



AGENDA

ORDINARY MEETING OF COUNCIL

THURSDAY, 30 APRIL 2015

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

- Thursday, 30 April 2015 at
- The Barunga SDC, Barunga
- Commencing at 8:30am

Your attendance at the meeting will be appreciated.

Tony Jack
MAYOR

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20 DEPUTATIONS & PETITIONS

Nil

21 GENERAL BUSINESS

Nil

22 CLOSED SESSION

22.1 Previous Audit Committee Meeting Minutes

The report will be dealt with under Section 65(2) (ciii) 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 prejudice the interests of council or some other person.

22.2 South West Gulf Ward By-election

The report will be dealt with under Section 65(2) (b) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the personal circumstances of a resident or ratepayer.

22.3 Commercial in Confidence - Commercial Enterprise Development

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.

22.4 Update of Numbulwar Airport Road project

The report will be dealt with under Section 65(2) (ci) (cii) (ciii) (d) (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 that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information subject to an obligation of confidentiality at law, or in equity; AND information provided to the council on condition that it be kept confidential.

- 22.5 Update of Council Depot Project - Chardon Street, Katherine
The report will be dealt with under Section 65(2) (ci) (d) (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 subject to an obligation of confidentiality at law, or in equity; AND information provided to the council on condition that it be kept confidential.
- 22.6 Update on Proposed Central Administration Centre Project
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.
- 22.7 CEO Performance Review
The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
- 22.8 Appointment of Auditors
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.
- 22.9 Proposed Roads and Other Major Strategic Infrastructure Projects for 2015/16
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.

23 CLOSED SESSION**24 CLOSE OF MEETING**

APOLOGIES AND LEAVE OF ABSENCE REPORT



ITEM NUMBER 4.1
TITLE Elected Members Apologies
REFERENCE 527079
AUTHOR Hilary Sinfield, Governance Officer

RECOMMENDATION

- (a) **That Council accept the apology from Councillor Daphne Daniels for non attendance at the Ordinary Meeting of Council held on 30th April 2015.**

BACKGROUND

Councillor Daphne Daniels is unable to attend the Ordinary Meeting of Council held on 30th April 2015 in Barunga due to illness.

A Doctors Certificate has been provided.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

SWEARING IN CEREMONY - NEW COUNCILLOR



ITEM NUMBER 10.1
TITLE Swearing in Ceremony - New Councillor

REFERENCE 524228

AUTHOR Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

RECOMMENDATION

(a) That the newly Elected Member Daniel Mulholland recites the oath.

"I swear I will undertake the duties of the office of Councillor in the best interests of the people in the region of Roper Gulf Regional Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act or any other Act to the best of my skill and judgement."

BACKGROUND

To fill the vacant position that had arisen with the resignation of Councillor Stan Allan, by-election was held for South West Gulf Ward on 19 March 2015.

Following the election, Daniel Mulholland was declared as duly elected Councillor representing South West Gulf Ward.

ISSUES/OPTIONS/SWOT

Roper Gulf Regional Council would like to congratulate and welcome Daniel Mulholland as a newly elected member to Roper Gulf Regional Council.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS:

There are no attachments for this report.

CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER	5.1
TITLE	Confirmation of amendment on Minutes from Ordinary Council Meeting
REFERENCE	522026
AUTHOR	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

RECOMMENDATION

- (a) **That Council approve the amendments in the minutes from ordinary meeting of Council held on 28 January 2015.**

BACKGROUND

As per the suggestion from the Department of Local Government, the resolution as below has been moved from item no. 15.8 to item no. 21.6 and is recorded as item dealt under closed session.

21.6 REQUEST FOR REFUND OF INTEREST ON A RATE PAYER'S ACCOUNT

1/2015 RESOLVED (Eric Roberts/Annabelle Daylight) Carried

- (a) **That Council resolve to deny the request for a refund of the interest paid on outstanding rates by Mr. Terrence Fischer.**

ACTION: CEO to provide letter to Terrence Fischer regarding request to refund interest paid on outstanding rates.

The report with relation to the resolution has been removed from ordinary Agenda published in web.

ISSUES/OPTIONS/SWOT

Department of Local Government noted that the report share personal information of a rate payer and should be dealt under closed session.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 2015.01.28_Minutes_OCM_Unconfirmed.pdf



MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL
COUNCIL MEETING HELD AT THE KATHERINE TOWN COUNCIL CHAMBERS
ON WEDNESDAY, 28 JANUARY 2015 AT 8:30

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Tony Jack
Deputy Mayor, Judy MacFarlane
Councillor, Annabelle Daylight
Councillor, Timothy Baker Jnr.
Councillor, Donald Garner
Councillor, Daphne Daniels
Councillor, Anne-Marie Lee
Councillor, Eric Roberts
Councillor, Selina Ashley

1.2 Staff

Michael Berto - Chief Executive Officer (CEO)
Greg Arnott - Director, Corporate Governance (DCG)
Catherine Proctor – Director, Community Services (DCS)
Marc Gardner - Director, Contracts and Technical Services
Lokesh Anand - Manager, Finance
Jyoti Pudasaini - Manager, Governance, Corporate Planning and Compliance
Bala Krishna Donepudi – Management Accountant
Hilary Sinfield - Governance Officer (Minute Taker)

1.3 Guests

Nil

2. MEETING OPENED

The Ordinary Meeting of Council opened at 8.31am.

3. WELCOME TO COUNTRY

Mayor Jack welcomed all Elected Members and staff to the meeting.

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

- 1/2015 RESOLVED (Eric Roberts/Timothy Baker Jr.) Carried
- (a) That Council accept apologies from Cr. John Dalywater, Cr. Kathy-Anne Numamurdirdi and Cr. Stan Allen for non attendance at Ordinary meeting of Council on 28 January 2015.

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

- 2/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried
- (a) That Council confirms the minutes from the ordinary meeting of the Council on 12 November 2014 as a true and accurate record of that meeting.

6. CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**6.1 CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**

- 3/2015 RESOLVED (Donald Garner/Eric Roberts) Carried
- (a) That Council confirms that the minutes from the Finance Committee Meeting on 17 December 2014 as a true and accurate record of that Meeting.

7. CALL FOR ITEMS OF GENERAL BUSINESS

- Variation to funding for 3 crèche sites and ASC/OSHC at Jilkminggan and Ngukurr
- Borroloola Dump – Cr Garner
- Ferial animal control in Borroloola – Cr Garner
- Council plant and equipment in Borroloola – Cr Garner
- Public drinking areas in Borroloola and Mataranka – Deputy Mayor MacFarlane and Cr Garner
- Mulholland Street damage to road – Cr Garner
- Drinking area shelter at Barunga – Cr. Lee
- Barge landing in Ngukurr

8. QUESTIONS FROM THE PUBLIC

Nil

9. DISCLOSURES OF INTEREST

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

10. BUSINESS ARISING FROM PREVIOUS MINUTES**10.1 ACTION LIST**

- 4/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried
- (a) That Council receive and note action list.

11. INCOMING CORRESPONDENCE**11.1 INCOMING CORRESPONDENCE**

5/2015 RESOLVED (Anne-Marie Lee/Donald Garner) Carried

- (a) That Council accept the Incoming correspondence.
- (b) That Council instruct the CEO to confirm with Cridlands MB on the points outlined in their correspondence dated 29th October 2014 in relation to the Borroloola Native Title Claim.

12. OUTGOING CORRESPONDENCE**12.1 OUTGOING CORRESPONDENCE**

6/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

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

13. WARD REPORTS**13.1 NEVER NEVER WARD**

7/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

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

13.2 NUMBULWAR NUMBIRINDI WARD

8/2015 RESOLVED (Donald Garner/Selina Ashley) Carried

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

13.3 NYIRRANGGULUNG WARD REPORT

9/2015 RESOLVED (Anne-Marie Lee/Selina Ashley) Carried

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

*Cr Selina Ashley left the meeting, the time being 09:52 AM
 Cr Timothy Baker Jr. left the meeting, the time being 09:53 AM
 Cr Timothy Baker Jr. returned to the meeting, the time being 09:53 AM
 Cr Selina Ashley returned to the meeting, the time being 09:55 AM*

13.4 SOUTH WEST GULF WARD REPORT

10/2015 RESOLVED (Donald Garner/Judy MacFarlane) Carried

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

Mayor Tony Jack left the meeting, the time being 09:58 AM
 Mayor Tony Jack returned to the meeting, the time being 10:03 AM
 Cr Annabelle Daylight left the meeting, the time being 10:17 AM

13.5 YUGUL MANGI WARD

11/2015 **RESOLVED** (Eric Roberts/Anne-Marie Lee) **Carried**

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

Cr Annabelle Daylight returned to the meeting, the time being 10:33 AM
 10.20am: Break for Morning Tea
 11.00am: resumed meeting
 11.00am: Work Health and Safety Presentation
 11.27am: Meeting resumed

14. EXECUTIVE DIRECTORATE REPORTS

Cr Eric Roberts left the meeting, the time being 11:36 AM
 Cr Selina Ashley left the meeting, the time being 11:39 AM
 Cr Selina Ashley returned to the meeting, the time being 11:42 AM
 Cr Eric Roberts returned to the meeting, the time being 11:47 AM

14.1 MAYOR AND CEO REPORTS

12/2015 **RESOLVED** (Eric Roberts/Donald Garner) **Carried**

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

Council were presented a report of the CEO's meeting attendance for December 2014 and January 2015.

Council were also provided a verbal report of Mayor Tony Jack's meeting attendance for December 2014 and January 2015.

15. CORPORATE GOVERNANCE DIRECTORATE REPORTS

Mayor Tony Jack left the meeting, the time being 12:15 pm
 Cr Anne-Marie lee left the meeting, the time being 12:15 pm

15.1 LOCAL GOVERNMENT ACT REVIEW

13/2015 **RESOLVED** (Eric Roberts/Donald Garner) **Carried**

- (a) That Council receive and note report on Local Government Act review.
 (b) That Council nominate DCG Greg Arnott for the Working Party to guide the review process.

Mayor Tony Jack returned to the meeting, the time being 12:17 pm

15.2 2015 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

14/2015 **RESOLVED** (Judy MacFarlane/Daphne Daniels) **Carried**

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

Cr Anne-Marie Lee returned to the meeting, the time being 12:22 PM

15.3 DRAFT TERMS OF REFERENCE FOR AUDIT COMMITTEE

15/2015 **RESOLVED** (Judy MacFarlane/Anne-Marie Lee) **Carried**

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

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

Council were advised that the draft Terms of Reference was discussed at the Audit Committee Meeting on 16 January 2015 and feedback and amendments from Audit Committee were incorporated in the document before presenting it to Council.

15.4 CONDITIONAL RATING PROPOSAL

16/2015 **RESOLVED** (Judy MacFarlane/Annabelle Daylight) **Carried**

- (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**

15.5 EXEMPTION TO SMOKE FREE POLICY

17/2015 **RESOLVED** (Eric Roberts/Donald Garner) **Carried**

- (a) **That Council amend the smoke free policy as follows:**

Clause 7.1 – ‘Staff are only permitted to smoke in designated smoking areas whilst on Council premises or facilities. Staff are not permitted to smoke in Council vehicles or machinery.’

Clause 7.2 – ‘Staff may only smoke during official breaks in designated smoking areas. This is consistent with staff employment contracts and conditions which do not include smoking breaks.’

Clause 7.8 – ‘Designated smoking areas will be identified and endorsed by the Work Health and Safety (WHS) Committee and approved by the Council’s Strategic Leadership Team (SLT) or equivalent.’

*12.32pm: Break for lunch
 1.30pm: Meeting resumes*

15.6 FINANCE REPORT - RGRC FINANCIAL REPORT AS AT 31-12-2014

18/2015 **RESOLVED** (Judy MacFarlane/Daphne Daniels) **Carried**

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

Mayor Tony Jack left the meeting, the time being 02:27 pm

Mayor Tony Jack returned to the meeting, the time being 02:31 pm

15.7 FINANCIAL RESULTS OF PROGRAMS UNDERTAKEN ON BEHALF OF OTHER AGENCIES.

19/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried

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

DCG presented the report. Council discussed on financial performance of Council's larger programs undertaken on behalf of other agencies.

15.9 LEASE AGREEMENT BETWEEN ROPER GULF REGIONAL COUNCIL AND TRADITIONAL CREDIT UNION

20/2015 RESOLVED (Daphne Daniels/Selina Ashley) Carried

- (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, and as tenant of premises as part of Lot 93, Numbulwar Community, Northern Territory, by signing and affixing the Common Seal to the lease agreement.

15.10 GRANTS - CTG 2014-15 FINAL ACQUITTAL BORROLOOLA STAFF HOUSE REFURB - DEPARTMENT OF LOCAL GOVERNMENT & REGIONS

21/2015 RESOLVED (Judy MacFarlane/Timothy Baker Jr.) Carried

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

15.11 GRANTS - SPG 2014-15 FINAL ACQUITTAL NGUKURR ACQUATIC CENTRE - DEPARTMENT OF LOCAL GOVERNMENT & REGIONS

22/2015 RESOLVED (Judy MacFarlane/Anne-Marie Lee) Carried

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

15.12 GRANTS - 2014-15 ARC FUNDING AGREEMENT

23/2015 RESOLVED (Judy MacFarlane/Timothy Baker Jr.) Carried

- (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.

16. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS**16.1 ANIMAL HEALTH PROGRAM SUMMARY REPORT AND 2015 FIRST ROUND OF VET VISITS**

24/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council receive and note the Summary Report on Animal Health Program from July to December 2014.

17. COMMUNITY SERVICES DIRECTORATE REPORTS

Nil

18. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS**18.1 CONTRACTS AND TECHNICAL SERVICES - 2ND QUARTER PERFORMANCE REPORT**

25/2015 RESOLVED (Eric Roberts/Selina Ashley) Carried

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

ACTION: CEO and DCTS to visit Barunga to address fencing contract issued raised at meeting.

Cr Selina Ashley left the meeting, the time being 02:58 pm

18.2 TECHNICAL SERVICES (OUTSTATIONS) - 2ND QUARTER REPORT

26/2015 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council note the Technical Services (Outstations) 2nd Quarter Report.

ACTION: Deputy Mayor, DCTS, CEO, DCG and Elected Members to visit Mole Hill to address service delivery in that Outstation.

ACTION: DCTS to follow up on funding for ablution block in Nullawan.

Cr Selina Ashley returned to the meeting, the time being 02:59 pm

18.3 UPDATE OF CIVIL WORKS PROJECTS

27/2015 RESOLVED (Anne-Marie Lee/Timothy Baker Jr.) Carried

- (a) That Council notes the Update of Civil Works Projects Report.

18.4 CONTRACTS AND TECHNICAL SERVICES - CONTRACT UPDATES

28/2015 RESOLVED (Eric Roberts/Selina Ashley) Carried

- (a) That Council receives and notes the report in relations to the contract updates.

ACTION: DCTS to provide Deputy Mayor with copy of Australia Post contract and provide details of additional post office boxes in Mataranka.

18.5 ASSETS - TRAILER PURCHASE

29/2015 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council approve the purchase of an "Off Road" Trailer for the Fencing Program.

18.6 ASSET MANAGER REPORT - OCTOBER 2014 TO DECEMBER 2014

30/2015 RESOLVED (Daphne Daniels/Annabelle Daylight) Carried

- (a) That Council receive and note the report on Asset Management for the period October to December 2014

19. DEPUTATIONS & PETITIONS

Nil

20. GENERAL BUSINESS

20.1 ALGWA NATIONAL BIENNIAL CONFERENCE - 25-28 MARCH 2015

31/2015 RESOLVED (Anne-Marie Lee/Daphne Daniels) Carried

- (a) That Council receive and note update on ALGWA National Biennial Conference.
 (b) That Council nominate Deputy Mayor Judy MacFarlane, Cr. Selina Ashley, Cr. Annabelle Daylight and Cr. Anne Marie Lee to attend ALGWA National Biennial Conference.

Council were informed that the Australian Local Government Women's Association (ALGWA) is hosting their National Biennial Conference in the Barossa Valley, South Australia from 25-28 March 2015.

20.2 FUNDING VARIATION FOR THREE CRÈCHE SITES AND ASC/OSHC AT JILKMINGGAN AND NGUKURR

32/2015 RESOLVED (Ashley/Garner) Carried

- (a) That Council accept the funding agreement variation from the Department of Social Services for an additional \$26, 000 for x 3 crèche sites and an extra \$10,000 for ASC/OSHC at Jilkminggan and Ngukurr Crèches.

20.3 BORROLOOLA DUMP

33/2015 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council receive and note verbal update on Borroloola Dump

Cr. Garner raised concerns about the Borroloola Dump. DCTS responded with actions that have been taken to address such issues.

ACTION: CEO to provide report on commercial dumping and waste management in Borroloola.

*Cr Selina Ashley left the meeting, the time being 03:37 PM
Cr Selina Ashley returned to the meeting, the time being 03:43 PM
Cr Anne-Marie Lee left the meeting, the time being 03:43 PM*

20.4 FERAL ANIMAL CONTROL IN BORROLOOLA

34/2015 RESOLVED (Eric Roberts/Timothy Baker Jr.) Carried

(a) That Council receive and note the verbal update on the feral animal control measures in Borroloola

*Cr. Garner raised concerns about the feral and domestic animals roaming the streets in Borroloola. He advised there has been a number of incidents around animals fighting and the inherent health issues that follow.
DCTS provided a verbal update on the current efforts being undertaken to minimise feral animals in Borroloola.*

ACTION: DCTS to provide report at next OCM in relation to Borroloola CSM's recommendations regarding dog management program.

20.5 COUNCIL PLANT AND EQUIPMENT IN BORROLOOLA

35/2015 RESOLVED (Timothy Baker Jr./Donald Garner) Carried

(a) That Council receive and note the verbal update on the plant and equipment currently located in Borroloola

CEO provided update on the costs involved with hiring the grader and the Council's future plans for such equipment.

ACTION: DCTS to provide report at next OCM in relation to Council's plant and equipment currently located in Borroloola.

Cr Anne-Marie Lee returned to the meeting, the time being 04:01 PM

20.6 PUBLIC DRINKING AREAS IN BORROLOOLA AND MATARANKA

36/2015 RESOLVED (Daphne Daniels/Timothy Baker Jr.) Carried

(a) That Council receive and note the verbal update on the public drinking areas in Borroloola and Mataranka.

*Cr. Garner advised he has received concerns from Local Authority Members about the current location of the Public Drinking area in Borroloola.
CEO discussed the challenges involved with moving public drinking areas.
Deputy Mayor MacFarlane advised that Mataranka has recently seen a large increase of people utilising the Roper Bar turn-off as a public drinking area and advised the location is unsafe and another location should be sought.
CEO advised that this issue requires action from a higher level of Government.*

ACTION: CEO to raise public drinking area locations with Bess Price MLA in Mataranka on 29th January 2015.

20.7 DAMAGE TO MULHOLLAND STREET IN BORROLOOLA37/2015 **RESOLVED** (Eric Roberts/Timothy Baker Jr.) **Carried**

- (a) That Council receive and note the verbal report on the damage to Mulholland Street in Borroloola

DCTS has advised that PowerWater currently have this issue in hand.

20.8 DRINKING AREA SHELTER AT BARUNGA38/2015 **RESOLVED** (Selina Ashley/Anne-Marie Lee) **Carried**

- (a) That Council receive and note the verbal report on the drinking area shelter at Barunga

Cr. Lee advised that the current drinking area shelter at Barunga is aged and repairs are required.

20.9 BARGE LANDING IN NGUKURR39/2015 **RESOLVED** (Eric Roberts/Selina Ashley) **Carried**

- (a) That Council receive and note the verbal report on the Ngukurr Barge Landing

CEO advised that relevant NT Government Department have been contacted regarding this issue on the 9th January 2015

ACTION: CEO to follow-up with relevant Minister regarding the Ngukurr Barge Landing.

21 CLOSED SESSION**DECISION TO MOVE TO CLOSED SESSION**40/2015 **RESOLVED** (Donald Garner/Judy MacFarlane) **Carried**

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:-

- 21.1 Audit Committee Meeting Minutes - 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.**

- 21.2 Request to reduce rental fees for office space - Hardy Aviation at Borroloola -**
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.
- 21.3 JCAC Lease Negotiations -**
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.
- 21.4 Katherine Based Leases and Proposed Light Industrial Investment. -**
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.
- 21.5 Central Administration Centre Proposal -**
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.

RESUMPTION OF MEETING

41/2015 RESOLVED (Anne-Marie Lee/Daphne Daniels) Carried

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

CLOSED SESSION

21.1 AUDIT COMMITTEE MEETING MINUTES

42/2015 RESOLVED (Donald Garner/Anne-Marie Lee) Carried

- (a) That Council receive and note minutes from Audit Committee Meeting.

21.2 REQUEST TO REDUCE RENTAL FEES FOR OFFICE SPACE - HARDY AVIATION AT BORROLOOLA

43/2015 RESOLVED (Judy MacFarlane/Anne-Marie Lee) Carried

- (a) That Council approve the recommendation in the report.

21.3 JCAC LEASE NEGOTIATIONS

44/2015 RESOLVED (Eric Roberts/Timothy Baker Jr.) Carried

- (a) That Council approve the recommendation in the report.

ACTION: CEO to write to JCAC advising of Council's decision on lease.

21.4 KATHERINE BASED LEASES AND PROPOSED LIGHT INDUSTRIAL INVESTMENT.

45/2015 RESOLVED (Eric Roberts/Anne-Marie Lee) Carried

- (a) That Council approve the recommendations in the report.

21.5 CENTRAL ADMINISTRATION CENTRE PROPOSAL

46/2015 RESOLVED (Donald Garner/Judy MacFarlane) Carried

- a) That Council approve the recommendations in the report.

21.6 REQUEST FOR REFUND OF INTEREST ON A RATE PAYER'S ACCOUNT

47/2015 RESOLVED (Eric Roberts/Annabelle Daylight) Carried

- (a) That Council resolve to deny the request for a refund of the interest paid on outstanding rates by Mr. Terrence Fischer.

ACTION: CEO to provide letter to Terrence Fischer regarding request to refund interest paid on outstanding rates.

CLOSE OF MEETING

The meeting terminated at 4.59pm pm.

THIS PAGE AND THE PRECEEDING 12 PAGES ARE THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 28th JANUARY 2015 AND CONFIRMED WEDNESDAY 25th FEBRUARY 2015.

Mayor Tony Jack

CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER 5.2
TITLE Confirmation of Previous Ordinary Meeting of Council Minutes
REFERENCE 524969
AUTHOR Hilary Sinfield, Governance Officer

RECOMMENDATION

- (a) **That Council approve the minutes to be a true and accurate record of the Ordinary Meeting of Council held on Wednesday 25th February 2015.**

BACKGROUND

The Roper Gulf Regional Council met in Katherine on the Wednesday 25th February 2015 for an Ordinary Meeting. Attached are the minutes from this meeting.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS:

- 1 2015.02.27_Minutes_OCM1.pdf



MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE GODINYMAYIN YIJARD RIVERS ARTS & CULTURAL CENTRE ON FRIDAY, 27TH FEBRUARY AT 8:30AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor, Tony Jack
 Deputy Mayor, Judy MacFarlane
 Councillor, Don Garner
 Councillor, Eric Roberts
 Councillor, Kathy-Anne Numamurdiridi
 Councillor, Annabelle Daylight
 Councillor, Daphne Daniels
 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)
 Marc Gardner, Director Contracts and Technical Services (DCTS)
 Catherine Proctor, Director Community Services (DCS)
 Lokesh Anand, Manager Finance
 Jyoti Pudasaini, Manager Governance
 Sarah Myles, Manager Human Resources
 Stephen McKenna, Assistant Manager Human Resources
 Barbara Maddern, Assistant Manager RJCP
 Bala Donepudi, Management Accountant
 Matthew Galloway, Work Health and Safety Coordinator
 Amanda Haigh, Grants Coordinator
 Jo Nicol, Local Authority Communications Officer
 Hilary Sinfield, Governance Officer (Minute taker)
 Darcie Boon, Governance Officer
 Stephen Roper, Communications Officer
 Geane Massey, Work Health and Safety Advisor
 Mary Cunningham, Senior Sport and Recreation Development Officer
 Leanne Moore, Aged Care Mentor

Kelly Mumme, RJCP Senior Mentor
 Clinton St. Clair, RJCP Small Engines Trainer
 Cassandra Coultard, Night Patrol Administration Support Officer
 Tani Beaumont, Trainee RJCP Employment Officer

1.3 Guests

Nil

2. MEETING OPENED

Meeting opened at 8.30am.

3. WELCOME TO COUNTRY

Mayor Jack welcomed all Elected Members and RGRC staff to the meeting.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 CONFIRMATION OF APOLOGIES

48/2015 RESOLVED (Selina Ashley/Donald Garner) Carried

- (a) That Council accept the apologies from Councillor John Dalywater, Councillor Anne-Marie Lee and Councillor Timothy Baker Jnr.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

49/2015 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council confirm the minutes of the Ordinary Meeting of Council held on 28th January 2015 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

- Grants – Variation No.3 Wugularr Crèche Upgrade – DSS
- Police and emergency management, specifically TC Lam (Mayor Jack)
- Manyallaluk Road damage and maintenance (Cr. Lee via Cr. Garner)
- Barunga sport and recreation bus and troop carrier (Cr. Lee via Cr. Garner)
- Ngukurr Community Services coordination (Cr. Daniels)
- Tender process of Roper Highway Bridge (Cr. Roberts)
- Bulman Road damage and maintenance (Cr. Dalywater via Cr. Ashley)
- Council Depot Project (Michael Berto, CEO)
- Priority infrastructure projects and funding (Sharon Hillen, DCSI)
- NLC Update (Mayor Jack)

- Clarification of Council Services and responsibilities (Cr. Numamurdiridi)
- Attendance at Kimberley Zone of WALGA and Regional Collaborative Group
- ALGA Motion
- Confidential: Bad debt (RGRC finance)

8. QUESTIONS FROM THE PUBLIC

Nil

9. DISCLOSURES OF INTEREST

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

Deputy Mayor Judy MacFarlane arrived at the meeting, the time being 8.44am.

10. BUSINESS ARISING FROM PREVIOUS MINUTES

10.1 ACTION LIST

50/2015 RESOLVED (Annabelle Daylight/Selina Ashley) Carried

- (a) That Council receive and note the action list.

11. INCOMING CORRESPONDENCE

11.1 INCOMING CORRESPONDENCE

51/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried

- (a) That Council accept the Incoming correspondence.

12. OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

52/2015 RESOLVED (Eric Roberts/Selina Ashley) Carried

- (a) That Council accept the Outgoing correspondence.

13. WARD REPORTS

13.1 NEVER NEVER WARD

53/2015 RESOLVED (Daphne Daniels/Kathy-Anne Numamurdiridi) Carried

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

13.2 NUMBULWAR NUMBIRINDI WARD

54/2015 RESOLVED (Eric Roberts/Selina Ashley) Carried

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

13.3 NYIRRANGGULUNG WARD REPORT

55/2015 RESOLVED (Selina Ashley/Annabelle Daylight) Carried

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

ACTION: DSCI to request for flood gate on Central Arnhem Highway in Beswick to be moved closer to the community.

13.4 SOUTH WEST GULF WARD REPORT

56/2015 RESOLVED (Donald Garner/Eric Roberts) Carried

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

13.5 YUGUL MANGI WARD

57/2015 RESOLVED (Kathy-Anne Numamurdirdi/Daphne Daniels) Carried

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

*Cr Selina Ashley left the meeting, the time being 09:35 am
Cr Selina Ashley returned to the meeting, the time being 09:42 am*

14. EXECUTIVE DIRECTORATE REPORTS**14.1 MAYOR'S REPORT**

58/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council receive and note the Mayor's Report.

14.2 CEO'S REPORT

59/2015 RESOLVED (Donald Garner/Selina Ashley) Carried

- (a) That Council receive and note the CEO's report for the period of 29th January to 25th February 2015.

15. CORPORATE GOVERNANCE DIRECTORATE REPORTS**15.1 POLICY UPDATE: TRAVEL POLICY FOR COUNCILLORS AND EMPLOYEES**

60/2015 RESOLVED (Judy MacFarlane/Daphne Daniels) Carried

- (a) That Council approve the amendments on the Travel policy for Councillors and Employees.

Governance Manager advised the Council that the travel policy for Councillors and Employee has been updated to include Mayor's travel to meeting associated with LGANT and ALGA.

15.2 COMMERCIAL ADVERTISEMENT IN RGRC NEWSLETTER

61/2015 **RESOLVED** (Judy MacFarlane/Donald Garner) **Carried**

- (a) That Council approve the fees for placing Commercial Advertisement in RGRC Newsletter to be:
- banner advertisement \$50,
 - a quarter page advertisement \$100,
 - half page \$150, and
 - full page \$200

15.3 RECONCILIATION ACTION PLAN

62/2015 **RESOLVED** (Judy MacFarlane/Eric Roberts) **Carried**

- (a) That Council receive and note draft Reconciliation Action Plan.
 (b) That Council distribute the Draft Reconciliation Action Plan to Local Authority Members to seek feedback.

*Break for morning tea, the time being 10.09am.
 Resume meeting from morning tea, the time being 10.35am.*

15.4 FINANCE - BUDGET PREPARATION TIMELINE 2015-16

63/2015 **RESOLVED** (Donald Garner/Eric Roberts) **Carried**

- (a) That Council receive and note the budget preparation timelines for the financial year 2015-16.

15.5 FINANCE - RGRC FINANCIAL REPORT AS AT 31 JANUARY 2015

64/2015 **RESOLVED** (Kathy-Anne Numamurdirdi/Eric Roberts) **Carried**

- (a) That Council receive and note financial reports as at 31st January 2015.

Cr Annabelle Daylight left the meeting, the time being 11:48 am

15.6 FINANCE - 2ND QUARTER BUDGET REVIEW

65/2015 **RESOLVED** (Eric Roberts/Judy MacFarlane) **Carried**

- (a) That Council accept and adopt second quarter amended budget 2014-15.
 (b) That Council approves the use of reserves in the bank account to fund capital purchases for land in Chardon Street, Katherine and for fleet vehicles presented in the capital works spreadsheet.
 (c) That Council approve the affixing of the Common Seal to the contract of sale for Lot 1348 Chardon Street, Katherine.

15.7 GRANTS - HEA ROUND 3 2014-15 SFA - DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES

66/2015 **RESOLVED** (Judy MacFarlane/Selina Ashley) **Carried**

- (a) That Council accept the funding offer for Homelands Extra Allowance Round 3 2014-15 by CEO & Councilor signing, dating and affixing the Common Seal on both copies of the agreement

15.8 GRANTS - HOMELANDS MES & HMS VARIATION TO INCLUDE KEWULYI - DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES

67/2015 **RESOLVED** (Daphne Daniels/Donald Garner) **Carried**

- (a) That Council accept the variation offer to the Homelands 2014-15 Municipal & essential Services and Housing Maintenance Services Program to include Kewulyi by CEO and Councilor signing, dating and affixing the Common Seal to both copies of the variation.

Cr Annabelle Daylight returned to the meeting, the time being 12:01 PM

15.9 GRANTS - 2014-15 FACILITY & CAPITAL EQUIPMENT BORROLOOLA SOFTBALL OVAL UPGRADE - DEPARTMENT OF SPORT AND RECREATION

68/2015 **RESOLVED** (Judy MacFarlane/Selina Ashley) **Carried**

- (a) That Council accept the funding offer for the 2014-15 Facility and Capital Equipment – Borroloola Softball Oval Upgrade by the CEO and Councilor signing, dating and affixing the Common Seal to both copies of the funding agreement.

15.10 GRANTS - 2014-15 FACILITY AND CAPITAL EQUIPMENT SPORT AND RECREATION PLAN 2015-2025 - DEPARTMENT OF SPORT AND RECREATION

69/2015 **RESOLVED** (Judy MacFarlane/Selina Ashley) **Carried**

- (a) That Council accept the funding offer for the 2014-15 Facility and Capital Equipment – Sport and Recreation Plan 2015-2025 by the CEO and Councilor signing, dating and affixing the Common Seal to both copies of the funding agreement.

*Break for Lunch, the time being 12:31 pm.
Resumed meeting after lunch, the time being 1.00pm*

Cr Judy MacFarlane left the meeting, the time being 01:05 pm.

15.11 GRANTS - RGRC COMMUNITY GRANTS 2014-15 ROUND 3

70/2015 **RESOLVED** (Eric Roberts/Selina Ashley) **Carried**

- (a) That Council endorse the following recommendations of the Community Grants Selection Committee for Round 3 2014-15 Major Applications:
- Katherine Indigenous Cricket Team for the amount of \$3000.00
 - Mataranka Local Authority for the amount of \$3000.00
 - Barunga School for the amount of \$2672.85
 - Mataranka School Council for the amount of \$3000.00
 - Borroloola Amateur Race Club for the amount of \$3000.00
- (b) That Council sponsor the amount of \$3000.00 for the Manyallaluk School's excursion to Victoria.

15.12 BY-ELECTION FOR SOUTH WEST GULF WARD

71/2015 RESOLVED (Kathy-Anne Numamurdirdi/Donald Garner) Carried

- (a) That Council receive and note report on By-election for South West Gulf ward.

16. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS**16.1 BORROLOOLA MULTIPURPOSE CENTRE - BUSINESS PLAN PROPOSAL**

72/2015 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council receive and note the Borroloola Multipurpose Centre – Business Plan Proposal.

DCSI provided verbal report on funding, management and ownership issues surrounding such developments.

17. COMMUNITY SERVICES DIRECTORATE REPORTS**17.1 COMMUNITY SERVICES DIRECTORATE 2014-2015 2ND QUARTER REPORT**

73/2015 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council receive and note the second quarter report for the Community Services Directorate
- (b) That Council agrees to enter into a memorandum of understanding with the Ngukurr School to host the Ngukurr crèche without charge for rent and utilities until 30th June 2015 at the new Children and Family Centre at Ngukurr.
- (c) That Council withdraw their funding submission under the IAS for the childcare operations in Ngukurr and negotiate with the Dept. Education to take over crèche operations from 1st July 2015.

18. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS**18.1 WASTE MANAGEMENT ACTIVITIES**

74/2015 RESOLVED (Kathy-Anne Numamurdirdi/Annabelle Daylight) Carried

- (a) That Council note the report in relation to waste management activities.

18.2 DOG MANAGEMENT INITIATIVES AT BORROLOOLA

75/2015 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council note the report in relation to dog management initiatives at Borroloola.

18.3 ASSETS FLEET REPLACEMENTS AND DISPOSALS

76/2015 **RESOLVED** (Donald Garner/Selina Ashley) **Carried**

- (a) That Council approves the disposal of the list of fleet items as outlined in the report.
- (b) That Council approve amendment to the Council's budget to replace the Landcruiser at Crawford Street Workshop.

19. DEPUTATIONS & PETITIONS

Nil

20. GENERAL BUSINESS**20.1 GRANTS - VARIATION NO.3 WUGULARR CRECHE UPGRADE - DSS**

77/2015 **RESOLVED** (Donald Garner/Selina Ashley) **Carried**

- (a) That Council accept the variation number 3 to the funding agreement for the BBF Quality measure infrastructure capital works to the Wugularr Crèche by 2 signatures and witness, initialling each page and affixing the Common Seal on both copies of the agreement.

20.2 POLICE EMERGENCY MANAGEMENT

78/2015 **RESOLVED** (Donald Garner/Daphne Daniels) **Carried**

- (a) That Council receive and note the verbal report on the Police's response in Bulman during the cyclone Lam emergency.

Mayor Jack discussed the lack of response from the Police in Bulman during Cyclone Lam.

ACTION: CEO to bring this issue to the Police Commander's attention immediately and to invite the Police Commander for the Region to the next OCM.

20.3 MANYALLALUK ROAD DAMAGE AND MAINTENANCE

79/2015 **RESOLVED** (Donald Garner/Daphne Daniels) **Carried**

- (a) That Council receive and note the verbal report on the repairs and maintenance to the Manyallaluk Road.

Cr. Garner raised on behalf of Cr. Lee the poor condition of the Manyallaluk road. Cr. Garner requested inspection and action.

DCSI advised repairs to the Manyallaluk road should occur post wet season. Repairs have also occurred inside the Manyallaluk town boundary to the road.

DCSI advised community visits to assess local roads will be occurring.

ACTION: CEO to risk assess the road, take required action if needed and provide report to the next OCM.

20.4 BARUNGA SPORT AND RECREATION BUS AND TROOP CARRIER

80/2015 **RESOLVED** (Selina Ashley/Annabelle Daylight) **Carried**

- (a) **That Council receive and note the verbal report on the Sport and Recreation bus and vehicles.**

Cr Garner raised on behalf of Cr Lee her concern of the lack of Sport and Recreation vehicles available for daily operations.

DCS advised that a vehicle can be obtained through the local Council Services Manager when required. DCS also advised that the Sport and Recreation Program is vehicle poor with further vehicles that require turn over. Funding has been sought to purchase new buses/vehicles to replace the existing buses.

DCS advised that the bus that is available is shared among all communities.

20.5 NGUKURR COMMUNITY SERVICES COORDINATION

81/2015 **RESOLVED** (Selina Ashley/Annabelle Daylight) **Carried**

- (a) **That Council receive and note the verbal report on the Ngukurr Community Services Coordination.**

Cr. Daniels raised her concerns about the level of support provided to the Community Services programs from the coordination team.

DCS advised of the current challenges facing the operation of Community Services in Ngukurr and the methods they have put in place to overcome these challenges.

20.6 TENDER PROCESS OF ROPER AND WILTON RIVER BRIDGES

82/2015 **RESOLVED** (Donald Garner/Daphne Daniels) **Carried**

- (a) **That Council receive and note the verbal report on the tender process of the Roper and Wilton River Bridges.**

DCSI provided a verbal report on the process of developing project scopes for construction of Bridges at Roper and Wilton Bridges.

DCSI advised the project is not Council's and provided information to Council on who to contact about this project.

20.7 BULMAN ROAD DAMAGE AND MAINTENANCE

83/2015 **RESOLVED** (Eric Roberts/Selina Ashley) **Carried**

- (a) **That council receive and note verbal report on Bulman road damage and maintenance.**

DCSI advised Council on state of Bulman road on highway section which is being reported to the Department of Infrastructure requesting urgent attention to fix the road.

20.8 COUNCIL DEPOT PROJECT UPDATE

84/2015 **RESOLVED** (Daphne Daniels/Selina Ashley) **Carried**

- (a) **That Council receive and note verbal update on Council Depot Project from the CEO.**

20.9 PRIORITY INFRASTRUCTURE PROJECTS AND FUNDING**85/2015 RESOLVED (Donald Garner/Eric Roberts)****Carried**

- (a) **That Council receive and note the verbal report on the funding for priority infrastructure projects.**

DCSI advised there is currently two rounds of funding available for Council to apply for large and small infrastructure projects.

DCSI advised the Ngukurr Barge Landing will be the project that funding will be sought for once preliminary discussions have occurred with relevant parties and stakeholders.

DCSI provided verbally a report on the many smaller projects in all Roper Gulf Communities that funding is being sought for.

20.10 NLC UPDATE**86/2015 RESOLVED (Donald Garner/Selina Ashley)****Carried**

- (a) **That Council receive and note the verbal NLC report.**

Mayor Jack advised he has been discussing with the NLC Chairperson and CEO with regard to the buffalo problem around Barunga.

NLC have advised they have arranged for a pet meat business to collect buffalo.

NLC have expressed their interest in working collaboratively in the near future.

20.11 CLARIFICATION OF COUNCIL SERVICES AND RESPONSIBILITIES**87/2015 RESOLVED (Daphne Daniels/Eric Roberts)****Carried**

- (a) **That Council receive and note the verbal report of the issues raised by Cr. Numamurdirdi specifically in Numbulwar.**

Cr. Numamurdirdi advised that some community members are still unclear of the Council's role and responsibility and suggested an education program with posters etc to overcome this problem.

Cr. Numamurdirdi also raised concerns about the reoccurring of property damage and requested a assistance with educating community members about the implications of this continuous property damage on service delivery.

CEO advised that it is a role of the Elected Members to educate the community on the Council's roles and responsibilities.

20.12 ATTENDANCE AT KIMBERLEY ZONE OF WALGA AND REGIONAL COLLABORATIVE GROUP**88/2015 RESOLVED (Selina Ashley/Annabelle Daylight)****Carried**

- (a) **That Council nominate Deputy Mayor Judy MacFarlane, Councillor Eric Roberts, Councillor Don Garner and CEO or delegate to attend the Kimberley Zone of WALGA and Regional Collaborative Group Forum to be held in Darwin on 2nd – 4th May 2015.**

20.13 ALGA MOTION

89/2015 **RESOLVED** (Selina Ashley/Donald Garner) **Carried**

- (a) That Council receive and note the verbal report on the submission of a motion for the ALGA National General Assembly.

21 CLOSED SESSION**21.1 DECISION TO MOVE TO CLOSED SESSION**

90/2015 **RESOLVED** (Donald Garner/Kathy-Anne Numamurdirdi) **Carried**

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:-

- 21.3 Outstanding Debt** - *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 kept confidential.*

21.2 RESUMPTION OF MEETING

91/2015 **RESOLVED** (Donald Garner/Annabelle Daylight) **Carried**

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

21.3 OUTSTANDING DEBT

92/2015 **RESOLVED** (Donald Garner/Eric Roberts) **Carried**

- (a) That Council receive and note the verbal report on outstanding debt with Yugal Mangi.
 (b) That Council accept the recommendation on the settlement of claim against Yugal Mangi Aboriginal Corporation and write-off the remaining debt.

CLOSE OF MEETING

The meeting terminated, the time being 2.55pm.

THIS PAGE AND THE PRECEEDING 11 PAGES ARE THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 27 FEBRUARY 2015 AND CONFIRMED THURSDAY, 30 APRIL 2015.

Mayor Tony Jack

**CONFIRMATION OF PREVIOUS FINANCE COMMITTEE
MEETING MINUTES**



ITEM NUMBER 6.1
TITLE Confirmation of Previous Finance
Committee Meeting Minutes
REFERENCE 523973
AUTHOR Hilary Sinfield, Governance Officer

RECOMMENDATION

- (a) **That Council approve the minutes to be a true and accurate record of the Finance Committee Meeting held on Wednesday 25th March 2015.**

BACKGROUND

The Finance Committee met on Wednesday 25th March 2015 at Roper Gulf Regional Council's Victoria Highway Administration Building.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 2015.03.25_FCM_Minutes.pdf



MINUTES OF THE FINANCE COMMITTEE MEETING OF THE ROPER GULF
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM
ROPER GULF REGIONAL COUNCIL ADMINISTRATION BUILDING
126 VICTORIA HIGHWAY, KATHERINE ON WEDNESDAY, 25 MARCH 2015 AT
8:48AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor Judy MacFarlane
Councillor Kathy-Anne Numamurdirdi
Councillor John Dalywater
Councillor Eric Roberts
Independent Member Geoff Bishop (via telephone conference)

1.2 Staff

Michael Berto, Chief Executive Officer (CEO)
Greg Amott, Director Corporate Governance (DCG)
Marc Gardner, Director Contracts and Technical Services (DCTS)
Catherine Proctor, Director Community Services (DCS)
Lokesh Anand, Manager Finance
Hilary Sinfield, Governance Officer (Minute taker)

1.3 Guests

Nil

2. MEETING OPENED

Meeting opened at 8.48am by Deputy Mayor Judy MacFarlane.

3. WELCOME TO COUNTRY

Deputy Mayor Judy MacFarlane welcomed all Elected Members and Staff to the Finance Committee meeting.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

1/2015 RESOLVED (Eric Roberts/John Dalywater) Carried

- (a) That the Finance Committee accept the apology from Mayor Tony Jack for non attendance at the Finance Committee Meeting on Wednesday 25th March 2015.

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

2/2015 RESOLVED (Geoff Bishop/Eric Roberts) Carried

- (a) That the Finance Committee receive and note the minutes of the previous Finance Committee Meeting held on 17th December 2014.

6. CALL FOR ITEMS OF GENERAL BUSINESS

- RJCP Performance Update
- Numbulwar School – Support Numburindi Arts Project

7. QUESTIONS FROM THE PUBLIC

Nil

8. DISCLOSURES OF INTEREST

Nil

9. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

10. INCOMING CORRESPONDENCE**10.1 INCOMING CORRESPONDENCE**

3/2015 RESOLVED (John Dalywater/Kathy-Anne Numamurdiridi) Carried

- (a) That Finance Committee accept the Incoming correspondence.

11. OUTGOING CORRESPONDENCE**11.1 OUTGOING CORRESPONDENCE**

RECOMMENDATION Rejected

- (a) That Finance Committee accept the Outgoing correspondence.

There were no outgoing correspondence presented to Finance Committee Meeting.

12. EXECUTIVE DIRECTORATE REPORTS

Nil

13. CORPORATE GOVERNANCE DIRECTORATE REPORTS**13.1 FINANCE - RGRFC FINANCIAL REPORT AS AT 28 FEBRUARY 2015**

4/2015 RESOLVED (Geoff Bishop/Eric Roberts) Carried

- (a) That Finance Committee receive and note financial reports as at 28th February

2015.

13.2 GRANTS - 2014-15 HEA VARIATION ROUND 4 - DLGCS

5/2015 **RESOLVED** (Kathy-Anne Numamurdirdi/John Dalywater) **Carried**

- (a) That Finance Committee accept the funding offer for 2014-15 Round 4 Homelands Extra Allowance from Department of Local Government and Community Services by CEO signing, Councilor signing and dating both copies of the variation.

13.3 GRANTS - 2014-15 MES SPG ROUND 3 - DLGCS

6/2015 **RESOLVED** (John Dalywater/Eric Roberts) **Carried**

- (a) That Finance Committee accept the funding offer for 2014-15 Round 3 Municipal & Essential Services Special Purpose Grant from Department of Local Government and Community Services by CEO signing, Councilor signing, dating and affixing the Common Seal to both copies of the variation.

14. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS

14.1 HOSTING OF THE BIG RIVERS REGION WASTE MANAGEMENT COODINATOR POSITION

7/2015 **RESOLVED** (Eric Roberts/Kathy-Anne Numamurdirdi) **Carried**

- (a) That Finance Committee agree to host the Big Rivers Region Waste Management Coordinator Position for the period of the project.
- (b) That Council allocate \$10,000 in the 2015-16 financial year budget to the Big Rivers Region Waste Management Coordinator Position.

14.2 VARIATION TO DEVELOP PERMIT PA/2012/0191 AND PA2011/0600

8/2015 **RESOLVED** (John Dalywater/Kathy-Anne Numamurdirdi) **Carried**

- (a) That Finance Committee provide a response to the development Permit Variation for Lot 768 Town of Borroloola Development Permit PA2012/0191 and PA2011/0600 requesting greater detail on the stormwater management and access from site and also that the Developer is required to contribute towards stormwater infrastructure upgrades on Searcy Street, Borroloola.

15. COMMUNITY SERVICES DIRECTORATE REPORTS

NIL

16. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS

NIL

17. GENERAL BUSINESS**17.1 NUMBULWAR - SUPPORT TO ARTS PROJECT**

9/2015 RESOLVED (Eric Roberts/Geoff Bishop) Carried

- (a) That Finance Committee approve the sale of one shipping container to the Numbulwar School – Numburindi Arts Project for the amount of \$3000.00

Independent Member Geoff Bishop left the meeting, the time being 10:05 AM

17.2 UPDATE ON THE RJCP FINANCIAL PERFORMANCE

10/2015 RESOLVED (John Dalywater/Kathy-Anne Numamurdirdi) Carried

- (a) That Finance Committee receive and note the verbal update on the RJCP Program's Financial Performance.

DCG provided a report on the program's performance and advised the Committee on its current and anticipated positive performance. At the end of this quarter, the budget for this program will be presented to Council.

*Morning Tea break, the time being 10.04am
Resume meeting, the time being 10.25am*

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

11/2015 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) Carried

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 Council Works Depot Project 1348 Chardon Street Katherine - *The report will be dealt with under Section 65(2) (ciii) 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 prejudice the security of the council, its members or staff.*

18.2 Legal opinion on responsibility and management of local roads in the NT - *The report will be dealt with under Section 65(2) (ciii) (ciii) 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 prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

- 18.3 Changes to Mechanical Workshop** - *The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.*

RESUMPTION OF MEETING

12/2015 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) **Carried**

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

CLOSED SESSION

18.1 COUNCIL WORKS DEPOT PROJECT 1348 CHARDON STREET KATHERINE

13/2015 RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi) **Carried**

- (a) That Finance Committee receive and note the update report on the Council Works Depot Project 1348 Chardon Street Katherine.

18.2 LEGAL OPINION ON RESPONSIBILITY AND MANAGEMENT OF LOCAL ROADS IN THE NT

14/2015 RESOLVED (Kathy-Anne Numamurdirdi/Eric Roberts) **Carried**

- (a) That Finance Committee receive and note the Report on Legal responsibility and Management of Local Roads in NT.

Independent Member Geoff Bishop returned to the meeting, the time being 10:59 am

18.3 CHANGES TO MECHANICAL WORKSHOP

15/2015 RESOLVED (Eric Roberts/Geoff Bishop) **Carried**

- (a) That Finance Committee approve option 2 in this report.

CLOSE OF MEETING

The meeting terminated at 11.03am.

This page and the preceding 4 pages are the minutes of the Finance Committee Meeting held on Wednesday, 25 March 2015 and confirmed Wednesday, 27 May 2015.

Deputy Mayor Judy MacFarlane

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	11.1
TITLE	Action List
REFERENCE	524973
AUTHOR	Hilary Sinfield, Governance Officer

RECOMMENDATION

- (a) That Council receive and note the status of actions listed on the Action List.

BACKGROUND

Actions from previous meetings including Ordinary Meetings of Council and Finance Committee Meetings are recorded on the Action List.

ISSUES/OPTIONS/SWOT

Action List

DATE	ITEM DESCRIPTION	RESPONSIBLE PERSON	ISSUE	STATUS	COMMENTS
12-Nov-14	SINGLE MEN'S QUARTERS AT NGUKURR AND BESWICK	CEO - Michael Berto	CEO to raise the Beswick Single Men's Quarters issue with the local TO representative organisation.	In-hand	Discussions and progress are being made with NLC
12-Nov-14	NGUKURR BUSINESS PROPOSALS FOR TAKEAWAY AND RESTAURANTS	CEO - Michael Berto	CEO to seek advise from the NLC regarding land sub-leases in Ngukurr.	In-hand	CEO to meet with Joe Morris
28-Jan-15	TECHNICAL SERVICES (OUTSTATIONS) - 2ND QUARTER REPORT	CEO - Michael, DCG - Greg, and DCTS - Marc	Deputy Mayor, DCTS, CEO, DCG and Elected Members to visit Mole Hill to address service delivery in that Outstation.		Confirmed travel date to be discussed and advised.
27-Feb-15	Nyirranggung Ward Report	DSCI - Sharon	DSCI to request for flood gate on Central Arnhem Highway in Beswick to be moved closer to the community.		DCTS to send correspondence
27-Feb-15	Manyallaluk Road damage and Maintenance	CEO - Michael	CEO to risk assesses the road, take required action if needed and provide report to the next OCM.		In-hand

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

INCOMING CORRESPONDENCE

ITEM NUMBER 12.1
TITLE Incoming Correspondence
REFERENCE 525058
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

(a) That Council accept the Incoming correspondence.

Date Received	Received By	Sender	Correspondence Details	InfoXpert ID
17.03.2015	CEO	Jocelyn Nathanael-Walters	Annual Compliance Review Program	522196
16.03.2015	CEO	Nigel Scullion	Community Safety issues Numbulwar	523138
30.03.2015	CEO	Peter Burgess	South West Gulf Ward By-Election	523850 *
09.04.2015	CEO	Lee Williams	Review of Constitutional Arrangements	524707
21.04.2015	Email Sharon Hillen	Cassie Younghusband	Issues Mataranka	526909

ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE

ITEM NUMBER 13.1
TITLE Outgoing Correspondence
REFERENCE 525061
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

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

Outgoing Correspondence

Date Sent	Sent By	Addressed To	Correspondence Details	InfoXpert ID
03.03.2015	CEO	Commander Bruce Porter NT Police	Cyclone Lam	520660
06.03.2015	Marc Gardner	Remote Service Delivery	Subdivision Application - Ngukurr	521142
11.03.2015	CEO	Mataranka better Half Club	Community Hall usage	523750
24.03.2015	CEO	Hon Bess Price MLA	Review of Constitutional arrangement	523281
27.03.2015	CEO	Daniel Mulholland	Welcome to RGRC	523284
02.04.2015	CEO	Henry Enchong	IAS funding offer Ngukurr Crèche	523956
02.04.2015	Sharon Hillen	Stewart	Waste Services & Mataranka Oval	523955
17.04.2015	Sharon Hillen	James Farrell	NGARDA CIVIL & MINING PTY LTD – can use Jilkminggan Waste Management Facility	525033
20.04.2015	Sharon Hillen	Robert Gosford	Ngukurr Barge Landing	525116
20.04.2015	Sharon Hillen	Robert Gosford	Relocation of White House Lot 425 to Lot 224	525120
21.04.2015	Sharon Hillen	Stewart Younghusband	Mataranka Issues	526910
29.04.2015	CEO	Police Commissioner	Community Engagement Opportunities	525172

Media Release

Media Release Number	Date	Title of the Media
1417	22-Jan-15	Getting behind the wheel
1418	29-Jan-15	The thin blue line in Mataranka
1419	30-Jan-15	Youth rewarded with a taste of station life
1420	26-Mar-15	Beswick Flood
1421	26-Mar-15	Beswick Flood Update
1422	27-Mar-15	Beswick Flood Update Three
1423	27-Mar-15	South West Gulf Ward By-election Declared
1424	9-Apr-15	Mirror Mirror on the Screen

ATTACHMENTS:

There are no attachments for this report.

WARD REPORTS

ITEM NUMBER	14.1
TITLE	Never Never Ward
REFERENCE	522381
AUTHOR	Jo Nicol, Local Authority Coordination Officer

RECOMMENDATION

- (a) **That Council receive and note the Never Never Ward Report.**
- (b) **That Council accept the resignation of Steven Rory's from the Jilkminggan Local Authority.**
- (c) **That Council accept the resignation of Veronica Russo from the Mataranka Local Authority.**

BACKGROUND

Local Authority Meetings were held in Jilkminggan on Tuesday 3rd March and Mataranka Monday 9th March 2015. A scheduled Local Authority Meeting at Hodgson Downs for Thursday 12 March did not take place.

Community Visitors

William Rosas – Department Local Government
Surinda Creighton- Department of Business

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.

Local Authority member Steven Rory handed in his resignation to the Local Authority.

The next Local Authority Meeting is scheduled for Tuesday 5th May 2015.

Community Update:

Jilkminggan Community is looking great, the Municipal Crew have been doing a fantastic job keeping up with slashing, mowing and rubbish pick up.

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.

Local Authority member Veronica Russo handed in her resignation to the Mataranka Local Authority.

The next Mataranka Local Authority meeting is scheduled for Tuesday 5th May 2015.

Community Update:

Mataranka is looking neat and tidy with slashing and mowing being undertaken regularly.

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 Muggerridge.

The Local Authority Meeting scheduled for Thursday 12th March did not go ahead due to lack of coordination. Councillor Annabelle Daylight travelled to Minyerri with Director Marc Gardener and Jo Nicol Governance Officer.

The next Hodgson Downs Local Authority will be held Thursday 14th May 2015.

ISSUES/OPTIONS/SWOT

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
Jilkminggan				
02.04.2012	The Cemetery needs a draft plan	DITS, CSM & Conway and Jessie Roberts	Ongoing	Ongoing
04.09.2014	Security Screens at Toilets	CSM		2.09.14 CSM will do
Mataranka				
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 Management
02.12.2014	Skate Park	CSM		02/12/14 correspondence received regarding specs of skate park & timeframes of construction and delivery. 09.03.2015: Insurance status can be obtained from Catherine Proctor, Director of Community Services on request. Council will ensure that the correct signage is in place. 09.03.2015: Mataranka LA funding for 14/15 is used to purchase the skate park module and the 15/16 LA funding is used to pay for the slab it sits on.
09.03.2015	Report on RJCP progress at next Mataranka Local Authority meeting and detail what measures will be put in place to	Director Community Services		

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
	ensure it is running successfully			
09.03.2015	Continue to seek funding for a Mataranka AMP (Alcohol Management Plan)	CSM		
09.03.2015	Mataranka Local Authority asks Council to demand that the NLC make land available for a Drinking Area	CSM		
09.03.2015	Take a larger role in organising Australia Day along with CSM as part of Community Civic Events. LA will do ANZAC Day breakfast	Local Authority Members/CSM		
09.03.2015	Encourage people to lodge formal Dog complaints via Governance.	Local Authority Members		
09.03.2015	Op Shop - Started as RJCP project to be reported on	Director Community Services		
09.03.2015	Investigate status of Floating Position/find out why the Library and Centrelink were closed for over 6 weeks and report back at	Director Community Services		
09.03.2015	Obtain more Post Boxes	CSM		
Hodgson Downs				
20.08.2014	Ask RGRC WH&S Officer to attend next LA meeting to give talk	Jo Nicol	Ongoing	

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 LOCAL-AUTHORITY_2015.03.03_Jilkmिंगgan_Minutes.pdf
- 2 LOCAL-AUTHORITY_2015.03.09_Mataranka_Minutes.pdf



Jilkminggan
**Local Authority Meeting
 Minutes**
 Held in Jilkminggan Conference Room

3 March 2015

This Meeting opened at 2.30pm by Chair Steven Roy and the Roper Gulf Regional council Pledge was read.

1. Present;

1.1 Elected Members:

Councillor Annabelle Daylight
 Councillor Timothy Baker

1.2 Local Authority Members:

Steven Roy
 Maxie Miller
 Wendy Daylight
 Patrisha Baker

1.3 Staff:

Antony Lynch - Council Services Manager
 Sharon Hillen - Director Council Services and Infrastructure
 Catherine Proctor - Director Community Services
 Jo Nicol - Local Authority Coordination Officer
 Hilary Sinfield - Governance Officer
 Anne-Marie McDonald - Customer Services Officer

1.4 Visitors/Guests:

William Rosas - Department of Local Government
 Barry Clarke (GEC)
 Rosina Farrell – Remote School Attendance Strategy

2. Apologies:

Judy MacFarlane – Deputy Mayor
 Lisa McDonald
 Cheryl Lardy
 Adrian Doctor

3. Conflict of Interest:

Nil

4. Minutes of Previous Meeting:

Minutes of previous meeting held on 03/02/2015 to be accepted,
Moved: Patrisha Baker **Seconded:** Cr Timothy Baker Jnr.
Carried.

5. Business Arising/Action List:

Motion to accept the previous minute's action List

Moved: Cr. Timothy Baker Jnr. **Seconded:** Wendy Daylight

Carried

6. Correspondence;**6.1. Outgoing Correspondence:**

- Letter to NT Electoral Commission
- Letter Re: Jilkminggan Community Aboriginal Corporation Leases, TressCox Lawyers.

6.2. Incoming Correspondence:

- Letter of Support, Department Correctional Services
- Resignation Letter, Councillor Stan Allen
- Invitation to Forum, Kimberley Zone Western Australia Local Government

7. Financial Reports:

Tabled and discussed.

8. General Business;**8.1 Elected Member Report;****Verbal Report:**

The recent OCM scheduled to be held in Mataranka was rescheduled for Katherine later in the week due to Cyclone Lam. Councillor Allen has resigned, a by-election will be held in the South West Ward.

8.2 Council Services Managers Report:

Council Services Manager, Antony Lynch returned from relieving duties 5 weeks ago. Fences have been painted, grassed areas have been maintained (mowing), 5-6 days of weed spraying. Staff collected and disposed of ten loads of rubbish from outlying Community areas. We are charging contactors Dumping Fees. Outback stores supplied fruit and Deputy Mayor donated plants for Clean up Australia Day. Three new Solar Lights erected. Muns workers have been doing an excellent job, getting great comments from visitors. Foot Path project will commence soon.

8.3 Sport & Recreation:

The Director Community Services, Catherine Proctor, attended the Jilkminggan LA Meeting to address issues that had arisen at the last meeting re: S&R Bus for picking up children was raised. Currently the Sport & Rec Officer collects participants in his own vehicle. Children need to be pushed to attend.

It was noted by Catherine that not every community has a bus. 6 buses will be traded for 4. There is a need to negotiate with RSAS for their buses. S&R are scheduling a planning day to discuss these and many other issues. Julie Kartinyeri, Regional Manager Youth, Sport and Recreation, attended a week ago and no fuel for Buses. Children should be attending the program under their own steam.

Local Authority Member Steven Roy mentioned that that it was extremely important to get kids to S&R Program to mitigate boredom that leads to vandalism etc in the

Community. Unfortunately the weights were stolen from the shed. The Play will be held 26th March in Jilkminggan Invitations to go to stakeholders.

8.4 Aged Care

Work at Aged care is going well and clients are satisfied with the service.

8.4 Crèche

Crèche is Operating well and next week staff will attend a week long Puppet workshop.

8.5 Remote School Attendance Strategy (RSAS)

It was discussed that RSAS needs more support from Parents to get children to school this is week 6 and attendance is at 68% there is 1 vacancy and staff attendance is down.

8.6 Remote Jobs and Communities Program (RJCP)

RJCP program is going ok.

8.7 Town Priorities

The current 2014/15 list of Town Priorities were updated to go into the 2015/16 Council Plan. Four new Solar Lights and their sites were proposed. Furthermore new priorities includes: New cemetery. Single Women's Accommodation, Lining Ceiling and Air-conditioning at the Sport & Rec Hall, Seating around Football Area and Score Board.

8.4 Governance Updates:

Local Authority Training will be held Tuesday 28th April 2015. The Reconciliation Action Plan was tabled and LA members invited to make comment. The printout of the Plan was handed out to members and everyone was welcomed to make comments to document.

8.5 Complaints Register:

Nil

It was discussed that LA encourage people to lodge a formal complaint if they have an issue. It was mentioned that it is important to use the complaints process so all issues are documented. Currently, there are many people unhappy with Territory Housing timeframes for fixing issues. Pest Control is another issue unfortunately the tenant is responsible for this.

8.6 Alcohol Management Plan

Meeting was held 3 weeks ago and AMP is progressing.

8.7 Policy Updates

Updates on Travel Policy for Staff and Councillors was approved by ordinary meeting of Council on 27 February 2015 . All updated policies can be downloaded from the website.

8.8 Work Health and Safety:

Local Authority Members were advised that CSM Antony Lynch and Sports and Rec Officer Holly Gosden attended the WH&S meeting in Katherine

8.9 GEC Report:

GEC Barry Clarke gave a brief report on RSAS

8.10 JCAC Report:

Nil

9. Other Business.**9.1| Funding For Community Services:**

CSM to find out about erecting roadside Grave Markers.

9.2 Chainsaws:

New tools are arriving and a chainsaw Course is mandatory for people using them.

9.3 Local Authority Member Steven Rory tendered his resignation from the Jilkminggan Local Authority as he is moving on.**10. Meeting Closed 4.17pm.**

Next Meeting to be held on the 5th May 2015 in the Jilkminggan Conference Room.

As the Chair at the Jilkminggan Local Authority Meeting held on the 4th of March 2015 I certify these minutes to be a true and correct record of this meeting.

Chairperson: Steven Roy



**Mataranka
Local Authority Meeting Agenda**

Lot # Stuart Highway
Monday 9th March 2015

1. Present:

1.1 Elected Members

Deputy Mayor Judy MacFarlane

1.2 Local Authority Members

Sue Edwards

Diane Jones

Biddy Hamilton

Tracey Wilson

Leah Niehus

1.3 Staff

Catherine Proctor (Director Community Services)

Jo Nicol Local Authority Coordination Officer

1.4 Visitors/Guests

William Rosas (Department Local Government)

Surinder Crichton Senior Alcohol Management Project Officer, Department Business

Pledge was read.

2. Apologies:

Di Angel, Michael Cowan, Michael Solar.

Apologies Accepted, Moved: Biddy Hamilton Seconded: Sue Edwards

All Agreed.

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes Accepted, Moved: Biddy Hamilton Seconded: Sue Edwards

All Agreed

5. Business Arising/Action List;

5.1. Previous minutes action List

LA members deleted; Solar Lights, Sport & Rec Announces Box and Portable Panels from the Mataranka Local Authority Continuous Action List.

6. Correspondence

6.1. Outgoing Correspondence:

Nil

6.2. Incoming Correspondence:

Email- Veronica Russo, Resignation from Mataranka Local Authority

7. General Business

7.1 * Elected Member Report:

Roper Gulf Regional Council will hold an election in the South West Ward after the resignation of Councillor Stan Allen. The Roper Gulf Regional Council Newsletter has new advertising rates. The Reconciliation Action Plan is now out for comment from the Local Authorities. The NT Government are overhauling Dog By-laws. Agency Services Vehicles are being traded in. The idea of Proxies for Local Authority Meetings was raised at the last OCM, it was decided that as members are now paid for their time proxies are not an option.

7.2 * Council Services Managers Report:

Report Tabled.

- Waste facility near completion. Rodeo Arena, old fencing has been dismantled and removed and will be repurposed around the town.
- New portable panels purchased and delivered. The new system will be in place before the Never Never Festival.
- Announcers Stand/RJCP, will shortly be demolished due to safety concerns. I have arranged for the sports and rec container to be relocated to the spot where the current announcers stand is and a new announcer's stand will be constructed on top of it with a set of stairs going up to it. The construction local RJCP participants from Mataranka and Jilkminggan who are currently completing a construction and infrastructure certificate.
- Oval Irrigation, Further funding secured for RJCP Participants to complete a Certificate I in Conservation and Land Management following the current course and as a part of this course the oval will be fitted with pop-up sprinklers that will save on manpower and operational costs. The materials will be funded by RJCP.
- Australia Day was a resounding success by all accounts and I would like to thank all who attended. I would like to take the opportunity to congratulate Tracey-Anne on her Award. I would also like to encourage LA members to get involved in our local Civic Events as the more involved the better the event.
- The Borrella Ride arrived Friday 27th February. To mark the occasion the community was presented with a commemorative plaque that will be mounted on permanent display at the cenotaph near the Banyan tree. We were also one of only three stops that were gifted a full set of framed commemorative medals of Albert Borrella to be placed on display in the Museum or Office.
- Dol Roadsides and infrastructure, after numerous conversations with Department of Infrastructure about roadside slashing and other work we undertake including; roadside slashing maintenance of Martin Road,

Homestead Road and the Stuart Highway at Larrimah. I have been advised that they have had their funding slashed and that under current arrangements they are unable to proceed with the usual amount of slashing. As a result we are now awaiting their approval for late wet season slashing. I am continuing to follow this up with the Department.

- Solar Light round two, LA to identify dark spots for Round 2 Solar lights. Local Authority discussed the lights would go to Mulgan Camp.

Action: Mataranka Local Authority request CSM to arrange for an Irrigation Specialist to advise on irrigating the Oval to ensure the best job is done.

7.3 *Council Financial Reports:

Tabled

7.4 *Town Priorities:

Town Priorities were discussed and a date was proposed for a Community Meeting to discuss Town Priorities Tuesday 28th April at 6.30pm

7.5 *Governance Updates:

Local Authority Training will take place at the Hall on Tuesday 28th April at 4.30pm. Town Priorities meeting will take place on the same night after Training and BBQ at 6pm followed by Community meeting for Town Priorities.

7.6 *Complaints Register

Nil

7.7 *Policy Updates

Updates on Travel Policy for Staff and Councillors was approved by ordinary meeting of Council on 27 February 2015. All updated policies can be downloaded from the website.

7.8 *RJCP (Remote Jobs and Communities Program)

Catherine Proctor, Director Community Services gave a verbal report. Veronica Russo has resigned as RJCP Coordinator. Mataranka RJCP has been under performing currently working at 68%. Catherine is currently working with Michael Solar CSM to turn it around. LA members asked about KPI checks and how long it would take to recruit someone to the position. Catherine noted they were still looking at options for recruitment. The Mataranka Local Authority is extremely concerned that RJCP has not been performing for sometime and has been left unsupported by Head Office.

Action: Director Communities Services to report on RJCP progress at next Mataranka Local Authority meeting and detail what measures will be put in place to ensure it is running successfully.

7.9 *Alcohol Management Plan:

It was noted that the last funding application to the IAS for a Mataranka AMP was unsuccessful. Surinder Crichton, Senior Alcohol Management Project Officer mentioned that Mataranka LA members could have some input into the Ngukurr &

Jilkinggan AMPs. Surinda can supply AMP Guidelines and Templates to the newly form Community Safety Committee but can not work on a Mataranka AMP as it is not her brief. Police have moved the drinkers from the anti-social area. LA members are concerned that there is no safe area for people to drink and they are only being pushed into areas that could potentially be very unsafe.

Action: That the AMP remains on the Action List and Council continue to seek funding for a Mataranka AMP

Action: Mataranka LA asks that Council demand that the NLC make Land available for a safe drinking area.

7.10 *Work Health and Safety

A reminder about taking responsibility in the workplace and If anyone sees an issue please report immediately.

7.11 ANZAC Day

Deputy Mayor asked if LA Members would like to take a greater responsibility in Civic Events (Australia Day and ANZAC Day) starting with the upcoming ANZAC Day Breakfast. Bidy asked if they could communicate by email in the first instance.

Motion: That Mataranka Local Authority members take a larger role in organising Australia Day along with CSM as part of Community Civic Events. LA will do ANZAC Day Breakfast.

Moved: Tracey Wilson Seconded Bidy Hamilton. All Agreed

7.12 Racism

Not discussed.

7.13 Insurance re: Skate Park

Insurance status can be obtained from Catherine Proctor, Director Community Services on request. Council will ensure the correct signage is in place.

7.14 Dog By-Laws:

NT Government is looking at current Dog by-laws. Mataranka has been having issues with vicious dog attacks on other animals. LA members were encouraged to lodge a formal complaint through Governance. LA members asked who has had the Dog training also would like a copy of the Mataranka Dog By-Laws and who is responsible for managing the by-law? The Dog By laws can be found on the Council Website.

7.15 Australia Day

Discussed at 7.1.1 ANZAC Day

7.16 Op Shop

Local Authority Member Bidy Hamilton asked what was happening with the Op Shop project as many people had donated clothing and nothing has happened for 2 years. Catherine Proctor, Director Community Services noted that it was going to be an RJCP Project but unfortunately not enough people were interested in retail to make it viable. Bidy suggested it could be run by volunteers and Local

Authority Member Leah Niehus suggested setting up a Market stall at the Manor Markets.

Action: LA requested update on Op Shop

7.17 Anti-Social Behaviour

Covered in 7.3 AMP

7.18 Floating Position

Local Authority Member Biddy Hamilton asked what has happened with the floating Position that was advertised over 6 months ago, the Centerlink and Library were closed from December 12th 2014- end of January 2015. Why was the decision made to close both facilities for over 6 weeks and who was responsible for that decision.

Action: Director Community Services to investigate status of Floating Position and find out why the Library and Centrelink were closed for over 6 weeks to report back at next LA meeting.

7.19 Post Boxes:

Motion: That Mataranka Local Authority request CSM to obtain more Post Boxes.

Moved Tracey Wilson Seconded Leah Neihus. All Agreed

7.20 LA Funding: Due to Multi Purpose Funding not being successful LA Members moved a motion re: Spending LA Funding

Motion: That the Mataranka LA Funding for 2014/15 is used to purchase the Skate Park Module and the use 2015/16 LA Funding to pay for the slab it sits on.

Moved Leah Neihus Seconded Biddy Hamilton. All Agreed

7.21 Grant Applications & Guidelines/Acquittal:

Tabled by Deputy Mayor for LA members information.

7.22 RGRC Reconciliation Action Plan:

The Reconciliation Plan is now out for comment, Local Authority Members commented that Australia Day is an important day for all Australians to celebrate and should be supported by Council and added to the Plan.

Action: That Australia Day is to be added to the Reconciliation Plan and CSM is to be responsible for facilitating Australia Day.

8. Other Business

8.1 Communication:

Local Authority Member Bidy Hamilton asked when discussing Local Authority business by email can people please reply all so all LA members get the thread of discussion. All amendments to minutes need to be in writing and emailed to LA members when minutes come out. All LA Agenda items need to be qualified properly before going on the Agenda that is some information regarding discussion.

The Mataranka Library and Museum are in desperate need of upgrading. LA Members would like to investigate options to upgrade the facilities including digital options for customers. Museum is in need of upgrade including an iron roof for shade for the area outside and new story boards perhaps look at video formats.

Action: CSM to investigate funding opportunities for both Library and Museum upgrades.

Leah Niehus asked LA Members if anyone would be willing to take her position as LA Representative for the Hall discussions with Council and Better Half Club. It was agreed Leah would stay as the Rep. LA Members want to know what is happening with the Art Work and painting of toilets that was approved by LA and previous Local Board some time ago.

Action: CSM find out status of Hall, Toilets and Artwork and report to next LA Meeting.

9. Meeting Closed 8pm

Next meeting 5th May 2015

As the Chair at the Mataranka Local Authority Meeting held on the 9th March 2015, I certify these minutes to be a true and correct record of this meeting.

Deputy Mayor Judy MacFarlane - Chairperson

WARD REPORTS

ITEM NUMBER	14.2
TITLE	Nyirranggulong Ward Report
REFERENCE	522226
AUTHOR	Jo Nicol, Local Authority Coordination Officer

RECOMMENDATION

- (a) **That Council receive and note the Nyirranggulong Ward Report.**
- (b) **That Council accepts the recommendation that Sam Ashley and Adam Bostock are removed from the Beswick Local Authority.**
- (c) **That Council accept the Local Authority Membership Nomination of Raelene Bulumbara to the Beswick Local Authority.**
- (d) **That Council accepts the recommendation that Sally Anne Sherman is removed from the Bulman Local Authority.**

BACKGROUND

Local Authority Meetings were held at Manyallaluk on 16th February and Bulman 18th March 2015. Beswick and Barunga meetings were rescheduled from 16th and 17th March to 14th April 2015 and were held successfully.

Community Visitors

William Rosas- Department Local Government
 Jodie Lock – Stuart Electorate Officer, Bess Price MLA
 Lidia DiLembo – Department of Chief Minister
 Douglas Kelly – Alcohol & Other Drugs, Katherine
 Ross McDermott – Outback Stores
 Moira McCreesh – Alcohol Strategy Unit, Katherine

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.

Beswick Local Authority did not get a quorum for the Meeting scheduled for 16th March 2015. Two Local Authority Members who were in Beswick indicated quite firmly they no longer wanted to be on the Local Authority. Therefore Governance asks Council to remove Sam Ashley and Adam Bostock from the Beswick Local Authority.

The Beswick Local Authority meeting was rescheduled and held Tuesday 14th April 2015.

The next Beswick Local Authority meeting is scheduled for Monday 18th May 2015.

Community Update:

The Council Service Delivery Centre at Beswick has received a major upgrade; it looks great and will greatly enhance efficiencies and the standard of services Roper Gulf Regional Council delivers.

There are ongoing issues at Beswick with Volatile Substance Abuse. Organisations have been taking a cooperative approach and some inroads have been achieved at stopping the problem.

The Wugularr Alcohol Management Plan, which was developed by the previous Local Board, is struggling to find a group who will take control of and implement it. Beswick Local Authority is reluctant to take it on.

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 19th May 2015.

Community Update:

Barunga is looking neat and tidy.

Buffalo have started coming back into the Community and are becoming an issue once again.

Dog issues in Barunga are still being addressed; there have been a number of attacks on people in the last few months.

Manyallaluk

Local Authority Update

The Manyallaluk Local Authority Members are; Cr Anne-Marie Lee, Cr Selina Ashley, Cr. John 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 18th May 2015 meetings start at 2.30pm.

Community Update

The Municipal Team is working well with slashing and mowing a priority. Manyallaluk is looking very neat and tidy, Parks are looking great.

Buffalo continue to be an issue at Manyallaluk, with the wet season over they are returning to the community and remain a health & safety issue.

Traffic Management is also an issue in Manyalluk, with too many cars speeding in the community, traffic calming devices have been requested.

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 20th May 2015, the meeting starts at 2pm.

Community Update:

The Bulman Community is looking great and was relatively unscathed after the Cyclone Alert in February. Some issues arose during the Cyclone with Police communications but these have since been resolved.

Roper Gulf Regional Council Staff and Bulman Local Authority members were given a Work Health and Safety Presentation.

ISSUES/OPTIONS/SWOT

Ward Action List

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
Barunga				
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. 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.
17.02.2015	Find out if it is possible to erect signage at entrance of Barunga directing Visitor to the Office.	CSM		14.04.2015 Signage is currently being organised for all Communities.
Beswick				
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 16.02.2014-Ongoing LA asked to bring ideas to next LA meeting. 14.04.2015 Ongoing
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	CSM		16.02.2015- Ongoing 14.04.2015- Ongoing

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
	solution is found.			
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	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		14.04.2015 – Lights Audit currently being done
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		14.04.2015-Ongoing
20.10.2014	Discuss with Director of DCSI the feasibility of having a bore drilled for public use.	CSM	Ongoing	14.04.2015-Ongoing
16.02.2015	Find out feasibly of moving Gate at entrance of Beswick back towards the Football Oval	CSM		14.04.2015-CSM contacted Police and needs to contact DPI
Bulman				
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	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>

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 LOCAL-AUTHORITY_2015.04.14_Barunga_Minutes.pdf
- 2 LOCAL-AUTHORITY_2015.04.14_Beswick_Minutes.pdf
- 3 Beswick LA NOM R.Bulumbara.pdf
- 4 LOCAL-AUTHORITY_2015.02.18_Bulman_Minutes.pdf
- 5 LOCAL-AUTHORITY_2015.03.18_BUlman_Minutes.pdf



**Barunga
Local Authority Meeting
Minutes
Held in Barunga Conference Room**

14th April 2015

This meeting was opened at 1:15pm by Chair Helen Lee and the Roper Gulf Regional Council Pledge was read.

1. Present:

Elected Members:

Cr Anne Marie Lee

Local Authority Members:

Helen Lee - Chair

Ruth Kelly

Scott Lee

Anita Painter

Staff:

Sharon Hillen – Director Council Services and Infrastructure

Jo Nicol – Local Authority Coordinator

Robert Campbell – Council Services Manager

Julie Kartinyeri – Regional Manager Sport and Recreating, Youth Services

Mary Cunningham – Sport and Recreation Coordinator

Lara Brennan – Regional Manager Community Services

Catherin Proctor – Director Community Services

Visitors/Guests:

William Rosas – RLGCS

Jodie Lock – Bess Price MLA

Joyce Torres – Dep. Prime Minister and Cabinet

Lidia DiLembo – Dep. Chief Minister

Moira McCreesh – Alcohol Management Strategy Unit

Samuel Blanas – Chairperson Northern Land Council (Via Telephone)

2. Apologies/Absent:

Jamie AhFat

Apologies Accepted, Moved: Ruth Kelly

Seconded: Scott Lee

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes Accepted.

Moved: Ruth Kelly, Seconded: Cr Lee

5. Business Arising/Action List;

Previous minute's action List was presented to Local Authority.

6. Correspondence**6.1. Outgoing Correspondence:**

- Letter to NT Electoral Commissioner re: South West Gulf Ward Vacancy
- Letter of Support to ABA re: NAAJA

6.2. Incoming Correspondence:

- Resignation Letter from Councillor Stan Allen
- Letter of Support for Roper Gulf Regional Council Funding Application from Department Correctional Services.
- Invitation to attend Kimberly Zone WALGA Forum "The Next Port of Call"
- Letter of Support Funding application Indigenous Community Volunteers

7. General Business**7.1 * Elected Member Report:**

Cr Lee discussed her recent trip to the Barossa Valley, South Australia for the Australian Local Government Association's Women's Conference. The Conference held over two and a half days showcased Women being an integral part of decision making in all aspects of Local Government. The Keynote speaker Political Journalist Annabel Crabbe was funny and inspiring and a range of other speakers tackled topics like Climate Change, Renewable Energy and Supporting Women in the Workplace.

Unfortunately due to the Cyclone and subsequent rescheduling of the February OCM Cr. Lee was unable to attend as she had a conflicting meeting.

The next OCM Thursday 30th April will be held in Barunga, all Local Authority members are encouraged to attend and meet the Council.

Cr Lee also advised members that she attended the Roper Gulf Regional Council Audit Committee Meeting that was held in Katherine in April.

7.2 * Council Services Report:**Council Service Manager Report**

CSM advised the LA members that new Works Supervisor Rex Ah One has commenced with RGRC and he has been working well with all the other Municipal staff.

Currently Barunga RJCP participants are engaged with the municipal staff and are currently recruiting for the RJCP supervisors.

In the past few weeks we have had a few complaints with regards to dog attacks in Barunga and in one case we had a dog put down by the Katherine Vet Care Services.

CSM is currently doing a Cert 4 in Government Investigations, making him an Authorised Officer under the Animal Welfare Act.

The Street light audit has been completed; Commercial Operations is looking into engaging a contractor to undertake twice yearly maintenance.

Pot holes around the community will be attended to as soon as we receive the Cold Ash compound that has been ordered.

Barunga has a Front end loader which is to be used in Barunga, Beswick and Eva Valley.

The Works Supervisor and Municipal crew will be doing tree lopping in the parks and gardens around the community. The Street signs will be up in the next few weeks.

Work Health and Safety:

Local Authority members were advised that RGRC WHS Unit has now a new officer Geane Massey who is based in the Katherine Office. Geane has done two Work Health & Safety Audits in Barunga Community.

7.3 *Council Financial Reports:

Nil

7.4 *Governance Updates:

Town Priorities:

Town Priorities were discussed and updated for the 2015/2016 Council Regional Plan.

Local Authority Funding (\$43,000):

It was decided by members that Funding would be used for:

- BBQ/Solar/park seating at Norforce and Train Park
- A refrigerated Water Bubbler for the Sport & Recreation Hall
- A Ball mitigation fence at the Basketball Court
- \$1,500 is to be set aside for fuel for sporting trips
- Shade for the Cemetery – Robert Campbell said Community was welcome to use the 2 large Council shade marquees for Funerals
- Tiered Sports seating, Catherine Proctor advised perk seating and Tiered seating can come under RJCP as a project

Action: CSM to get budget and present it at the next LA meeting

Complaints Register:

One dog complaint was received and it is still being resolved.

Policy Updates:

Local Authority members were advised that Councillors and Employees Travel Allowance Policy was updated with the decision from Council on 25 February 2015. All Roper Gulf Regional Council Policies are on the Website or can be obtained from Council Office.

Local Authorities Training:

Local Authority members were advised that training for the LA members will be on Tuesday the 21st of this month at 10am. Representative from LGANT will be delivering the training on Roles & Responsibilities.

7.7 *RJCP- Remote Jobs and Communities Program:

The RJCP programme in Barunga was audited by Department Prime Minister & Cabinet who reported that the program is working well at getting participants signed up but projects need to be happening to keep participants engaged. Members were requested if they have any project ideas, and if so please let the RJCP Team know.

Some of the Projects offered were; Welding courses, helping Skinny fish with the stage upgrades and speaker brackets, cooking lessons, Art production and Art marketing training.

7.8 *Alcohol Management Plan:

The AMP was discussed and Moria McCreesh from Alcohol Management Strategy Unit, asked Local Authority members questions in regards to who they see as ultimately implementing the AMP. Cr Anne-Marie Lee and Moira McCreesh will hold a Woman's meeting to discuss AMP and its management.

8. Other Business**8.1. *Bess Price MLA**

Jodie Lock from Office of Bess Price MLA reported on behalf of Bess Price MLA who is looking into getting a new score board for Barunga as well as lighting for the oval. This will be dependent on funding from Sport & Rec. The Local members would be happy to donate a sausage sizzle as a fund raiser for sporting groups if the community would like to organise it.

8.2. *Sport and Recreation Fleet:

The issue of Sport and Recreation Buses was raised by Councillor Lee; recently the Barunga bus was removed to Katherine severely impeding Sport & Recreation opportunities in Barunga. Director of Community Services, Catherine Proctor advised that all RGRC Sport & Recreation buses are too old and are being decommissioned with the Council's decision. A funding application has been lodged with Aboriginal Benefit Account Grant Funding to get 4 new buses and if successful Communities will be able to book the buses for events as long as there is a qualified driver, bus is booked in advance, fuel and users were responsible for damage.

Samuel Blanas – Chairperson Northern Land Council attended the Local Authority Meeting via phone and reported that he have had discussions with Mayor Jack and CEO Michael Berto with regards to the decommissioned buses and an opportunity for a community group to take them on. At this point the Director of

Community Services Catherine Proctor advised Samuel that any request of that nature needed to be put in writing so that it could be presented to the Council.

8.3. *Dogs in Community:

Local Authority member Anita Painter raised an issue with dogs getting into the school grounds.

Cr Anne-Marie Lee also raised an issue in regards to dogs at large getting in other peoples yards and its causing conflict's. The new fences installed don't have latches to close/lock the gate and fences are not flush with ground or sides of buildings, dogs are still getting into yards.

Action: Cr Anne-Marie Lee to raise the unsatisfactory Fence issue at the next OCM 30th April.

8.4. *NAIDOC Week:

Moira McCreesh from Alcohol Management Strategy Unit advised members on NAIDOC Awards and Grants that are now available. Julie Kartinyeri, Regional Manager for Youth Services advised that Sport & Recreation deliver NAIDOC events in Barunga each year but there is a lack of participation. Grant information will be sent to staff and Local Authority Members.

9. Meeting Closed 4.00pm

The next Meeting is to be held on Tuesday 19th of May 2015

As the Chair at the Barunga Local Authority Meeting held on the 14th April 2015 I certify these minutes to be a true and correct record of this meeting.

Chair – Helen Lee



**Beswick
Local Authority Meeting
Minutes
Held in Beswick Conference Room**

14 April 2015

This Meeting was opened at 10.40am by Chair Cr Selina Ashley and the Roper Gulf Regional Council Pledge was read.

1. Present:

Elected Members:

Cr Selina Ashley

Local Authority Members:

Richard Kennedy

Sasha Ashley

Joseph Brown

Sam Ashley

Staff:

Helen Hawkins – Council Services Manager

Kristine Mulholland – Interim RJCP Coordinator

Darcie Boon – Governance Officer

Jo Nicol – Local Authority Coordination Officer

Sharon Hillen – Director of Council Services and Infrastructure

Lara Brennan – Regional Manager of Community Services

Catherine Proctor – Director of Community Services

Mary Cunningham – Sport and Recreation Coordinator

Visitors:

William Rosas – RLGCS

Jodie Lock – Bess Price MLA

Fred Ryan – Beswick resident

Joyce Torres – Department of Prime Minister and Cabinet

Lidia DiLembo – Department of Chief Minister

Douglas Kelly – Alcohol & Other Drugs, Katherine

Gavin Stephens – Beswick Store Manager

Ross McDermott – Outback Stores

Moira McCreesh – Alcohol Management Strategy Unit

2. Apologies:

Lorrain Bennett, Trepina Bush.

3. Conflict of Interest:

Nil

4. Minutes of Previous Meeting:

Moved: Richard Kennedy **Seconded:** Sasha Ashley. All agreed by way of consensus

5. Business Arising/Action List:

Previous minute's action List was presented to Local Authority.

6. Correspondence**6.1 Outgoing Correspondence –**

- *Letter to NT Electoral Commissioner re: South West Ward Vacancy*
- *Letter of Support to ABA re: NAAJA*

6.2 Incoming Correspondence –

- *Resignation Letter from Councillor Stan Allen*
- *Letter of Support for Roper Gulf Regional Council Funding Application from Department Correctional Services.*
- *Invitation to attend Kimberly Zone WALGA Forum "The Next Port of Call"*
- *Letter of Support Funding application Indigenous Community Volunteers*

7. General Business**7.1 Elected Members Report:**

The next Ordinary Council Meeting is to be held in Barunga on Thursday, 30th of April. Everyone is welcome to attend.

7.2 Council Service Managers Report:

Local Authority Members were asked where the large steel speed bump should be positioned; all agreed it should go half way down Jangula Rd in New Sub-division.

CSM advised the members that he is currently waiting for the Loader to be available so the moving of dead vehicles can continue. Beswick now has its own plate compactor; roads are listed to be repaired.

Members were advised that CSM had a conversation with Police about relocating the Community entrance gates to the southern end of the town oval, northern side of butterfly creek and Police have agreed and have referred Roper Gulf to DPI's gates.

ACTION: Director of Council Services and Infrastructure to follow up with DPI on moving the gates.

7.3 *Council Financial Reports:

Nil

7.4 *Governance Updates:

- **Town Priorities:**

Town Priorities were amended and updated for the 2015/2016 Council Regional Plan. The Local Authority members were advised that the Draft

Regional Plan will be made available for making comments for 21 days towards the end of June before it is finalised in July.

- **Complaint register:**
Nil
- **Policy updates:**
Nil

7.4 RJCP- Remote Jobs and Community Program

- Heavy vehicle training has been completed.
- Cert II in Horticulture for men and women about to start, which will go for 8 weeks.
- The Driving Licence course was being held over three days for L & P Plates.
- Upcoming projects includes Lot 120, Aged Care concrete path, White Card holders for the new shop

7.5 Alcohol Management Plan:

Local Authority Members were advised that the Alcohol Management Plan needs to be broadly discussed in the community and there needs to be a Community group to take over the implementation of the plan. Moira McCreesh from Alcohol Management Strategy Unit advised the members that she is available to talk to anyone about the plan. Moira also mentioned that If Community prefers a male representative, then Douglas Kelly from Department of Alcohol & Other Drugs will be available to discuss with groups.

The Local Authority requested that Mr Samuel Bush-Blanasi, Chairperson Northern Land Council and other Traditional Owners be invited to the next Local Authority meeting for their input into who will manage the Plan.

ACTON: CSM to invite Mr Bush-Blanasi and Traditional Owners to the next Local Authority meeting on 18th May to discuss the Wugular Alcohol Management Plan and ownership of the plan.

7.6 Club – Changes to Licencing conditions.

Local Authority members were asked for input into the proposed change of licencing conditions at the Club. Currently the licence stipulates several conditions for Friday Night trading that have become untenable for the Licence holders. The change requested will offer patrons a maximum number of cans instead of unlimited liquor with Security Guard requirements this will allow the Club to open on Fridays as it is currently shut due to the store being incapable of obtaining Security Guards.

Motion: That the Beswick Local Authority support Outback Stores in its application to change to the Club's current Liquor Licence so the Club can trade on Friday night with a can limit.

Moved by: Sasha Ashley

Seconded by: Sam Ashley

ACTION: Governance to report Council that Local Authority supports the proposed changes to the licence.

7.7 Joyce Torres – Government Engagement Officer

Main concern; People in jobs, School attendance and Community Safety.

School attendance is up from 50% to 90% over the first term. This is due to the greater involvement families are having with the school during the day.

8. Other Business

Nil

9. Meeting Closed 12:45pm

Next meeting: Monday 18 May 2015

As the Chair at the Beswick Local Authority Meeting held on the 14th April 2015 I certify these minutes to be a true and correct record of this meeting.

Chair Cr Selina Ashley



Local Authority Nomination Form

Location: Beswick. Date: 20.04.2015

Name of Nominee: Raelene Bulumbara

Best Contact:

Landline: 89758758 (Council)

Mobile: _____

Email: _____

Postal Address:
pmb Beswick via Kathene

Key Areas of Interest: (please indicate)

Waste Management Aged Care Administration

Animal Management Child Care Sport and Recreation

Roads and Infrastructure Youth Parks and Gardens

Any other information relevant to my nomination to the Local Authority:

Raelene Bulumbara

Signature of nominee:

G:\Gov&Corp Planning\132-Local Boards\Local Board Pro-Forma Letters\Local Authority Nomination Form 2014.doc



BULMAN

Local Authority Meeting Agenda

Held at **Bulman Service Delivery Centre**

Wednesday the 18 February 2015

This meeting was opened at 2:45pm by Chair SallyAnn Sherman and the Roper Gul Regional council Pledge was read.

1. Present:

Elected Members:

John Dalywater

Local Authority Members:

Darrilyn Martin

Maggie Chikappa

Essau Martin

Sally- Anne Sherman (Chair)

Staff:

Stephen Roper - Governance Communications Officer

Visitors/Guests:

William Rosas – Department of Local Government

Vicki Burns – Department of Local Government

Yasmin Murphy – IEO

Peter Brown – Northern Territory Police

2. Apologies/Absent:

Margaret Lindsay

Apologies Accepted,

Moved: Sally Anne Sherman

Seconded: John Dalywater

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes Accepted,

Moved: Essau Martin

Seconded: Maggie Chikappa

5. Business Arising/Action List;

5.1. Previous minutes action List

- Old car bodies.

Is there a charge for removing old car bodies from within housing yards?

Action: CSM to advise

- Speeding signs.
Police advised that advisory signs can put up but signs setting actual speed limits require formal approval and gazetting. Police are happy to enforce safe driving within the town if speeding and hooning are an issue.

Action: Local Authority Member Essau and Indigenous Engagement Officer Yasmin to follow up on procedure to change speed limits and sign post.

6. Correspondence

- 6.1. Outgoing Correspondence: Nil
- 6.2. Incoming Correspondence: Nil

7. General Business

7.1 *Elected Member Report:

Cr. John Dalywater did not attend the last OCM but briefly reported on Council business. Next meeting of Council is scheduled for 25th February in Mataranka.

7.2 *Council Services Managers Report:

Bulman CSM Nyrelle Johnson was not present due to attending Managers Meeting in Katherine.

7.3 *Council Financial Reports:

Governance Communications Officer Stephen Roper presented the Bulman Finance Report. Variances were noted in Housing which is related to unexpended wages due and some funds being carried forward from last year.

An under spend in RJCP is due to there being no coordinator employed for some time. The meeting was reminded about the training for Local Authority members to be held on the 24th April at 12:30 which would include some understanding financial reports. There were no questions.

7.4 *Town Priorities:

The meeting was reminded that Township priorities need to be thought about for the coming Council Plan. This will be raised in detail at the next meeting.

7.5 *Governance Updates:

Governance Local Authority Coordination Officer Jo Nicol made apologies for not being able to attend due to incoming weather situations.
Next round of Local Authority Grant Funding is due in June.
The Local Authority was reminded about Local Authority Training on 24 April at 12:30. There is some flexibility in time if needed. No request for change of time was made.
The Local Authority was told about the new Roper Gulf Facebook page.

7.6 *Complaints Register:

No complaints for Bulman have been registered.

Governance Communications Officer Stephen Roper outlined the complaints procedure and how it can be used.

7.7 *RJCP- Remote Jobs and Communities Program:

No report

7.8 *Alcohol Management Plan:

No staff resources are available at present.

There was a brief discussion on VSA but it does not appear to be a problem at present in town.

7.9 *Policy Updates:

No policy updates.

7.10 *Work Health and Safety:

10 staff have completed a 4 WD training course run by CDU at Bulman and have also completed a chemical handling course. The meeting was reminded that it is everyone's responsibility to report observed risk. Concern was expressed about the public laneway behind the playground which has quite long grass and several snakes have been seen recently in the area. This area is often used by children

Action: Request that the CSM organise a cleanup

7.11 Walaman Cultural Festival

No Report

8. Other Business

8.1 Township priorities were discussed and are to be followed up at next meeting. Cr. Dalywater raised concern about the number and size of potholes in the road around Weemol.

Action: CSM to be asked to report.

8.2 Police Sgt Peter Brown reported on preparations for Tropical Cyclone Lam, which is expected to impact on Bulman Friday, expecting probable high winds and flooding.

8.3 An issue was raised by the Police that the emergency batteries for the phone system needs to be upgraded by Telstra, currently it only has approximately 3 hours of life in the event of a power outage.

9. Meeting Closed 4:30 pm

Next Meeting 18th of March 2015 10:00am

As the Chair at the Bulman Local Authority Meeting held on the 18th of February 2015 I certify these minutes to be a true and correct record of this meeting.



**Bulman
Local Authority Meeting
Minutes**

Held in **Bulman Regional Council Office**

18th March 2015

This meeting was opened at 2:20pm by Chair Margaret Lindsey and the Roper Gulf Regional Council pledge was read.

1. Present:

1.1 Elected Members

Nil

1.2 Local Authority Members:

Chair: Margaret Lindsey
Maggie Chikappa
Esau Martin
Jerry Martin
Christopher Gordon
Garrett Lofty.

1.3 Staff:

Sharon Hillen – Director Infrastructure & Technical Services
Nyrelle Johnson – Council Services Manager
Jo Nicol – Local Authority Coordination Officer
Matthew Galloway – Work Health & Safety Coordinator
Geane Massey – Work Health & Safety Advisor

1.4 Visitors/Guests:

Rachel Koch – Prime Minister & Cabinet
Paula Woodhouse – Prime Minister & Cabinet
William Rosas – Department Local Government

2. Apologies/Absent:

Councillor John Dalywater and Yasmine Murphy
Moved: Esau Martin Seconded: Jerry Martin
All agreed.

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes accepted,
Moved: Esau Martin Seconded: Jerry Martin
All agreed.

5. Business Arising/Action List;

5.1. Previous minutes action List

Item No.	Delegated To	Action Description
1	CSM	Is there a charge for removing old car bodies from the yards? Normally yes, Riccn will remove these cars free of charge- Completed
2	Esau and IEO, Yasmine Murphy	Speed signs in the community, follow up on procedure - ongoing
3	CSM	Town priorities to be updated - Ongoing
4	CSM	Invite Mathew Galloway(WH & S Officer) to next Bulman LA Meeting – Completed

6. Correspondence

6.1. Outgoing Correspondence:

- Letter of Notification of casual vacancy in RGRC South West Gulf Ward
- Letter in support of NAAJA application to ABA

6.2. Incoming Correspondence:

- Letter of resignation from Stan Allen
- Letter of support from Indigenous Community Volunteers
- Letter from Kimberley Zone of WALGA – "Next Port of Call".
- Letter of support from Department of Correctional Services

7. General Business

7.1 *Elected Member Report:

Nil, Cr. Dalywater was not present for this meeting

7.2 *Council Services Managers Report:

Council Services Manager Nyrelle Johnson advised the Members that School Nutrition Program will only go to those who are paying for the service. For \$7 a day, the child will receive two meals a day. At the start of Term 2 meals will only be received by those who are paying. Notification will go out to families and carers.

The number of RJCP staff have been increased to be ready for the new changes to the program.

7.3 *Council Financial Reports:

Nil – Quarterly Report submitted at last meeting

7.4 *Town Priorities:

Draft town priorities have been noted.

7.5 *Governance Updates:

Motion: *That the Local Authority funding for 2014/2015 to be used as; \$30,000.00 towards the office upgrade and \$11,260.00 towards Landscaping and dust suppression in the park.*

Moved: Esau Martin Seconded: Maggie Chikkapa.
All agreed by way of consensus.

7.6 *Complaints Register:

Pigs ripping up the park area -
Police communications during Cyclone LAM - Resolved.

7.7 *RJCP- Remote Jobs and Communities Program:

Rachel Koch from Office of Prime Minister & Cabinet updated the changes to working for the dole effective from the 30th June 2015. Project ideas for RJCP to work with and build a better community are being canvassed.

7.8 *Alcohol Management Plan:

Volatile Substance Abuse –Members from Beswick community who are known sniffers have been moved by their families to Weemol community. Local Authority Members are concerned that if not properly supervised they may be sniffing in the community.

7.9 *Policy Updates:

The Councillor and Employee Travel Allowance Policy updated.

7.10 *Work Health and Safety:

Presentation was delivered by Work, Health & Safety Coordinator Matthew Galloway, on Work Health and Safety at Roper Gulf Regional Council.

8. Other Business**8.1 Ri-Con New shop**

The new Shop opening is on hold due to water main approvals being sought, an application has gone into Power and Water.

8.2 Walaman Festival

Festival will not be held this year due to cultural business.

8.3 Road speed limits

Within town boundaries 20km, signs to be erected, paint on road surface and speed bumps to be in place

On the highway 80km, recommendation for the sign to be moved back before the Weemol shortcut road due to children walking along that road.

ACTION: CSM to purchase speed bumps, paint and 20KM signs

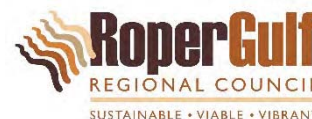
9. Meeting Closed

Meeting was closed at 4.40pm.

Next meeting will be held on 20th May 2015.

As the Chair at the Bulman Local Authority Meeting held on the 18th March 2015, I certify these minutes to be a true and correct record of this meeting.

Margaret Lindsey - Chairperson

WARD REPORTS

ITEM NUMBER	14.3
TITLE	Numbulwar Numbirindi Ward
REFERENCE	522947
AUTHOR	Jo Nicol, Local Authority Coordination Officer

RECOMMENDATION

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

BACKGROUND

The Numbulwar Local Authority meeting was held on Thursday 19th March 2015.

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 Tuesday 12th May 2015 at 3pm.

Community Visitors

Nicolas Sharrah - Department of Local Government

Community Update

Numbulwar community is looking very neat and tidy. There has been a lot of work carried out landscaping the Workshop and Boat Landing areas.

Issues with vandalism have been ongoing.

The Numbulwar Local Authority is working well, a decision was made at the March Meeting to change the time of Meetings from 10am to 3pm to make it easier for members to attend.

ISSUES/OPTIONS/SWOT**Action list**

Date	Meeting	Item Description	Responsible Person	Status	Status Comments - Completion Date
19.03.2015	LA	Replace tap at Council Service Centre with spring-loaded tap.	CSM		

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 LOCAL-AUTHORITY_2015.03.19_Numbulwar_Minutes.pdf



**NUMBULWAR
Local Authority Meeting
Minutes**

Held in Council Conference room

19 March 2015

This Meeting opened at 10:15am by Chair and the Roper Gulf Regional Council Pledge was read.

1. Present:

Elected Members:

Local Authority Members:

Selena Uibo
Felicity Rami
Douglas Wunningmurra
Ella Geia

Roper Gulf Regional Council Staff:

Sharon Hillen – Director of Council Services and Infrastructure
Roger McIvor – Council Services Manager (Numbulwar)
Kim Freeman – Aged and Disability Coordinator
Jo Nicol – Local Authority Coordination Officer

Visitors/Guests:

Nicholas Sharah – Department of Local Government

2. Apologies:

Carried

Councillor Kathy-Anne Numamurdirdi

Apologies Accepted, Moved: Ella Geia, Seconded: Douglas Wunningmurra

3. Minutes of Previous Meeting:

Carried

Previous Minutes Accepted

Moved: Felicity Rami, Seconded: Douglas Wunningmurra
Carried

4. Conflict of Interest:

Carried

Selina Uibo suggested Local Authority Meetings be changed to 3:00pm

All Members agreed by way of consensus.

5. Business Arising/Action List **Carried****5.1. Previous minutes action List:****5.1.1 Provide quote for toilets at Airstrip.**

Quote was tabled for \$35,568.65, this quote is only for the toilet and structure, Director of Council Services and Infrastructure, Sharon Hillen provided another quote for \$50,000.00 which provided better outcome for the amount of money spent. The toilets out at the airstrip would have water suitable for washing hands ONLY, not drinking.

5.1.2 Discussion regarding Town Priorities took place. Director of Council Services and Infrastructure, Sharon Hillen went through the town plan and new priorities were agreed upon, some were removed. The toilets should be put off until the road is sealed out to the airstrip.

The new freight hub will go ahead if funding is received.

5.1.3 Removal of action item regarding placing gravel on the back road to the bores, this was requested by the Local Authority on the 11/07/2013. – Roper Gulf Regional Council is not responsible for this road.

Removal of action item Moved: Ella Geia, Seconded: Selena Uibo

6. Correspondence**6.1. Outgoing Correspondence:**

Out going correspondence was a tabled. There was a discussion regarding the airport road undergoing construction to be sealed; work will commence at the end of May-June depending on the condition of the Roper Highway.

6.2. Incoming Correspondence:

In coming correspondence was tabled

7. General Business**7.1 Elected Member Report:**

Councillor Kathy-Anne Numamurdirdi was unable to attend, no Elected Member Report.

7.2 Council Services Managers Report:

Council Services Manager, Roger Melvor tabled his report.

The new office for RJCP is underway, all the furniture has arrived, we are still waiting on IT to sort out phones etc. Other renovations to the office will take place during the dry season. I'm pleased to report that we have a new SASO (Senior Administration Support Officer) May Brazil who will arrive here tomorrow. Some issues with our phone system are being addressed.

4WD Training and First Aid will be undertaken by some staff at the end of April.

The Vet will visit Numbulwar on the 27th of April for one week.

Work is ongoing at the Rubbish Tip, separate sections for whitegoods, batteries, cooking oil, steel and tyres. Keep the community informed about the illegal dumping of rubbish. The tender has been advertised for the sealing of the road to the airstrip; this work will begin during the dry season 2015.

Potholes to be repaired, 2 new speed humps ordered.

Housing maintenance Officer s have been very busy keeping up with repairs and maintenance to community houses. Welcome Jessma Saylor our new Community Housing Officer. NT Housing staff from Katherine may visit next month.

A break in at the MUNS yard resulted in the RJCP Troopy being damaged. Additional security cameras will installed in two weeks time. Other organisations will be putting up more cameras.

Senior Sargent Leif Hovland is leaving Numbulwar to go back to Darwin. We thank Leif Hovland for his time, it was great to have him back after a break of three years.

The new Senior Sargent will begin work here in the next two weeks.

New Aged Care Coordinator Kim Freeman arrived on Monday 16th of February.

7.3 Council Financial Reports:

Director of Council Services and Infrastructure, Sharon Hillen explained the financial report for Local Authority Members. Local Authority Members were reminded that Council Services Manager, Roger McIvor is available if they have any queries regarding Financial Reports or require a one-on-one.

7.4 Town Priorities:

Dealt with under 5.1.2

7.5 Governance Updates:

Training will be held on 21.04.2015 at 3:00pm for all Local Authority Members. Training will involve what the role of a Local Authority Member is and Financial Training.

7.6 Complaints Register:

No complaints were received

7.7 Policy Updates:

Updated travel policy – this can be viewed on the Roper Gulf Regional Council web site.

7.8 RJCP- Remote Jobs and Communities Program:

RJCP is running well with very good participation rates. Cert II in Building Construction is underway with 22 participants, there are two major projects underway; renovation to lot 156 and refurbishment to lot 162

7.9 Alcohol Management Plan:

Nothing to report, Carl Hansen the GEC for Numbulwar will have a report at the next scheduled Local Authority Meeting.

7.10 Work Health and Safety:

Work Health and Safety is very important. Council Services Manager, Roger McIvor pointed out the need to see all who come to work to go home safe. Incident reports are sent off to Roper Gulf Regional Council's Work Health & Safety Coordinator, Matthew Galloway and are dealt with accordingly and in a timely manor.

8. Other Business

8.1 New Solar Lights round 2

Funding is being sort for extra solar lights for park areas

8.2 Tap at front of Council Office

Some taps need spring locks to ensure they are turned off.

Action Item: Council Services Manager, Roger McIvor to replace the tap with a spring loaded tap if this is possible, bearing in mind we use this tap to operate a sprinkler.

8.3 Lot 78

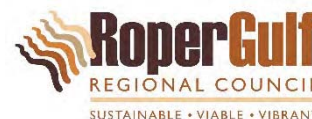
Local Authority Member, Ella Geia said lot 78 was a real problem as the house is falling down and is a really unattractive sight when entering town. Director of Council Services and Infrastructure, Sharon Hillen pointed out that the house belongs to NT Housing with no lease contract in place.

9. Meeting Closed 12:22pm

Next Meeting: Tuesday 21 April 2015

As the Chair at the Numbulwar Local Authority Meeting held on the 19th of March 2015 I certify these minutes to be a true and correct record of this meeting.

Chairperson

WARD REPORTS

ITEM NUMBER	14.4
TITLE	South West Gulf Ward Report
REFERENCE	522968
AUTHOR	Jo Nicol, Local Authority Coordination Officer

RECOMMENDATION

- (a) **That Council receive and note South West Gulf Ward report.**
- (b) **That Council accept the recommendation to remove Annie Roberts and Shaun Cairns from the Borroloola Local Authority.**

BACKGROUND

The Borroloola Local Authority Meeting was scheduled for Thursday 5th March 2015, unfortunately there was no quorum and the Meeting was rescheduled for Monday 30th March 2015. The rescheduled Meeting did not have a quorum; as a result of this a recommendation has been made to Council to remove two members who have not been attending or handing in apologies, from the Borroloola Local Authority.

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

The next Borroloola Local Authority Meeting is scheduled for Thursday 7th May 2015.

Community Visitors:

William Rosas – Department of Local Government
Vicki Burn – Department Local Government

Community Update:

Town is looking very clean and tidy, the MUNS Crew are continuing with a program of slashing roadside verges, rubbish pickup and keeping the Cemetery and parks mowed and neat.

Youth Voice

Nil

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

Date	Item Description	Responsible Person	Status	Status Comments – Completion Date
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

Date	Item Description	Responsible Person	Status	Status Comments – Completion Date
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
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	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	

Date	Item Description	Responsible Person	Status	Status Comments – Completion Date
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 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.	DCSI	Ongoing,	
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	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:

WARD REPORTS

ITEM NUMBER	14.5
TITLE	Yugul Mangi Ward
REFERENCE	522980
AUTHOR	Jo Nicol, Local Authority Coordination Officer

RECOMMENDATION

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

BACKGROUND

The Ngukurr Local Authority meeting was held Wednesday 11th March 2015.

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 13th May 2015.

Community Update:

Ngukurr is looking excellent and is currently continuously slashing and mowing.

Community Visitors:

Nicholas Sharrah-Department of Local Government

Youth Voice

NIL

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

Date	Item Description	Responsible Person	Status	Other Comments
05.03.2014	Carol will photocopy the Church Register and give to Paul	Carol Robertson	No Action	
07.05.2014	Investigate re-opening Canteen facilities at the Pool	CSM/CSO	In Hand	Offers received from private business
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
11.03.2015	Police to crack down on the flow of alcohol into the Community now that the River is open			
11.03.2015	Sport and Rec facilities such as pool, basketball courts only to open Friday	CSM		

Date	Item Description	Responsible Person	Status	Other Comments
	Saturday and Sunday as the programs are being run too late on school nights			
11.03.2015	Marc of Gardiner to find out about street lights and report back to Local Authority	Director of Commercial Operations		
11.03.2015	Look for other sources of funding for the Youth Services Program	Local Authority Members and Ian Gumbula		
11.03.2015	Marc to provide financial report for outstations at next LA Meeting	Director of Commercial Operations		
Youth Voice Committee				
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
11.03.2015	Counsel those caught damaging signage and report to CSM if they continue	Youth Voice Members		
11.03.2015	Ask if local Radio Station can broadcast anti vandalism messages.	Youth Voice Members		
11.03.2015	Invite Police to join YV meetings to provide information and engage with youth on Community Issues	Coordinator Youth Services/Sport and Rec		

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 LOCAL-AUTHORITY_2015.03.11_Ngukurr_Minutes.pdf



**Ngukurr
Local Authority Meeting
Minutes**

Held in Ngukurr Conference Room

11 March 2015

This Meeting was opened at 11:00am by Chair Bobby Nungumajbarr and the Roper Gulf Regional Council Pledge was read.

1. Present:

Elected Members,

Local Authority Members,

Keith Rogers
Tanya Joshua
Walter Rogers
Bobby Nungumajbarr
Peter Daniels
Jerry Ashley
Ian Gumbula
Robin Rogers

Staff,

Jo Nicol – Local Authority Coordination Officer
Julie Kartinyeri – Regional Manager Youth Services & Sport and Rec
Marc Gardner – Director of Contracts and Economic Development
Amanda Fowke – Senior Admin Support Officer (Ngukurr)

Visitors/Guests,

Darrell Fowler – School Principal
Trevor Bates – NT Police
Nic Sharrah – Department of Local Government

2. Apologies:

Gwen Rami
Cr. Daphne Daniels

Apologies Accepted, Moved: Jerry Ashley

Seconded: Robin Rogers

3. Conflict of Interest-Members & Staff:

Nil

4. Minutes of Previous Meeting:

Previous Minutes Accepted. Moved: Bobby Nungumajbarr, Seconded: Walter Rogers. All Agreed by way of consensus.

5. Business Arising/Action List;**5.1. Previous minutes action List****6. Correspondence****6.1. Outgoing Correspondence:**

- 6.1.1 Letter to Commissioner NT Electoral Commission
- 6.1.2 Letter to Aboriginal Benefit Account Dept. of Prime Minister and Cabinet
- 6.1.3 Email to Dept. of Infrastructure
- 6.1.4 Meeting Minutes from Youth Voice Training

6.2. Incoming Correspondence:

- 6.2.1 Letter from Stanley Allen – Resignation
- 6.2.2 Letter from Indigenous Community Volunteers
- 6.2.3 Letter from Kimberly Zone of Walga
- 6.2.4 Letter from Dept. of Correctional Services
- 6.2.5 Letter from Dept. of Sport and Rec
- 6.2.6 Letter from LGANT
- 6.2.7 Email from Paul Amarant
- 6.2.8 Email from Dept. of Infrastructure – Council not responsible for Barge (Needs repairs)

ACTION: Actions will appear under each point like this

7. General Business**7.1 *Elected Member Report:**

Nil

7.2 *Council Services Managers Report:

Nil

7.3 *Council Financial Reports:

Report Table – discussion around Agency funding; School Nutrition Program and Centrelink Agency.

7.4 *Town Priorities:

Discussed and adjustments made to Town Priorities List

Action: Marc to find out about street lights and report back to LA

7.5 *Governance Updates:

Local Authority Training will be held in Wednesday 22nd 10:00am. At the last meeting in December no quorum was obtained please ensure you attend Meeting or give formal apology prior to meeting.

7.6 *Complaints Register:

Nil

7.7 *RJCP- Remote Jobs and Communities Program:

Nil

7.8 *Alcohol Management Plan:

Nil

7.9 *Policy Updates:

One updated policy at the last OCM "Councillors and Employees Travel Policy"
Policies on website

7.10 *Work Health and Safety:

Ensure to report all hazards and incidents

7.11 *Police Report:

The recent fighting has been sorted out. This needs to be kept in check as recently a Child lost an eye.

Police will be doing car checks in the coming weeks too many cars on Community that need to be registered and road worthy – many cars driving around are without lights and windscreens

There have been incidents of Home Brewing on community.

Police are going to be doing more night time shifts in order to patrol the Community Night Patrol are working well.

Shop will be selling all bike safety equipment soon.

Local Authority Members noted: with the river open again that the flow of alcohol coming into Community needs to be stopped. LA Members also asked Trevor if Police could liaise with each other along highway (Minyerri, Mataranka, Ngukurr) to stop alcohol from coming into Community at Funeral time.

2 x APLO (Aboriginal Police Liaison Officer) positions available unfortunately no house provided but rental assistance.

7.12 Sport and Recreation:

Julie Kartinyeri Regional Manager of Sport and Recreation/Youth Services gave a verbal report on:

- Roper Gulfs engagement with NT softball and basketball
- Concentration on employment for staff

Youth Services, will no longer have any funding after the 30th of June 2015 and at this stage there will be no Youth Services program. Funding options are still being pursued for Youth Services.

Bobby Nunggumajbarr suggested that Sport and Rec staff receive more training. Also LA members raised the issue of Basketball courts and swimming pool only opened Friday, Saturday, Sunday as Sport and Rec Programs are being run too late on school nights. There have also been reports of anti-social behaviour which is resulting in damage being done to the Community Hall.

The Youth Voice Minutes 12.02.2015 were tabled for Local Authority members to read.

Action: All Local Authority Members and Ian Gumbula will look for other sources of funding for the Youth Services Program.

8. Other Business

8.1 The Ngukurr School Principal gave a brief report; The Indigenous Strategy Funding Application was not successful, some programs will not be funded Nutrition Program and Horse Skills Program.

8.2 Outstations Budget: Local Authority Member Jerry Ashley asked what the current budget for outstations was.

Action: Marc to provide financial report for outstations at next LA Meeting.

9. Meeting Closed 2:00pm

As the Chair at the Ngukurr Local Authority Meeting held on the 11th March 2015, I certify these minutes to be a true and correct record of this meeting.

L.A. Bobby Nunggumajbarr - Chairperson

* Denotes permanent Agenda items

EXECUTIVE DIRECTORATE REPORT



ITEM NUMBER	15.1
TITLE	Mayor's Report
REFERENCE	524966
AUTHOR	Hilary Sinfield, Governance Officer

RECOMMENDATION

- (a) **That Council receive and note the Mayor's Report**

BACKGROUND

As outlined by the RGRC's Code of Conduct, the Mayor attends meetings and appointments to speak and represent the Council publicly on the policies, decisions, actions and interests of the Council.

ISSUES/OPTIONS/SWOT

The Mayor has attended the following meetings and appointments on behalf of Council:

10 th March 2015:	LGANT Executive Meeting (Darwin)
11 th – 13 th March 2015:	NT Remote Housing Forum (Darwin)
25 th – 27 th March 2015:	ALGA Meeting (Canberra)
16 th – 17 th April 2015:	LGANT General Meeting (Tennant Creek)

The Mayor will attend the following upcoming meetings on behalf of Council:

1 st May 2015:	LGANT Executive Meeting (Darwin)
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FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT



ITEM NUMBER 16.1
TITLE WS007 Alcohol and Other Drugs Policy

REFERENCE 525173

AUTHOR Mathew Galloway, Work Health and Safety Coordinator

RECOMMENDATION

(a) **That Council approve the reviewed policy on Alcohol and Other Drugs.**

BACKGROUND

The Policy on Alcohol and Other Drugs promotes the prevention, reduction and elimination of alcohol and other drugs abuse in the workplace by:

- Providing Roper Gulf Regional Council with a minimum standard for the management and control of alcohol and other drugs in the workplace by:
- Promoting the prevention and elimination of alcohol and other drugs abuse in the workplace;
- Raise awareness of the affects of alcohol and other drug abuse;
- Reducing Council's risk profile and improving safety;
- Assist Council in achieving the highest standards of Health and Safety by maintaining a 0.00% blood alcohol level and a drug-free workplace.

ISSUES/OPTIONS/SWOT

WS007 Alcohol and other Drug policy has been revised and reworded completely. The revised policy has included provisions of drug and alcohol tests.

The revised policy replaces the existing Drug and Alcohol policy.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 WS007 Drug and Alcohol Policy - DRAFT - Final.doc

1. POLICY CERTIFICATION

Policy title:	Alcohol and Other Drugs Policy
Policy number:	WS007
Category:	Policy
Classification:	Work Health and Safety
Status:	Draft

2. PURPOSE

This Policy supports Roper Gulf Regional Council's commitment to providing a healthy and safe workplace environment for all employees, visitors and contractors.

3. ORGANISATIONAL SCOPE

This policy applies to all Roper Gulf Regional Council employees, visitors and contractors on Roper Gulf Regional Council premises and any other locations where activities are undertaken by Roper Gulf Regional Council representatives or on behalf of Roper Gulf Regional Council.

4. POLICY STATEMENT

This policy promotes the prevention, reduction and elimination of alcohol and other drugs abuse in the workplace by:

- Providing Roper Gulf Regional Council with a minimum standard for the management and control of alcohol and other drugs in the workplace by:
- Promoting the prevention and elimination of alcohol and other drugs abuse in the workplace;
- Raise awareness of the affects of alcohol and other drug abuse;
- Reducing Council's risk profile and improving safety;
- Assist Council in achieving the highest standards of Health and Safety by maintaining a 0.00% blood alcohol level and a drug-free workplace.

5. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

Alcohol	Refers to all substances that contain alcohol (including foods and medicines)
Drug	A substance other than food intended to affect the structure or function of the body. An illicit substance that causes addiction, habituation, or a marked change in consciousness.
Employee Assistance Program (EAP)	A confidential, professional counselling service available to employees.
Over the counter drugs	Drugs which can be purchased legally without prescription from a chemist store
Prescription Drugs	Drugs prescribed by a Medical Practitioner and issued by a pharmacist

Random	Having no specific pattern, purpose, or objective.
Supervisor	Any employee having responsibility for guiding employees and reporting to management on any issues
Worker	Employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Roper Gulf Regional Council, an apprentice or trainee, work experience student or a volunteer, a visitor.
Workplace	A place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.

6. RESPONSIBILITY

All persons charged, on behalf of Roper Gulf Regional Council, with the management and/or supervision of others, are responsible for the health and safety standards of the working environment and health and safety of workers and visitors under their control.

Roper Gulf Regional Council expects that all workers and visitors will accept their joint responsibility and cooperate in ensuring that the highest possible health and safety standards are maintained in all Roper Gulf Regional Council activities

7. APPLICATION OF POLICY

7.1 Education and Awareness

Roper Gulf Regional Council will promote awareness of the health and safety implications of drug and alcohol abuse. Particular attention will be given to the recognition of the early indication of drug and alcohol abuse.

7.2 Drug and Alcohol Testing

Consistent with Roper Gulf Regional Council's obligation and commitment to ensuring a safe workplace, workers may be required to undergo drug and alcohol testing including but not limited to:

- As part of an employment medical (including pre-employment medical);
- As part of a Random Testing Program;
- In a case of Reasonable Suspicion; and/or
- Post Incident.

7.3 Substances that will be included in testing

Roper Gulf Regional Council will test for the following prohibited substances:

- Alcohol
- Opiates

- Cannabinoids
- Cocaine
- Amphetamines
- Benzodiazepines

And may also test for other prohibited substances or synthetic drugs

7.4 Testing Methods

Alcohol testing will be conducted in accordance with current random breath testing procedures stated in the AS 3547, *Breath alcohol testing devices for personal use*.

All drug testing undertaken will comprise of either a urine or saliva test.

- For oral fluid testing for drugs — in accordance with AS 4760, *Procedures for specimen collection and the detection and quantitation of drugs in oral fluid*;
- For urine testing for drugs — in accordance with AS/NZS 4308, *Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine*.

Any devices used in drug or alcohol sample collection or testing under this Policy will be used in a way that is not inconsistent with the instructions of the manufacturer of those devices.

7.5 Breach of Drug and Alcohol Policy

When a worker or visitor presents for duty in an unfit state, Roper Gulf Regional Council reserves the right to remove the person from the work site. Each worker or visitor is responsible for any civil or criminal penalty that results from their being under the influence of drugs or alcohol.

Where a worker is considered to be in breach of the provisions of this policy and associated procedure, disciplinary action in accordance with the Drug and Alcohol Procedure will apply.

Breaches of provisions include but are not limited to:

- Recording of a positive result from a drug and / or alcohol test;
- Refusing to provide a sample for drug and / or alcohol test;
- Found to have deliberately masked a substance;
- The falsification of medication information or details;
- Tampering with a sample for drug and / or alcohol testing; or
- Refusing to comply with any requirements of this policy or associated procedure

7.6 Rehabilitation & Employee Assistance

Roper Gulf Regional Council recognises drug and alcohol dependency as a treatable condition. Employees who suspect they have an alcohol or drug

dependency are encouraged to seek advice and to take appropriate treatment before their job performance is impaired.

Employees who participate in a rehabilitation program must use existing sick leave or annual leave. Leave without pay may be granted if the employee does not have any sick leave entitlement.

Employees may seek assistance through the Employee Assistance Program. Participation in the program is confidential. Information that the person divulges will not be passed onto anyone without written permission of the person concerned.

7.7 Prescription and Over the Counter Drugs

It is the employee's responsibility to ensure that they have asked their doctor or pharmacist what affects the drug or medication may have and if there is a risk it will cause impairment.

If impairment could occur the employee should discuss this matter with their Supervisor to arrange a safe and suitable working agreement or seek appropriate information to ensure that the employee or others are not placed at risk.

8. CONFIDENTIALITY

Roper Gulf Regional Council is committed to ensuring that results from all drug and alcohol testing remain confidential.

Positive alcohol or drug tests will be retained on an employee's file as per the Drug and Alcohol Procedure.

9. EXCEPTION

Roper Gulf Regional Council is required by Part 99B of the Civil Aviation Safety Regulations 1998 (CASR) to develop a Drug and Alcohol Management Plan (DAMP), covering employees who perform, or are available to perform, a 'safety-sensitive aviation activity' (SSAA). These employees are subject to the terms and conditions of the DAMP in addition to this policy.

If there is discrepancy between this policy and associated procedure and the DAMP, this policy prevails.

10.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	16.2
TITLE	FINANCE - RGRC FINANCIAL REPORT AS AT 31 MARCH 2015
REFERENCE	526861
AUTHOR	Lokesh Anand, Finance Manager

RECOMMENDATION

(a) **That Council receive and note financial reports as at 31st March 2015.**

BACKGROUND

Attached are the financial reports for Roper Gulf Regional Council as at 31st March 2015, 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. Revenue and expenditure statement as of end of March 2015 shows a surplus of \$ 2.1M. Our bank balance as at 31 March is \$13.1 M. We will be monitoring the cash balances regularly and all the large expenditure are still occurred only after approval from Directors and CEO.

Council has received the tenders for the provision of audit services and the panel report was submitted to Audit Committee. The Budget preparation for 2015-16 is in progress and first draft would be present in Finance Committee meeting in May.

ISSUES/OPTIONS/SWOT**FINANCIAL CONSIDERATIONS****Debtors**

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

See attached: Aged Analysis Report – Detailed Report – Accounts Receivable 31st March 2015.

As at 31st March 2015, \$ 511,384.97 receivable is outstanding. Comparatively, 28th February 2015 the total debt outstanding was \$ 311,240.32.

During this month, debtors have shown an overall increase of \$ 200,144.65 from February 2015 to March 2015.

AR Age Analysis

Debtors	Feb-15		March-15	
Current	184,429.80	59.26%	275,128.16	53.80%
Over 30 days	13,069.94	4.20%	132,906.71	26.00%
Over 60 days	6,008.63	1.93%	1,250.04	0.25%
Over 90 days	107,731.95	34.61%	102,100.06	19.95%
	311,240.32		511,384.97	
Less: Unapplied credit	39,494.69		33,798.75	
Total Actual Outstanding	271,745.63		477,586.22	

