRC has sufficient coverage for public liability.

Michael Cowen also queried the need for fencing at the skate park but was advised that fencing would not be required as it is far enough off the highway.

### 7.4. \*Governance Updates:

Jo Nicol provided an update and handout on proposed dates for 2015 Local Authority meeting dates.

### 7.5. \*Complaints Register:

Nil Received

### 7.6. \*RJCP- Remote Jobs and Communities Program:

It was noted that Veronica had been away for approximately 6 weeks but that in that time replacement staff were not resourced appropriately.

An RJCP report was tabled written by Nerine Purton

### 7.7. \*Night Patrol

Currently Night Patrol operates from Sunday-Thursday. The NP team leader has requested that they work Friday nights and also to do school pick ups in the mornings. The request for working Friday nights has been declined and the morning is to be considered. It was noted by a member of LA that Mataranka School now has a bus again so morning pick ups will not be required.

**7.8. \*Alcohol Management Plan:**

There was a discussion about the AMP being driven by the Community Safety Action Plan committee that is organised by Police. There are some LA Members already working in this group as representatives of other organisations.

**7.9. \*Policy Updates:**

The following policies were passed at the October OCM; Financial Delegation Manual, Organisational Delegation Manual, Accounting Policy Manual and the Annual Report. All these Manuals can be found on the Website or ask for a copy at the Office.

**7.10. \*Work Health and Safety:**

CSM discussed a recent risk management exercise that he attended to work towards reducing the risk to Council Staff and the public for remote travel. It was noted by a member of LA that speeding RGRC vehicles on the Roper Highway are of major concern.

**7.11. Anzac Day:**

Deputy Mayor gave an update on the Grant Funding and the continuing preparation of the production of Rusty Bugles.

**7.12. NT EPA Draft Waste Management Strategy:**

Sharon Hillen discussed this as being the pinnacle document for waste management across the NT and that this will form the basis of future policy and procedure for waste management.

**7.13. Australia Day Citizen Award:**

Michael Cowen requested that all nominees names be displayed at the Council Office so that all nominees are acknowledged. This was unanimously supported.

**7.14. Conflict of Interest within LA:**

Michael Cowen raised concerns that there maybe a perceived conflict of interest with both the selection process for Local Authority members and the Chairperson being the Deputy Mayor and a member of Council. It was noted that Deputy Mayor was chosen unanimously by LA Members as Chairperson. Roper Gulf Policy states Council has the final say on who becomes a member.

**7.15. Local Newspaper:**

Michael Cowen requested for the LA to take back control of the Newsletter as he felt there was not a clear representation of local news and events. It was raised that a member of the Local Authority is the author of the newsletter. Michael also raised concern that there are no notices placed advising of closing dates for articles etc. LA Members advised it had been posted at the Post Office and a reminder is sent out by email before cut off date for articles. Michael will seek to be placed on the email list for notifications of such things.

**7.16. Community Safety Meeting:**

Sue Edwards attended the Community Safety Action Plan meeting, points from that were; Focus will be on several aspects, Drinking area is a major focus, Stakeholders are from all areas including Licensee's and members of the public.

**7.17. Library:**

Michael Cowen queried the future of the library. This was dealt with in the CSM's report regarding restructuring.

**7.18. Local Building Regulations, Bylaws and Standards:**

Michael Cowen raised concerns about bylaws to cover fencing and development of properties.

Mataranka is a gazetted town and subject to planning and development laws, policy and legislation is done at NT Government level and administered through Department of Lands, Planning and the Environment.

It was also raised that disputes between neighbours over fencing (where it is not a boundary encroachment matter) are civil matters and not subject to any local laws.

**8. Other Business**

Mayor Jack asked about the funding received by LA for projects and was advised this has been put towards a larger Grant Application for a Multi use hall.

**9. Next Meeting**

Tuesday 3<sup>rd</sup> March 2015

**10. Meeting Closed at 7:45pm**

As the Chair at the Mataranka Local Authority Meeting held on the 2nd of December I certify these minutes to be a true and correct record of this meeting.

---

Chairperson





**Jilkminggan  
Local Authority Meeting  
Minutes**

RGRC Conference Room - Jilkminggan

**10:00 am – Tuesday 2nd December 2014**

Meeting opened at 10.15am and was chaired by Cheryl Lardy

**1. Present:**

**Elected Members:** Mayor Tony Jack, Cr Annabel Daylight, Cr Timothy Baker Jnr.

**Local Authority Members:** Lisa McDonald, Wayne Roy, Fay Roberts, Wendy Daylight, Adrian Doctor, Maxie Millar

**Staff:** Michael Berto (CEO), Sharon Hillen, Bruce Ross (Acting CSM), Antony Lynch (New CSM), Sarah Myles (HR), Jo Nicol (Governance)

**Visitors/Guests:** Helena Lardy (JCAC), William Rosas (DLGR), Sgt Thomas Chalk (Police), Vanessa Wallis (Police)

**Apologies:** Barry Clarke (GEC), Deputy Mayor Judy MacFarlane (Elected Member), Patrisha Baker (LA member), Steven Rory (LA Member)

**2. Pledge:**

Pledge was read.

**3. Conflict of Interest:**

Nil

**4. Minutes of Previous Meeting:**

Minutes of meeting held 7/10/2014 Moved: Maxie Miller, Seconded: Cr Timothy Baker Jnr.

**5. Business Arising/Action List;**

**5.1. Previous minutes action List**

The Cemetery needs a draft plan- NT Government has just released draft Proposed Cemetery Act Cemetery Plan. Sharon will send link to CSM.

No Drinking Signs to be reinstated. This is to be incorporated into the AMP. LA Members request Sergeant Chalk contact DOI to have Community signs on Highway removed and repositioned at the access road to Jilkminggan.

## 6. Correspondence

### 6.1. Outgoing Correspondence:

6.1.1 JCAC Letter of Support

6.1.2 Traditional Credit Union Letter of Support

### 6.2. Incoming Correspondence:

6.2.1 Jilkminggan School Principal – Letter about the current vandalism at the school and the danger to children and damage and cost. The Principal has had approval for Surveillance Cameras to be installed. Issue to be addressed at the next Community Safety Meeting on Monday 8<sup>th</sup> December 2014. The Principal has been asking Community members for help in tackling this issue.

6.2.2 Roper Gulf Regional Council Community Grants round is now open. CSM to send details of CBF Grants to JCAC.

## 7. Financial Reports

7.1 **Revenue and Expenditure as at 30/11/14:** CSM discussed the revenue and expenditure as at 30 November 2014 and that Jilkminggan was well within Budget. Moved: Cr Timothy baker, Seconded: Adrian Doctor.

## 8. General Business

8.1. **Elected Member Report:** Last OCM of the year was held in Beswick. RGRC made a submission to The Electoral Review for an extra Councillor for the Numbulwar Numburindi Ward to support current Councillor.

Council approved Local Authority Funding to be spent on Playground for Jilkminggan.

8.2. **CSM Report:** Staffing- New CSM has been appointed, RGRC Welcomes Antony Lynch. Acting CSM Bruce Ross finishes Friday 5/12/14 and will be returning to his position in Mataranka. The vacant Night Patrol positions have been filled and recruitment for 2 new part-time and 2 casual Sport and Rec Officers has begun. Also a new Cleaner and ESO have been employed.

Staff meetings were held on 21/10/14 and 18/11/14. No issues of concern to report.

Training in Minute taking and Chairing Meetings was undertaken by several staff. Certificate 2 in Community Services Training continues Mondays and Tuesday mornings. RJCP staff have been spending every second week in Beswick doing training. Unfortunately a welding course planned for this week was postponed. As part of that course we are going to erect a mesh wall along the front of the workshop building to add to security.

New Store - Received many enquiries from potential Construction Tenderers.. Construction planned to start mid January finish June 2015. Employment of locals is a priority.

Crèche-Landscaping project completed. More work needed in gardens to bring them up to standard.

Last Thursday an incident at the Crèche where a child was left asleep locked in the building after staff went home. Fortunately some passers by noticed the child later in the afternoon and she was released without serious harm. Workplace Health and Safety are investigating. New procedures will be introduced to ensure it doesn't happen again.

Christmas Arrangements - Staff Christmas function at Mataranka Homestead 12MD on Friday 19/12/14. LA Members and Councillors are invited. The Office will close midday that day. Over Christmas – New Year the Office and all Council Services will be closed from lunchtime on Christmas Eve 24/12/14 until Monday morning of 5/1/15.

A roster with skeleton staff to work 2 hours each work day; Centrelink, Housing and Mail. Garbage Service will be on Mondays (22nd, 29th, and 5th), no Friday service over Christmas. Our local staff will monitor rubbish and litter and maintain a reasonable standard.

Waste Management - We are increasing efforts on recycling, containers at the dump are to separate batteries/copper from landfill pit, an area for tyres and white goods. RJCP are making informative signs. Drink containers to be collected and cashed in. Tilt tray truck will come and remove the old car bodies from the Community. Rubbish near old car dump has been buried, fire breaks put in. Office Air-conditioning and Lighting has been replaced for energy efficiency.

Cemetery, some cleaning up, plans showing where people are buried are underway, CSM will be assisted by Kerry Roberts in identifying graves.

### **8.3. RJCP- Remote Jobs and Communities Program: NIL Report**

### **8.4. RSAS**

Current School attendance rate is 70% - 78%. The main issues with attendance is children not going to bed at night , roaming around the community, school etc. Also payday impacts on attendance rates.

### **8.5. Community Services**

The Crèche Establishment Grant Report was tabled

### **8.6. Town Priorities:**

NT Govt grant of \$39947 has been allocated towards the installation of playground equipment at Sports and Rec area, Council has approved..

### **8.7. Governance Updates:**

The proposed 2015 Local Authority Meeting dates were tabled.

The 2013/2014 Annual Report has been published, it will be distributed to LA Members in the New Year, you can also get a copy off the Roper Gulf Regional Council Website or ask CSM to print you a copy.

The Minute Taking and Chairperson Training on Friday 14th November was well attended.

**8.8. Complaints Register: NIL**

Dogs and Horse issues continue, LA members would like to see By-Laws

**8.9. Alcohol Management Plan:**

Dry area signs for town entrance to be included in the AMP.

Staff from NT Alcohol Policy Unit advised that the Plan needs to be resubmitted. To be discussed at the Community Safety Meeting 8<sup>th</sup> December 2014

**8.10. Policy Updates:**

All Council's policies are published on our website under the Publications Tab.

**8.11. Work Health and Safety:**

**8.11.1 Staff Meeting Held 18/11/14**

No issues or incidents to report

**8.12. GEC Report: Nil**

**8.13. JCAC Report:**

The AGM was held on Tuesday, the Report is at the JCAC Office if anyone would like to see it. Also a list of Members is on the ORIC website. Helena will provide the list to CSM.

**9. Other Business.**

**9.1 Street Names**

Street names were proposed at our previous meeting, have been circulated around the Community and displayed on the Council noticeboard for at least 2 weeks. So far no comments received. Approval need to be confirmed so names can be submitted to Place Names Committee. The list of names will be taken to the Community Safety Meeting Monday 8<sup>th</sup> Dec for approval.

**9.2 Bureau of Statistics Visit:** Representatives from the Bureau of Statistics gave a brief presentation, they are currently in Jilkminggan research how they can be more effective at Census time in 2016..

**9.3 Leases on Council Buildings**

Negotiations with JCAC are still continuing.

**9.4 Waste Management Strategy**

Strategy tabled, RGRC is working towards having a central Waste Depot in Mataranka. Reduce, Recycling and Reuse.

**9.5 Proposed Solar Light Locations**

Map was tabled with proposed Solar light locations. Street lighting identified as a Town Priority so dark areas are eliminated.

**10. Next Meeting**

Tuesday 3<sup>rd</sup> March 2015

**11. Meeting Closed**

12.10pm

**WARD REPORT**

---



<b>ITEM NUMBER</b>	13.2
<b>TITLE</b>	Numbulwar Numbirindi Ward
<b>REFERENCE</b>	<b>513012</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

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

**BACKGROUND**

The Numbulwar Local Authority meeting was scheduled for Wednesday 3<sup>rd</sup> December 2014 unfortunately no quorum was reached.

**Local Authority Update**

The Numbulwar Local Authority includes: Councillor Kathy-Anne Numamurdirdi, Cheryl Nundhirribala, David Murrungun, Christopher Spicer, Ella Geia, Felicity Kym Rami, Douglas Wunungmurra and Selena Uibo.

The next Numbulwar Local Authority meeting is scheduled for 10 February 2015.

**Community Visitors**

Nil

**Community Update**

- Even though the Mechanic has left, Philip Huddleston has taken on running the workshop with gusto.
- Due to the upcoming wet season Nighthawk ceased their deliveries to Numbulwar. From now on all supplies and fuel will come in by barge.
- Park area behind the workshop grass seed was sown and grass is now growing.
- The Bodhi bus is no longer coming to Numbulwar, due to the wet.
- A terrific Christmas Party was had by all, one staff member was very happy to win the Christmas Hamper.
- Rain started to fall on the evening of the 25th of December, great to see the rain at last.
- RJCP and MUNS continue to work well together supporting each other.
- Attended CSM's/Regional Managers planning day in Katherine, stayed on for the Christmas Party.
- A number of our employees left for holidays towards the end of December.
- Sheila Nungumajbarr who has worked for the Council since 2008 as the Centrelink agent resigned on the 24th of December. We wish her all the very best for the future.

**ISSUES/OPTIONS/SWOT**

## Action list

<b>Date</b>	<b>Meeting</b>	<b>Item Description</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Status Comments - Completion Date</b>
12.03.2013	LA	<b>Dump Site-</b> NLC still to meet with TO's to discuss appropriate site for Dump then shire will lease. Invite NLC to next LB Mgt	DCSI & Governance	Completed	NLC had meeting with TO's 9.04.13 update 20.05.2014 Ongoing 14.1.2014: - this has been approved by NLC we have a section 19 on the site, waiting on funding to open the new site and to see what we will do with the old site.
11.07.2013	LA	Gravel to be laid on the back road past Bore area	CSM	Ongoing	20.04.2014 Too Wet currently
11.07.2013	LA	Heavy vehicles delivery of goods should be restricted to Workshop area	CSM	Completed	Freight is being unloaded at the Barge landing area, this will be further enhanced through funding to improve the barge landing area so it becomes a Freight hub for the Town.
4.04.2014	LA	Street light audit	CSM	Ongoing and complete	these are done each month

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

**WARD REPORT**



<b>ITEM NUMBER</b>	13.3
<b>TITLE</b>	Nyirranggulong Ward Report
<b>REFERENCE</b>	<b>513038</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

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

**BACKGROUND**

Local Authority Meetings were held in Beswick, Bulman and Barunga in November. Unfortunately Beswick did not reach a quorum.

**Community Visitors**

Nil

**Other Meetings in Community**

Nil

**Beswick**

**Local Authority Update**

The Beswick Local Authority includes; Cr Selina Ashley, Richard Kennedy, Sasha Ashley, Sam Ashley, Trepina Bush, Deanna Kennedy, Adam Bostock, Lorraine Bennett and Joseph Brown..

The next Beswick Local Authority meeting is scheduled for Monday 16<sup>th</sup> February 2015.

**Community Update:**

Wet Season preparations are well underway. Town looks beautiful with greener parks and garden.

**Barunga**

**Local Authority Update**

The Barunga Local Authority includes; Cr Anne-Marie Lee, Ruth Kelly, Anita Painter, Scott Lee, Helen Lee, David Oenpelli and Jamie Ah Fat.

The next Barunga Local Authority meeting is scheduled for Tuesday 17<sup>th</sup> February 2015.

**Community Update:**

Wet Season is well underway. Parks and garden looks much greener.



**Manyallaluk****Local Authority Update**

The Manyallaluk Local Authority Members are; Cr Lee, Cr Ashley, Cr Dalywater Eileen Lawrence, Rosemary Sullivan, Shaunette Mumbin, Andrew Hood, Robert Williri, Issac Dai and Cynthia Williri.

The next Manyallaluk Local Authority meeting is scheduled for Monday 16<sup>th</sup> February 2015.

**Community Update**

In December remedial work on the Jump-up and Floodways leading into the community was completed by Outstation Team and assisted by Manyallaluk Municipal Team. Municipal Team prepare community for Christmas/New Year period and made Community look beautiful. A big thank you to Municipal team and Outstation team for their efforts.

Remedial work on local roads after each down pour has been carried out and there is ongoing work for tidy up of Rubbish Dump.

In January intensive mowing of parks and open areas has been carried out. Sport & Recreation School Holiday program in full swing for local children, culminating in a camp at Mt Bundy Station.

Australia Day Celebrations for Manyallaluk community will be held on 27 January in the afternoon, with BBQ, basketball, table tennis and assorted games in Central Park. This time also coincides with the beginning of term 1 for school children.

**Bulman****Local Authority Update**

Local Authority Membership includes; Cr John Dalywater, Sally Ann Sherman, Garret Lofty, Darilyn Martin, Margaret Lindsay, Maggie Chikappa, Jerry Martin and Christopher Gordon.

Margaret Lindsay is the Chairperson of the Bulman Local Authority.

The next Bulman Local Authority Meeting is scheduled for Wednesday 18<sup>th</sup> February 2015, the meeting starts at 2pm.

**Community Update:**

Wet season will well under way. Community looks greener.

**ISSUES/OPTIONS/SWOT****Ward Action List**

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
<b>Barunga</b>				
16-04-2013	Signs and Identify graves at Cemetery	CSM & Community	Ongoing	Waiting on external funding. Update 18.2.14 Funding available Sharon working with CSM. LA needs to think about the sign they want. Also waiting for NT Govt to pass legislation.

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
				14.1.2015: We are still waiting on LA to decide on what they would like us to do. NT legislation has been passed I will be putting to the LA members at the next LA meeting.
15-04-2014	Contact Stephen and arrange a training VSA program for Barunga	CSM	Ongoing	15.07.14: Just organising date 14.1.2015: LA needs to confirm dates that they would like him out he is happy to attend any meetings.
<b>Beswick</b>				
17-02-2014	Talk to small groups of Community members about taking ownership of AMP	Cr Selina Ashley/S. Alcohol Management Project Officer		Maybe use BRACS
20.10.2014	Municipal team to gather up as many dead cars on the outskirts of the Community and stack them in one place for when a solution is found.	CSM		
20.10.2014	Have a discussion about use of compactor so use of the unsealed road to the tip can be used during the wet season	CSM and DCSI		
20.10.2014	Take AMP to Police and combine all in one Community Safety Group.	Senior Alcohol Management Project Officer		
20.10.2014	Contact RGRC and try and get the cherry picker to Beswick with experienced staff from Mataranka to repair the lights and put protective covers over globes.	CSM		
20.10.2014	Write a letter to NLC asking for Buffalo catchers to operate in this area. Also to write to Jawoyn Association and Sunrise Health on behalf of Barunga and Manyallaluk.	Council		
20.10.2014	Raise concerns with CSM about the lack over overnight staff at the aged care	Council		

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
20.10.2014	Discuss with Director of DCSI the feasibility of having a bore drilled for public use.	CSM		
<b>Bulman</b>				
18.06.2014	Invite WH&S Coordinator to next Bulman LA Meeting	CSM	Ongoing	Update:16.7.2014 WH&S Coordinator not available for this LA meeting
18.09.2014	Invite AOD staff to Bulman also brief new CSC on issue.	CSM	ongoing	
18.09.2014	Invite Territory Housing to next LA Meeting	CSM	ongoing	
19-11-2014	CSM to follow up Fencing Project and report back to LA	CSM	Ongoing	<i>CSM to update LA on February Meeting.</i>
19-11-2014	Cars to be removed from the yards as soon as possible as there are safety issues	CSM	Ongoing	<i>Ongoing till we get approval from the owners and organise for the front end loader to remove safely</i>
19-11-2014	Sunrise Clinic Manager to be invited to next LA meeting	CSM	Ongoing	<i>Happening on next LA meeting</i>
19-11-2014	CSM to contact Rangers to find out about burning off	CSM	Completed	
19-11-2014	Esau to talk to police and then put No Speeding signs up around community		Completed	<i>Esau spoke to police - speed signs to be erected.</i>

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 LOCAL AUTHORITY\_2014.11.18\_Barunga\_Minutes.pdf
- 2 LOCAL AUTHORITY\_2014.11.19\_Bulman\_Minutes.pdf



Barunga  
**Local Authority Meeting Agenda**

Held in Barunga Council Office

18/11/2014

Meeting opened at 10.15 by Chair Helen Lee

**1. Present:**

- 1.2 Elected Members,** Cr Anne-Marie Lee  
**Local Authority Members,** Helen Lee (Chairperson) Ruth Kelly, Anita Painter  
 Staff, Jo Nicol (Governance) Manjinder Singh (RJCP)  
**Visitors/Guests.** Amanda Ngalmi (ILO) Moira McCreesh (Alcohol Policy Strategy) Nic Sarah (Dept local Government) Kristy Bennett (Dept Housing)

**PLEDGE:** "We pledge to work as one towards a better future through effective use of all resources. We have identified these key values and principles of Honesty, Equality, Accountability, Respect, and Trust as being integral in the achievement of our vision that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant".

**2. Apologies/Absent:**

Apologies Accepted, Jamie AhFat, David Oenpelli Moved: Ruth Kelly, Seconded: Anita Painter

**3. Conflict of Interest-Members & Staff:**

Nil

**4. Minutes of Previous Meeting:**

Previous Minutes Accepted, Moved: Cr Lee, Seconded: Ruth Kelly

**5. Business Arising/Action List;**

**5.1. Previous minutes action List**

7.1 Buffaloes: Since the October Local Authority Meeting the CEO, Director of DITS and CSM have had a meeting with NLC and Bugala TOs to find a solution to the ongoing Buffalo problem at Barunga and Beswick. To date there has been no response from as to what if any measures will be taken by NLA and TOs.

In the meantime Tony Berto has been to Barunga to check out the possibility of putting up a stock exclusion fence and cattle grid around the Community area. Currently rain has scattered the buffalo.

**6. Correspondence**

- 6.1. Outgoing Correspondence:** 1. Letter from CEO to Arts NT in support of Barunga Festival. 2. Letter from CEO to Traditional Credit Union supporting TCU to set up banking facilities in the community.

**6.2. Incoming Correspondence:**

**ACTION:** Actions will appear under each point like this

**7. General Business****7.3 \*Elected Member Report: Nil**

**7.4 \*Council Services Managers Report:** CSM is currently relieving in Borroloola will be back in Barunga 5<sup>th</sup> December.

**7.5 \*Council Financial Reports: Nil**

**7.6 \*Town Priorities:** Members discussed how the Local Authority Funding should be spent.

**Motion:** That LA Funding is spent on infrastructure and beautification of Parks, Softball and Footy Ovals to support the Community and Barunga Festival. This includes BBQs, Water, Shade and Trees. Moved: Cr Lee Seconded: Anita Painter

**7.7 \*Governance Updates:** Two Barunga staff members attended Minute Taking and Chairing a Meeting Training in Katherine on Friday as part of Governances ongoing Training opportunities. More Local Authority Training is planned for early next year.

**7.8 \*Complaints Register: Nil**

**7.9 \*RJCP- Remote Jobs and Communities Program:** Currently Women's Nutrition Program, Fencing paperwork has been done just waiting to start, Cert 3 in WH&S finishes next week, There are 2 jobs vacant in RSAS, In May 2015 Driving Courses, HR are doing Licences

**7.10 \*Alcohol Management Plan:** Project Officer attended Community Safety Meeting with Cr Lee, there is another CS Meeting 19<sup>th</sup> November 2014. Project Officer has connection for Men's Group but now need connection to form Women's group that will consult towards the AMP.

**7.11 \*Policy Updates:** At October OCM the following were passed; Financial Delegation Manual, Organisational Delegation Manual, Accounting Policy Manual and the Annual Report. All these Manuals can be found on the Website or ask for a copy at the Office.

**7.12 \*Work Health and Safety: Nil**

11.15: RK left the room

**7.13 NT Housing:** Housing Officer asked if LA members would be happy to be the Housing Reference Group. Some issues of privacy were discussed and it was decided to support the current HRG to meet ask members who are no longer willing or able to attend meeting to resign. Cr Lee was going to help facilitate.

11.30: RK returned

**8. Other Business**

**8.1** Members asked when Speed Bumps would be put in to stop hooning around the community. Jo will email CSM and let Cr Lee and Chair know answer.

**9. Meeting Closed 11.45**

\* Denotes permanent Agenda items



## BULMAN Local Authority Meeting Minutes

Held at the **Bulman Service Delivery Centre**  
Wednesday the 19 November 2014

Meeting opened at 2.30pm

### 1. Present:

#### 1.2 Elected Members, Nil

**Local Authority Members**, Margaret Lindsay (Chair), Maggie Chikappa, Easu Martin, Garrett Lofty, Darrilyn Martin.

**Staff**, Antony Lynch (Acting CSM) Jo Nicol (Governance), Stephen Roper (Governance)

**Visitors/Guests**, Joyce Torres (GEC), Yasmine Murphy(ILO), William Rosas(Dept Local Government) Nic Sharah (Dept Local Government) Kirsty Bennett (Dept Housing)

**PLEDGE:** "We pledge to work as one towards a better future through effective use of all resources. We have identified these key values and principles of Honesty, Equality, Accountability, Respect, and Trust as being integral in the achievement of our vision that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant".

### 2. Apologies/Absent:

Apologies Cr John Dalywater, Sally Ann Sherman

### 3. Conflict of Interest-Members & Staff:

Nil

### 4. Minutes of Previous Meeting:

Previous Minutes Accepted with changes,

Moved: Esau Martin

Seconded: Darrilyn Martin

### 5. Business Arising/Action List;

7.2 Solar Lights placement has not yet been investigated.

7.8 AOD Staff have not yet been invited to attend Bulman

### 6. Correspondence

**Outgoing Correspondence:** Letter from CEO to Ri-Con re: Waiver of Waste Management Fees, Council is not interested in taking over old store building, will look at fee waiver at next OCM.

**6.1. Incoming Correspondence:** NIL

**ACTION:** Actions will appear under each point like this

## 7. General Business

### 7.1 \*Elected Member Report: Nil

**7.2 \*Council Services Managers Report:** Positions have been filled, Housing Maintenance Officer, Centerlink, one School Attendance Officer, three more positions to fill.

Fencing Project (59) finished and numbers have been put on fences.

Question was asked about how many gates were allowed by tenants some have 1 others 2 gates.

**ACTION:** CSM to follow up and report back to LA.

New Community Safety Officer is settling in to her position with increased numbers of appointments conducted.

Muns Team is making preparations for the wet season.

**7.3 \*Council Financial Reports:** Nil, Nyrelle to table at next LA meeting

**7.4 \*Town Priorities:** Discussed NT Government Local Authority Funding, still waiting for prices for park upgrade.

**7.5 \*Governance Updates:** Nil

**7.6 \*Complaints Register:** One complaint from RGRC Employee.

**7.7 \*RJCP- Remote Jobs and Communities Program:** Ongoing interviewing of participants to place in activities. Compliance is a mandatory requirement of Government and people must participate in activities. New activities can not be implemented until participant numbers increase.

**BRACS-** RJCP participants have been allocated to BRACS, training will be provided in 2015 if numbers increase and there is enthusiasm.

**Sport & Recreation-** Recruiting for S&R Officer is underway there have been 3 applicants. Coordinator held a Youth Forum last week to get Youth input into activities. A monthly timetable will be put up around Community in December.

**Centrelink-** Final stages of recruitment.

**Aged Care-** Working well, daily statistic being kept, final stages of recruiting new position.

**RSAS-** Case Management system being implemented to avoid duplication. Recruitment in final stage for new position. RSAS staff will be supporting S&R over the holidays.

**Night Patrol-** Currently two staff members who have attend a few minor altercations in community. CSO has sent letter to head office asking for permission for Elders and strong Community Members to ride with Night Patrol staff occasionally as volunteers. Night Patrol Staff will be in authority position.

**School Nutrition Program-** Staff at Womens Centre have been working daily. Program to be handed back to Outback Stores. Letter to be sent by Coordinator asking for users of

**SNP-** to augment program with small payment to cover electricity, phone, equipment and general up keep. Community members

**7.8 \*Alcohol Management Plan:** Some community action was taken with regards to Petrol Sniffing issue, by Sunrise Health who organised a series of Cultural Camps, Cr



Dalywater was in attendance. Local Authority members and Staff were reminded it is mandatory to report anyone sniffing as Child Safety is most important.

**7.9 \*Policy Updates:** At the November OCM the following were passed;  
Financial Delegation Manual, Organisational Delegation Manual and Accounting Policy Manual all are available on the RGRC website or at the office. The Annual Report was also passed, it is available on the RGRC website and copies will be given to Local Authority members in the new year.

**7.1.0\*Work Health and Safety:** One major accident to report, vehicle written off due to hitting heavy bull dust, lost of vehicle control. All staff with Drivers Licence must complete 4WD training as soon as possible.

Local Authority members were reminded that if they see anything that may be a Work Health and Safety issue to report it to the CSM as soon as possible so it can be fixed.

**7.1.1 Housing:** Refurbishments Funding is still waiting for the Minister to sign off on, so no start date yet. Lot 9 at Weemol is to be used as Transitional Housing while refurb are being done. It will go back to Housing stock when all refurb are finished. Pest control is up to the tenant to pay for and organise. All fluros and starters are to be paid for by tenant, TH will only fix electrical issues. Stoves to be replaced every 2 years if needed . Please fill out work request forms with Territory Housing Maintenance Officer. All Maintenance will be accessed for criminal damage and if damage has been intentional and not ordinary wear and tear tenants will have to pay for damage. The allocation of houses is done through the Housing Reference Group the Director of Housing has the final say.  
Tenants are allowed 2 animals per dwelling.

**7.1.2 GEC Report:** Have been working with the Smith Family organisation re: Children in Communities Program, to put in for funding for Bulman. Please give your ideas about Youth and Families projects to GEC and ILO.

Currently there are Youth Sporting Grants available up to \$5,000 ask GEC & ILO re:details.

Work Experience opportunities for School Leavers with RGRC and Outback Stores.  
Opal fuel is to be rolled out across the area including Katherine in the near future.

## 8. Other Business

8.1 Cars in yards are a problem, it was discussed that cars outside yards will be picked up but permission must be granted by owner of car if it is inside a yard.

**ACTION:** Get cars removed as soon as possible as there are safety issues.

8.2 Question was asked about patient travel issues.

**ACTION:** Invite Sunrise Clinic Manager to next LA Meeting

8.3 Issues with anyone lighting fires without permission.

**ACTION:** CSM to contact Rangers to find out about burning off.

8.4 Speeding signs need to be put in as soon as possible.

**ACTION:** Esau to talk to police and then put No Speeding signs up around community.

**WARD REPORT**

<b>ITEM NUMBER</b>	13.4
<b>TITLE</b>	South West Gulf Ward Report
<b>REFERENCE</b>	<b>513045</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

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

**BACKGROUND**

The Borroloola Local Authority had a meeting on Thursday 4<sup>th</sup> December 2014.

The Borroloola Local Authority includes; Mayor Tony Jack, Councillor Stan Allen, Councillor Don Garner, Lizzie Hogan, Trish Elmy, Mike Longton, Chrissy Joll, Geoff Hulm, Maria Pyro and Marleen Karkadoo, Bernard Redfern, Annie Roberts, Alison Doyle and Shaun Cairns.

The next Borroloola Local Authority Meeting is scheduled for Thursday 5<sup>th</sup> March 2015.

**Community Visitors**

Nil

**Community Update:**

Nathan McIvor has been appointed as new Council Service Manager and now he has well settled at Borroloola.

Town is looking clean and beautiful.

**Youth Voice**

Nil

**ISSUES/OPTIONS/SWOT****Ward Action List**

<b>Date</b>	<b>Item Description</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Status Comments – Completion Date</b>
30.01.2014	Update on Art Work on Council Buildings	Mike Longton	Ongoing	3.04.2014-\$19,000 for the upgrade of Artwork 04.09.2014 apply for grant in November 2014
3.04.2014	Update on Tamarind Park Dump Point relocation	CSM	Ongoing	04.09.2014-ongoing
5.06.2014	LA recommend to Council that further consultation take place with townspeople re: drainage and traffic management in Borroloola and this Engineers Report not be accepted	Council/DITS	Ongoing	04.09.2014-Sharon to distribute Plans when completed

Date	Item Description	Responsible Person	Status	Status Comments – Completion Date
5.06.2014	Write to P & W requesting they maintain lighting in all camps in Borroloola.	Council	Ongoing	Update- P& W own assets, Town Camps not Councils responsibility. 04.09.2014 Ongoing
5.06.2014	Get permission in writing from Daniel Mulholland(NLC)to be able to cordon off unmarked grave areas as soon as possible to prevent vehicles driving over plots. Councillor to liaise with Sharon Hillen first.	Cr Allen	Ongoing	
5.06.2014	To help get family down to cemetery to identify unmarked graves and to keep LA informed	Cr Allen/Maria Pyro	Ongoing	
5.06.2014	LA recommends that an engineer be engaged to draw up Traffic Management Plan, which is also to include pedestrian needs, lighting and drainage and to include planned /future works such as the Trade training Centre and Multi-Purpose Facility	Council/DCSI	Ongoing	30.07.2014 Update-Quote for TMP is \$37,000, LA moved motion to engage Engineer. 04.09.2014 Chrissy Jolls email read Sharon to continue getting 3 quotes and proceed as per LA Motion
5.06.2014	LA recommends a Waste Management Strategy is drawn up for the Borroloola region, including recycling capability and planning for future	DCSI	Ongoing	
5.06.2014	LA request RGRC lobby for wider area of mobile phones and internet access	Council	Ongoing	30.07.14 Update-Beatty to provide dot points to Sharon to follow up. 04.09.2014 Bob to send Sharon Beattys info
04.09.2014	Write Letter giving conditional support to Terry Fisher's proposal of block realigning.	DCSI/CSM		
04.09.2014	Give LA Members prices on electronic score boards for the Show grounds.	DCSI/Council	Ongoing	Proposal has been sent to LA Members
04.09.2014	Meet with LA members tonight to decide placement of Solar Lights	DCSI/CSM	Complete	Mud map of sites has been circulated to LA members
04.09.2014	Circulate Town Priorities to Chair and LA Members	DCSI	Ongoing	
04.09.2014	Write a letter in regards to LA Members concerns at MRM Mine	Council	Check with Sharon	
04.09.2014	Send NLC email re: Road & House issues	DCSI	Check with Sharon	
09.10.2014	Identify unmarked graves	CSM, Councillor Allen and Maria Pyro	Ongoing	DCSI discussed this at last LA meeting, awaiting the new legislation in regard to cemetery's
04.12.2014	DCSI send a letter to Julie Bennett requesting the Power Station buffer zone be remove completely and that government	DCSI	Ongoing,	

Date	Item Description	Responsible Person	Status	Status Comments – Completion Date
	consider a suggest future relocation of the Power House to a more desirable destination, taking into consideration the growth of the township and the failings of government to provide adequate town planning and urban design.			
04.12.2014	DCSI to send letter to Gerry McCarthy requesting all future incoming correspondence to be addressed to either CEO or Mayor Jack.	DCSI	Complete	Done in error, the original letter to Chantelle has been written to all signatories of a petition. Previous CSM requested that it be placed in the LA Agenda. Sharon wrote an apology to Minister.
04.12.2014	CSO to send all proposed meeting date for 2015	CSO	Complete	
04.12.2014	DCSI to follow up with YS&R Unit re: Youth Diversion as a stand alone position	DCSI	Ongoing	Youth Services Manager to provide CSM with run down on programs. Will provide LA with a run down of the Budgets for the Youth Diversion programs, indicating that split cannot occur.
04.12.2014	Local Authority to nominate Steven Anderson for the “keys to the Town” for Australia Day Nominations		Completed	
04.12.2014	DCSI to write appreciation letters to the following; Robbie & Jerry, Garbage Truck, Josh Smith – John Moriarty Football, Jason Degraff- AFLNT	DCSI	Ongoing	

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 LOCAL AUTHORITY\_2014.12.04\_Borrooloola\_Minutes.pdf



## Borroloola Local Authority Meeting Minutes

Held at Mabunji Board Room

Thursday 4<sup>th</sup> December 2014

Meeting opened at 10:00am by Chrissy Joll who is the designated Chair.

### 1. Present:

**Elected Members:** Mayor Jack, Councillor Allen

**Local Authority Members:** Bernie Redfern, Mike Longton, Maria Pyro, Shaun Cairns, Elizabeth Hogan, Chrissy Joll, Beatty Retchford

**RGRC Staff:** Nathan McIvor, Sharon Hillen (Director of Council Services and Infrastructure, DCSI), Chantelle Johns, Jo Nicol, Paul Parker

**Visitors/Guests:** William Rosas, Susan Twining

### 2. Apologies:

Patrick Fleming, Alison Doyle, Annie Roberts, Geoff Hulm, Councillor Garner, Marlene Karkadoo

### 3. Conflict of Interest:

Bernie Redfern: declared an interest in the letter he sent - see Incoming correspondence.

### 4. Guest Speakers:

Jodi Lennox – RhFFUS

### 5. Confirmation of Minutes of Previous Meeting:

Moved: Mike Longton, Seconded: Councillor Allen, Voted: All agreed

### 6. Business Arising from Previous Minutes

Nil

### 7. Previous Minutes Action List

Action List listed on Agenda was discussed.

### 8. Correspondence

**Outgoing Correspondence:** Nil

**Incoming Correspondence:**

- Letter from Bernie Redfern to RGRC Re: Lots 385 & 386

- National Native Title Tribunal Re: Notification of 4 Native Title Determination Applications.
- Email from Department of Infrastructure Re: McArthur River Bridge and implementing the recommendations to improve Community safety issues.
- Email: Julie Bennet - Re: Buffer Zone at Power Station-  
**ACTION:** DCSI send a letter to Julie Bennett requesting the Power Station buffer zone be remove completely and that government consider a\_suggest future relocation of the Power House to a more desirable destination, taking into consideration the growth of the township and the failings of government to provide adequate town planning and urban design.
- Discussion Paper - NT EPA Waste Management Strategy
- Letter from Gerry McCarthy MLA Re: Environmental Issues at McArthur River Mine  
**ACTION:** DCSI to send letter to Gerry McCarthy requesting all future incoming correspondence to be addressed to either CEO or Mayor Jack.
- Letter Bernie Redfern: Letter from Nigel Scullion regarding housing and land matters in Borrooloola

## 9. General Business

- 9.1. **\*GEC Report:** Nil
- 9.2. **\*Elected Member's Report:** Annual Report 2013-14 is in the process of getting printed.
- 9.3. **\*Council Service Manager's Report:** Nathan McIvor was introduced as the new CSM and gave a brief background on his past working history, family etc. Local Authority members welcomed Nathan and his family to Borrooloola.
- 9.4. **\*Town Priorities:** LA will have an out of session meeting to discuss Town Priorities 2<sup>nd</sup> week of January 2015. LA members will be advised of time, date and place in advance.
- 9.5. **\*Governance Updates:** Local Authorities have 2 meetings scheduled for January to June 2015  
**ACTION:** CSO to send all proposed meeting date for 2015.

- 9.6. **Complaints Register:** Nil
- 9.7. **\*Borrooloola Alcohol Management Plan:** Minutes from previous Meeting was tabled.
- 9.8. **\*Policy Updates:** At October OCM the following updated policies were passed; Financial Delegation Manual, Organisational Delegation Manual, Accounting Policy Manual and the Annual Report. All approved Manuals/policies can be found on the Website or ask for a copy at the Office.
- 9.9. **\*Work Health and Safety:** Nil
- 9.10. **\*Cemetery:** NTG discussion paper for the review of the NT Cemeteries Act was distributed for public consultation. Council submission is due on 27<sup>th</sup> February 2015.
- 9.11. **\*Swimming Pool:** Royal Life Saving will be delivering Life Guard/Bronze training early next year.
- 9.12. **\*Youth, Sport & Recreation Report:** YS&R Coordinator gave a brief update of activities and numbers attending, 307 children/ month. Christmas School Holiday Program has been advertised around the community –Holiday Program Tabled. YS&R Coordinator completed his 4x4 Training.
- ACTION:**DCSI to follow up with YS&R Unit re:Youth Diversion as a stand alone position
- 9.13. **\*Clinic:** Men Group, Asmen Rory has started meeting with local men, they now have permission to use the Rrumburriya building. Morgue will be receiving a new fridge soon. Clinic operating hours 9-4:30pm

## 10. Other Business

- 10.1. **RhFFUS Feedback:** Study has finished and all stats will be released soon, Jodi Lennox thanked the Borrooloola Community for their cooperation.
- 10.2. **Australia Day:** Australia Day nomination forms are available from Borrooloola SDC.  
**ACTION:** Local Authority to nominate Steven Anderson for the "keys to the Town"
- 10.3. **Appreciation Letters:** Local Authority discussed sending out appreciation letters to various person/s who have worked extremely hard in making Borrooloola community a better place  
**ACTION:** DCSI to write appreciation letters to the following; Robbie & Jerry, Garbage Truck, Josh Smith – John Moriarty Football, Jason Degraff- AFLNT

- 10.4. Community Grants Program – Round Three 2014-15:** Round three grants are open; all applications can be collected from the Borrooloola SDC or on the Roper Gulf Regional Council's website
- 10.5. Town Christmas Party:** Town Christmas party on Thursday 18<sup>th</sup> December, funded by McArthur River Mine, MAWA, Cairns Industries and RGRC donating jumping castle and other Youth, Sport & Rec equipment.
- 10.6. First Circle:** Maria was successful in her application to First Circle, meetings will commence very soon. Maria will update LA on First Circle programs.

#### 11. Meeting Closed

- Meeting Closed: 1:36pm
- Next Meeting: Thursday 5<sup>th</sup> march 2015

As the Chair at the Borrooloola Local Authority Meeting held on the \_\_\_\_\_ I certify these minutes to be a true and correct record of this meeting.

\_\_\_\_\_  
Chairperson Chrissy Joll



**WARD REPORT**

---



<b>ITEM NUMBER</b>	13.5
<b>TITLE</b>	Yugul Mangi Ward
<b>REFERENCE</b>	<b>513060</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

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

**BACKGROUND**

The Ngukurr Local Authority Meeting was scheduled on Wednesday 8 December 2014, unfortunately no quorum was met. The Community meeting was held in place of Local Authority Meeting.

**Authority Update**

Councillor Daphne Daniels Chairs the Ngukurr Local Authority Meetings.

The Local Authority Membership includes; Cr Daphne Daniels, Cr Eric Roberts, Walter Rogers, Jerry Ashley, Robin Rogers, Andrew Robertson, Ian Gumbula, Bobby Nungumajbarr, Carol Robertson, Olga Daniels, Keith Rogers, Grant Thompson, Peter Daniels, Gwen Rami and Tanya Joshua.

The next Local Authority Meeting will be held Wednesday 11<sup>th</sup> February 2015.

**Community Update:**

Outstation Works has been carried out at Numuloori and Nhalawan.

Successful Xmas party was held at the community and everyone had good time.

Wet season has arrived with lots of rain, rivers have raised high. Barges have been operated to access Ngukurr during wet.

Roper Bar Store and Roper Gulf Regional Council have collaborated to ensure the relevant safety requirements are met, and therefore Roper Bar Store's barge service can now be used by RGRC for personnel and freight transport.

**Community Visitors:****Youth Voice**

Ngukurr Youth Voice committee had their meeting on 29 October 2014 where members discussed concern for number of children and young adults who are roaming or driving around the community from 9 pm to 3 am causing trouble and damaging property.

**ISSUES/OPTIONS/SWOT****Ward Action List**

<b>Date</b>	<b>Item Description</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Other Comments</b>
05.03.2014	Invite Adolescence Sexual Health Worker to next LA meeting	CSM	Completed	Sexual health worker no longer available
05.03.2014	Carol will photocopy the Church Register and give to Paul	Carol Robertson	No Action	
07.05.2014	Arrange a Male Hairdressing Course.	RJCP Coordinator	In-hand	
07.05.2014	Investigate re-opening Canteen facilities at the Pool	CSM/CSO	In Hand	Offers received from private business
09.07.2014	Follow up on business proposal regarding the use of the building at the pool area.	CEO	Ongoing	
10.09.2014	Write a letter to Bodhi Bus Manager and discuss alternative arrangements for picking up Passengers	CSM/ Marc Gardner	completed	New area opposite shop
15.10.2014	Find information on the swimming pool proposal from CEO and report back at next meeting	CSM	Ongoing	
15.10.2014	Write letter to Carol Mason regarding the proposal to use Lot 297C	CSM	Ongoing	
15.10.2014	RJCP to look at Yellow Water regarding rubbish removal and some landscaping	CSM	In-hand	Too wet at present
<b>Youth Voice Committee</b>				
29.10.2014	Youth Voice members want Community Elders to hold regular meetings to rally a response to late night troublemaking and hooliganism. Elders should also be delegated to counsel the parents or family members of these youth and motivate them to take more responsibility for their children.	Local Authority	In-hand	Action will be included in upcoming LA meeting on 11 March 2015
29.10.2014	Members requested the RGRC to fund more camps, especially for ringleaders of rival bands of youth who are making the trouble. Members believed this would allow these individuals to build positive relationships in the neutral space of the camps.			Initially camp was organised for November for ringleaders of rival bands but when risk assessment was carried out it showed that heat and environmental conditions would make it potentially unsafe and not enjoyable for participants. The

Date	Item Description	Responsible Person	Status	Other Comments
				camp will happened now after the wet season and will be run in conjunction with the Sunrise Health well-being unit.
29.10.2014	Members requested RGRC to organise more sporting events that will take youth out of the community and thus provide them with an outlet that mitigates their anger and frustrations that lead to trouble in the community. Members also believed it would be beneficial if RGRC had a training program to teach Ngukurr sporting teams how to organise income generating events that would fund their travel to other communities for sporting events.			Sporting events organised as part of sport and rec yearly calendar within available resources. AFL NT have a permanent presence at Ngukurr for the purpose of club and sport development.
29.10.2014	Members want RGRC to request Police to have more regular roadblocks at the Wilton River crossing, not just after payday as at present, to apprehend grog and drug runners.			Additional roadblocks at Wilton River crossing to be negotiated with police.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 Minutes\_YouthVoice\_29Oct2014.pdf



## Youth Voice Meeting

Venue: Ngukurr Youth Centre

Date: Wednesday, 29 October, 2014  
5:00 – 6:00 PM

### 1. Present:

Wendy	Gumbula	Student	Youth Voice Member
Cheyenne	Daniels	Student	Youth Voice Member
Patria	Lingiari	Student	Youth Voice Member
Eddie	Albert	RJCP Participant	Youth Voice Member
Gerry	John-Forrest	RJCP Participant	Youth Voice Member
Nicodemus	Farrell	Night Patrol	Youth Voice Member
Lester	Gumbala	Student	Youth Voice Member
Keisha	Thompson	RJCP Participant	Youth Voice Member
Deliah	Rogers	Student	Youth Voice Member
Rexelle	Wurramurra	Youth Services	Youth Voice member
Peter	Stork	Youth Services Co-ordinator	Convenor
Katrina	Bushby	Community Safety Manger	Co-convenor

### Topics Discussed

#### Community Issues

1. Youth Voice members discussed concern for the number of children and young adults who are roaming or driving around the community from 9pm to 3 am, causing trouble and damaging property.
2. Members believed that fighting is currently the biggest problem facing the community. They stated that a large number of the community are wearied of the problem which is lowering the morale of the community.
3. Members also voiced dissatisfaction at the lack of community meetings which no longer occur.
4. Another ongoing problem that members raised was ease of entry of alcohol and cannabis into the community which are associated with issue cited in 1-3.

#### Action

1. Youth Voice members want Community Elders to hold regular meetings to rally a response to late night troublemaking and hooliganism. Elders should also be delegated to counsel the parents or family members of these youth and motivate them to take more responsibility for their children.

2. Members requested the RGRC to fund more camps, especially for ringleaders of rival bands of youth who are making the trouble. Members believed this would allow these individuals to build positive relationships in the neutral space of the camps.
3. Members requested RGRC to organise more sporting events that will take youth out of the community and thus provide them with an outlet that mitigates their anger and frustrations that lead to trouble in the community. Members also believed it would be beneficial if RGRC had a training program to teach Ngukurr sporting teams how to organise income generating events that would fund their travel to other communities for sporting events.
4. Members want RGRC to request Police to have more regular roadblocks at the Wilton River crossing, not just after payday as at present, to apprehend grog and drug runners.

**Next Youth Voice meeting: 19 November 2014.**

DRAFT

**CORPORATE GOVERNANCE DIRECTORATE REPORT**



<b>ITEM NUMBER</b>	15.1
<b>TITLE</b>	Local Government Act review
<b>REFERENCE</b>	<b>513251</b>
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council receive and note report on Local Government Act review.**

**BACKGROUND**

The Department of Local Government and Regions is reviewing the Local Government Act.

The review aims to ensure the Act is effective and up-to-date. This will help ensure the legislation underpinning local government is working effectively for the benefit of the communities and sector.

Members of the public, local government, land councils and other industry sectors are encouraged to provide written submissions or suggestions. Submissions close 30 April 2015.

Submission are required to be sent at:

[localgovernment.dlgr@nt.gov.au](mailto:localgovernment.dlgr@nt.gov.au) or

Manager Projects

Legislation and Policy Division

Department of Local Government and Regions

GPO Box 4621

DARWIN NT 0801

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.2
<b>TITLE</b>	2015 National General Assembly of Local Government Association
<b>REFERENCE</b>	513253
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council receive and note update on 2015 National General Assembly of Local Government Association.**

**BACKGROUND**

ALGA is developing its program for the 2015 National General Assembly of Local Government (NGA).

The assembly is the opportunity, not only for local government to discuss issues of national importance, but to present a united front to advocate to the Federal Government. This year's theme is '**Closest to the Community: Local Government in the Federation**'.

It is designed to focus the attention of local government on what is expected to be the primary political driver of 2015, the White Paper processes on Federation and Taxation. Both of these processes will have an impact on local government. The program will focus on the positive role of local government in the community, and also a serious discussion about the impacts of changes, such as those proposed in the Commission of Audit.

**ISSUES/OPTIONS/SWOT**

The 2015 NGA will be held from 14 - 17 June in Canberra. Information on registration and the program will be available soon.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORTS**



<b>ITEM NUMBER</b>	15.3
<b>TITLE</b>	Draft TOR for Audit Committee
<b>REFERENCE</b>	514572
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council approve draft Terms and Reference for Audit Committee.**

**BACKGROUND**

The Terms of Reference for Audit Committee provides framework for the conduct of Audit Committee.

**ISSUES/OPTIONS/SWOT**

The draft Terms of Reference was presented to the Audit Committee Meeting on 16 January 2015 for the feedback. The attached ToR incorporates feedback and amendments that was received from the Audit Committee.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 draft Terms of Reference for Audit Committee.docx



## **Roper Gulf Regional Council Audit Committee Terms of Reference**

Roper Gulf Regional Council has established the Audit committee pursuant to the Section 10 (2) of the Local Government (Accounting) Regulations to assist the Council in fulfilling its oversight responsibilities for financial reporting process, the system of internal control, the audit process and the process for monitoring compliance with laws and regulations, funding agreements and code of conduct.

The Audit Committee is an Advisory Committee and does not have executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Audit Committee does not have any management functions and is therefore independent from management.

### **1. Objectives**

The objective of the Audit Committee is to advise Council on, and where delegated, determine upon matters outlined in the roles and responsibilities of the Audit Committee. This includes the provision of independent assurance and assistance to the Council, Chief Executive Officer and executive management on Council's risk, control and compliance framework, and its financial statement responsibilities.

### **2. Membership**

Members of the Audit Committee are appointed by the Council. The Audit Committee shall consist of five (5) members:

- three (3) Councillors
- two (2) external Independent Members

Independent Members of the Audit Committee shall have senior business or financial management/reporting knowledge and expertise, and be conversant with the financial, risk management and governance issues, and have extensive accounting, auditing or legal skills, and other reporting requirement of Local Government.

Appointments of external independent members to the Audit Committee shall be for a term of four years at the commencement of the each Council term. Appointees may serve as an Independent Member for maximum period of two terms.

Appointments of Council Members shall be for a term of two years. Appointees may be reappointed by the Council for a maximum of six consecutive years.

### **3. Chairperson**

The Council shall appoint any one of the independent Member as chair of the Committee for the period of 12 months.

### **4. Authority**

The Council authorises the Audit Committee, within the scope of its role and responsibilities, through the Chairperson, to:

- seek any information it requires, subject to their legal obligation to protect information, from any of the Directors and Managers in consultation with the Chief Executive Officer;
- discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations);
- request the attendance of any of the Directors and Managers, including the Chief Executive Officer, at Audit Committee meetings; and
- obtain external legal or other independent professional advice with the agreement of the Chief Executive Officer.

The Committee is directly responsible and accountable to the Council for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Chief Executive Officer.

The Committee can perform or instigate investigations on Council's request.

## **5. Roles and Responsibilities**

### **5.1 Financial Reporting**

The Audit Committee shall monitor the integrity of the financial statements of the Council, including its annual report, reviewing significant financial reporting issues and judgments which they contain.

The Audit Committee shall review and challenge where necessary:

- (a) the adequacy of processes to ensure integrity of reported financial information and appropriate review and management sign-off, prior to the CEO's and Council's approval of the draft financial statements;
- (b) the consistency of, and any changes to, accounting policies both on a year on year basis;
- (c) the methods used to account for significant or unusual transactions where different approaches are possible;
- (d) whether the Council has followed appropriate accounting standards and made appropriate estimates and judgments, taking into account the views of the external auditor;
- (e) the clarity of disclosure in the Council's financial reports and the context in which statements are made;
- (f) all material information presented with the financial statements, such as the operating and financial review and the corporate governance statement; and
- (g) the processes in place to ensure that the financial information included in the Council's annual report is consistent with the signed financial statements.

### **5.2 Internal Control and Risk Management Systems:**

The Audit Committee shall:

- (a) review whether Council has in place a current and comprehensive risk management framework and associated procedures for effective identification and management of the Council's business and financial risks, including fraud, business continuity and disaster recovery;
- (b) review whether the Council's risk management framework is being followed in managing key risks associated with current projects, programs or activities;
- (c) review whether Council maintains an effective internal control framework supported by relevant policies, procedures and actions and that these are periodically reviewed and updated;

- (d) review whether appropriate processes are in place to assess, at least once per year, whether key policies and procedures are complied with;
- (e) review, and where appropriate, provide advice in relation to statements to be included in the annual report concerning internal controls and risk management; and
- (f) receive reports on the activities of the Chief Executive Officer's Strategic Risk Management Plan.

### **5.3 Whistle Blowing**

The Audit Committee shall review the Council's arrangement for its employees to raise concerns, in confidence, about possible wrongdoings in financial reporting, resource management and other matters.

The Audit Committee shall review that these arrangements allow independent investigations of such matters and appropriate follow-up action.

### **5.4 Strategic Management Plans and Annual Business Plans**

The Audit Committee shall propose and provide information relevant to, a review of the Council's Strategic Management Plans or Annual Business Plan.

### **5.5 Compliance**

The Audit Committee shall:

- review the effectiveness of the system for monitoring the Council's compliance with those laws, regulations and associated government policies that the Council must comply with;
- review the process for building the capacity of Council to manage misconduct risk and its management strategies to enhance resistance to misconduct while at the same time improving Council performance and integrity;
- monitor compliance of Program Funding Agreements, Service Level Agreements, Funding Agreements or any other agreements with any funding bodies or agencies;
- keep informed on the findings of any examinations by regulatory agencies, and any auditor (internal or external) observations and monitor management's response to these findings;
- obtain regular updates from management on compliance matters.

### **5.6 Internal Audit**

Review the adequacy of the Council's internal audit function, including:

- (a) the development of a forward audit program and audit coverage with reference to the Council's risk assessments;
- (b) the conduct of internal audits by appropriately qualified personnel; and
- (c) the monitoring of audit outcomes and the implementation of recommendations.

Provide advice on the adequacy of internal audit resources relevant to the Council's identified risks and management strategies.

### **5.7 External Audit**

The Audit Committee shall consider and make recommendations to the Council, in relation to the appointment, reappointment, and removal of the Council's External Auditor. The Committee shall oversee the selection process for new External Auditor and if the External Auditor resigns, the Audit Committee shall investigate the issues leading to the resignation and decide whether any action is required.

The Audit Committee shall monitor the relationship with the External Auditor, including, but not limited to:

- (a) assessing the external auditor's independence and objectivity taking into account relevant professional and regulatory requirement and the extent of Council's relationship with the auditor, including the provision of any non-audit services;
- (b) satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and the Council (other than in the ordinary course of business);
- (c) reviewing the external auditor's audit plans and assessments of the adequacy of internal control systems to encourage high quality and reliable external audit outcomes; and provide feedback to Council on the audit services provided.

The Audit Committee shall meet as needed with the external auditor to discuss their proposed work program and issues arising during audit activities. The Audit Committee shall meet the External Auditor at least once a year, without management being present; to discuss any issues relating to the conduct of and any matters arising from the external audit.

The Audit Committee shall review and make recommendations to the annual external audit plan and ensure that it is consistent with the scope of the external audit engagement and relevant legislation and standards,

The Audit Committee shall review the finding of the external audit with the external auditor. This shall include, but not be limited to, the following:

- a discussion of any major issues which arose during the audit,
- any accounting and audit judgments, and
- levels of errors identified during the audit.

The Audit Committee shall also review the effectiveness of the external audit.

The Audit Committee shall review the Report to the Chief Executive Officer and management's response to the external auditor's findings and recommendations.

## **5.8 Provision of Information**

The CEO will advise the committee members in the event of following:

- loss of significant programs
- material theft
- adverse financial event

## **6. Meetings**

A meeting of the Audit Committee can be call at the request of any two members fo the Committee or by the Chair.

The Audit Committee Meetings shall be considered confidential subject to the Section 65 (2) of Local Government Act and Regulation 8 (c) of Local Government (Administration) Regulations.

The Audit Committee will hold meetings at least two times in a year. The internal or external auditors may request a meeting if they consider that one is necessary.

Meetings can be held in person, by telephone, or by video conference.

Only members of Audit Committee are entitled to vote in Audit Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

The Chief Executive Officer, Directors and Finance Manager shall be invited to attend each meeting, unless specifically requested not to do so by the chairperson of the Committee.

**7. Quorum**

A quorum for the Audit Committee is three members and must include both Independent Members.

**8. Proxies**

In order to ensure continuity and a useful level of knowledge and experience, Audit Committee members are not permitted to send proxies to the meeting.

**9. Administrative Support**

The Chief Executive Officer will appoint a Secretary to provide administrative support to the Audit Committee.

**10. Reporting**

Following each meeting of the Audit Committee, the meeting minutes will be presented to the Council providing information on the meeting and its outcomes.

Audit Committee minutes will be designated confidential.

The Chairperson of the Audit Committee shall prepare and provide an annual report on its operations to the Council.

**11. Conflict of Interest**

In accordance with Section 74(1) of the Local Government Act, Committee members will be invited to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

**12. Meeting Sitting Fee**

The Independent Members of the Audit Committee will be remunerated by agreement with the CEO.

Travel allowance and mileage allowance to the Independent Members will be as per Roper Gulf Regional Council Travel Policy.

On attendance, each Councillor who is an Audit Committee Member will be paid extra meeting allowance for that meeting.

**13. Committee Performance and Review**

The Committee will review its performance on an annual basis and report to Council.

The review may be conducted as a self-assessment, and will be coordinated by the Chairperson. The assessment may also seek input from other parties.

The review will also include a review of the Terms of Reference for Audit Committee. New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

**14. Legislation referenced in the Terms of Reference**

Local Government Act

Local Government (Accounting) Regulation

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.4
<b>TITLE</b>	Conditional Rating Proposal
<b>REFERENCE</b>	514409
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council receive and note report on Conditional Rating Proposal.**
- (b) **That the CEO consults with the Mining and Pastoral sector within the council area in respect to rates on conditionally rateable land for the next five years.**
- (c) **That officers of council undertake a comparative analysis of the amounts contributed to the council by constituents of council.**
- (d) **That the CEO prepares a submission for the 2016-2017 year on future rates on conditional rateable land**

**BACKGROUND**

Pursuant to the Local Government Act 2008, land held or occupied pursuant to a pastoral lease or a mining tenement is conditionally rated land. The effect of this, is that the Minister for Local Government sets the rates on these properties for the year.

The Local Government Amendment Act 2014 allows councils to make submission to the Minister in respect to setting the rates on conditionally rated land. Any submission needs to be made prior to 31<sup>st</sup> of January. If council chooses not to make a submission then council can still rate the land in accordance with the rates set by the minister.

The Department of Local Government has issued "General Instruction" in respect to Conditional Rating. Amongst other things it provides that a submission must contain:

- (A) A list of services available to constituents of prescribed properties:
  - (i) services which the residents of conditionally rated land have the opportunity to take advantage of;
  - (ii) services which are funded by conditionally rateable land revenue.
- (B) A report of consultation with pastoral lessees and mining tenement holders,
- (C) A comparative analysis of the amounts contributed to the council revenue by other constituents of the council. This could include a user benefit model which includes a valuation report, council's draft operating budget, and accurate assessments of ratepayer contributions in each ratepayer category.
- (D) A report of the impact that a decision of the Minister to approve, or riot to approve, the rating proposal is expected to have on the financial viability of the council. The proposal should indicate how the revenue collected from the rates on conditionally rated land is likely to be expended and the effect on the council and its budget and service provision if the revenue is not obtained.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Until the analysis recommended is undertaken it is difficult to provide a detailed calculation of the financial impact upon council however it is reasonable to anticipate that any submission would only be to increase rates.

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.5
<b>TITLE</b>	Exemption to Smoke Free policy
<b>REFERENCE</b>	514411
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council provides an exemption to the Smoke Free Policy for 29 Crawford Street, Katherine.**

**BACKGROUND**

The Roper Gulf Regional Council Smoke Free Policy has been developed to protect and promote the best health outcomes for its staff, Councillors and customers of our services. The Policy has been developed to:

- 1) Safeguard our staff against the health impacts of tobacco smoke, including environmental tobacco smoke.
- 2) Protect those who use our services and visit our facilities, services and programs.
- 3) Ensure compliance with the *Tobacco Control Act* and Workplace Health and Safety requirements.

The purpose of this policy is to promote a healthy workforce. Accordingly, managers and supervisors shall promote and ensure compliance with this policy. All staff, contractors and visitors shall abide by the provisions of the policy.

**ISSUES/OPTIONS/SWOT**

The policy states:

“This policy is not an anti-smoking campaign, but to inform where and when smoking may occur within our organisation.

And further outlines that the policy objectives are:

- a) Safeguard the safety and health of staff, contractors and visitors in accordance with the Councils Occupational Safety and Health Policy
- b) Abide by the legislative requirements such as the *Workplace Health and Safety Act 2007*
- c) Reduce the risk of fire; and
- d) Reduce litter on Council grounds and maintain an attractive environment for all staff, contractors and visitors.

The Workplace Health and Safety Committee have identified that the current practice of smoking outside the gates at 29 Crawford Street, Katherine in accordance with the Smoke Free Policy does not meet the objectives of the policy and may increase the risk of injury to Roper Gulf Regional Council Employees, contractors or visitors. The risks identified are:

1. Exposure to sun.
2. Increase fire risk due to long grass



3. Impact with vehicle due to need to cross driveway and standing on road verge.

The WH & S committee have identified an area on the western side of the building that has a shade cloth, no vegetation and is accessible from the front of the building as an appropriate place for a designated smoking area.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.6
<b>TITLE</b>	FINANCE REPORT - RGRC FINANCIAL REPORT AS AT 31-12-2014
<b>REFERENCE</b>	512270
<b>AUTHOR</b>	Lokesh Anand, Finance Manager

**RECOMMENDATION**

- (a) **That Council receive and note financial reports for the second quarter ended on 31<sup>st</sup> December 2014.**

**BACKGROUND**

Attached are the financial reports for Roper Gulf Regional Council as at 31<sup>st</sup> December 2014, 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

Balance sheet has been prepared as per prevailing accounting standard and practice and in compliance with the applicable Local Government Act. Our Revenue and expenditure statement as of end of December 2014 shows a surplus of \$ 166K. Our bank balance as at 31 December is \$10.4 M. We will be monitoring the cash balances regularly and all the large expenditure are still occurred only after approval from Directors and CEO.

**ISSUES/OPTIONS/SWOT****Debtors**

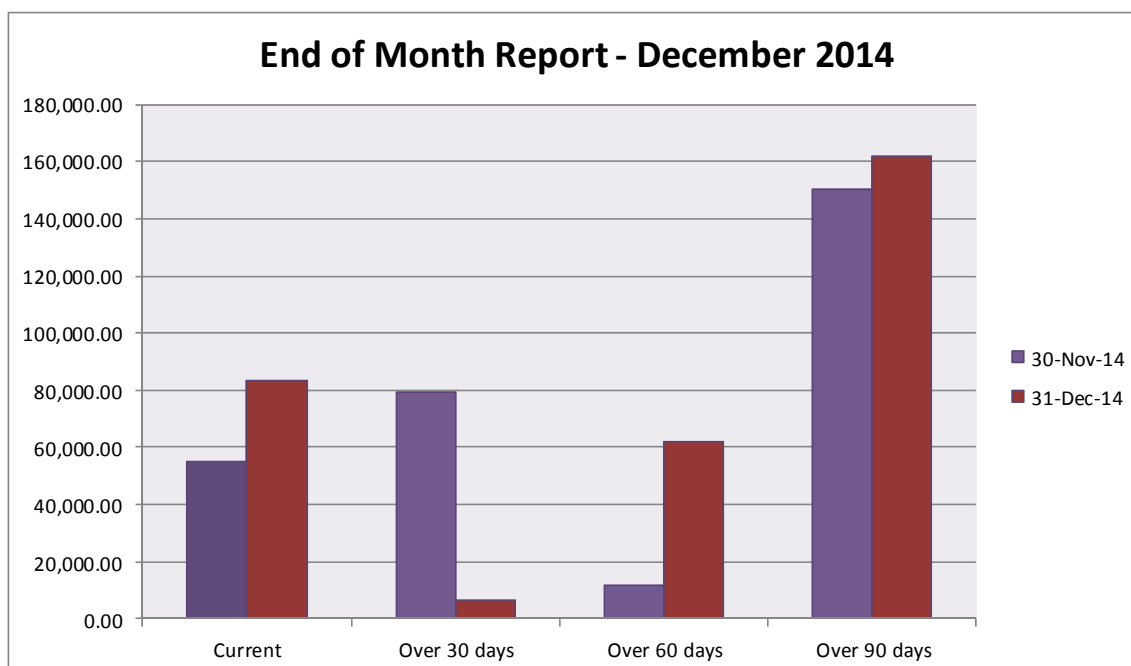
The summary below shows the amount of debtors outstanding for the current and the prior month.

As at 31<sup>st</sup> December 2014 - \$ 313,768.69 receivable is outstanding. Comparatively, 30<sup>th</sup> November the total debt outstanding was \$ 296,394.55.

During this month, debtors have shown an overall increase of \$ 17,374.14 from November to December 2014.

**AR Age Analysis**

<b>Debtors</b>	<b>Nov-14</b>		<b>Dec-14</b>	
Current	\$ 55,028.71	18.57%	83,105.35	26.49%
Over 30 days	\$ 79,566.46	26.84%	6,592.51	2.10%
Over 60 days	\$ 11,532.50	3.89%	62,230.01	19.83%
Over 90 days	\$ 150,266.88	50.70%	161,840.82	51.58%
	\$ 296,394.55		313,768.69	
Less: Unapplied credit	\$ 26,796.56		56,604.56	
<b>Total Actual Outstanding</b>	<b>\$ 269,597.99</b>		<b>257,164.13</b>	



### Top 10 AR Debtors – December 2014

A.No	Description	Balances	Status	Reason
00584	DHLGRS - R&M Contract Only	\$ 113,907.55	Current - \$ 5,707.42	Meeting with TH on 31st October 2014, expecting a reply. Follow up with TH, staff on leave
00981	Alawa Aboriginal Corporation	\$ 46,750.00	1st Quarter and 2nd Quarter 2014	RJCP Management Fee - Have made payment towards old invoices, current ones outstanding
01060	Ri-Con Contractors Pty Ltd	\$ 22,520.01	Current	Accommodation and Other Invoices
00717	Murray River North P/L	\$ 9,832.50	Old	Accommodation Invoice - In discussion, expected payment in December
00303	Numbulwar Homelands Council Assoc. Inc.	\$ 9,636.00	Old - \$ 1,679.87 / Current - \$ 7,956.13	Fuel Invoices and others - Paying in instalments
00948	Regent Pty Ltd	\$ 8,422.50	Old	Repairs to Land Cruiser - Pending
00798	Yugul Mangi Development Corp.	\$ 7,752.50	Old	Rent - Documentation sent by Lawyers
00953	Department of Prime Minister and Cabinet	\$ 7,600.00	Current	Grant Applications
00277	Mission Australia	\$ 5,760.00	Current	Rent
00480	Wildgeese Building and Maintenance Group	\$ 5,239.00	Old	Rent - Documentation sent by Lawyers

**Creditors**

The summary below shows the amount of creditors outstanding for the current month.

As at 31<sup>st</sup> December 2014, \$ 288,868.86 in creditors is outstanding.

The Accounts Payable age analysis report depicts the following:

<b>Creditors</b>	<b>Amount</b>	
Current	150,081.56	35%
Over 30 days	176,192.06	42%
Over 60 days	11,495.57	3%
Over 90 days	83,028.31	20%
<b>Total outstanding amount (Including Overdue)</b>	<b>420,797.50</b>	
<b>Less: Unapplied Credits</b>	<b>131,928.64</b>	
<b>TOTAL ACTUAL OUTSTANDING</b>	<b>288,868.86</b>	

*Age Analysis Report was run on 01/01/2015*

Unapplied items appearing as a result of time difference and have no effect in the financial statement.

Following are the details of suppliers from whom invoices over \$10,000 were received and entered during the month of December 2014:

<b>Acc. #</b>	<b>Description</b>	<b>Amount</b>	<b>Transaction</b>
10207	MERIT PARTNERS	20,900.00	GRANT AUDIT FEES FOR YEAR END JUNE 2014
10073	CAV'S MOWING	12,100.00	LOT 16,17 BESWICK
10233	KATHERINE SIGN MANAGEMENT	21,800.00	RGRC REBRANDING SIGNAGE
10244	POWER WATER	11,436.27	LOT 381 & 382 NGUKURR ELECTRICITY
10054	AUSFUEL (PUMA ENERGY)	12,013.24	NUMBULWAR BULK FUEL PURCHASE
11264	JARDINE LLOYD THOMPSON	187,656.57	INSURANCE FEES
11458	LATITUDE 12	10,055.39	PAYROLL PROCESSING JANUARY 2015
11630	MALONEY FIELD SERVICES	22,309.28	ASSET VALUATION CONSULTANCY
12425	E.E MUIR & SONS PTY LTD	59,720.32	HMP FENCING PROJECT BARUNGA
12587	COMWIN	54,910.50	WUGULARR CRECHE BUILDING REFURBISHMENT & UPGRADE
		<b>400,281.57</b>	

All entered amount has already been paid and settled.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 RGRC Financial Report December 2014.pdf

## Roper Gulf Regional Council Balance Sheet as at 31 December 2014



ASSETS		LIABILITIES	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash	10,787,236	Accounts payable	320,155
Accounts receivable	257,164	Taxes payable	136,420
(less doubtful accounts)	-73,000	Accrued Expenses	0
Inventory	347,469	Provisions	1,531,394
Temporary Investment	50,000	Other Current Liabilities	-376,604
Other current assets	621,869	Suspense accounts	0
<b>Total Current Assets</b>	<b>11,990,738</b>	<b>Total Current Liabilities</b>	<b>1,611,366</b> = <i>Working Capital</i>
<b>Less: Unexpended Grants</b>	3,060,886		<b>\$10,379,372</b>
<b>Available Untied Assets</b>	8,929,851	<b>Total Current Liabilities</b>	<b>1,611,366</b> <b>\$7,318,486</b>
<b>Non-current Assets</b>		<b>Long-term Liabilities</b>	
Land	435,000	Other long-term liabilities	674,940
Buildings	27,097,333		674,940
(less accumulated depreciation)	-5,214,000		
Fleet, Plant, Infrastructure and Equip	22,885,530	<b>Total Liabilities</b>	<b>2,286,305</b>
(less accumulated depreciation)	-14,012,414		
Furniture and fixtures	135,898	<b>EQUITY</b>	
(less accumulated depreciation)	-119,816	Retained earnings	40,911,963
Work In Progress assets	0		
Other non-current assets	0	<b>Total Shareholders' Equity</b>	<b>40,911,963</b>
<b>Total Non-current Assets</b>	<b>31,207,531</b>	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>43,198,269</b>
<b>TOTAL ASSETS</b>	<b>43,198,269</b>		

*Balance Sheet Check*

OK

### RATIOS

Current Ratio	7.44
Quick Ratio	7.23
Cash Ratio	6.73

Effective  
5.54

### Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



**Income**

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
11 - Income Rates	1,166,935	595,885	571,029	1,191,818
12 - Income Council Fees and Charges	328,733	377,289	-48,457	754,408
13 - Income Operating Grants Subsidies	10,447,151	10,658,822	-212,771	21,319,844
14 - Income Investments	142,041	156,800	-7,959	300,000
16 - Income Reimbursements	1,187,668	1,506,933	-321,266	4,118,841
17 - Income Agency and Commercial Services	2,842,580	4,726,868	-1,889,278	9,482,241
18 - Income Capital Grants	477,903	206,288	269,777	416,412
19 - Other Income	994,551	425,000	569,551	850,000
<b>Total Income</b>	<b>17,587,951</b>	<b>18,864,033</b>	<b>-1,088,382</b>	<b>38,412,748</b>

**Expenditure**

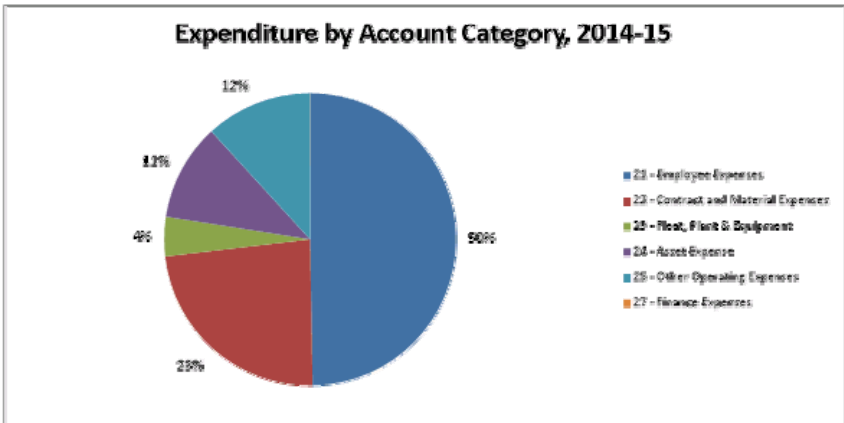
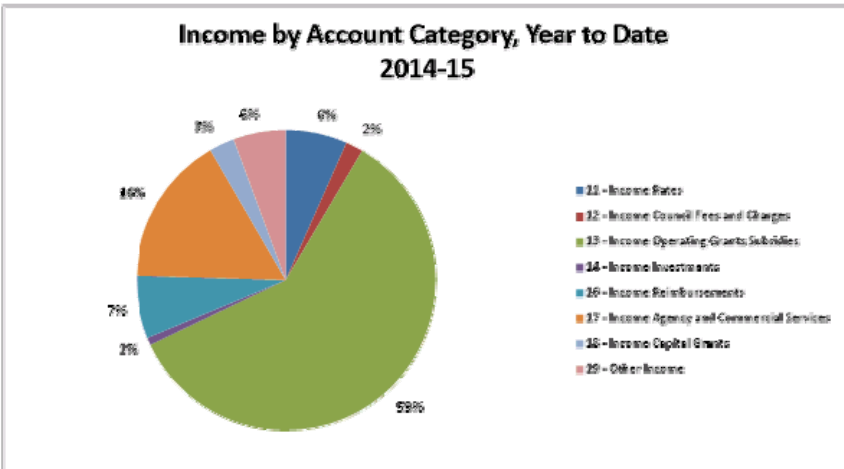
21 - Employee Expenses	8,664,723	10,197,845	-1,532,322	20,394,091
22 - Contract and Material Expenses	4,072,708	7,836,825	-3,757,919	15,081,248
23 - Fleet, Plant & Equipment	761,206	772,139	-10,934	1,544,278
24 - Asset Expense	1,888,081	1,712,000	157,081	3,424,000
25 - Other Operating Expenses	2,046,872	1,856,958	189,914	3,721,814
27 - Finance Expenses	7,368	5,943	1,425	11,888
<b>Total Expenditure</b>	<b>17,421,967</b>	<b>22,376,710</b>	<b>-4,956,754</b>	<b>44,757,417</b>

**Surplus/(Deficit)**

	165,694	-3,724,678	3,880,372	-6,344,668
--	---------	------------	-----------	------------

**Capital Expenditure**

53 - WIP Assets	358,989	556,383	-199,405	1,116,787
<b>Total Capital Expenditure</b>	<b>358,989</b>	<b>556,383</b>	<b>-199,405</b>	<b>1,116,787</b>



# Roper Gulf Regional Council

Income & Expenditure Report as at  
30-December-2014  
for the year 2014 - 2015



### Income

- 1 - Core Services
- 2 - Agency Services
- 3 - Commercial Services
- 4 - Other Council Services
- Total Income**

15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
7,249,752	5,470,201	-1,779,551	10,848,481
8,065,295	11,152,371	2,087,876	23,408,425
1,139,248	1,740,811	601,563	3,481,623
133,356	290,650	157,293	581,299
<b>17,587,651</b>	<b>18,654,033</b>	<b>1,066,382</b>	<b>38,412,749</b>

### Expenditure

- 1 - Core Services
- 2 - Agency Services
- 3 - Commercial Services
- 4 - Other Council Services
- Total Expenditure**

5,855,476	6,765,828	910,352	13,531,652
8,596,225	12,975,666	4,379,441	25,951,332
2,020,302	1,851,841	-168,861	3,703,281
949,954	785,578	-164,376	1,571,152
<b>17,421,957</b>	<b>22,378,713</b>	<b>4,956,754</b>	<b>44,757,417</b>

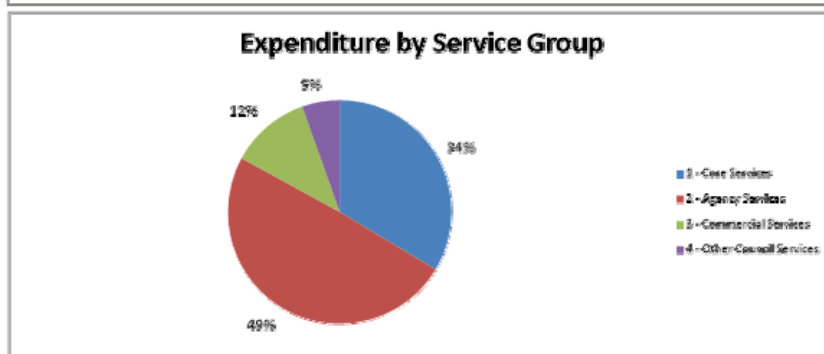
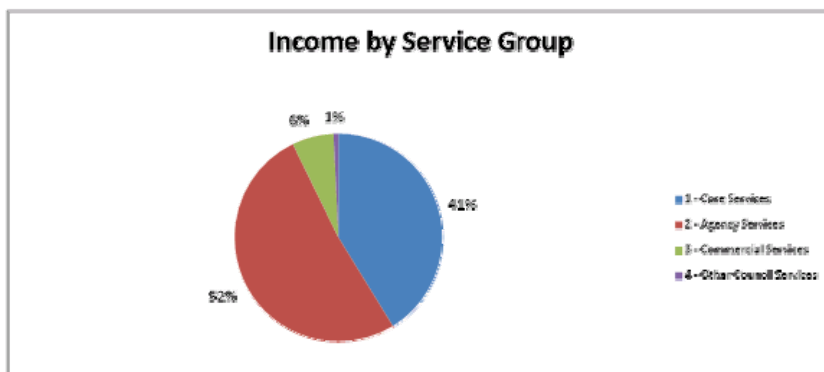
### Surplus/(Deficit)

<b>165,694</b>	<b>-3,724,679</b>	<b>-3,890,372</b>	<b>-6,344,669</b>
----------------	-------------------	-------------------	-------------------

### Capital Expenditure

- 1 - Core Services
- 2 - Agency Services
- 3 - Commercial Services
- Total Capital Expenditure**

134,297	421,441	287,144	842,882
201,402	23,852	-177,450	47,905
23,269	113,000	89,731	226,000
<b>358,968</b>	<b>558,293</b>	<b>189,405</b>	<b>1,116,787</b>

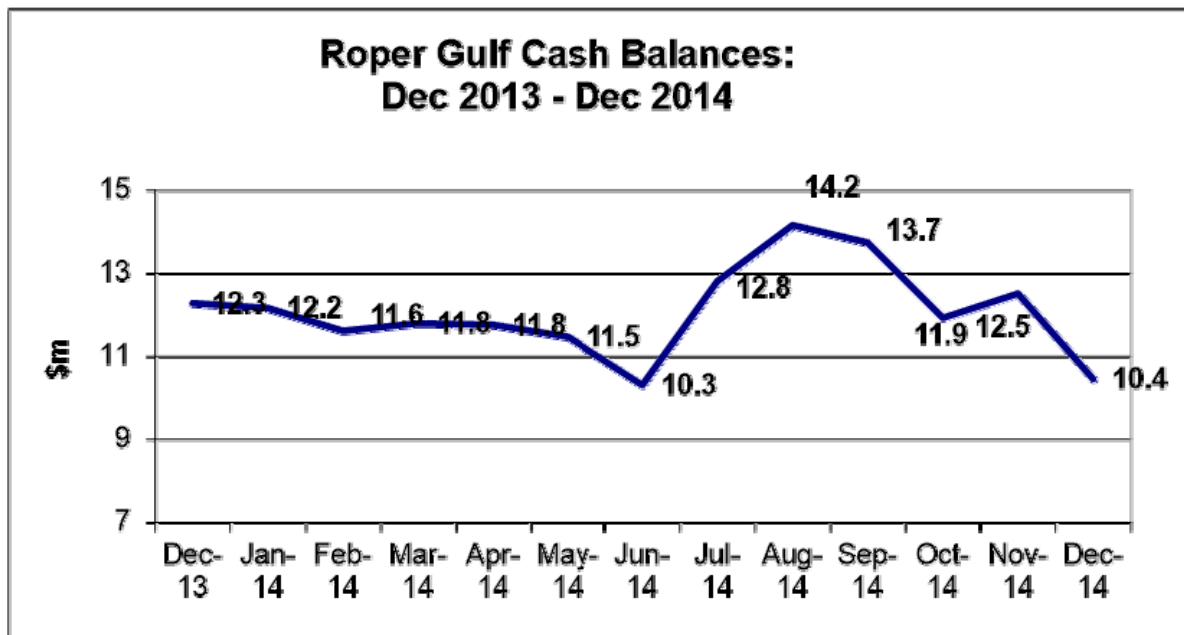


## Roper Gulf Regional Council

### Actual cash at bank as at 31 December 2014



<u>Bank:</u>	<u>Closing balance as at 31st December 2014</u>
Commonwealth - Business 10313307	\$8,826,487.77 CR
<i>Monthly interest earned</i>	<b>\$19,078.22</b>
Commonwealth - Operating 10313294	\$52,161.83 CR
<i>Monthly interest earned</i>	<b>\$66.38</b>
Commonwealth - Trust 103133315	\$9,674.26 CR
<i>Monthly interest earned</i>	<b>\$150.34</b>
Commonwealth - Numbulwar Fuel	\$975,607.28 CR
<i>Monthly interest earned</i>	<b>\$1,833.15</b>
Traditional Credit Union 12-month Term Deposit 101711	\$530,286.34 CR
<i>Monthly interest earned minus fees</i>	<b>\$0.00</b>
Traditional Credit Union Low Usage Business 101711	\$52,437.71 CR
<i>Monthly interest earned minus fees</i>	<b>\$0.00</b>
<b>Total Cash at Bank</b>	<b><u>\$10,446,655.19</u></b>
<b>Total Interest Earned (annualised)</b>	<b>\$279,574.14</b>





# Roper Gulf Regional Council

Community Expenditure Report as at  
31-Dec-14



Barunga			
Service	Budget	Actual	%
Core	397,295	255,584	64%
Commercial	406,200	109,469	27%
Agency	610,333	423,897	69%
<b>Total</b>	<b>1,413,828</b>	<b>788,950</b>	<b>56%</b>

Beswick		
Budget	Actual	%
429,350	317,305	74%
150,778	120,137	80%
1,389,337	1,245,932	90%
<b>1,969,465</b>	<b>1,683,374</b>	<b>85%</b>

Borroloola		
Budget	Actual	%
783,679	550,396	70%
56,084	127,823	228%
462,013	395,874	86%
<b>1,301,776</b>	<b>1,074,093</b>	<b>83%</b>

Bulman			
Service	Budget	Actual	%
Core	437,292	317,635	73%
Commercial	39,141	107,876	276%
Agency	810,417	500,059	62%
<b>Total</b>	<b>1,286,850</b>	<b>925,570</b>	<b>72%</b>

Eva Valley		
Budget	Actual	%
288,236	224,480	78%
25,763	6,957	27%
360,777	258,000	72%
<b>674,776</b>	<b>489,437</b>	<b>73%</b>

Jilkminggan		
Budget	Actual	%
427,289	305,371	71%
49,223	27,074	55%
866,748	738,325	85%
<b>1,343,260</b>	<b>1,070,770</b>	<b>80%</b>

Ngukurr			
Service	Budget	Actual	%
Core	879,478	700,410	80%
Commercial	253,227	213,035	84%
Agency	2,189,842	1,931,761	88%
<b>Total</b>	<b>3,322,547</b>	<b>2,845,206</b>	<b>86%</b>

Numbulwar		
Budget	Actual	%
617,211	596,419	97%
152,744	216,121	141%
2,324,607	1,140,260	49%
<b>3,094,562</b>	<b>1,952,800</b>	<b>63%</b>

Mataranka		
Budget	Actual	%
536,850	442,173	82%
24,491	24,491	100%
382,865	367,853	96%
<b>944,206</b>	<b>834,517</b>	<b>88%</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Barunga

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Barunga (Bamyili)

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	132,027	170,148	38,121	340,295
12 - CORE - Governance & Council	1,654	36,602	34,947	73,203
14 - CORE - Services	123,554	183,276	59,722	366,552
16 - CORE - Infrastructure and Assets	-1,651	7,270	8,921	14,540
18 - COMMERCIAL - Housing	89,197	380,782	291,585	761,564
20 - COMMERCIAL - Other	20,272	25,418	5,146	50,836
26 - AGENCY - RJCP	237,593	393,406	155,814	786,812
30 - AGENCY - Family and Community	55,283	62,067	6,785	124,135
32 - AGENCY - Enviro Health and Landcare	3,868	6,000	2,132	12,000
34 - AGENCY - Community Safety	87,291	148,859	61,568	297,719
36 - AGENCY - Other	39,863	0	-39,863	0
<b>Total Expenditure</b>	<b>788,950</b>	<b>1,413,828</b>	<b>624,879</b>	<b>2,827,656</b>

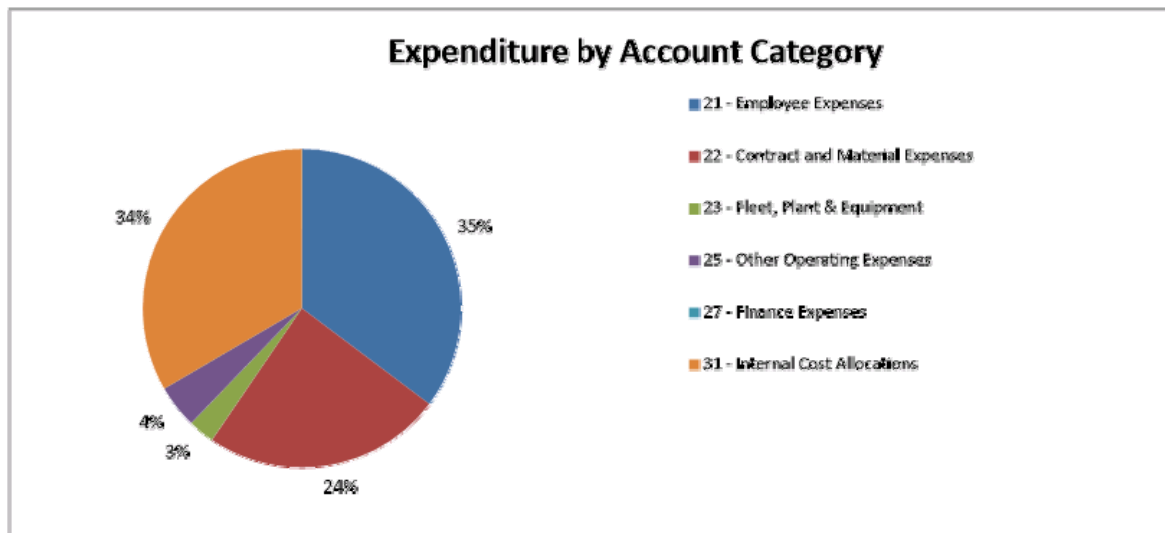
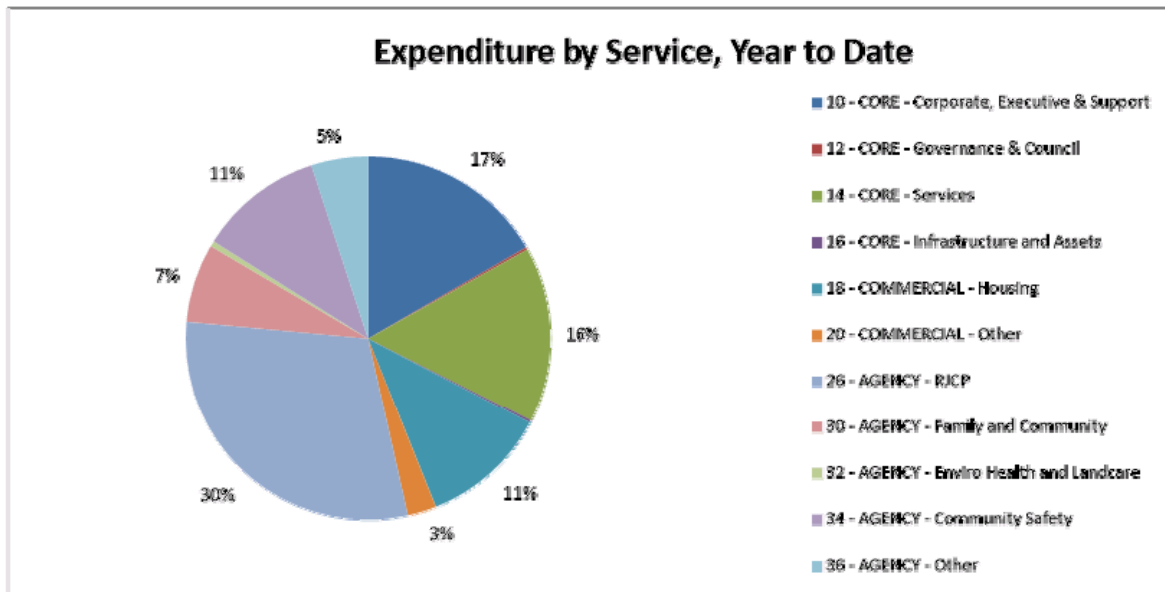
#### Expenditure by Account Category

21 - Employee Expenses	278,081	727,002	448,920	1,454,004
22 - Contract and Material Expenses	191,701	314,660	122,960	629,321
23 - Fleet, Plant & Equipment	20,981	29,600	8,619	59,200
25 - Other Operating Expenses	34,572	56,309	21,737	112,619
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	263,575	286,232	22,657	572,463
<b>Total Expenditure</b>	<b>788,950</b>	<b>1,413,828</b>	<b>624,879</b>	<b>2,827,656</b>

#### Capital Expenditure

<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
----------------------------------	----------	----------	----------	----------

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Barunga



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Beswick

## Roper Gulf Regional Council

Income &amp; Expenditure Report as at

31-December-2014

for the year 2014 - 2015



### Beswick (Wugularr)

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	128,585	165,431	36,847	330,862
12 - CORE - Governance & Council	4,229	51,384	47,155	102,767
14 - CORE - Services	174,536	195,483	20,947	390,965
16 - CORE - Infrastructure and Assets	9,955	17,052	7,097	34,105
18 - COMMERCIAL - Housing	81,278	105,436	24,158	210,871
20 - COMMERCIAL - Other	38,521	45,342	6,821	90,685
22 - COMMERCIAL - Mechanical Workshops	338	0	-338	0
24 - AGENCY - Community Services Mngt	12,854	0	-12,854	0
26 - AGENCY - RJCP	370,238	623,422	253,184	1,246,844
30 - AGENCY - Family and Community	391,424	340,362	-51,062	680,724
32 - AGENCY - Enviro Health and Landcare	15,304	7,500	-7,804	15,000
34 - AGENCY - Community Safety	89,195	159,718	70,523	319,435
36 - AGENCY - Other	366,917	258,336	-108,581	516,671
<b>Total Expenditure</b>	<b>1,683,373</b>	<b>1,969,465</b>	<b>286,091</b>	<b>3,938,930</b>

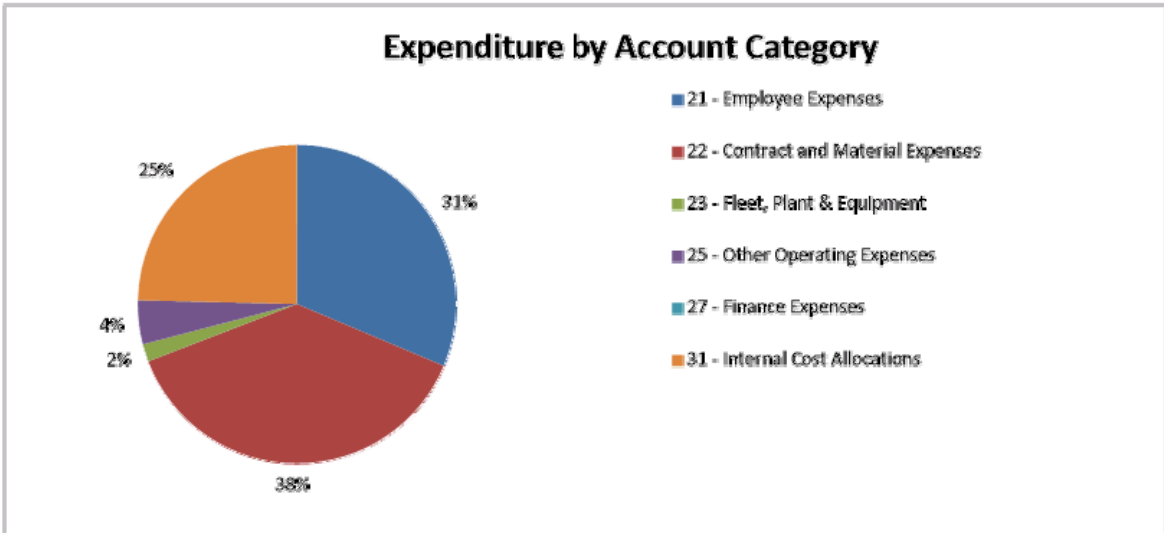
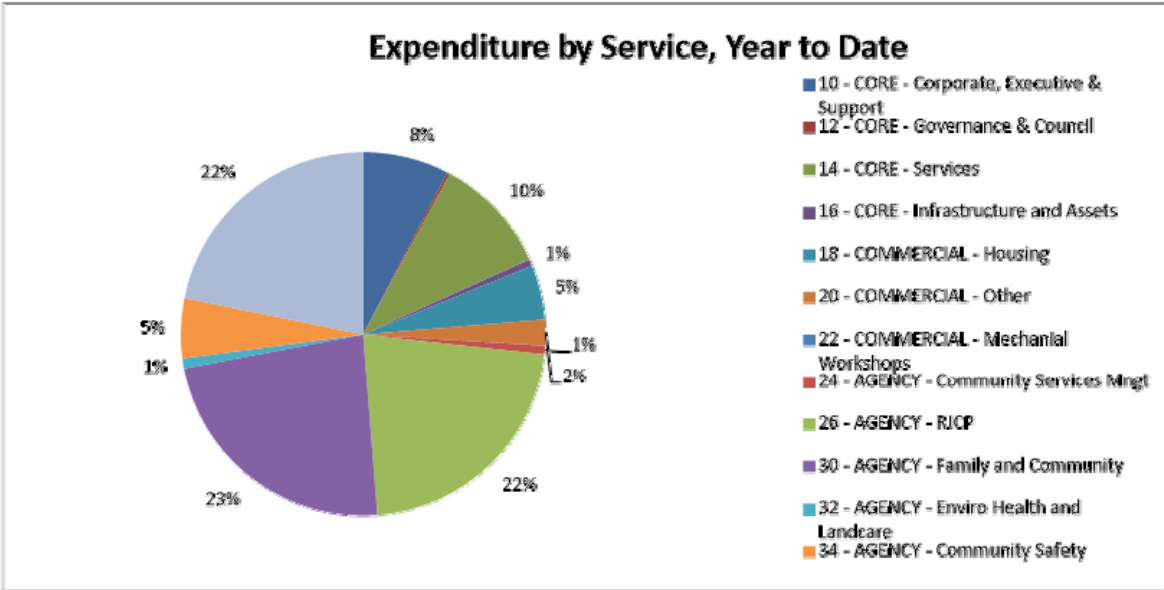
#### Expenditure by Account Category

21 - Employee Expenses	527,673	773,092	245,419	1,546,184
22 - Contract and Material Expenses	636,351	638,624	2,273	1,277,247
23 - Fleet, Plant & Equipment	29,882	39,220	9,338	78,440
25 - Other Operating Expenses	74,851	82,564	7,713	165,128
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	414,578	435,940	21,363	871,880
<b>Total Expenditure</b>	<b>1,683,373</b>	<b>1,969,465</b>	<b>286,091</b>	<b>3,938,930</b>

#### Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	25,000	25,000	50,000
<b>Total Capital Expenditure</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>50,000</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Beswick



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Borroloola

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Borroloola

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	241,700	230,726	-10,974	461,452
12 - CORE - Governance & Council	3,716	82,953	79,237	165,906
14 - CORE - Services	282,171	350,540	68,369	701,079
16 - CORE - Infrastructure and Assets	22,809	119,460	96,651	238,920
20 - COMMERCIAL - Other	127,266	56,084	-71,183	112,167
22 - COMMERCIAL - Mechanical Workshops	557	0	-557	0
30 - AGENCY - Family and Community	27,413	17,879	-9,534	35,758
32 - AGENCY - Enviro Health and Landcare	27,024	10,500	-16,524	21,000
34 - AGENCY - Community Safety	216,915	243,529	26,614	487,058
36 - AGENCY - Other	37,859	100,000	62,141	200,000
38 - OTHER - Swimming Pools	86,664	90,105	3,441	180,210
<b>Total Expenditure</b>	<b>1,074,092</b>	<b>1,301,775</b>	<b>227,683</b>	<b>2,603,550</b>

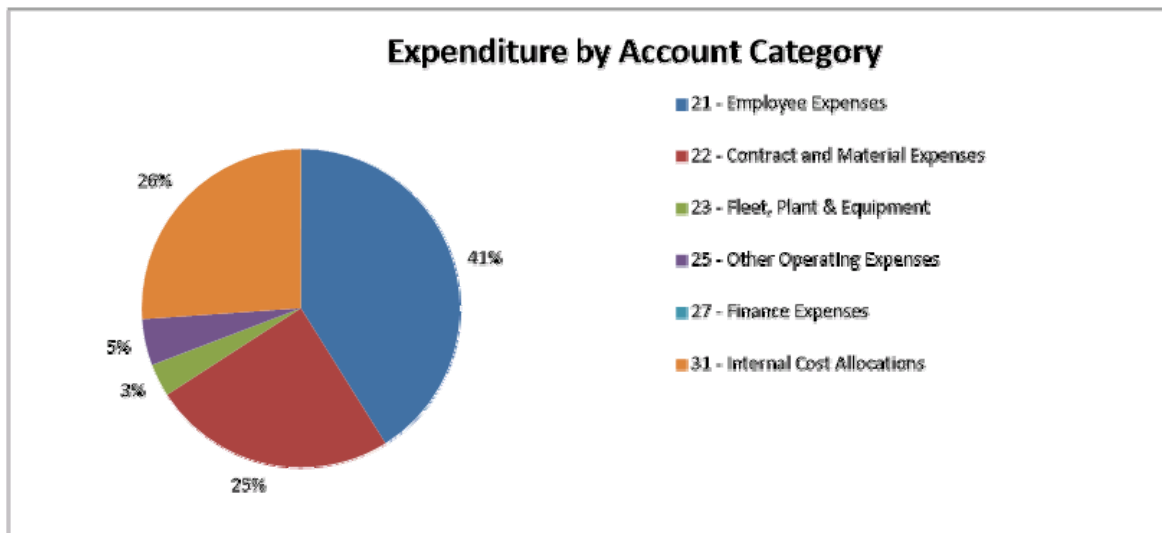
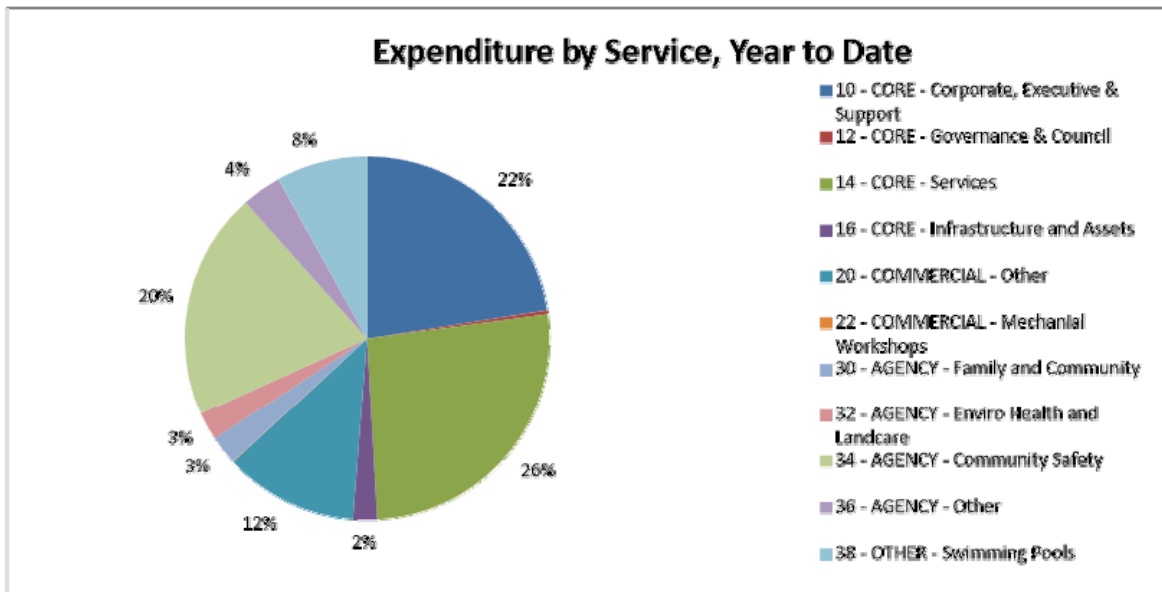
#### Expenditure by Account Category

21 - Employee Expenses	441,372	460,980	19,608	921,959
22 - Contract and Material Expenses	266,227	431,823	165,596	863,645
23 - Fleet, Plant & Equipment	35,665	66,757	31,092	133,515
25 - Other Operating Expenses	50,640	46,127	-4,513	92,253
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	280,149	296,064	15,915	592,128
<b>Total Expenditure</b>	<b>1,074,092</b>	<b>1,301,775</b>	<b>227,683</b>	<b>2,603,550</b>

#### Capital Expenditure

<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
----------------------------------	----------	----------	----------	----------

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Borroloola



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec. 2014-15\Expenses by Location Bulman

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Bulman (Gulin Gulin)

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	108,304	139,404	31,101	278,809
12 - CORE - Governance & Council	2,651	35,405	32,754	70,810
14 - CORE - Services	198,368	230,433	32,064	460,866
16 - CORE - Infrastructure and Assets	8,312	32,050	23,738	64,100
18 - COMMERCIAL - Housing	98,122	28,444	-69,677	56,889
20 - COMMERCIAL - Other	9,755	10,697	942	21,394
26 - AGENCY - RJCP	216,280	352,936	136,656	705,872
28 - AGENCY - Homelands and Outstations	382	18,983	18,601	37,967
30 - AGENCY - Family and Community	133,829	161,261	27,432	322,521
32 - AGENCY - Enviro Health and Landcare	83	8,500	8,418	17,000
34 - AGENCY - Community Safety	106,517	162,022	55,506	324,045
36 - AGENCY - Other	42,968	106,715	63,747	213,430
<b>Total Expenditure</b>	<b>925,570</b>	<b>1,286,850</b>	<b>361,280</b>	<b>2,573,701</b>

#### Expenditure by Account Category

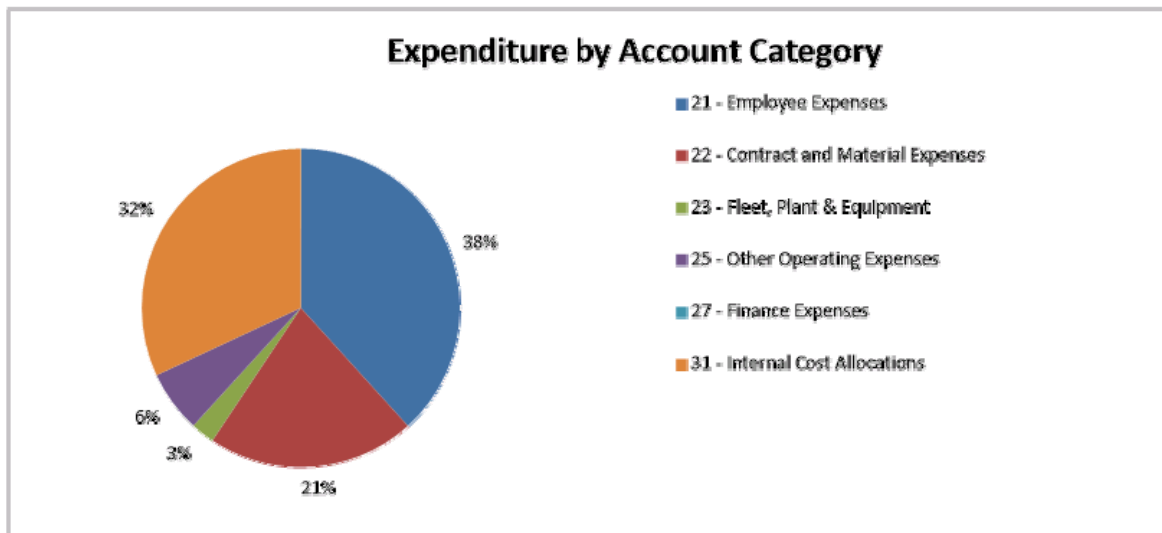
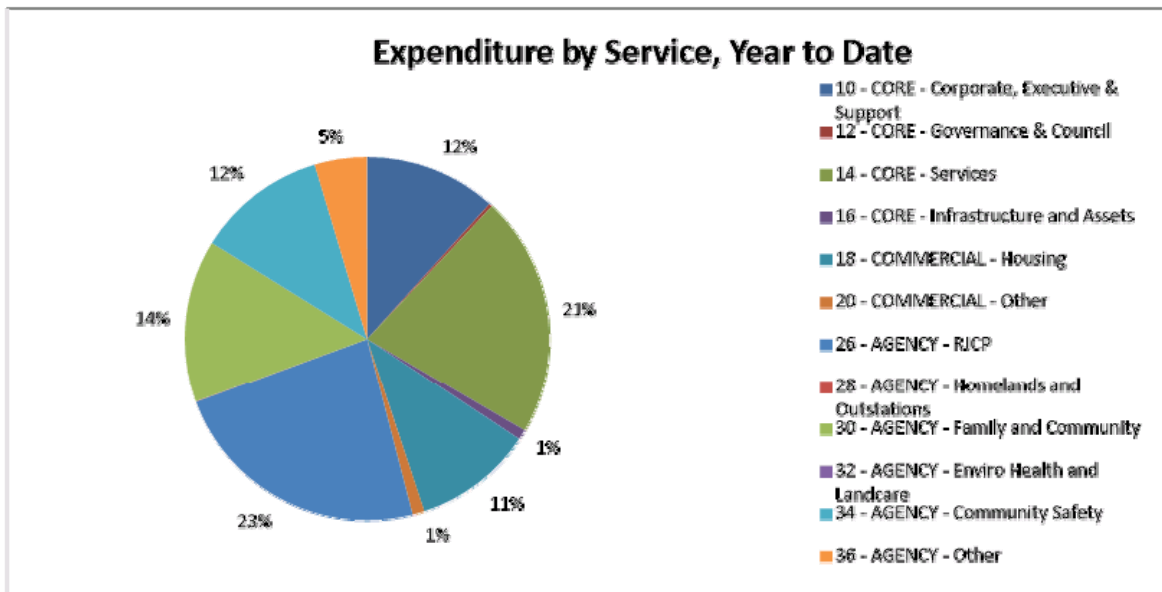
21 - Employee Expenses	354,205	557,850	203,645	1,115,700
22 - Contract and Material Expenses	195,295	334,194	138,899	668,389
23 - Fleet, Plant & Equipment	22,293	34,098	11,805	68,195
25 - Other Operating Expenses	58,108	52,601	-5,507	105,202
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	295,630	308,083	12,453	616,165
<b>Total Expenditure</b>	<b>925,570</b>	<b>1,286,850</b>	<b>361,280</b>	<b>2,573,701</b>

#### Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	63,000	63,000	126,000
<b>Total Capital Expenditure</b>	<b>0</b>	<b>63,000</b>	<b>63,000</b>	<b>126,000</b>



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec. 2014-15\Expenses by Location Bulman



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Eva Valley

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Eva Valley (Manyallaluk)

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	83,373	104,424	21,051	208,847
12 - CORE - Governance & Council	355	17,433	17,078	34,865
14 - CORE - Services	126,831	154,580	27,749	309,160
16 - CORE - Infrastructure and Assets	13,921	11,800	-2,121	23,600
18 - COMMERCIAL - Housing	72	0	-72	0
20 - COMMERCIAL - Other	6,839	25,763	18,924	51,527
22 - COMMERCIAL - Mechanical Workshops	47	0	-47	0
26 - AGENCY - RJCP	25,068	71,838	46,770	143,676
30 - AGENCY - Family and Community	130,210	152,597	22,387	305,193
32 - AGENCY - Enviro Health and Landcare	1,483	1,500	17	3,000
34 - AGENCY - Community Safety	72,570	88,175	15,604	176,349
36 - AGENCY - Other	29,468	46,668	17,200	93,335
<b>Total Expenditure</b>	<b>490,237</b>	<b>674,776</b>	<b>184,540</b>	<b>1,349,553</b>

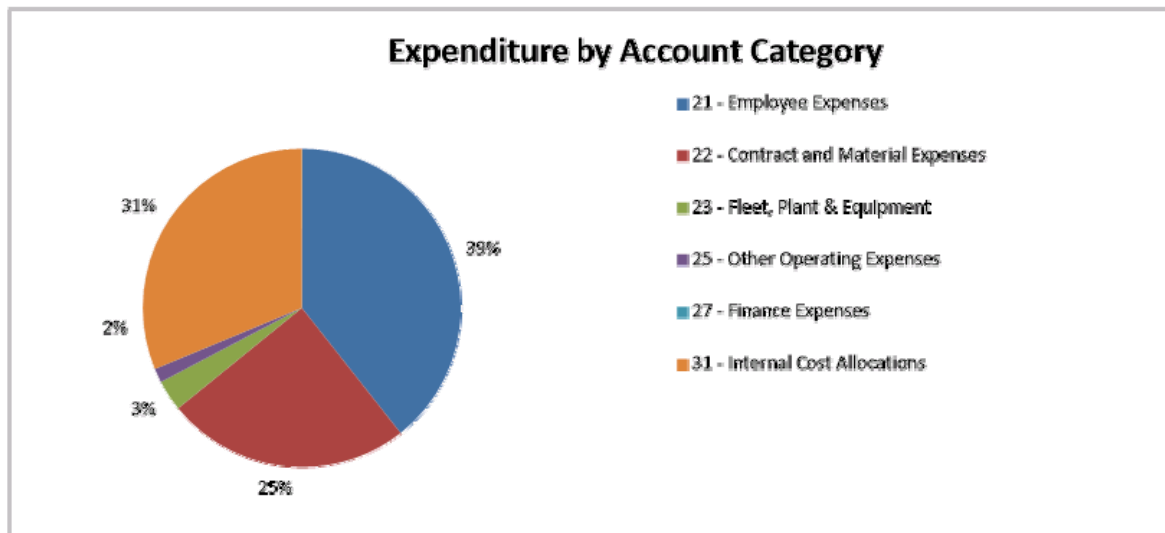
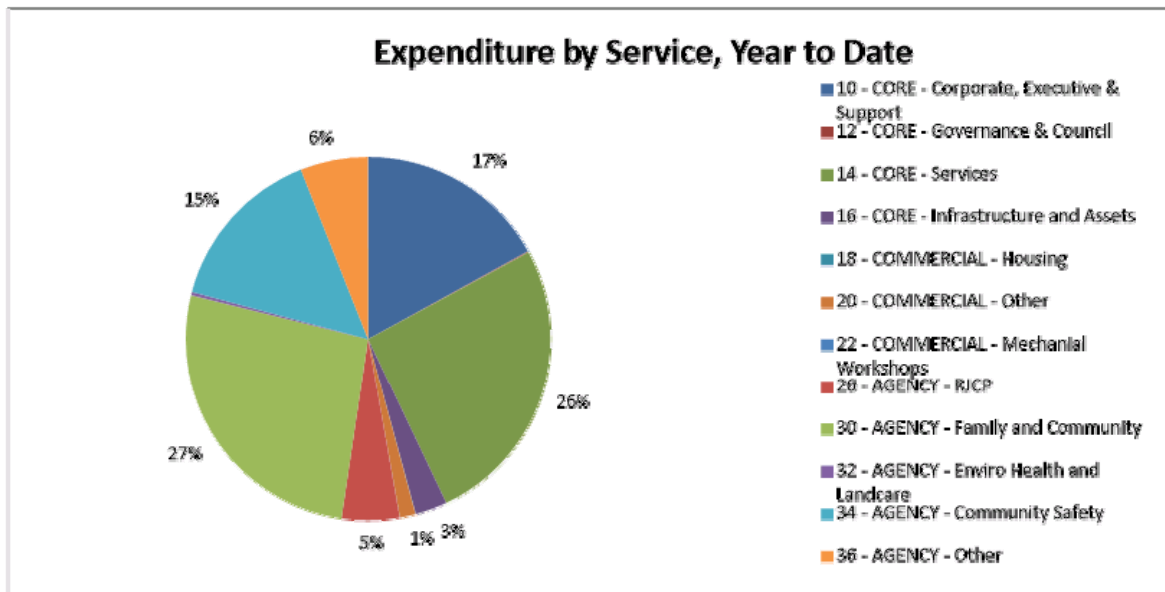
#### Expenditure by Account Category

21 - Employee Expenses	193,004	310,282	117,277	620,563
22 - Contract and Material Expenses	121,457	164,184	42,727	328,368
23 - Fleet, Plant & Equipment	15,480	21,768	6,288	43,535
25 - Other Operating Expenses	7,004	23,335	16,331	46,669
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	153,251	155,183	1,932	310,367
<b>Total Expenditure</b>	<b>490,237</b>	<b>674,776</b>	<b>184,540</b>	<b>1,349,553</b>

#### Capital Expenditure

5321 - Capital Purchase/Construct Buildings	43,381	25,000	-18,381	50,000
<b>Total Capital Expenditure</b>	<b>43,381</b>	<b>25,000</b>	<b>-18,381</b>	<b>50,000</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Eva Valley



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Jilkminggan

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Jilkminggan (Duck Creek)

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	99,857	165,604	65,947	331,208
12 - CORE - Governance & Council	6,024	34,749	28,724	69,497
14 - CORE - Services	191,996	202,064	10,069	404,129
16 - CORE - Infrastructure and Assets	7,694	24,872	17,178	49,744
18 - COMMERCIAL - Housing	13,673	20,214	6,541	40,428
20 - COMMERCIAL - Other	13,401	29,009	15,608	58,018
26 - AGENCY - RJCP	268,796	405,275	136,479	810,550
30 - AGENCY - Family and Community	265,314	236,969	-28,345	473,939
32 - AGENCY - Enviro Health and Landcare	4,243	5,000	757	10,000
34 - AGENCY - Community Safety	148,579	219,503	70,925	439,007
36 - AGENCY - Other	51,393	0	-51,393	0
<b>Total Expenditure</b>	<b>1,070,770</b>	<b>1,343,260</b>	<b>272,489</b>	<b>2,686,519</b>

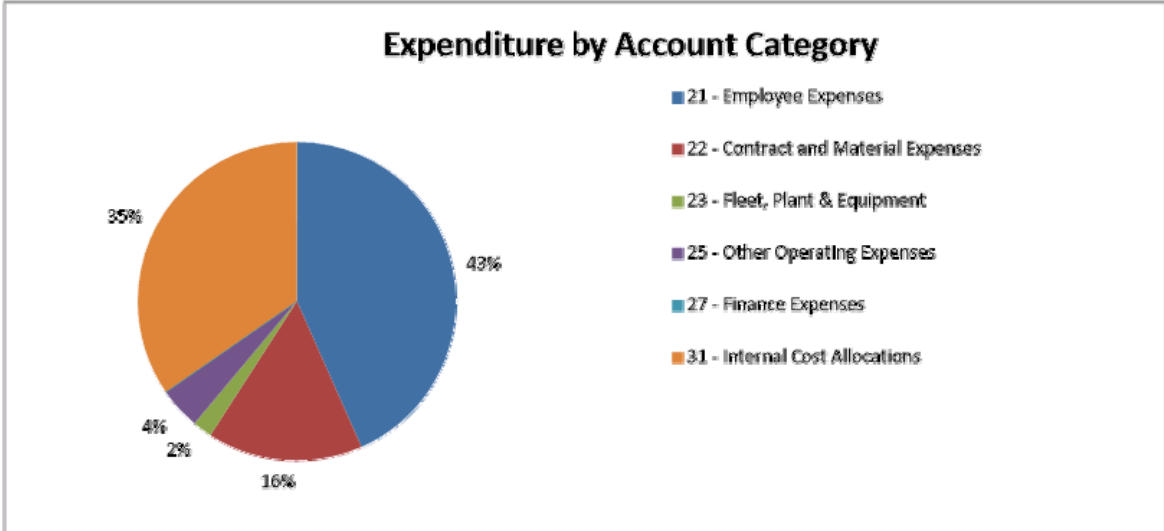
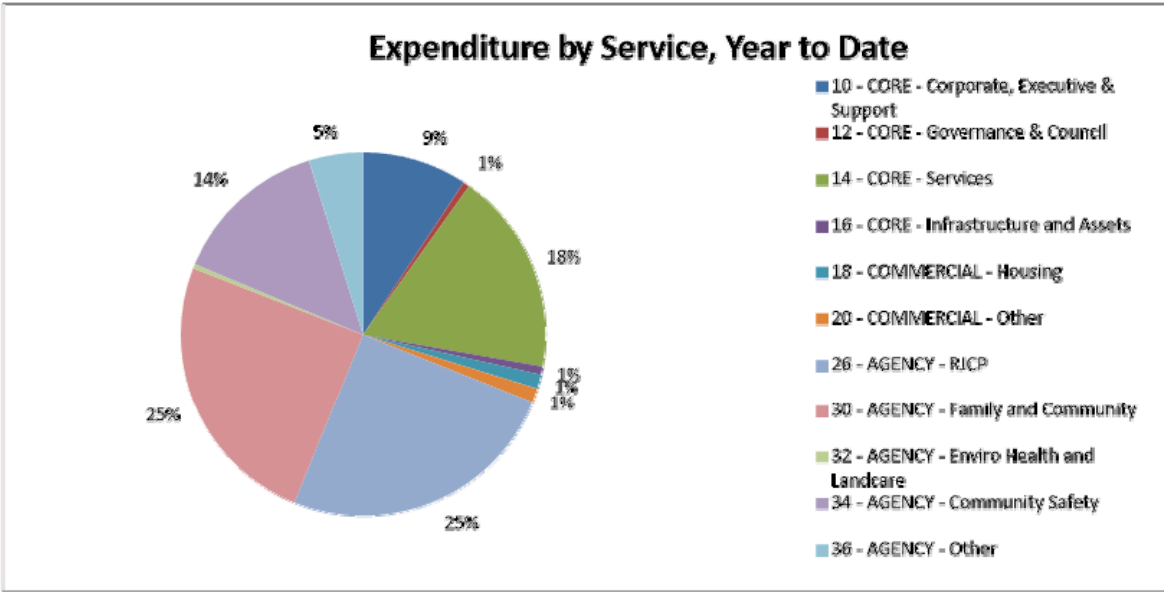
#### Expenditure by Account Category

21 - Employee Expenses	464,119	638,457	174,338	1,276,914
22 - Contract and Material Expenses	169,066	237,991	68,925	475,982
23 - Fleet, Plant & Equipment	21,232	38,243	17,011	76,486
25 - Other Operating Expenses	45,429	54,804	9,375	109,608
27 - Finance Expenses	0	25	25	50
31 - Internal Cost Allocations	370,924	373,740	2,815	747,479
<b>Total Expenditure</b>	<b>1,070,770</b>	<b>1,343,260</b>	<b>272,489</b>	<b>2,686,519</b>

#### Capital Expenditure

<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
----------------------------------	----------	----------	----------	----------

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Jilkmimggan



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Mataranka

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Mataranka

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	163,662	165,399	1,737	330,798
12 - CORE - Governance & Council	6,160	34,681	28,521	69,361
14 - CORE - Services	247,677	308,197	60,520	616,395
16 - CORE - Infrastructure and Assets	24,673	28,573	3,899	57,145
20 - COMMERCIAL - Other	24,491	24,491	0	48,982
26 - AGENCY - RJCP	80,774	105,365	24,591	210,729
30 - AGENCY - Family and Community	171,116	153,551	-17,566	307,102
32 - AGENCY - Enviro Health and Landcare	1,254	5,559	4,305	11,118
34 - AGENCY - Community Safety	85,571	118,390	32,819	236,780
36 - AGENCY - Other	29,137	0	-29,137	0
<b>Total Expenditure</b>	<b>834,517</b>	<b>944,205</b>	<b>109,688</b>	<b>1,888,410</b>

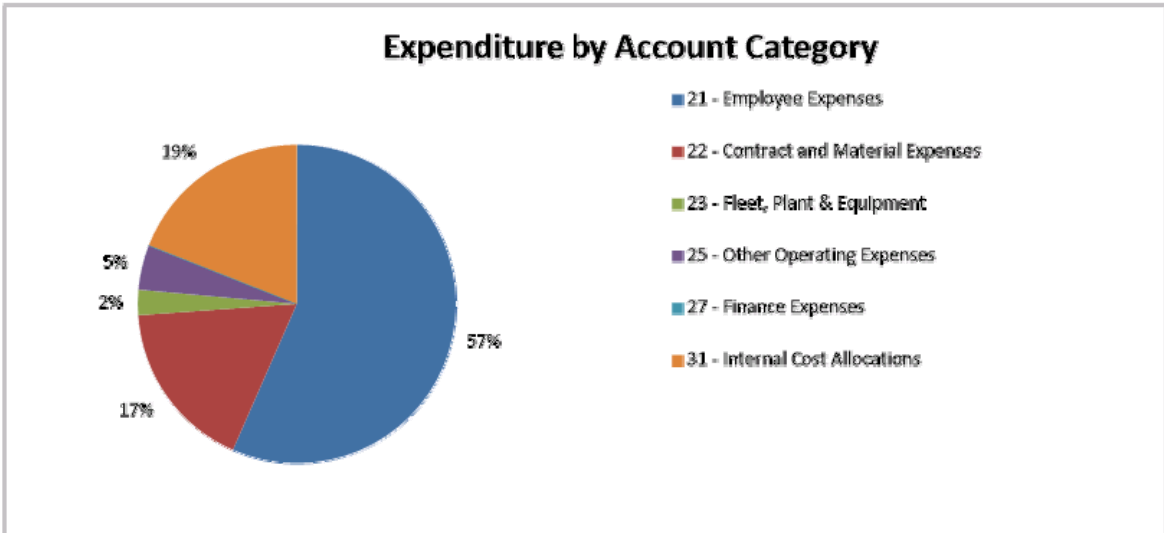
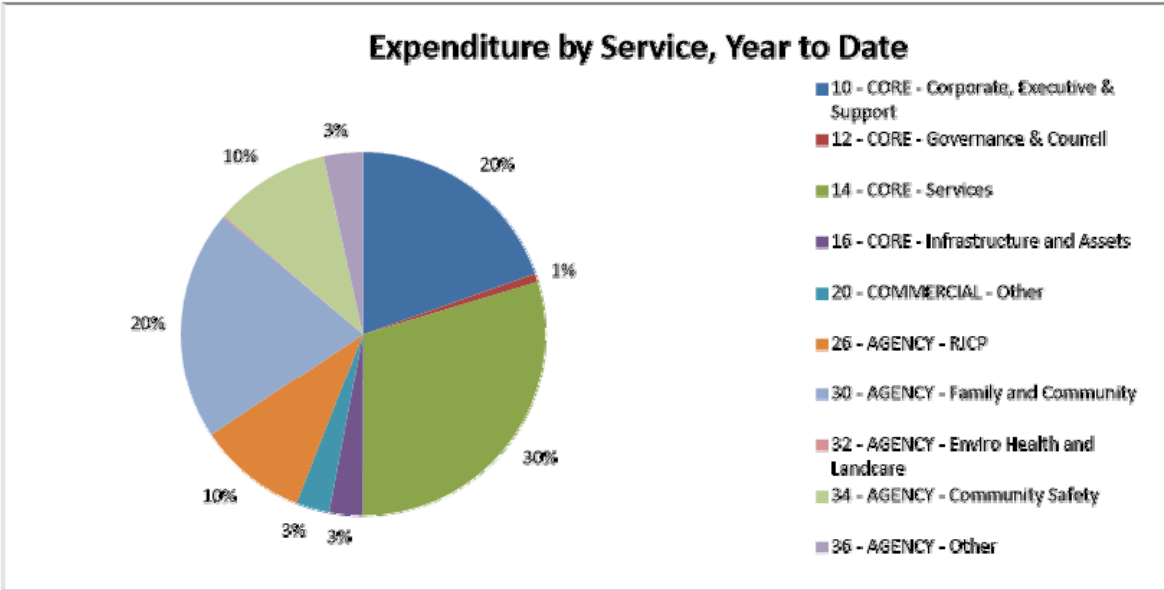
#### Expenditure by Account Category

21 - Employee Expenses	472,282	448,747	-23,534	897,494
22 - Contract and Material Expenses	144,113	198,983	54,870	397,967
23 - Fleet, Plant & Equipment	21,380	56,004	34,624	112,008
25 - Other Operating Expenses	38,102	35,895	-2,207	71,790
27 - Finance Expenses	0	25	25	50
31 - Internal Cost Allocations	158,640	204,551	45,911	409,102
<b>Total Expenditure</b>	<b>834,517</b>	<b>944,205</b>	<b>109,688</b>	<b>1,888,410</b>

#### Capital Expenditure

5331 - Capital Construct Infrastructure	16,000	37,500	21,500	75,000
5341 - Capital Purchases Plant & Equipment	24,380	15,000	-9,380	30,000
<b>Total Capital Expenditure</b>	<b>40,380</b>	<b>52,500</b>	<b>12,120</b>	<b>105,000</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Mataranka



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Minyerri

## Roper Gulf Regional Council

Income &amp; Expenditure Report as at

31-December-2014

for the year 2014 - 2015



### Minyerri

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD2 Year to Date Budget (\$)	Variance (\$)	15GLBUD2 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	347	178,750	178,403	357,500
12 - CORE - Governance & Council	1,634	43,795	42,161	87,590
18 - COMMERCIAL - Housing	940	46,100	45,160	92,200
26 - AGENCY - RJCP	271,097	1,008,195	737,098	2,016,390
34 - AGENCY - Community Safety	92,257	92,540	283	185,080
<b>Total Expenditure</b>	<b>366,276</b>	<b>1,369,380</b>	<b>1,003,105</b>	<b>2,738,760</b>

#### Expenditure by Account Category

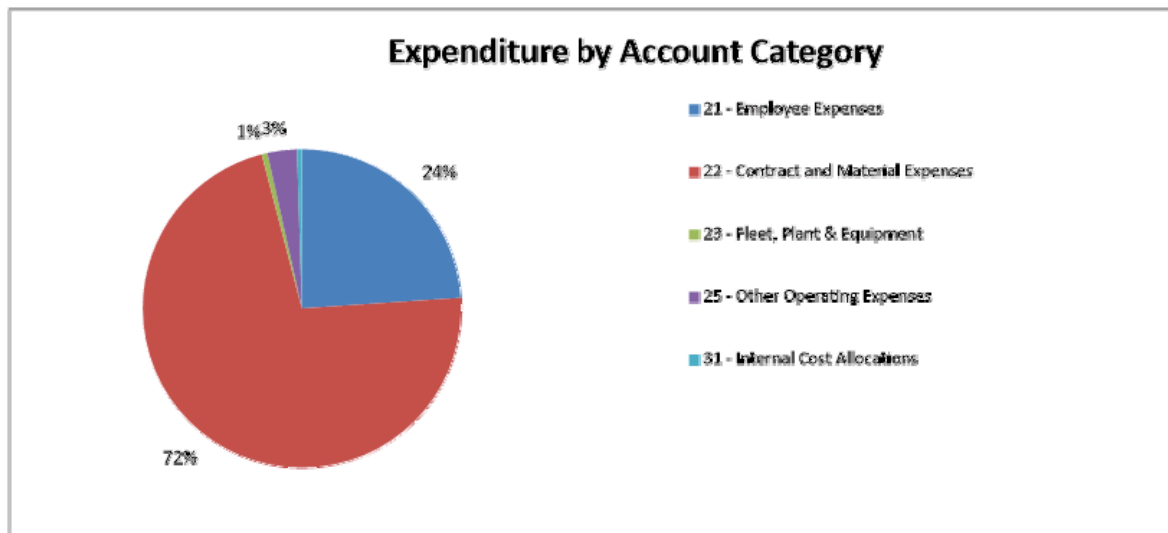
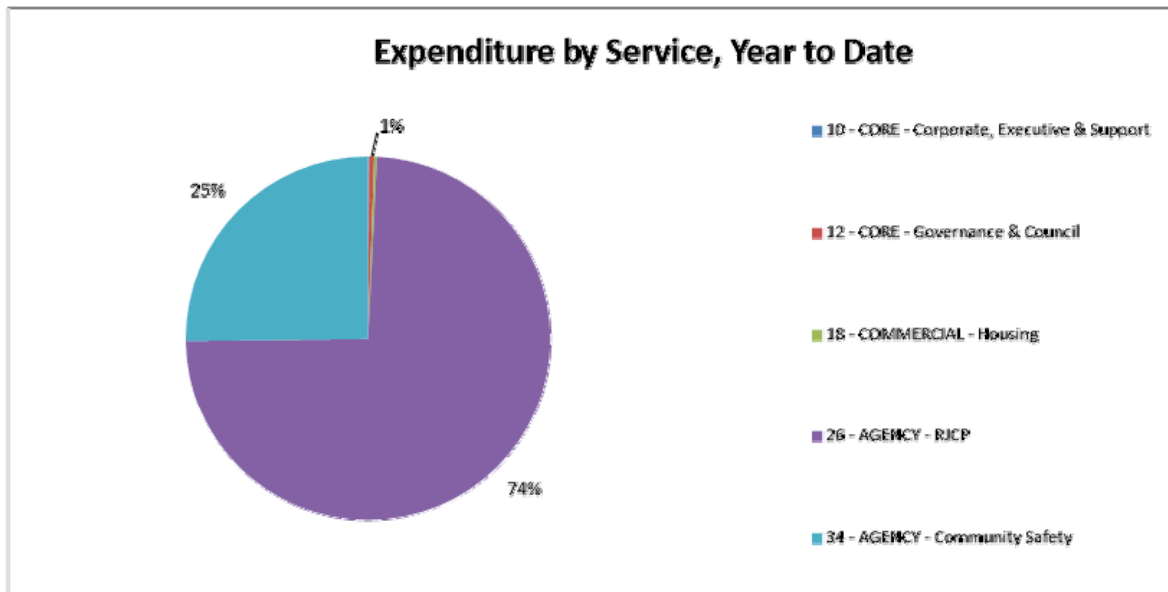
21 - Employee Expenses	87,686	325,986	238,300	651,973
22 - Contract and Material Expenses	263,717	1,031,574	767,857	2,063,149
23 - Fleet, Plant & Equipment	2,141	600	-1,541	1,200
25 - Other Operating Expenses	10,981	8,258	-2,723	16,516
31 - Internal Cost Allocations	1,750	2,961	1,211	5,923
<b>Total Expenditure</b>	<b>366,276</b>	<b>1,369,380</b>	<b>1,003,105</b>	<b>2,738,760</b>

#### Capital Expenditure

<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
----------------------------------	----------	----------	----------	----------



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Minyeri



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Ngukurr

## Roper Gulf Regional Council

Income & Expenditure Report as at  
31-December-2014  
for the year 2014 - 2015



### Ngukurr

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD1 Year to Date Budget (\$)	Variance (\$)	15GLBUD1 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	232,025	235,779	3,753	471,557
12 - CORE - Governance & Council	8,235	93,778	85,542	187,555
14 - CORE - Services	426,105	414,697	-11,407	829,394
16 - CORE - Infrastructure and Assets	34,044	135,224	101,180	270,448
18 - COMMERCIAL - Housing	141,832	172,861	31,028	345,722
20 - COMMERCIAL - Other	70,858	80,366	9,509	160,733
22 - COMMERCIAL - Mechanical Workshops	345	0	-345	0
26 - AGENCY - RJCP	899,922	1,243,884	343,961	2,487,767
28 - AGENCY - Homelands and Outstations	16,047	18,417	2,370	36,834
30 - AGENCY - Family and Community	345,453	315,692	-29,761	631,384
32 - AGENCY - Enviro Health and Landcare	8,839	10,225	1,386	20,450
34 - AGENCY - Community Safety	466,997	392,052	-74,945	784,103
36 - AGENCY - Other	129,552	149,015	19,462	298,029
38 - OTHER - Swimming Pools	64,950	60,559	-4,391	121,118
<b>Total Expenditure</b>	<b>2,845,206</b>	<b>3,322,547</b>	<b>477,341</b>	<b>6,645,093</b>

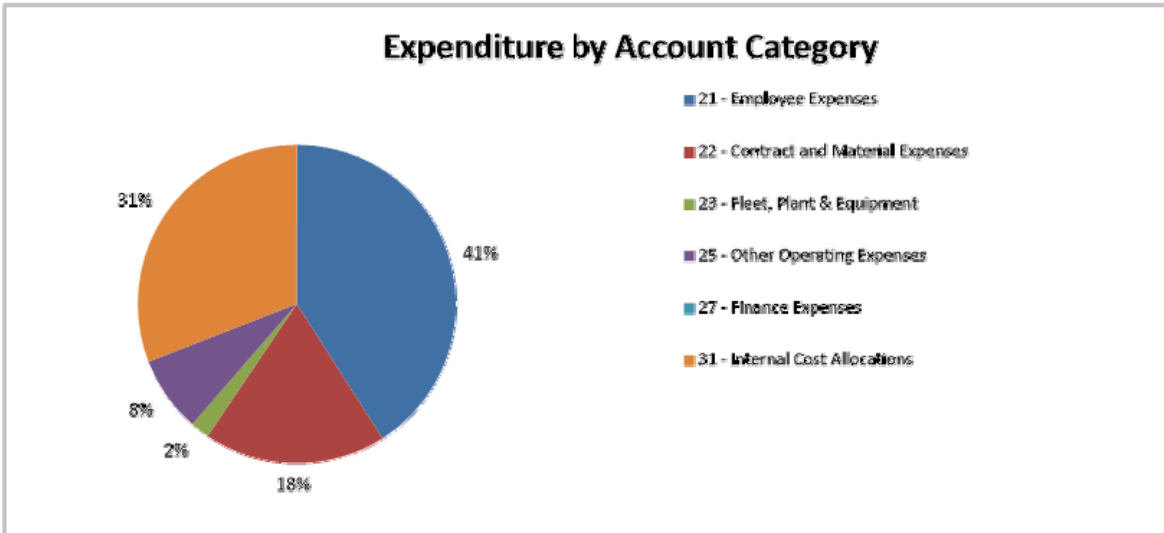
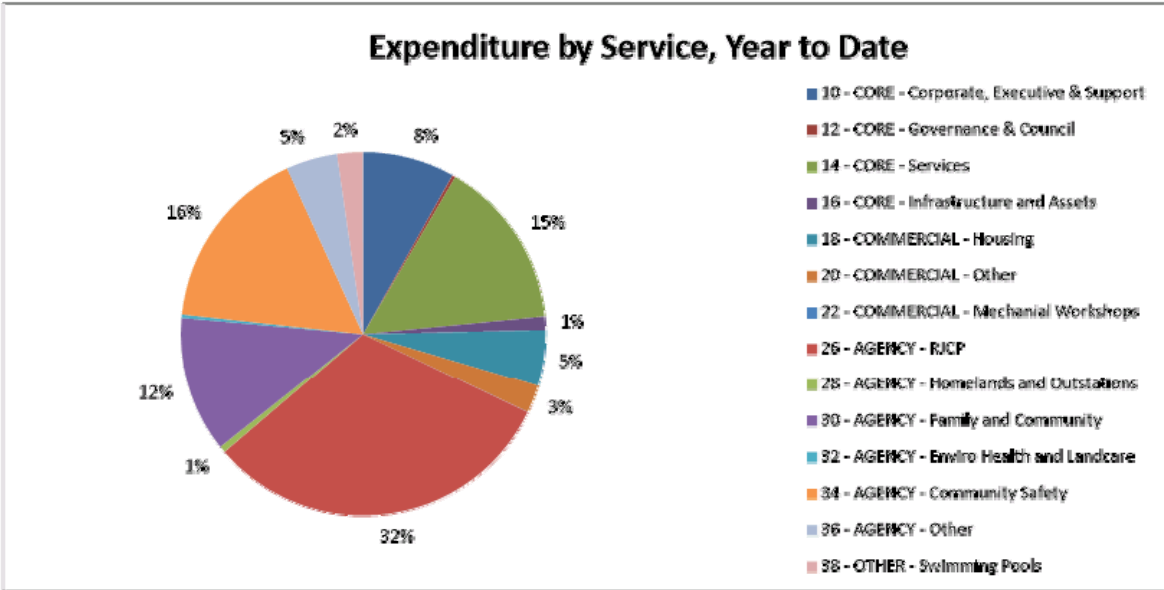
#### Expenditure by Account Category

21 - Employee Expenses	1,165,305	1,336,469	171,163	2,672,937
22 - Contract and Material Expenses	526,365	923,035	396,670	1,846,069
23 - Fleet, Plant & Equipment	55,048	59,525	4,477	119,051
25 - Other Operating Expenses	219,236	115,913	-103,323	231,826
27 - Finance Expenses	76	25	-51	50
31 - Internal Cost Allocations	879,174	887,580	8,406	1,775,160
<b>Total Expenditure</b>	<b>2,845,206</b>	<b>3,322,547</b>	<b>477,341</b>	<b>6,645,093</b>

#### Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	75,000	75,000	150,000
<b>Total Capital Expenditure</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>150,000</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Ngukurr



G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Numbulwar

## Roper Gulf Regional Council

Income &amp; Expenditure Report as at

31-December-2014

for the year 2014 - 2015



### Numbulwar

#### Expenditure by Service

	15GLACT Year to Date Actual (\$)	15GLBUD2 Year to Date Budget (\$)	Variance (\$)	15GLBUD2 Full Year Budget (\$)
10 - CORE - Corporate, Executive & Support	293,154	230,785	-62,369	461,569
12 - CORE - Governance & Council	5,535	94,588	89,053	189,176
14 - CORE - Services	278,316	281,927	3,610	563,853
16 - CORE - Infrastructure and Assets	19,414	9,912	-9,502	19,823
18 - COMMERCIAL - Housing	27,681	67,781	40,100	135,562
20 - COMMERCIAL - Other	93,304	42,575	-50,730	85,149
22 - COMMERCIAL - Mechanical Workshops	95,136	42,389	-52,747	84,777
26 - AGENCY - RJCP	543,316	985,133	441,817	1,970,267
30 - AGENCY - Family and Community	258,938	267,962	9,024	535,925
32 - AGENCY - Enviro Health and Landcare	15,607	8,750	-6,857	17,500
34 - AGENCY - Community Safety	230,797	249,853	19,055	499,705
36 - AGENCY - Other	91,602	812,908	721,306	1,625,816
<b>Total Expenditure</b>	<b>1,952,800</b>	<b>3,094,561</b>	<b>1,141,761</b>	<b>6,189,122</b>

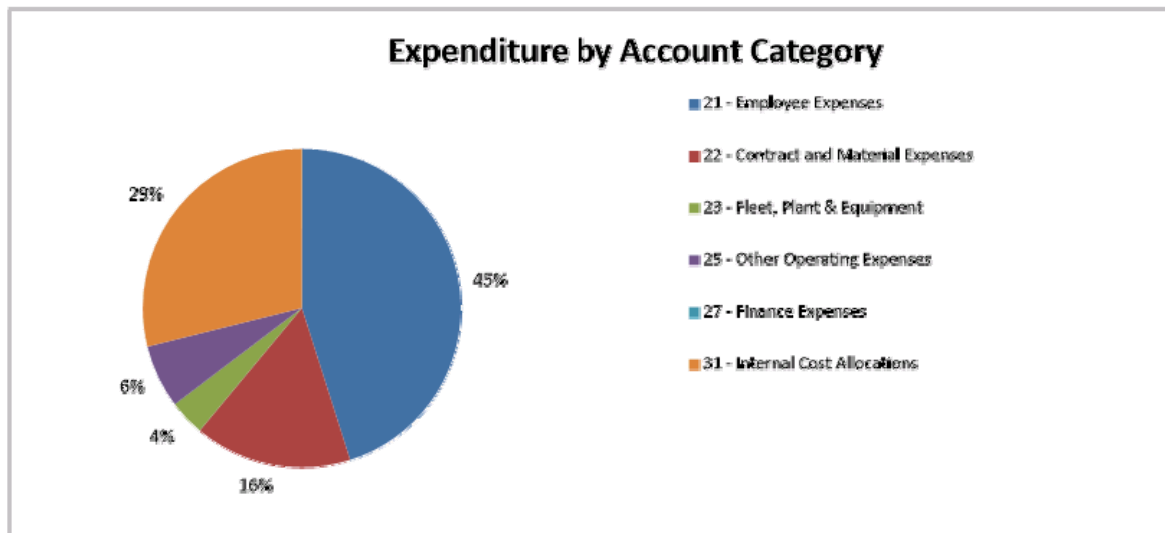
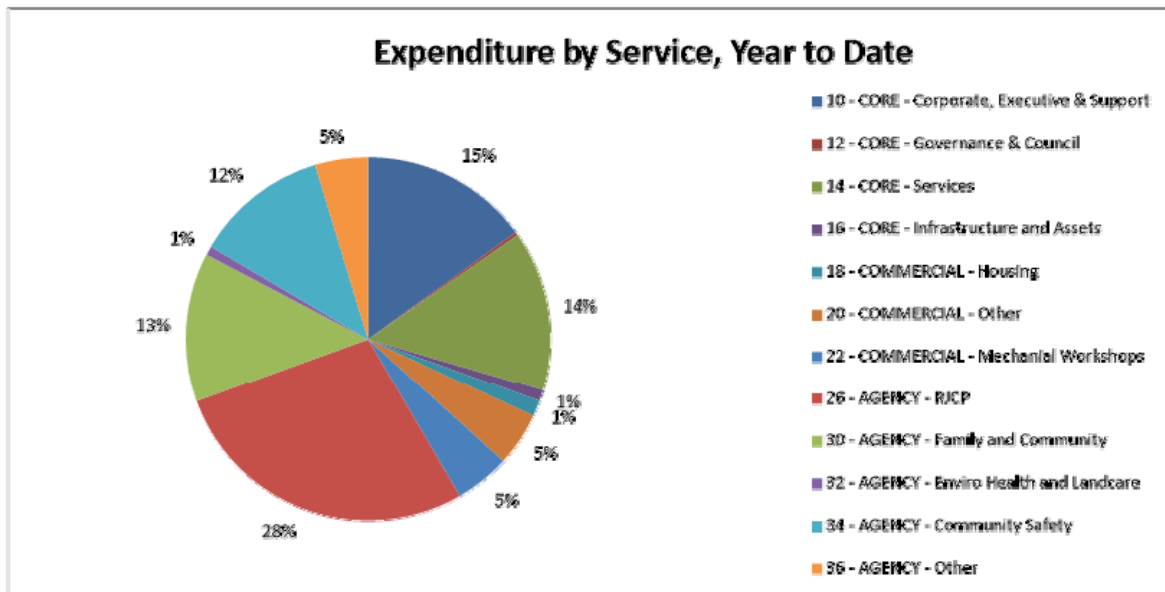
#### Expenditure by Account Category

21 - Employee Expenses	880,341	942,672	62,330	1,885,343
22 - Contract and Material Expenses	312,167	1,369,266	1,057,099	2,738,531
23 - Fleet, Plant & Equipment	70,790	55,440	-15,350	110,881
25 - Other Operating Expenses	125,095	127,554	2,459	255,107
27 - Finance Expenses	40	25	-15	50
31 - Internal Cost Allocations	564,367	599,605	35,238	1,199,210
<b>Total Expenditure</b>	<b>1,952,800</b>	<b>3,094,561</b>	<b>1,141,761</b>	<b>6,189,122</b>

#### Capital Expenditure

5321 - Capital Purchase/Construct Buildings	0	35,000	35,000	70,000
5341 - Capital Purchases Plant & Equipment	0	50,000	50,000	100,000
<b>Total Capital Expenditure</b>	<b>0</b>	<b>85,000</b>	<b>85,000</b>	<b>170,000</b>

G:\Finance Department - admin files\Bala\Council Reports\2014-15\Dec 2014-15\Expenses by Location Numbulwar



**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.7
<b>TITLE</b>	Financial Results of programs undertaken on behalf of other agencies.
<b>REFERENCE</b>	514576
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council accept and note report on Financial Results of programs undertaken on behalf of other agencies.**

**BACKGROUND**

At the Finance Committee Meeting on the 17<sup>th</sup> of December 2014 it was requested that a report be prepared for the next Ordinary Meeting of Council on the financial performance of the councils larger programs undertaken on behalf of other agencies.

The following programs are the subject of this report and represent a total of nearly \$15 million annually:

RJCP	\$ 9,077,692.39
Housing	\$ 1,590,200.04
Youth Services	\$ 995,680.00
Night Patrol	<u>\$ 3,209,716.00</u>
<b>Total</b>	<b>\$14,873,288.43</b>

**FINANCIAL CONSIDERATIONS**

The financial performance of Housing and Youth Services is generally as to be expected and the attachments reflect this.

The financial performance of Night Patrol is generally as to be expected. The attached report shows a \$180 000 surplus for the year to date. Most of this is a saving in employee expenses. The budget for employee expenses is calculated on the assumption of full employment in all positions for the year. The reality is that this does not occur and reflects in under expenditure for employee expenses for the year.

The financial performance of RJCP is less than expected and is reflective of the complicated income structure of the program. The surplus or profit from last year of \$1.3 million dollars was partially as a result of prepayment of fees for this financial year and this offsets the first half deficit of \$340 000 . When this is taken into account the program for this is year actually has a small profit. The revised budget for the program also shows that expected income in the second half of the year is expected to be greater than the first half results and this should result in a surplus (profit) for the year. Total actual income for the first half is less than budgeted income.

The \$88 639 budget deficit is as a result of receiving a prepayment of \$88639 in last financial year and making the payment of these funds in this financial year. Reporting this way is to comply with the Australian Accounting Standard.

**ATTACHMENTS:**

- 1 Agency Services Report Attachment.pdf

# Roper Gulf Regional Council



## Income & Expenditure Report

		July - Dec 2014			Annual Budget
<i>from period to period</i>	July to Dec	<i>Year to Date</i> 15GLACT <i>Actual (\$)</i>	<i>Year to Date</i> 15GLBUD1 <i>Budget (\$)</i>	<i>Variance (\$)</i>	<i>Annual</i> 15GLBUD1 <i>Budget (\$)</i>
<b>Income</b>					
	Participation Account	1,273,476.34	1,506,183.17	-232,706.83	4,112,541.17
	Youth Development	154,400.00	308,000.04	-153,600.04	616,000.00
	Outcome Payments	342,692.30	599,954.94	-257,262.64	1,199,910.00
	Central Admin	533,109.92	58,749.99	474,359.93	101,250.01
	Service Fee	102,237.75	1,513,616.29	-1,411,378.54	3,047,991.21
	<b>Total Income</b>	<b>2,405,916.31</b>	<b>3,986,504.43</b>	<b>-1,580,588.12</b>	<b>9,077,692.39</b>
<b>Expenditure</b>					
	Participation Account	1,178,121.23	2,056,270.80	-878,149.57	4,112,541.65
	Youth Development	600.00	308,000.04	-307,400.04	616,000.00
	Outcome Payments	116,952.21	599,955.00	-483,002.79	1,199,910.00
	Central Admin	117,257.36	50,624.88	66,632.48	101,250.00
	Service Fee	1,333,409.56	1,568,314.86	-234,905.30	3,136,629.63
	<b>Total Expenditure</b>	<b>2,746,340.36</b>	<b>4,583,165.58</b>	<b>-1,836,825.22</b>	<b>9,166,331.28</b>
	<b>Surplus/(Deficit)</b>	<b>-340,424.05</b>	<b>-596,661.15</b>	<b>256,237.10</b>	<b>-88,638.89</b>

## Roper Gulf Regional Council

### Income & Expenditure Report for the year 2013 - 2014 from period 1 to period 12

	14GLACT	14GLBUD2		14GLBUD2
	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
<b>Income</b>				
10 - HQ	1,250,089	1,648,535	398,447	1,648,535
11 - Barunga (Bamyili)	326,137	550,656	224,519	550,656
12 - Beswick (Wugularr)	686,344	1,005,715	319,371	1,005,715
14 - Bulman (Gulin Gulin)	308,947	561,560	252,613	561,560
15 - Eva Valley (Manyallaluk)	44,254	165,641	121,387	165,641
16 - Jilkminggan (Duck Creek)	423,228	667,531	244,303	667,531
18 - Mataranka	289,895	354,092	64,397	354,092
19 - Minyerri	579,125	1,250,226	671,101	1,250,226
20 - Ngukurr	1,517,342	2,252,436	735,094	2,252,436
21 - Numbulwar	873,822	1,576,452	702,830	1,576,452
49 - Binjari	240,606	670,865	430,260	670,865
<b>Total Income</b>	<b>6,539,388</b>	<b>10,703,709</b>	<b>4,164,321</b>	<b>10,703,709</b>
<b>Expenditure</b>				
10 - HQ	496,404	449,894	-46,510	449,894
11 - Barunga (Bamyili)	286,241	572,091	285,850	572,091
12 - Beswick (Wugularr)	459,352	1,087,151	627,798	1,087,151
14 - Bulman (Gulin Gulin)	341,164	543,801	202,637	543,801
15 - Eva Valley (Manyallaluk)	63,837	189,641	125,804	189,641
16 - Jilkminggan (Duck Creek)	395,271	750,812	355,541	750,812
18 - Mataranka	212,277	384,408	172,131	384,408
19 - Minyerri	990,393	1,865,226	874,833	1,865,226
20 - Ngukurr	978,071	2,395,297	1,417,227	2,395,297
21 - Numbulwar	750,069	1,617,882	867,813	1,617,882
22 - Robinson River	1,750	0	-1,750	0
23 - Urapunga (Ritarangu)	15,677	0	-15,677	0
49 - Binjari	247,697	755,865	508,168	755,865
<b>Total Expenditure</b>	<b>5,238,204</b>	<b>10,612,068</b>	<b>5,373,864</b>	<b>10,612,068</b>
<b>Surplus/(Deficit)</b>	<b>1,301,184</b>	<b>91,641</b>	<b>-1,209,543</b>	<b>91,641</b>
<b>Capital Expenditure</b>				
<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Explanation:**

For the year ended 30th June 2014 the RJCP recorded an income of \$6,539,388 and expenditure of \$5,238,204.

Overall the RJCP ended the financial year with a surplus of \$1,301,184.

We measure income and expenditure for each site.

Some sites spent more money than they earned - Bulman, Manyallaluk, Minyerri. We are investigating the reasons for this.

Most sites ended the year in surplus.

**Manyallaluk** - income \$44,254 expenditure \$63,837 - not a financially viable site - measures introduced in 2014/15 to share supervision arrangements between Manyallaluk and Mataranka.

**Bulman** - income \$308,947 expenditure \$341,164

**Minyerri** - subcontracted site - timing issue with income received in 2014/15.

## Roper Gulf Regional Council

### Income & Expenditure Report

for the year end 2014 - 2015

*from period to period*

		#N/A 2014 - 2015			Annual Budget
		Year to Date 15GLACT Actual (\$)	Year to Date 15GLBUD1 Budget (\$)	Variance (\$)	Annual 15GLBUD1 Budget (\$)
<b>Housing Consolidated</b>					
<b>Income</b>	Repairs and Maintenance Contract	440,563	499,740	-59,177	999,480
	Housing Management	223,758	295,360	-71,602	590,720
	<b>Total Income</b>	<b>664,321</b>	<b>795,100</b>	<b>-130,779</b>	<b>1,590,200</b>
<b>Expenditure</b>					
	Repairs and Maintenance Contract	412,640	499,740	-87,100	999,480
	Housing Management	228,113	295,360	-67,247	590,720
	<b>Total Expenditure</b>	<b>640,753</b>	<b>795,100</b>	<b>-154,347</b>	<b>1,590,200</b>
	<b>Surplus/(Deficit)</b>	<b>23,568.36</b>	<b>0.24</b>	<b>23,568.12</b>	<b>0</b>

## Roper Gulf Regional Council



### Income & Expenditure Report

for the year end 2014 - 2015

from period 1 to period 0

Activity 401 - Night Patrol

#### Income

	July - December 2014 - 2015			Annual Budget
	Year to Date 15GLACT Actual (\$)	Year to Date 15GLBUD1 Budget (\$)	Variance (\$)	Annual 15GLBUD1 Budget (\$)
1313 - TIED Aus Govt Grant - Special Purpose Operating	1,604,858	1,604,858	0	3,209,716
1726 - Rental & Accommodation Fees Income	240	0	240	0
<b>Total Income</b>	<b>1,605,098</b>	<b>1,604,858</b>	<b>240</b>	<b>3,209,716</b>

#### Expenditure

Employee Expense	1,045,970	1,214,150	168,180 0	2,428,299
Asset Maintenance Expense	6,857	6,102	-756 0	12,204
2244 - Freight and Delivery Expenses	114	0	-114	0
2251 - Material Exp General	6,271	0	-6,271	0
2258 - Material Exp Asset Purchases < \$5,000	2,727	0	-2,727	0
Utility Expenses	6,625	5,689	-936 0	11,378
2273 - Food, Catering & Cleaning Supplies	391	0	-391	0
Vehicle Expense	42,807	29,860	-12,946 0	59,721
Telecommunications Expense	4,731	17,337	12,607 0	34,675
2522 - ID/Ochre Card & Police Checks	538	0	-538	0
2531 - Training Course Fee Exp	2,804	0	-2,804	0
2532 - Conference or Seminar Course Fee Exp	78	0	-78	0
2534 - Accommodation Exp	3,813	4,500	687	9,000
2535 - Airfare and Travel Fare Expense	0	3,000	3,000	6,000
2537 - Travel Allowance Expenses	9,888	9,000	-888	18,000
2552 - Printing and Stationery	743	3,105	2,362	6,210
2556 - OH&S Protective Clothing & equipment	2,807	4,800	1,993	9,600
2557 - Council Uniforms	7,899	9,100	1,201	18,200
2598 - Sundry & miscellaneous	38	0	-38	0
3131 - Computing Subscription Cost Alloc	29,750	29,750	0	59,500
3142 - Staff Housing	18,501	18,501	0	37,001
3143 - Office Space Costs Allocation	17,556	17,556	0	35,112
3146 - Staff Visitor Accommodation	1,964	1,500	-464	3,000
3151 - Internal Workshop allocation	17,045	39,135	22,089	78,269
3191 - Corporate and Admin Services Overheads	191,774	191,774	0	383,547
3195 - Comm Ops Internal Journals	379	0	-379	0
3199 - Internal Department Allocations	60	0	-60	0
<b>Total Expenditure</b>	<b>1,422,127</b>	<b>1,604,858</b>	<b>182,731</b>	<b>3,209,716</b>
<b>Surplus/(Deficit)</b>	<b>182,970.83</b>	<b>(0.04)</b>	<b>182,970.87</b>	<b>0</b>

## Roper Gulf Regional Council



### Income & Expenditure Report

for the year end 2014 - 2015

from period 1 to period 6

Activity 415 - 67568 Youth In Communities

#### Income

	July - December 2014 - 2015			Annual Budget
	Year to Date 15GLACT Actual (\$)	Year to Date 15GLBUD1 Budget (\$)	Variance (\$)	Annual 15GLBUD1 Budget (\$)
1313 - TIED Aus Govt Grant - Special Purpose Oper	497,840	497,840	0	995,680
<b>Total Income</b>	<b>497,840</b>	<b>497,840</b>	<b>0</b>	<b>995,680</b>

#### Expenditure

Employee Expense	212,116	221,363	9,247	0	442,726
Asset Maintenance Expense	10,379	6,000	-4,379	0	12,000
2244 - Freight and Delivery Expenses	1,126	0	-1,126		0
2251 - Material Exp General	5,159	10,266	5,107		20,532
2258 - Material Exp Asset Purchases < \$5,000	4,582	0	-4,582		0
Utilities Expense	4,757	6,642	1,885	0	13,285
2273 - Food, Catering & Cleaning Supplies	2,497	6,198	3,701		12,396
Vehicle Expense	16,941	18,630	1,689	0	37,280
Telecommunications Expense	4,081	5,700	1,619	0	11,400
2522 - ID/Ochre Card & Police Checks	55	0	-55		0
2531 - Training Course Fee Exp	17,247	3,901	-13,345		7,802
2534 - Accommodation Exp	7,437	652	-6,785		1,304
2535 - Airfare and Travel Fare Expense	749	0	-749		0
2537 - Travel Allowance Expenses	13,499	8,750	-4,749		17,500
2552 - Printing and Stationery	1,156	1,000	-156		2,000
2555 - Meeting Catering	0	67	67		134
2556 - OH&S Protective Clothing & equipment	3,398	0	-3,398		0
2557 - Council Uniforms	252	0	-252		0
2711 - Bank Fees and Charges	40	0	-40		0
3121 - Plant and Vehicle Cost Alloc	86,750	86,750	0		173,500
3131 - Computing Subscription Cost Alloc	7,000	7,000	0		14,000
3143 - Office Space Costs Allocation	18,630	18,630	0		37,261
3146 - Staff Visitor Accommodation	2,291	5,000	2,709		10,000
3151 - Internal Workshop allocation	18,363	26,614	8,251		53,228
3191 - Corporate and Admin Services Overheads	74,676	74,676	0		149,352
3195 - Comm Ops Internal Journals	2,328	0	-2,328		0
3199 - Internal Department Allocations	740	0	-740		0
<b>Total Expenditure</b>	<b>516,248</b>	<b>507,840</b>	<b>-8,408</b>	<b>0</b>	<b>1,015,680</b>
<b>Surplus/(Deficit)</b>	<b>(18,408.13)</b>	<b>(10,000.00)</b>	<b>8,408.13</b>		<b>-20,000</b>

## Roper Gulf Regional Council



### Income & Expenditure Report

		July - Dec 2014			Annual Budget
<i>from period to period</i>	July to Dec	Year to Date 15GLACT Actual (\$)	Year to Date 15GLBUD1 Budget (\$)	Variance (\$)	Annual 15GLBUD1 Budget (\$)
<b>Income</b>					
	RJCP	2,405,916.31	3,986,504.43	-1,580,588.12	9,077,692.39
	Housing	664,320.99	795,100.02	-130,779.03	1,590,200.04
	Night Patrol	1,605,098.00	1,604,858.00	240.00	3,209,716.00
	Youth	497,840.00	497,840.00	0.00	995,680.00
	<b>Total Income</b>	<b>5,173,175.30</b>	<b>6,884,302.46</b>	<b>-1,711,127.16</b>	<b>14,873,288.43</b>
<b>Expenditure</b>					
	RJCP	2,746,340.36	4,583,165.58	-1,836,825.22	9,166,331.28
	Housing	640,782.63	795,099.78	-154,317.15	1,590,200.04
	Night Patrol	1,422,127.17	1,604,858.04	182,730.87	3,209,716.00
	Youth	516,248.13	507,840.00	-8,408.13	1,015,680.00
	<b>Total Expenditure</b>	<b>5,325,468.29</b>	<b>7,490,963.40</b>	<b>2,165,495.11</b>	<b>14,981,927.32</b>
	<b>Surplus/(Deficit)</b>	<b>-152,292.99</b>	<b>-606,660.95</b>	<b>-454,367.96</b>	<b>-108,638.89</b>

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

---



<b>ITEM NUMBER</b>	15.9
<b>TITLE</b>	Lease Agreement between Roper Gulf Regional Council and Traditional Credit Union
<b>REFERENCE</b>	514325
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council accept the lease agreement between Roper Gulf Regional Council as Landlord and Traditional Credit Union as tenant of premises known as Part of Lot 293, Ngukurr Community, Northern Territory by signing and affixing the Common Seal to the lease agreement.**

**BACKGROUND**

The Lease agreement provides detail terms and condition that both parties have agreed upon.

**ISSUES/OPTIONS/SWOT**

The Lease agreement will be provided to the Council as a separate document to this report.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

---



**ITEM NUMBER** 15.10  
**TITLE** GRANTS - CTG 2014-15 Final Acquittal  
Borroloola Staff House Refurb - Department of Local Government & Regions  
**REFERENCE** 510982  
**AUTHOR** Amanda Haigh, Grants Coordinator  
Ordinary Council Meeting at its meeting on 25 February 2015 resolved that the matter be deferred to the meeting to be held on 28 January 2015.

**RECOMMENDATION**

- (a) **That Council accept the final acquittal for the Closing the Gap funding for the refurbishment of the Borroloola Staff House Lot 382**

**BACKGROUND**

Council were funded by the Department of Local Government and Regions for the refurbishment of the Borroloola Staff House Lot 382. Project is now complete.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Deficit \$45

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**



<b>ITEM NUMBER</b>	15.11
<b>TITLE</b>	GRANTS - SPG 2014-15 Final Acquittal Ngukurr Aquatic Centre - Department of Local Government & Regions
<b>REFERENCE</b>	510986
<b>AUTHOR</b>	Amanda Haigh, Grants Coordinator  Ordinary Council Meeting at its meeting on 25 February 2015 resolved that the matter be deferred to the meeting to be held on 28 January 2015.

**RECOMMENDATION**

- (a) **That Council accept the final acquittal for the funding of the Special Purpose Grant Funding for the Ngukurr Aquatic Centre Repairs**

**BACKGROUND**

Council received funding for repairs to the Ngukurr pools through the Special Purpose Grants. The final works were to repair large cracks in the pool to extend its life. The project is now complete.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Surplus \$529

**ATTACHMENTS:**

There are no attachments for this report.



**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.12
<b>TITLE</b>	GRANTS - 2014-15 ARC Funding Agreement
<b>REFERENCE</b>	512259
<b>AUTHOR</b>	Amanda Haigh, Grants Coordinator

**RECOMMENDATION**

- (a) **That Council accept the funding offer for the Active Remote Communities Program from Department of Sport, Recreation and Racing by signing and affixing the Common Seal to the funding agreement.**

**BACKGROUND**

Council have been offered funding in 2014-15 to provide the Active Remote Communities program. The program is to improve capacity for remote and regional community members to conduct regular organised structured sport competition and physical activities.

Funding start date 1 July 2014

Funding end date 30 June 2015

Council signed the agreement at the OCM in December but the department has made changes to the agreement and now signed the agreement. Changes include:

1. Wording changed page 2 Objective 2 b)  
From  
*"The costs associated to a maximum of \$5000 for the use of 14 a seater Hi-ace bus based in Mataranka to provide transport to athletes from a variety of sports travel to Katherine to play in sporting competition"*  
to  
*"Provide transport to Katherine for athletes to participate in a variety of sporting competitions to a maximum of \$5000"*
2. Wording changed page 2 Objective 2 b)  
From  
*"Participate in IWISP Softball (August 2014) and IWISP Basketball (October 2014)"*  
To  
*"The RGRC will send a team from the Jilkminggan Community to the Participate in IWISP Top End Softball Carnival (August 2014)  
The RGRC will send teams from the Burunga and Ngukurr Communities to the IWISP Top End Basketball Carnival (October 2014) "*
3. Wording deleted wording page 3 Objective 3 b)  
*"Roper Gulf does run Professional Development for its CSROs but this is not funded by ARC Funding"*
4. Schedule A, B and C now attached

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

2014-15 = \$238,000 gst exc.

**ATTACHMENTS:**

There are no attachments for this report.

**COUNCIL SERVICES AND INFRASTRUCTURE REPORTS**

<b>ITEM NUMBER</b>	16.1
<b>TITLE</b>	Animal Health Program Summary Report and 2015 First Row of Vet Visits
<b>REFERENCE</b>	514585
<b>AUTHOR</b>	Sharon Hillen, Director of Council Services and Infrastructure

**RECOMMENDATION**

- (a) **That Council receive and note the Summary Report of July to December 2014**

**BACKGROUND**

The vet visits from July to December 2015 to the Roper Gulf Regional Council communities were successful according to contractor NT Vet Services. Community Dog Programs were performed at Barunga, Beswick, Borroloola, Bulman, Jilkminggan, Jodetluk, Manyallaluk, Mataranka, Mulgan Camp, Ngukurr, Numbulwar, Urapunga, Weemol, and Werenbun.

In summary, for the 6 months to December 31, 2014:

- 1226 dogs were treated
- 100 cats were treated
- Other animals treated included pigs, and wallabies

Highlights of the summary report attached are:

- Over time dog populations have reduced
- The total number of animals treated has increased
- The general health of Roper Gulf animals is 'good' except in Jodetluk and Numbulwar where animals were in poor condition due to poor nutrition and high-level of parasites such as worms.
- Birthrates are generally low however there is an increase in residents wanting to keep some dogs whole so that more pups can be produced. There has also been an increase of residents purchasing dogs from outside community.

The new Animal Welfare Coordinator, Brenda Donges commenced duties on the 14th of January 2015. Brenda has a strong background in animal research; companion animal welfare and animal handling.

The next round of vet visits is as follows:

<b>February</b>	2 <sup>nd</sup>	Jodetluk
	2 <sup>nd</sup>	Werenbun
	3 <sup>rd</sup>	Manyallaluk
	9-10 <sup>th</sup>	Jilkminggan
	11 <sup>th</sup>	Mulgan Camp
	11 <sup>th</sup>	Mataranka
<b>March</b>	2-5 <sup>th</sup>	Beswick
	16-20 <sup>th</sup>	Ngukurr and Urapunga
	30-1 <sup>st</sup> April	Barunga
<b>April</b>	13-20 <sup>th</sup>	Borroloola
	27-1 <sup>st</sup> May	Numbulwar
<b>May</b>	18-21	Bulman/Weemol

**ISSUES/OPTIONS/SWOT**

The program remains in transition with the cost cutting exercise in the 2014/15 Budget. Remaining actions to finalise the transition to the new model of service delivery include:

All CSM's and some Municipal Supervisors to attend Cert 4 in Government Investigations to qualify as Authorised Officer under the Local Government Act and the Animal Welfare Act – To be completed in March.

All CSM's and most Municipal staff to undertake animal handling training booked in for April 2015.

By-law enforcement will be increased in Borroloola and Mataranka to address increased number of complaints and issues of dogs at large.

**FINANCIAL CONSIDERATIONS**

The Vet Visit program is in its second year of a three year contract and is within budget.

**ATTACHMENTS:**

1 Community Dog Program - RGS - Summary Report - 2014 S2.doc

14/01/2015

ATTN: Sharon Hillen  
 Roper Gulf Regional Council  
 PO Box 1321  
 Katherine NT 0851

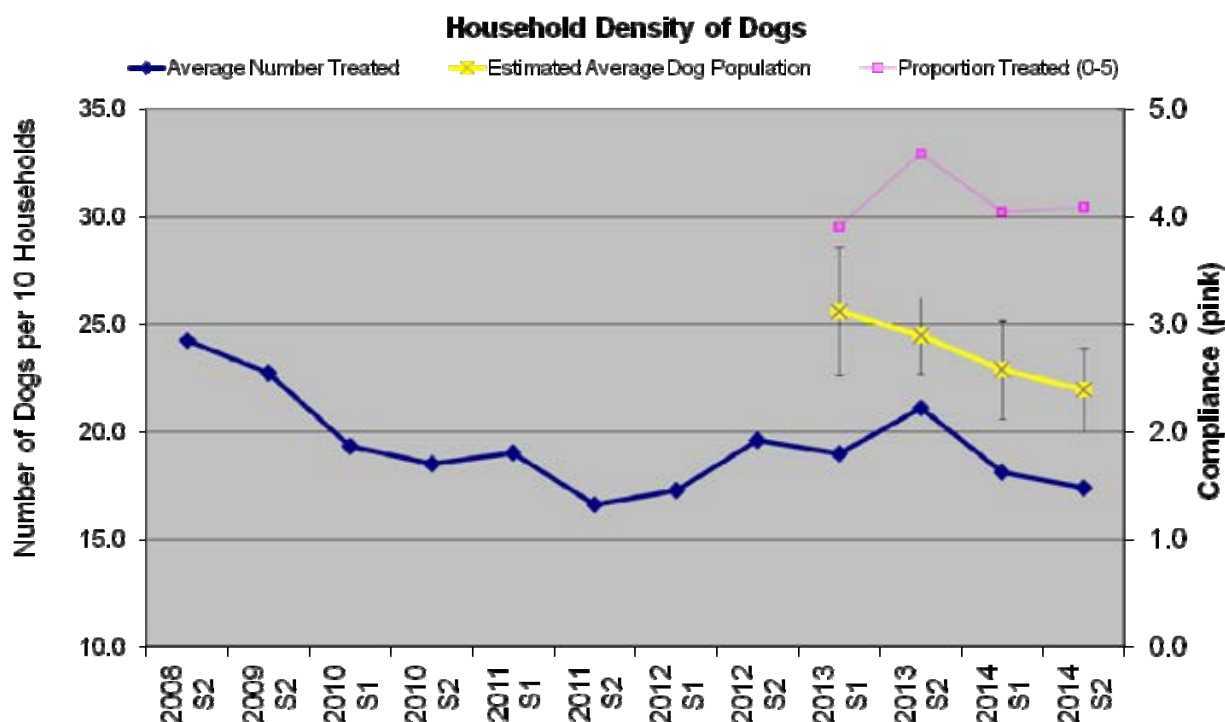
Dear Roper Gulf Regional Council,

The visits to the Roper Gulf Regional Council communities were successful. Community Dog Programs were performed at Barunga, Beswick, Borroloola, Bulman, Jilkmिंगgan, Jodetluk, Manyallaluk, Mataranka, Mulgan Camp, Ngukurr, Numbulwar, Urupunga, Weemol, and Werenbun.

In summary, for the 6 months to December 31, 2014:

- 1226 dogs were treated
- 100 cats were treated
- Other animals treated included pigs, and wallabies

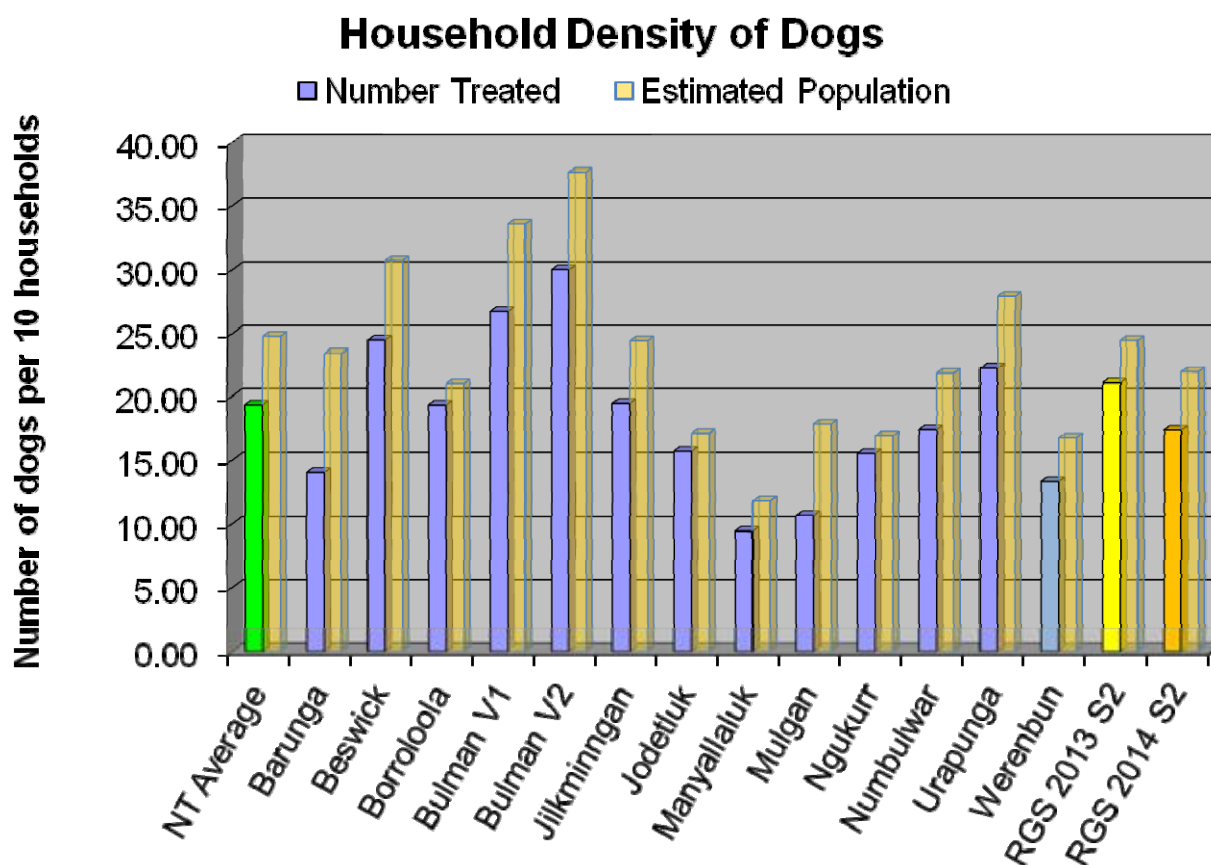
Results for the communities have been calculated and are summarised below:



- On average, there were 17.4 dogs treated per 10 households (blue line), which equated to an estimated average population of 21.9 dogs per 10 households (yellow line). This is an improvement from the previous estimated average of 22.9. The Roper Gulf Regional Council average is below the Northern Territory average of 24.8 dogs per 10 households.

Bulman/Weemol, Beswick and Urupunga had the highest estimated populations. Even though Bulman and Weemol had a high population, this is a marked improvement compared to one year ago, which is a result of the low birth rate from desexing and contraception. We expect to see continuing improvements in this community. The population in Beswick has risen as there was a number of people keen for their dogs to have puppies. Education and By-Law enforcement will help improve this situation. And in Urupunga, there was one house where people were not regularly present which acts as a continual source of new dogs.

Manyallaluk, Ngukurr, Werenbun and Jodetluk had the lowest estimated populations.



- Compliance levels amongst communities are measured indicating people's efforts in getting their dogs treated. Compliance can be affected by people being absent, animals being evasive or people being unwilling for their animals to be treated.

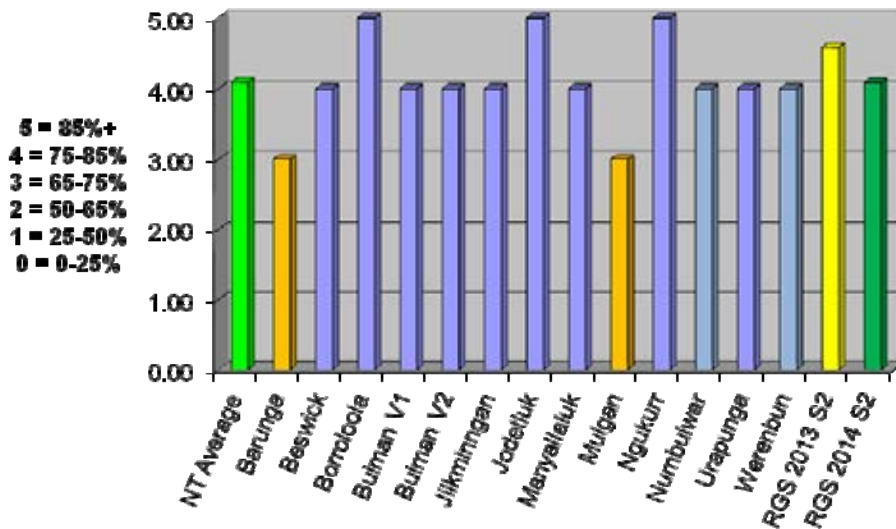
Compliance is one of the major issues affecting the success of programs in remote communities. In general, the compliance level of the communities of the Roper Gulf Regional Council was very good. Ngukurr and Borroloola had the highest compliance rates, and we should see improvements especially in these communities. Of the communities that had a lower compliance rate, the reasons were:

- In Barunga, there were several dogs that were unable to be caught. Identifying their owners to assist in catching them would be of benefit, or if unowned, the use of a dart gun may be necessary for removal.
- In Mulgan, it can be difficult to catch certain animals if owners are away. Also with small populations, 1 to 2 missed animals can greatly change success statistics.

The average compliance rate of the Roper Gulf Regional Council communities compared to the rest of the Northern Territory was generally on par (ie equal), and has deteriorated slightly compared to 12 months earlier. This is most likely due to the loss of the Council's Animal Management Worker and her assistance in these communities. Regardless, the average compliance level was very good with the majority of the communities having a level 4 or higher. To improve successful outcomes in animal health and control programs, it is recommended that:

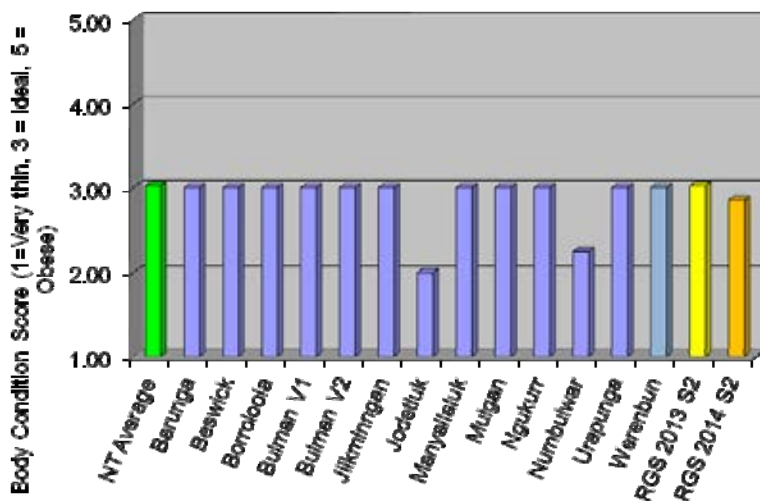
- better education is given regarding the benefits of desexing, and
- the presence of an animal management worker would be of benefit.

**Treatment Compliance**

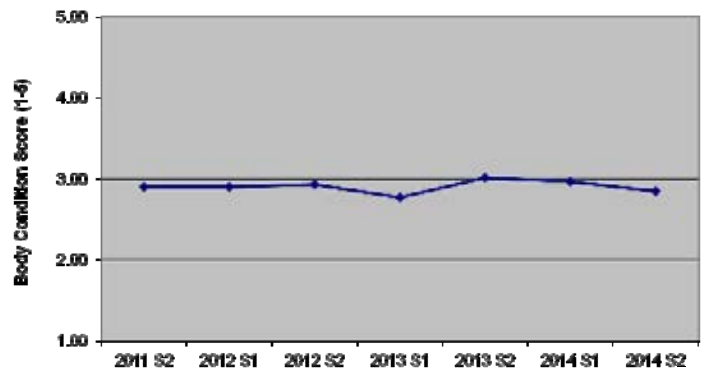


- Generally, the animals were in very good condition. The only exceptions were in Jodetluk and Numbulwar. In Jodetluk, a large number of dogs were in poor condition which was most likely due to poor nutrition. In Numbulwar, the lower body condition was most likely due to coastal conditions suiting parasites such as worms. Overall the health of the animals in the Roper Gulf region is generally being maintained. (Please note Body Condition Score 3 out of 5 is ideal.)

**Average Body Condition**

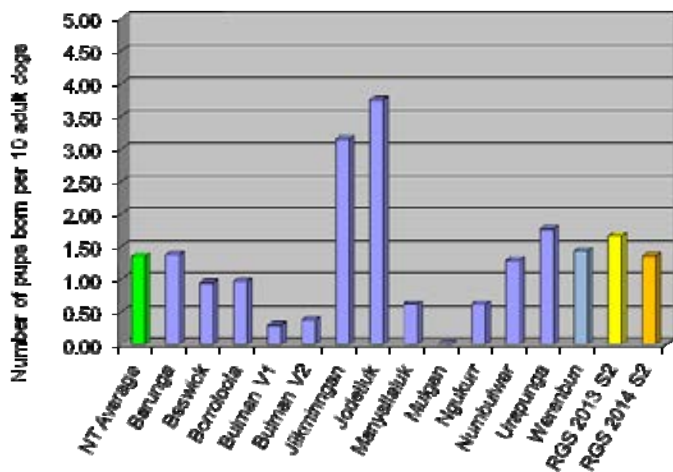


**Body Condition**

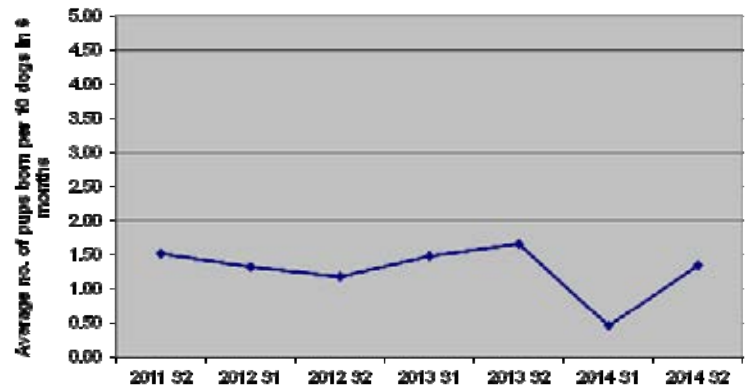


- Many people were willing for their animals to be desexed over the past 6 months with 57 dogs and 13 cats being desexed. This is a decrease in people having their pets desexed, the main reason being that most of the female animals have already been desexed. In fact, the number of female breeders was 25% lower than 12 months prior. Of the female population that could breed, on average 19.3% of them were desexed and the rest were given injectable contraceptives.
- The number of pups born in the Roper Gulf Regional Council communities averaged at 1.35 pups born per 10 adult dogs in the past 5 to 6 months. This is the same as the NT average for that period. This is still a very low average rate. The current rate is due to the general acceptance of animal desexing and birth control. Jilkminggan and Jodetluk had the highest birth rate. The high rate at Jodetluk is a statistical anomaly of the effect of one litter in a small population. In Jilkminggan, the rise was mainly due to the introduction of a number of pups from outside of the community. Nevertheless, we should achieve a lower birth rate again as these animals receive their treatments. The birth rate of the Roper Gulf Regional Council is generally being maintained at a low level which is a good sign of program success.

**Fecundity**



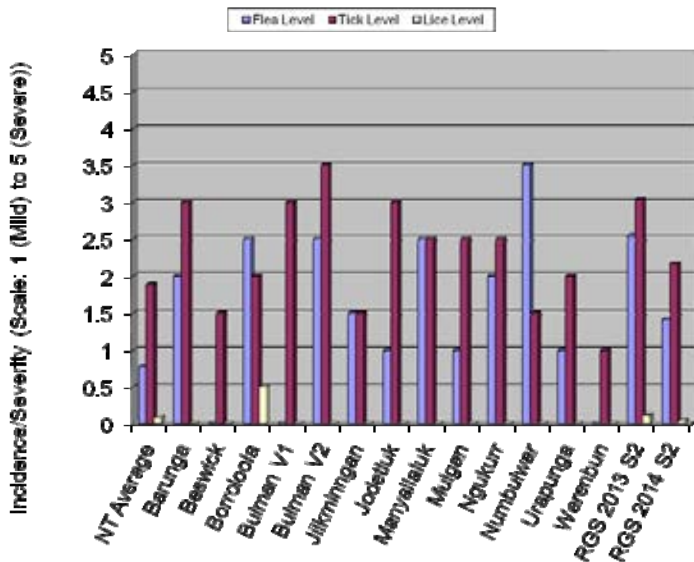
**Fecundity / Birth Rate**



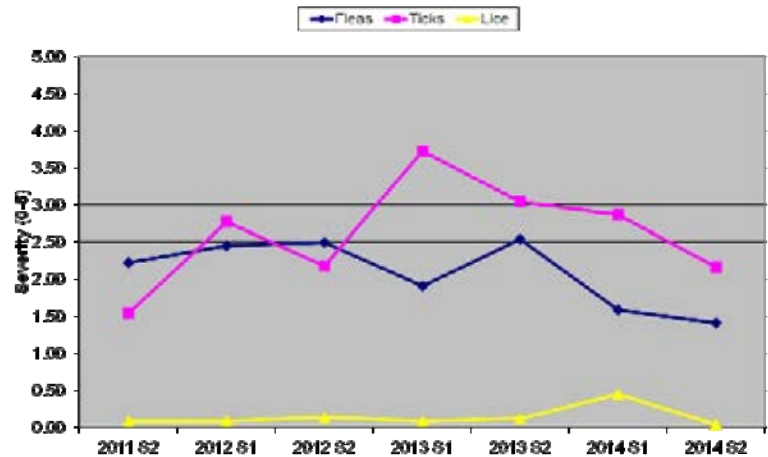
- Parasite Levels were generally moderately good in the Roper Gulf Regional Council Communities. There was some lice present in the communities, especially in Borroloola, which can present as an welfare issue.

Regardless, the major parasite issue was ticks and fleas, which is due to the regions that the communities exist in. The tick levels however have been dropping and with continual treatments, this level should be maintained. For further improvements, owner initiated treatments would be of benefit. It should be noted that the parasite levels at Werenbun were extremely low which is a credit to the owners in the community.

**Parasite Levels**



**Parasites**

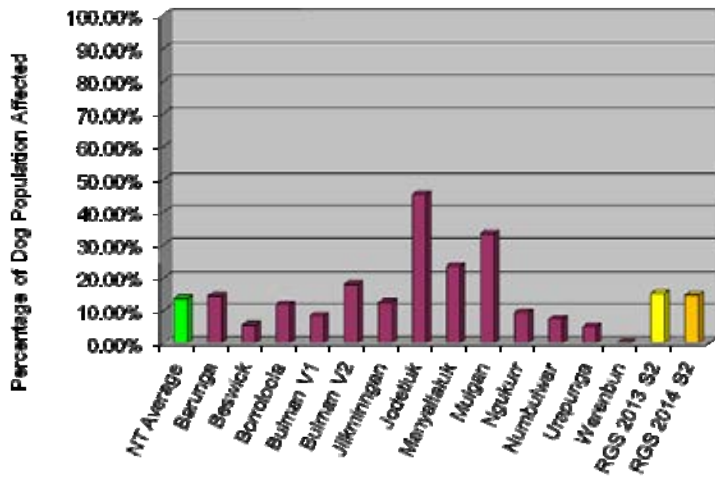


- The amount of dogs with hair loss (mange, allergies, skin infections) was slightly higher on average than the rest of NT communities. This is partly a regional issue as the Roper Gulf region has higher humidity, and partly due to 3 communities: Manyallaluk, Mulgan and Jodetluk. At Jodetluk, the animals were in poor condition (suspected due to lack of nutrition) which leads to poor skin health; at Manyallaluk, one dog had bad mange and as it was a small population, this had a statistically large effect; and at Mulgan, the statistical anomaly similarly occurred.

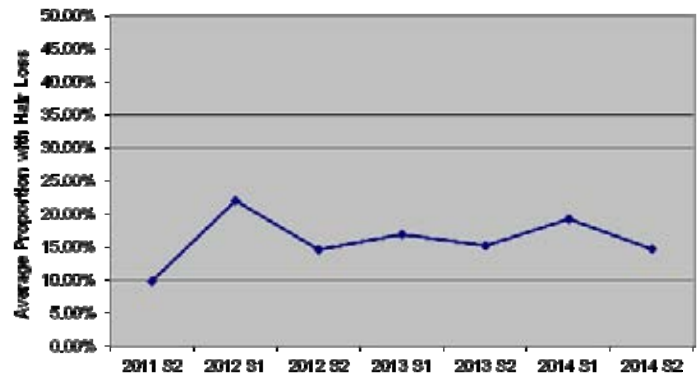
Nevertheless, we expect the hair loss levels to maintain or improve with continuing programs. Without programs, this level would be a lot higher (seen in several other NT communities)

Once again, it should be noted that none of the dogs in Werenbun had mange which is a credit to the owners of these dogs.

**Alopecia / Hair Loss Affected**



**Alopecia / Hair Loss**



- On average, 0.6% of dogs were euthanased in the communities.

This data shows that the health of the animals in the Roper Gulf Regional Council’s communities are improving. Due to the good level of desexing, the use of contraceptive injection, and acceptance of parasite control, these population and parasite levels should continue to drop. It is vital that programs are repeated ideally at least every 4 to 5 months, and at most every 6 months as the contraceptive treatments wear off after this period.

Please find attached documents summarising the community programs that were performed for this half of the year including issues and recommendations for the next half.

We are looking forward to continue to work with you and your communities in the future

Dr Alex Burleigh BSc(Vet) BVSc  
 Director & Senior Veterinarian  
 Aboriginal Community Veterinary Services  
 Northern Territory Veterinary Services



COMMUNITY	VISIT DATE(S)	TREATED DOGS / 10 HOUSEHOLDS	ESTIMATED DOGS / 10 HOUSEHOLDS	PARASITE PROBLEMS	GENERAL HEALTH	OTHER ISSUES
<b>Barunga</b>	28-29/10/2014	14.1	23.5 (18.8 – 28.1)	Ticks & Fleas	Very Good	Skittish dogs, want of pups, buffalo
<b>Beswick</b>	20-24/10/2014	24.5	30.7 (28.8 – 32.6)	Minimal	Very Good	Owner absence, want of pups, TVT
<b>Borrooloola</b>	18-24/11/2014	19.1	21.0 (19.3-22.7)	Minor	Very Good	Animals from Outstations, strays, welfare issues - report
<b>Bulman/Weemol V1</b>	7-9/7/2014	26.8	33.6 (31.5 – 35.6)	Ticks	Very Good	Slower visit without Assistant
<b>Bulman/Weemol V2</b>	8-11/12/2014	30.0	37.7 (35.3 – 40.0)	Ticks, Fleas and Mange	Very Good	Owner absence, fear of own animals
<b>Jilkmिंगgan</b>	16-17/9/2014	19.5	24.4 (22.9 – 26.0)	Minimal	Very Good	Introduced pups, owner absence
<b>Jodetluk</b>	24/9/2014	15.7	17.1 (15.7 – 18.5)	Mange & Ticks	Poor	Introduced animals
<b>Manyallaluk</b>	23/9/2014	9.4	11.9 (11.1 – 12.6)	Mange, Ticks & Fleas	Very Good	Stray dogs
<b>Mataranka</b>	18/9/2014	N/A	N/A	Minimal	Very Good	Nil
<b>Mulgan</b>	18/9/2014	10.7	17.9 (14.3 – 21.4)	Ticks & Mange	Very Good	Nil
<b>Ngukurr</b>	8-11/9/2014	15.5	16.9 (15.5 – 18.3)	Minimal	Very Good	Reluctance to desex males
<b>Numbulwar</b>	29/9/2014 – 3/10/2014	17.4	21.8 (20.5 – 23.2)	Fleas	Average	Pups brought in
<b>Urapunga</b>	12/9/2014	22.2	27.9 (26.1 – 29.6)	Minimal	Very Good	One household unwilling
<b>Werenbun</b>	24/9/2014	13.3	16.7 (15.7 – 17.8)	Very Low	Very Good	One hot water burn

COMMUNITY	DAYS ALLOTTED	LENGTH OF VISIT	VISIT LENGTH ADEQUATE	RECOMMENDED LENGTH FOR FUTURE	RECOMMENDED NUMBER OF VISITS	OTHER RECOMMENDATIONS
Barunga	3 days	2 days	Yes	3 days	2 to 3 per year	Several – refer to report
Beswick	4 days	4 days	Yes	4 days	2 per year	Education re desexing
Borroloola	6 days	7 days	Yes	6-7 days	2 per year	Respond to welfare issues
Bulman/Weemol V1	3 days	3 days	Yes	2 ½ - 3 days	2 to 3 per year	Assistant for efficiency
Bulman/Weemol V2	3 days	3 days	Yes	3 days	2 to 3 per year	Assistant to increase compliance
Jilkminggan	2 days	2 days	Yes	2 days	3 per year	More visits
Jodetluk	½ day	½ day	Yes	½ day	2 per year	Education / Monitoring Animals
Manyallaluk	1 day	2/3 day	Yes	½ - 1 day	2 per year	Capture of stray dogs
Mataranka	½ day	½ day	Yea	½ day	2 per year	Prebooking worked well
Mulgan	½ day	½ day	Yes	½ day	2 per year	Nil
Ngukurr	6 days	4 days	Yes	5 to 6 days	2 per year	Nil
Numbulwar*	4 days	4 days	Yes	4 days	2 to 3 per year	Traps for some dogs (unwanted)
Urapunga	½ day	½ day	Yes	½ day	2 per year	Encouragement/Education
Werenbun	½ day	½ day	Yes	½ day	2 per year	Nil
<b>TOTAL</b>	<b>34½ days</b>	<b>32¼ days</b>	<b>N/A</b>	<b>32½ - 35½ days</b>	<b>N/A</b>	<b>N/A</b>

## CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORT



<b>ITEM NUMBER</b>	18.1
<b>TITLE</b>	Contracts and Technical Services - 2nd Quarter Performance Report
<b>REFERENCE</b>	513255
<b>AUTHOR</b>	Marc Gardner, Director Contracts and Technical Services

### RECOMMENDATION

- (a) **That Council receive and note the report in relation to the Contracts and Technical Services 2<sup>nd</sup> Quarter Performance and Activities.**

### BACKGROUND

The Contracts and Economic Development Directorate of Roper Gulf Shire Council was set up to manage the commercially-focused contracts and activities for the Shire, and to promote Indigenous employment and economic development in Roper Gulf communities. The Directorate's contracts and programs are currently:

- Territory Housing Repairs and Maintenance
- Territory Housing Tenancy Management
- Power and Water Maintenance and Essential Services
- Civil Works
- Airstrips Maintenance
- NT Government Road Verge Maintenance and Litter Collection
- Australia Post contracts
- Mechanical Workshops
- Visitor Accommodation (in cooperation with the Assets Management Unit)
- External contractor management

Below is a report including Key Performance Indicators on primary activities and performance of the directorate for the first quarter (July to September) in the 2014/15 financial year and other recent activities.

### ISSUES/OPTIONS/SWOT

#### Territory Housing

- Please refer to separate report from Contracts Manager in relation to Territory Housing updates.

#### Australia Post

- Still waiting on response from Australia Post about mail delivery to Manyalluluk, Barunga and Beswick – this matter has been going on for some time;
- Delivery to above communities has been sporadic and caused some angst with staff and residents;
- Mail boxes have been received and stored at Emungalan Road and are being prepared for a number of sites to be included in office upgrade projects; and
- Security endorsement being renewed for Mataranka Post Office.

#### Power & Water

- Power and Water Services continue to be delivered in Jilkminggan and Manyalluluk
- Staff training (white card and PowerWater accreditation) is currently being undertaken by some staff.

- Quarterly review undertaken on 15 January, highlighting some issues with staffing and qualifications.

### **Visitor Accommodation**

- Operating as usual, see KPI report attached for guest numbers;
- External accommodation is 'off line' due at Ngukurr (except contractors accommodation) to allow new Ngukurr motel to provide services;
- Long term Contractor's accommodation at Beswick with Shop construction possibly longer than 6 months term in near future.

### **Fencing Contract**

- Urapunga – follow up work to fix 5 gates occurring upon completion of work at Barunga and Manyalluluk;
- 17 new fences at Bulman and Weemol completed in November;
- 38 fences have been completed in Beswick at the end of October;
- Lot 120 at Beswick (staff house RJCP project) has been completed by Beswick team by early November; and
- Fencing team moved to Barunga and Manyalluluk in December to complete fencing by 30 June 2015.
- 9 fence repairs completed at Barunga in January, 24 fence repairs in total and 14 new fences to be completed.
- 9 fence repairs/new fences in Manyalluluk to be completed.

### **Civil Works**

- Please refer to separate report in relation to the update of Civil Works Activities.

### **Mechanical Workshops**

#### Mobile w/shop :

- Wrapped up for 2014 after completing its last community visit to Bulman late October
- Mobile service trailer has been serviced and repaired ready for 2015 schedule
- The draft for 2015 community visits has been completed and ready to email out
- Jilkminggan will be first in late January and Beswick / Barunga mid Feb

#### Staffing :

- Staffing levels remain the same at Crawford street w/shop
- Malcolm Hayes has finished up in Numbulwar

#### Numbulwar :

- Phillip has taken on the role as head technician in Numbulwar with ongoing support from h/q w/shop
- Technicians will be visiting Numbulwar on an as required basis to assist in major repairs
- We currently have 1 person on the work for dole program assisting in the Numbulwar w/shop with a second to be starting

#### Ngukurr :

- w/shop have and are providing ongoing support to Ngukurr and the external contractor located in Ngukurr
- the external contractor is on top of serving any repairs in Ngukurr at the moment
- at this stage Ngukurr will not be part of our mobile community visits for 2015 unless otherwise required

#### External customers :

- Increase the number of external customers through staff at H/Q
- we have carried some external works through quoting on insurance jobs on our own fleet where previously these jobs would be carried out by other w/shops

- planning to create and distribute w/shop flyer

Yard and car park area :

- H/Q car park has been completed with new bitumen being laid and drains redone, line marking with car parks and clear ways
- Speed humps and speed limit signs have now also been installed

Safety:

- Continued and ongoing support to the WHS safety committee through our w/shop representative Luke McFarlane
- Luke Mac also being the chair person for the WHS safety committee
- Ongoing awareness and proactively attending to any and all safety matters arising
- W/shop staff have created 2 x prestart check videos and are awaiting distribution

Fleet Management:

- Working closely with Assets to develop standardisation across our fleet
- Still finding lots of vehicles and machinery that are late for service and or missing services especially 5,000k services inc managers vehicles
- 5,000k services are important as we can pick up on minor issues before they could potentially escalate into costly repairs for your program
- Still finding that some RGRC staff are not following RGRC procedure on dealing with external contractors in relation to tyres and mechanical repairs and accessories, issues with our accounts being placed on stop credit due to un paid invoices from other programs .

**FINANCIAL CONSIDERATIONS**

- Please refer to attached report

**ATTACHMENTS:**

There are no attachments for this report.

**CONTRACTS & TECHNICAL SERVICES DIRECTORATE  
REPORT**



**ITEM NUMBER** 18.2  
**TITLE** TECHNICAL SERVICES (OUTSTATIONS)  
 - 2ND QUARTER REPORT  
**REFERENCE** 513256  
**AUTHOR** Marc Gardner, Director Contracts and Technical Services; Anthony Berto, Manager Infrastructure & Technical Services

**RECOMMENDATION**

- (a) **That Council receive and note the Technical Services (Outstations) 2<sup>nd</sup> Quarter Report.**

**BACKGROUND**

Quarterly Report for Communities/ Outstations: October 2014 – December 2014.

**ISSUES/OPTIONS/SWOT**

**1.1 OUTSTATIONS**

Location	Action Delivered
Werenbun	<ul style="list-style-type: none"> <li>• Twice weekly services checks and rubbish collections</li> <li>• Weekly water filters servicing</li> <li>• Various minor housing R&amp;M</li> <li>• Various minor electrical repairs</li> <li>• Fire and weed control in and around outstation</li> <li>• Weed and fire control in and around cemetery</li> <li>• Replace water pump foot valve</li> <li>• Replace burnt out sewer pipe – duplex 7a</li> </ul>
Jodetluk	<ul style="list-style-type: none"> <li>• Twice weekly services checks</li> <li>• Fortnightly- refill chloride tablets in sewer treatment tank</li> <li>• Weekly rubbish collection</li> <li>• Weed control in and around outstation</li> <li>• Minor housing repairs</li> <li>• House 4 – electrical repairs to circuit breaker</li> <li>• Weekly water meter readings</li> <li>• Weekly rotation of sewer effluent sprinklers</li> <li>• Pump out sewer tanks for repairs</li> <li>• Replace sewer treatment tank pump</li> </ul>
Mulgan Camp	<ul style="list-style-type: none"> <li>• Weed control of sewer effluent evaporation area</li> <li>• Various Minor housing R&amp;M</li> <li>• Weekly cleaning of ablution block</li> <li>• Various minor plumbing repairs</li> <li>• Fire and weed control in and around outstation</li> <li>• Weekly services checks</li> <li>• Electrical repairs to switch board on bore pump</li> <li>• Replace bore pump pressure tank</li> <li>• Repairs to float valve on water tank</li> <li>• Up Grade to heavy duty sewer pump</li> <li>• Electrical safety inspections to all houses</li> <li>• Repairs to ablution block septic system</li> </ul>

Location	Action Delivered
	<ul style="list-style-type: none"> <li>• Replace shower breaching in shower block</li> <li>• Pump out septic tanks – houses 6&amp;7</li> </ul>
Mt Catt	<ul style="list-style-type: none"> <li>• Weekly services check and rubbish collection</li> <li>• Replace water pump suction and delivery flexi hose</li> <li>• Fire and weed control</li> <li>• Service water pump and fill water tanks</li> <li>• Service gen set</li> </ul>
Barapunta	<ul style="list-style-type: none"> <li>• Fire and weed control in and around outstation</li> <li>• Excavate new sump for new water pump</li> <li>• Install and activate new water pump</li> <li>• Supply and install new vast TV box for tenant</li> <li>• Repairs to solar bush-lite system</li> <li>• Fortnightly services check</li> </ul>
Bagetti	<ul style="list-style-type: none"> <li>• Unoccupied – No Funding available</li> </ul>
Mobarn	<ul style="list-style-type: none"> <li>• Unoccupied – fire control around community – MES checklist</li> </ul>
Badawarka	<ul style="list-style-type: none"> <li>• Fire and weed control</li> <li>• Bobcat – clean-up around community prior to wet season mowing</li> <li>• Weekly services check</li> <li>• Service gen-sets</li> <li>• Weekly rubbish collection</li> <li>• Replace toilet rubber collar – house 2</li> <li>• Repairs to leaking water mains</li> </ul>
Turkey lagoon	<ul style="list-style-type: none"> <li>• Unoccupied – No funding available</li> </ul>
Costello	<ul style="list-style-type: none"> <li>• Fire and weed control</li> <li>• Clear around community with bobcat ( ant beds &amp; small shrubs ) prior to wet season mowing</li> <li>• Weekly MES checklist</li> </ul>
Boomerang lagoon	<ul style="list-style-type: none"> <li>• Unoccupied – No funding available</li> </ul>
Numerloori	<ul style="list-style-type: none"> <li>• Weekly MES checklist</li> <li>• Fire and weed control</li> <li>• Bobcat – clean-up around community prior to wet season mowing</li> <li>• Install 3 x new stair treads to house 1</li> <li>• Install 2 x entrance locks</li> <li>• Replace fly screens on windows</li> </ul>
Ganiyarrand ( Rosehill )	<ul style="list-style-type: none"> <li>• Unoccupied</li> <li>• MES checklist</li> <li>• Fire and weed control</li> <li>• Start water pump – fill tanks</li> </ul>
Wanmarrie	<ul style="list-style-type: none"> <li>• Unoccupied – No funding available</li> </ul>
Lake Katherine	<ul style="list-style-type: none"> <li>• Unoccupied – No funding available</li> </ul>
Nullawan	<ul style="list-style-type: none"> <li>• Weekly MES checklist</li> <li>• Install fire break around outstation</li> <li>• Bobcat – clean up around community prior to wet season mowing</li> <li>• service gen set</li> <li>• Electrical repairs to submersible pump</li> </ul>
Mole Hill	<ul style="list-style-type: none"> <li>• Fire &amp; weed control around outstation</li> <li>• Service water pump</li> </ul>

Location	Action Delivered
	<ul style="list-style-type: none"> <li>Service gen set</li> <li>MES – checklist</li> </ul>
Momob	<ul style="list-style-type: none"> <li>Unoccupied – No funding available</li> </ul>

### 1. 3 TECHNICAL SUPPORT TO SHIRE SERVICE MANAGERS

Community	Action Delivered	DURATION
Bulman	<ul style="list-style-type: none"> <li>Repairs to irrigation pump</li> <li>Replace 20 damaged QC valves</li> <li>Repairs to fire damaged irrigation mains</li> </ul>	2 days 3 days 1 day

### 1.3 SUPPORT TO OTHER AGENCIES / DEPARTMENTS

Agencies	Action Delivered	Duration
DITS	<ul style="list-style-type: none"> <li>Eva Valley – repairs to drainage works on jump-up</li> <li>Eva Valley – Erosion control – hessian matting and grass seeding</li> <li>Grading of internal roads</li> <li>Modify open drains in community area prior to wet season</li> </ul>	5 days
RJCP	<ul style="list-style-type: none"> <li>Relocation on office / storage containers at Vic Highway depot</li> <li>Manufacture and install security gates for containers</li> <li>Modify container for meeting room</li> </ul>	6days – Completed Nov/Dec 2014
DITS - Beswick	<ul style="list-style-type: none"> <li>Cut down and removal of dangerous trees – throughout community</li> </ul>	4 days – completed Dec 2014 as well as chainsaw training
Comm Opps	<ul style="list-style-type: none"> <li>Bulman and Weemol</li> <li>HMP fencing 17 housing lots</li> </ul>	10 weeks – completed November

### FINANCIAL CONSIDERATIONS

Approved Special purpose Grants that are being implemented this financial year:

- 1 SPG – Capital purchase of new 226B Caterpillar Bobcat – **Completed**
- 2 Boomerang Lagoon – Replacement of water tank – **programmed – to be completed by 30<sup>th</sup> June 2015**
- 3 Badawarka – Replace underground water reticulation system – **programmed – to be completed by 30<sup>th</sup> June 2015**
- 4 Badawarka – Upgrade power supply reticulation – **programmed – to be completed by 30<sup>th</sup> June 2015**
- 5 Werenbun – Install backup water reticulation system – **programmed – to be completed by 30<sup>th</sup> June 2015**

### ATTACHMENTS:

There are no attachments for this report.



## CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORT



<b>ITEM NUMBER</b>	18.3
<b>TITLE</b>	Update of Civil Works Projects
<b>REFERENCE</b>	513259
<b>AUTHOR</b>	Marc Gardner, Director Contracts and Technical Services

### RECOMMENDATION

- (a) That Council notes the Update of Civil Works Projects Report.

### BACKGROUND

This report is provided for Council's information about the current project status and actions of various civil works projects occurring throughout the Council area.

Below are projects, the community that those projects are occurring, estimated completion dates and their status.

### ISSUES/OPTIONS/SWOT

Community	Project	Est Completion	Status
Barunga	Rubbish dump clean up	14/10/14	Completed
Borroloola	Searcy Street – barricade and drainage clearance repairs	27/2/15	Awaiting detailed quotation
Borroloola	Culvert at entry to Show Grounds/ Sports Fields	30/11/14	Completed
Borroloola	Searcy Street drainage – major upgrade	30/6/15	Traffic plans being collated Design completed Project on hold due to external funding
Borroloola	Town camps roads upgrade	30/6/15	Scope of works and costing completed – will use for funding applications. Tenure of land in question or if Council local road responsibility
Borroloola	CBD Traffic Management Plan	31/3/15	Currently being scoped
Borroloola	Roads and storm water drainage affected by PWC sewerage projects	30/6/15	Completed. Sign off and handover inspection undertaken on 15/12/14.
Borroloola	Transport Hub	30/6/16	Preliminary design work completed and used for submission to Aust Government.
Jilkmिंगgan	New Rubbish dump	31/6/15	Planning and on hold due to JCAC lease
Jilkmिंगgan	Drainage at various places – town entry and in town	15/10/14	Completed
Jodetluk	Drainage works entrance road and culvert	13/7/14	Completed
Manyalluluk	Extra drainage works around town and tidy up jump up	30/9/14	Completed by Technical Services (outstations) staff.
Manyalluluk	Running grade of Eva Valley road (total length)	10/11/14	Completed – another will be done post wet-season
Mataranka	Carew Road drainage reparation	31/10/14	Completed Jan 15
Ngukurr	“Rainbow Street” drainage	30/6/15	IAS application for funding

			has been made
Ngukurr	Traffic management plan (school/shop)	30/11/14	Preliminary drawings completed – Right Path Project and possibly IAS application
Ngukurr	Transport Hub (opposite Power Station)	30/6/16	Preliminary design completed – subject to funding submission to Australian Govt.
Numbulwar	Airport Road	30/6/15	Appointed proj. manager, draft design drawings have been completed and waiting project plan. Procurement to be completed early 2015.
Numbulwar	Reseal and drainage works behind shop road	30/11/15	On hold – awaiting 2015/16 Roads to Recovery funding – bundle up with Airport Road project for procurement.
Numbulwar	Transport Hub – at boat ramp/workshop	30/6/16	Preliminary design completed – subject to funding submission to Australian Govt.
Katherine	Crawford St Office reseal	31/10/14	Completed
Katherine	Emungalan Road – car park stays	15/11/14	Completed

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CONTRACTS & TECHNICAL SERVICES DIRECTORATE  
REPORT**



**ITEM NUMBER** 18.4  
**TITLE** Contracts and Technical Services - Contract Updates  
**REFERENCE** 512951  
**AUTHOR** Marc Gardner, Director Contracts and Technical Services

**RECOMMENDATION**

- (a) **That Council receives and notes the following report from the Contracts Manager**

**BACKGROUND**

The Contracts Manager position was created to provide professional and specialist management, efficient and effective contract submissions and administration, supervisory and monitoring support to the Contracts and Technical Services department to assist the Council in meeting its contractual obligations to its clients.

Roper Gulf Regional Council has been successful in winning a number of commercial contracts with a focus on indigenous jobs in communities.

**ISSUES/OPTIONS/SWOT**

<b>Contract</b>	<b>Update</b>
Power & Water Contract – Essential Services as Jilkminggan & Manyallaluk	<ul style="list-style-type: none"> <li>• Various issues with staff have arisen over the past few months at both locations. Manyallaluk has now in place the CSM as the lead ESO with backup from the MUNS Supervisor. Jilkminggan has employed a new ESO and he is learning the ropes.</li> <li>• We have worked with the CSM’s to rectify the issues – without their help on the ground this contract would flounder</li> <li>• ESO must report to PAWA by phone each day for specific readings and tasks. If not available for that call RGRC is penalized under the terms of the contract</li> <li>• Part of our Tender responsibilities is to ensure that our ESO’s and relief ESO’s are trained and qualified Certificate II Remote Area Essential Services. PowerWater are seeking providers of this course and our staff will be signed up as per the conditions of the contract</li> <li>• Formal advice has been sent to PAWA giving details of who has been carrying out the ESO roles and alternate staff providing relief. This reporting will now become a quarterly commitment</li> </ul>
Department of Infrastructure Contract - Grading works of roads (Numbulwar & Ngukurr)	This current contract will expire at end February 2015. We are awaiting the format of the Tender to see what impact

<ul style="list-style-type: none"> <li>- Litter Collection Mataranka Area</li> <li>- Slashing of road reserves Mataranka, Larrimah &amp; Daly Waters</li> <li>- Maintenance of Airstrips</li> </ul>	<p>it has after we closed down our Civil Works Department</p> <p>If the Civil works component for this contract is still required we will seek to liaise with Sub Contractors or alternatively through local operators We have a contract with this department to provide maintenance services at various Airstrips. Works include slashing, removing termite mounds, minor repairs, plus undertaking maintenance inspections on the Airstrip. These inspections are only required monthly in the dry and once every two weeks in the wet. They can be combined with the above inspections at Numbulwar and Ngukurr. The contract pertains to Numbulwar, Ngukurr, Urapunga, Borroloola, Bulman, Barunga and Eva Valley airports</p> <p>We are only required to undertake airport inspections twice per week on registered airports (Numbulwar and Ngukurr only) in accordance with the CASA manual for inspection of certified aerodromes. There will be an additional payment to RGRC for this service</p>
<p>Australia Post Contract</p>	<ul style="list-style-type: none"> <li>• Roper Gulf has organized the delivery and sorting of mail for a number of years. The smiling and cheery face of China was seen as he delivered the bags of mail.</li> <li>• However it was discovered that RGRC were not funded under this contract to actually pick up the mail from the Post Office and physically deliver to the community – we were only funded to sort the mail.</li> <li>• Marc Gardner is still working with Australia Post to find an effective solution.</li> </ul> <p>In the meantime we will pick up the mail from the Post Office and store at Emungalan Road and coordinate who is going out or coming in that can take the mail.</p> <p>Please if you are coming in from Community or going out please always check with us to provide a mail service to our communities</p>
<p>Housing Maintenance Project – Fencing</p>	<ul style="list-style-type: none"> <li>• RGRC has been awarded a Grant from Dept of Housing to construct a total of 110 fences at various communities. Barunga, Beswick, Bulman, Weemol, Manyallaluk, Urapunga, Hodgson</li> </ul>

	<p>Downs</p> <ul style="list-style-type: none"> <li>• We employed a Builder Trainer – Fencer as supervisor/trainer and employ local indigenous staff to work on the fences</li> <li>• Urapunga fences have been completed – a total of 8 staff were employed</li> <li>• Beswick fences are now finished There was an overall total of 41 fences constructed/repared at Beswick. There have been huge recruitment issues at Beswick and to date approx. 25+ staff have been offered employment. Project has finally (after 12 months) now been finalized in Beswick</li> <li>• Outstations Team have had to be diverted to construct the fences at Bulman (9) &amp; Weemol (8) to ensure the Fencing Program could be brought back on a time frame that allows the finalization of this contract by June 2015. This team provided an amazing outcome of constructing 17 fences in 40 work days and to a high standard.</li> <li>• The project has 38 fences to be constructed at Barunga and 9 at Eva Valley and all need to be finalized by 30 June 2015. Once the fencing team commences in January 2015 there will be a strong focus on keeping a steady number of fences being constructed to ensure the timeframe of 30 June 2015 is adhered to</li> </ul>
<p>Territory Housing Contract – Tenancy Management</p>	<p>Under the terms of our contract and as per our Tender submission we have employed the following staff as Community Housing Officers</p> <ul style="list-style-type: none"> <li>• Patricia Lee – Barunga &amp; also services Manyallaluk</li> <li>• Patrick Forbes – Beswick. Patrick failed to come to work for most of December so he now has no employment status</li> <li>• Cecelia Lake – Jilkminggan</li> <li>• Margaret George – Ngukurr/Urapunga has agreed to work full time in her position and is doing very well. We have a second position but it has been vacant for a long time and to date we have been unsuccessful in our recruitment drive to employ someone locally</li> <li>• Cheryl Nundirribala – Numbulwar (FTE)</li> </ul>

	<p>- Cheryl has failed to come to work for most of December and we have requested a Letter of Warning be supplied. We will wait to see what Cheryl chooses to do.</p> <p>The 0.36 FTE position has now been filled by Jessma Saylor and she commences in January</p> <ul style="list-style-type: none"> <li>• Bulman has been without a CHO for 6 months and recruitment drives to employ someone with the necessary paperwork has not been successful. However we are currently working on offering Garrett Lofty the role of CHO &amp; HMO as a trial. Hopefully he will be able to provide the necessary paperwork and can commence in January/February</li> </ul> <p>Sub Contract</p> <ul style="list-style-type: none"> <li>• Hodgson Downs Community – Alawa Aboriginal Association employs ‘Scotty’ as the CHO/HMO and we have a great relationship with him.</li> <li>• Binjari Community – we offered the Co-Ordinator the opportunity to have a CHO based at Binjari (part time) but this has not been successful</li> </ul> <p>Territory Housing are aware of our issues with Binjari</p>
<p>Territory Housing Contract – Repairs &amp; Maintenance Non Trade Qualified</p>	<p>Under the terms of our contract and as per our Tender submission we have employed the following staff as Housing Maintenance Officers</p> <ul style="list-style-type: none"> <li>• Paul Sullivan – Builder Trainer employed for Cluster 4 communities (Barunga, Beswick, Manyallaluk, Jilkminggan, Binjari, Cutta Cutta Caves, Katherine Gorge)</li> <li>• Samuel Bush has been employed till end January 2015 in the role of HMO providing a service to Barunga, Beswick and Manyallaluk. However in November/December Samuel had some issues with being accountable for his time and the work vehicle and abandoned his employment</li> <li>• Kevin Clapson – Builder Trainer employed for Cluster 5 communities (Ngukurr, Urapunga, Minyerri, Numbulwar, Limmen)</li> <li>• Pauly Amarant (Jnr) has been the HMO</li> </ul>

	<p>at Ngukurr working full time since March 2014.</p> <p>Pauly is supported by Kevin Clapson and both are making huge inroads to maintenance issues at Ngukurr</p> <p>An additional FTE HMO position at Ngukurr December but he has also abandoned his employment</p> <ul style="list-style-type: none"> <li>The 1.5 FTE HMO's at Numbulwar are being supervised/monitored by the CSM. The Builder Trainer at Ngukurr will travel to Numbulwar to support these HMO's if required</li> </ul> <p>Invoices for Materials</p> <ul style="list-style-type: none"> <li>Under the terms of the Contract we are able to claim materials used for repair works including use of machinery plus 10%</li> </ul> <p>We have negotiated a set Schedule of Rates for most used items with a component for freight, incidentals etc. This price, as agreed to by Territory Housing and will afford us a good profit as we negotiate better prices for our materials</p> <p>Database</p> <ul style="list-style-type: none"> <li>We have been negotiating with Councilbiz regarding a new database that will make the role of lodging maintenance requests and their outcomes from our HMO or Territory Housing easier and less time consuming</li> <li>This new system will also allow us to raise invoices direct from Tech One for materials used</li> <li>This new system will collate all maintenance requests at the end of each month for our monthly reporting to Territory Housing.</li> </ul> <p>CouncilBiz have failed to supply the Database despite numerous emails from them advising the launch of the database was imminent. Councilbiz are now advising they will not finalise the database! They have requested we provide a scope of work and will provide us with a Quote and a time frame to proceed.</p> <p>Greg Arnott is meeting with CouncilBiz in January for a timely solution</p>
--	---

## **FINANCIAL CONSIDERATIONS**

**Territory Housing** will be conducting a 12 month review of both Tenancy and Repairs and Maintenance contracts. They are closely monitoring our employment of HMO's and CHO's and the workload that is expected under the contract.

We are now 11 months into our Contracts and have experienced issues with our recruiting processes and then retaining staff on some of our communities. We are acutely aware of the impact this is having on the outcomes expected of the contracts we have with Territory Housing.

We submitted a detailed Variation Proposal to Territory Housing seeking approval to create 2 new positions that will be based in Katherine to ensure we meet the expectations of both contracts.

Community Housing Support Officer  
Housing Maintenance Support Officer

The aim of both positions will be to provide a full support role to a number of communities where we have been unable to attract or retain staff. eg Binjari, Beswick, Bulman, Barunga, Jilkminggan, Manyallaluk.

We plan to trial these options for 6 months whereby we will be then in a position to assess the viability under the current contract against the achievable results and if still within the budget constraints of the Contract.

There will be no additional funding for these positions – funds are available for the trial period from within the current budget allocations where we are underspent due to the vacancies.

**ATTACHMENTS:**

There are no attachments for this report.



**CONTRACTS & TECHNICAL SERVICES DIRECTORATE  
REPORT**

---



**ITEM NUMBER** 18.5  
**TITLE** ASSETS - TRAILER PURCHASE  
**REFERENCE** 513289  
**AUTHOR** Marc Gardner, Director Contracts and Technical Services

**RECOMMENDATION**

- (a) **That Council approve the purchase of an “Off Road” Trailer for the Fencing Program.**

**BACKGROUND**

The Fencing program has commenced in Barunga but freighting gear out to the site is proving to be an issue without a readily available and suitable vehicle to cart the equipment in. Previously a trailer was made available but has since been acquired by the Housing Maintenance Program.

The trailer required is an 8m x 5m Tandem Axle with a canopy.

The Fencing program will end on 30th June 2015 and the trailer can then be utilised by another program e.g. Builder Trainer.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

The trailer would be purchased by the Assets program and leased back to the Fencing program.

A quote has been received to the value of \$9,400 + GST

**ATTACHMENTS:**

There are no attachments for this report.

## CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORT



<b>ITEM NUMBER</b>	18.6
<b>TITLE</b>	ASSET MANAGER REPORT - OCTOBER 2014 TO DECEMBER 2014
<b>REFERENCE</b>	513309
<b>AUTHOR</b>	Marc Gardner, Director Contracts and Technical Services

### RECOMMENDATION

- (a) **That Council receive and note the report on Asset Management for the period October 2014 to December 2014**

### BACKGROUND

The Assets Management program manages the following functions:

- Fleet Management
- Buildings
- Plant and Machinery
- Property Management (VOQ and Staff Housing and External leasing)
- Roads infrastructure
- Shires Building and Fleet insurance claims

### Long Term Asset Goals

#### Updates on the following short term future goals as being undertaken by Assets

##### a. Rationalisation of Fleet

1. Rationalise vehicle and plant on all communities (ongoing)
  - a) RGRC held its last auction on 19<sup>th</sup> October 2014. Most of the Civil program's plant and equipment was sold at this auction. A report was provided to the November OCM.
2. Identification of positions requiring vehicles
  - a) We are trying to get odometer readings of all vehicles at the end of each month and this will in turn give us an idea of where each vehicle is and who it is being used by. It will also keep us up to date with what vehicles will need to be replaced in the near future.
3. Identification and condition reporting of all Fleet and Plant
  - a) A valuation process of all property, fleet, plant and machinery was held in early November. Draft reports from the valuers were received in late December.
  - b) In 2015 all communities will be visited and an inspection will be carried out as to the condition of all properties, plant, equipment and fleet.

##### b. 2014 Asset Valuations AS 116 Accountancy Standards – Valuation of All Assets.

Maloney Field Services has been engaged to undertake the valuation of all council assets, these valuations are in line with AS116 – Australian Accountancy Standards. This process was carried out in early November. As mentioned, draft reports were received from the valuers in late December. Once these reports have been finalized RGRC will have an accurate database of all Assets.

All Council's are mandated to undertake valuations of their assets, on a 4 year cycle.

**c. Asset Management Plans, Policy and Strategy**

Assets will be undertaking the preparation of Asset Management Plans (AMP's) for the following;

- Buildings
- Transport
- Fleet
- Plant & Equipment
- Parks and reserves

In addition Assets will be undertaking the preparation of the following:

- Asset Management Policy (Approved December 2013 Council Meeting )
- Asset Long Term Financial Plan
- Asset management Strategy
- Asset management Maturity Assessment

Considerations will also be undertaken in the development of Standard Operating Procedures (SOP's)

- Insurance Claims and Reporting
- Council Accommodation Condition Reporting
- Fleet Purchasing
- Internal Vehicle Leasing
- VOQ bookings
- Fleet Registrations
- Asset Pool Vehicle usage
- Tenancy Management
- Internal and External property leasing
- Internal Vehicle transfers

**2. KEY PERFORMANCE INDICATORS**

	Record #	Performance Measure	First Quarter	Second Quarter
Base Line Measure	1	Total cost of Assets	Not available at this stage	
	2	Total number of Plant, Fleet and Equipment	391 active items	398 active items
Effectiveness	1	Percentage reduction repairs and maintenance costs	Figures N/Avail – compare next month	
Efficiency	1	"Productivity ratio of all machinery of directorate (total productive time : total downtime)"	Figures N/Avail (was related to civil works)	
	2	"Percentage completion of long term asset management plans for directorate assets (total number of assets/completed plans)"	Hard to quantify – some works done on roads audits in quarter	Work to commence on this in third quarter. Valuations completed in second quarter.
Work Health & Safety	1	Reduction in incidents of property damage	Increased: July – 10 Aug - 12 Sept - 14	Reduced: Oct – 16 Nov – 11 Dec – 13

**Community Visits:**

All communities visited in November for valuations.

**Stakeholder Meetings:**

2. Big Rivers Waste Management Working Group
3. Orange County Auctions
4. Maloney's Field Services
5. WHS Risk Assessment Workshop
6. Manager's Meeting
7. RGRC Waste management Strategy Workshop

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

July 14 – Dec 14

<b>Activity</b>	<b>Actual Expenditure</b>	<b>Budget Expenditure</b>	<b>Variance</b>
Activity -109 – Assets Management	<b>-293,033</b>	<b>610,228</b>	<b>903,261</b>

The primary reason for the under spend is income from the auction to the value of \$593,281.

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS**

---



<b>ITEM NUMBER</b>	20.1
<b>TITLE</b>	ALGWA National Biennial Conference - 25-28 March 2015
<b>REFERENCE</b>	512284
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council receive and note update on ALGWA National Biennial Conference.**

**BACKGROUND**

The Australian Local Government Women's Association (ALGWA) is hosting their National Biennial Conference in the beautiful Barossa Valley, South Australia from 25-28 March 2015.

Early bird registration has been extended in recognition of the Christmas and New Year holiday break that may not have allowed people enough time to register going through the Council process.

To register, go to the Conference website: [www.algwaconf2015.com](http://www.algwaconf2015.com)

If registration is done before 30 January 2015, registration will be entered into the earlybird incentive competition and could **win two night's free accommodation at the Barossa Weintal Hotel/Motel**. Prize will be drawn on 31 January 2015.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.