



**AGENDA**

**ORDINARY MEETING OF COUNCIL**

**WEDNESDAY, 28 OCTOBER 2015**

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

- Wednesday, 28 October 2015 at  
The Community Hall, Mataranka.
- Commencing at 8:30 am.

Your attendance at the meeting will be appreciated.

Tony Jack  
**MAYOR**



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**19 DEPUTATIONS & PETITIONS**

*Nil*

**20 GENERAL BUSINESS**

*Nil*

**21 CLOSED SESSION****21.1 Commercial Dumping Fees - Introduction of Fee Enforcement**

*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.*

**21.2 Confidential Outgoing Corro**

*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 kept confidential.*

**22 CLOSED SESSION****23 CLOSE OF MEETING**

**APOLOGIES AND LEAVE OF ABSENCE REPORT**

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<b>ITEM NUMBER</b>	4.1
<b>TITLE</b>	Apologies and Leave of Absence
<b>REFERENCE</b>	599154
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council accept the apologies of Councillor Daphne Daniels for the Ordinary Meeting of Council held on Wednesday 28 October 2015.**

**BACKGROUND**

Due to personal reasons, Councillor Daphne Daniels is unable to attend the Ordinary Meeting of Council scheduled for Wednesday 28 October 2015.

Councillor rang Council Office and advised Governance team her reason for not attending the Meeting.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CONFIRMATION OF PREVIOUS MINUTES**

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<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Confirmation of Previous Ordinary Council Meeting Minutes
<b>REFERENCE</b>	598124
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council approve the minutes as a true and accurate record of the Ordinary Meeting of Council held on Wednesday 30 September 2015.**

**BACKGROUND**

The Council met in Borroloola on Wednesday 30 September 2015 for an Ordinary Meeting. Attached are the minutes from the meeting.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 OCM\_30092015\_MIN.pdf



MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL  
COUNCIL MEETING HELD AT THE BORROLOOLA ON WEDNESDAY, 30  
SEPTEMBER 2015 AT 8:28 AM

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**1. PRESENT/STAFF/GUESTS**

**1.1 Elected Members**

Mayor Tony Jack  
Deputy Mayor Judy MacFarlane  
Councillor Annabelle Daylight  
Councillor Selina Ashley  
Councillor Don Garner  
Councillor Daniel Mulholland  
Councillor Daphne Daniels  
Councillor Eric Roberts  
Councillor Kathy-Anne Numamurdirdi  
Councillor Jon Dalywater

**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)  
Marion Smith, Director Community Services (DCS)  
Lokesh Anand, Manager Finance  
Jyoti Pudasaini, Manager Governance, Corporate Planning and Compliance  
(Minute taker)  
Jo Nicol, Local Authority Coordination Officer  
Darcie Boon, Governance Officer  
Nathan McIvor, Council Services Manager  
Chantelle Johns, Customer Service Officer, Borroloola  
Tim Weatherall  
Dawn Baker

**1.3 Guests**

Greg Shanahan, Community Champion  
Louise Beilby, Community Champion DLG  
Stan Allan

**2. MEETING OPENED**

Meeting opened at 8:28 am.

**3. WELCOME TO COUNTRY**

Mayor Tony Jack welcomed all Members and staff at the meeting.

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

177/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council accept the apologies of Councillor Anne Marie Lee for the Ordinary Meeting of Council held Wednesday 30 September 2015.

**Action:** A Letter of warning regarding his conduct to be sent to Councillor Timothy Baker Jnr.

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

178/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council approve the minutes as a true and accurate record of the Ordinary Meeting of Council held on Wednesday 22 July 2015.

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

179/2015 RESOLVED (John Dalywater/Judy MacFarlane) Carried

- (a) That Council approve the minutes as a true and accurate record of the Finance Committee Meeting held on Wednesday 26 August 2015.

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

- Youth Voice Committee - CEO
- RJCP/CDP Update – Cr. Daylight
- LGANT Call for Nominations - Administration and Legislation Advisory Committee
- ALGWA NT invitation for Councils and individuals to become members
- Request for Support Letter for Lorrella Springs Station – Mayor Jack
- Toilets at Ngukurr, Barunga, Mataranka, Manyallaluk, Bulman airstrips – Councillors Selina Ashley and Daphne Daniels
- Commercial Dumping fees – DCSI
- Homelands Extra Funding
- Land Releases to Mataranka and Borroloola



**8. QUESTIONS FROM THE PUBLIC**

Nil

**9. DISCLOSURES OF INTEREST**

Deputy Mayor Judy MacFarlane declared her interest on Agenda item no. 16.1.  
Mayor Tony Jack declared his interest on Agenda item no. 16.2.

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

Council Members discussed the action with regards to the business proposal received for Ngukurr and the issues around the sustainability of Ngukurr Pool.

180/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council receive and note the Action List.
- (b) That the business proposal for a takeaway store at Ngukurr Pool is not supported by Council.

**11. INCOMING CORRESPONDENCE****11.1 INCOMING CORRESPONDENCE**

181/2015 RESOLVED (Donald Garner/Selina Ashley) Carried

- (a) That Council accept the Incoming correspondence.

**12. OUTGOING CORRESPONDENCE****12.1 OUTGOING CORRESPONDENCE**

182/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council accept the Outgoing correspondence.

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

183/2015 RESOLVED (Eric Roberts/Annabelle Daylight) Carried

- (a) That Council receives and note the Never Never Ward Report.
- (b) That Council accepts the nomination of Owen Daylight to the Jilkminggan Local Authority.
- (c) That Council accepts the resignation of Michael Cowan from the Mataranka Local

**Authority.**

- (d) That Council accepts the nomination of Clive Roberts to the Hodgson Downs Local Authority.
- (e) That Council accepts the resignation of Caroline Vincent from the Hodgson Downs Local Authority

**13.2 NYIRRANGGULUNG WARD REPORT**

184/2015 RESOLVED (Kathy-Anne Numamurdirdi/Selina Ashley) Carried

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

**13.3 NUMBULWAR NUMBURINDI WARD**

185/2015 RESOLVED (Judy MacFarlane/Daniel Mulholland) Carried

- (a) That Council receive and note the Numbulwar Numburindi Ward Report.
- (b) That Council approves the Numbulwar Local Authority's recommendation to approve spending \$9,153.00 of Local Authority Funds towards resurface the Numbulwar Basketball Court.

**13.4 SOUTH WEST GULF WARD REPORT**

186/2015 RESOLVED (Donald Garner/Kathy-Anne Numamurdirdi) Carried

- (a) That the Council receives and notes South West Gulf Ward report.
- (b) That the Council accepts the nominations of Raymond Mawson and Rebecca Gentle to the Borroloola Local Authority.

**13.5 YUGUL MANGI WARD**

187/2015 RESOLVED (Eric Roberts/Daniel Mulholland) Carried

- (a) That Council receive and note the Yugul Mangi Ward Report.
- (b) That Council accepts the Governance recommendation that Grant Thompson, Gwen Rami and Peter Daniels be removed from the Ngukurr Local Authority.

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

188/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

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

**14.2 CEO REPORT**

189/2015 RESOLVED (Donald Garner/Kathy-Anne Numamurdirdi) Carried

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

*Cr Daniel Mulholland left the meeting, the time being 08:36 AM*  
*Cr Daniel Mulholland returned to the meeting, the time being 08:37 AM*

## **15. CORPORATE GOVERNANCE DIRECTORATE REPORTS**

### **15.1 SAFE SEPTEMBER 2015**

DCG Greg Arnott briefed Council on Safe September activities that was carried out through out the Roper Gulf Regional Council.

190/2015 RESOLVED (Donald Garner/Daphne Daniels) Carried

- (a) That Council receive and note the report on Safe September 2015.

### **15.2 POLICY UPDATE: HR006 WORKING WITH CHILDREN CERTIFICATE POLICY**

DCG Greg Arnott presented the report. DCG advised the Council that the proposed amended policy removes the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

191/2015 RESOLVED (Daniel Mulholland/Selina Ashley) Carried

- (a) That Council adopt the amended HR006 – Working with Children Certificate Policy.

*Cr Selina Ashley left the meeting, the time being 09:14 AM*  
*Cr Selina Ashley returned to the meeting, the time being 09:17 AM*

### **15.3 FINANCE - RGRC FINANCIAL REPORT AS AT 31 AUGUST 2015**

192/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

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

### **15.4 GRANTS –HOMELANDS MUNICIPAL AND ESSENTIAL SERVICES AND HOUSING MAINTENANCE SERVICES PROGRAMS 2015-16 FUNDING REVIEW – DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES**

193/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council receive and note the funding for Homelands Municipal and Essential Services and Housing Maintenance Services Programs 2015-16.

### 15.5 GRANTS - 2015-16 MUNICIPAL AND ESSENTIAL SERVICES SPECIAL PURPOSE GRANT - DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES

194/2015 RESOLVED (Donald Garner/Kathy-Anne Numamurdiridi) Carried

- (a) That Council accept the funding offer for the 2015-16 Municipal and Essential Services Special Purpose Grant from the Department of Local Government and Community Services by CEO and Councilor signatures, dating and affixing the Common Seal to both copies of the agreement.

### 15.6 GRANTS - RGRC COMMUNITY GRANTS PROGRAM 2015-16 ROUND 1

Deputy Mayor briefed the Council on process that was followed while selecting the applicants for Community Grants.

195/2015 RESOLVED (Donald Garner/Kathy-Anne Numamurdiridi) Carried

- (a) That Council endorse the recommendations of the Community Grants Selection Committee for Round-1 2015-16.
- Enterprise Learning Projects (ELP) - \$1500.00
  - Barunga School - \$3000.00
  - Wugularr School - \$1500.00
  - Big River Hawks Football Club - \$2000.00
  - Katherine Isolated Children's Service (KICS) - \$3000.00
  - Katherine Region School Sports NT – \$2211.00
- (b) That Council approves to open Community Grants Round 2 for 2015-2016 Community Grants Program from 26 October 2015 till 4 December 2015.

### 15.7 GRANTS - NTEPA ENVIRONMENT GRANTS 2015-2016 - NORTHERN TERRITORY ENVIRONMENTAL PROTECTION AUTHORITY

196/2015 RESOLVED (Eric Roberts/Daniel Mulholland) Carried

- (a) That Council accept the funding agreement for the NTEPA Environment Grants 2015-2016 from the Northern Territory Environmental Protection Authority by 2 signatures and dating both copies of the funding agreement.

### 15.8 GRANTS - LIBRARY OPERATIONAL FUNDING 2015-16 - ARTS AND MUSEUMS

197/2015 RESOLVED (Annabelle Daylight/Donald Garner) Carried

- (a) That Council acknowledge the acceptance of the 2015 -16 Library Operational Funding from the Arts and Museums.

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

**16. COUNCIL SERVICES AND INFRASTRUCTURE REPORTS****16.1 MATARANKA FISHING, SPORTING AND REC CLUB - REQUEST TO USE VACANT LAWN BOWLS CLUB**

198/2015 RESOLVED (Donald Garner/Annabelle Daylight) Carried

- (a) That Council approve the Mataranka Fishing, Sporting and Rec Club to undertake the repairs and maintenance required at the Lawn Bowls Club at the Mataranka Sports and Rec Facility.
- (b) That Council agrees to enter into lease agreement for a period of five years with the five years option.
- (c) That Council approve to accept the in lieu of rent the repair and maintenance as per the schedule in their lease with Mataranka Fishing, Sporting and Rec Club.
- (d) That Council approve CEO to sign the lease agreement with Mataranka Fishing, Sporting and Rec Club.

*Deputy Mayor Judy MacFarlane returned to the meeting, the time being 10:02 AM*

*Greg Shanahan Community Champion NTG was invited to the meeting.*

*Cr Annabelle Daylight left the meeting, the time being 10:22 AM*

*Morning Tea Break: 10:27 AM*

*Cr Annabelle Daylight returned to the meeting, the time being 10:52 AM*

*Meeting resumed: 10:52 AM*

*Mayor Tony Jack left the meeting, the time being 10:53 AM*

**16.2 WAIVER OF FEES FOR AFL NT'S USE OF BORROLOOLA SPORTS GROUNDS**

199/2015 RESOLVED (Kathy-Anne Numamurdirdi/Donald Garner) Carried

- (a) That the Council not approve the waiver of fees for the AFL NT to use the Borroloola Sports Grounds commencing March – September 2016 for \$5,320.
- (b) That Council direct the CEO to write to the Sporting Ministers and all peak sporting bodies in the Northern Territory detailing Councils facility hire fees and charges also highlighting Councils current consultancy assessing the infrastructure needs and cultural changes required to enhance the long term sustainability of regional and remote sporting infrastructure.

*Mayor Tony Jack returned to the meeting, the time being 10:58 AM*

**16.3 OPERATIONAL COSTS OF BORROLOOLA AND NGUKURR POOLS**

200/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council receive and note the report on the Borroloola and Ngukurr Pools.
- (b) That Council writes to the Ministers of Education, Health and Sport seeking assistance with the ongoing operational costs of the Borroloola and Ngukurr Pools.
- (c) That Council writes to the McArthur River Community Benefit Trust and seek their support to provide recurrent support to funding the operational costs of the pool.
- (d) That Council investigate a special service fees for the towns of Borroloola and Ngukurr to subsidise the annual operational costs of running the pool.
- (e) That Council write to MAWA seeking support for funding for the operations of the

- Borrooloola Pool in sponsorship and naming rights.
- (f) That Council write to Yugul Mangi Development Corporation seeking support for funding for the operations of the Ngukurr Pool in sponsorship and naming rights.
  - (g) That Council if unable to access the operational support from the Australian Government, NT Government or any other agencies to make the pool operation financially viable, Council will consider to close the Borrooloola and Ngukurr pools from 30 June 2016.

#### 16.4 MORGUES IN REMOTE COMMUNITIES

201/2015 RESOLVED (Judy MacFarlane/Daniel Mulholland) Carried

- (a) That Council communicate to the Northern Territory Government that it does not support local government being responsible for morgues in the NT and that the responsibility should sit with the Department of Health.
- (b) That Council write to the Chief Minister and Minister Bess Price to confirm the location of the proposed new morgues and upgrades.

#### 16.5 PROPOSED LOCATION OF THE SOFTBALL OVAL AT THE BORROLOOLA SPORTS GROUNDS

202/2015 RESOLVED (Eric Roberts/Daphne Daniels) Carried

- (a) That Council receive and note the report on the location of the new softball oval at the Borrooloola Sports.
- (b) That Council support in principle Option 2 as the preferred location of the Softball Oval at the Borrooloola Sports Grounds.

#### 16.6 BORROLOOLA CBD MASTER PLAN PROGRESS REPORT

203/2015 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council receive and note the progress report on the Borrooloola CBD Upgrade.

### 17. COMMUNITY SERVICES DIRECTORATE REPORTS

#### 17.1 UPDATE ON COMMUNITY SERVICES ACTIVITIES AND PERFORMANCE

204/2015 RESOLVED (Kathy-Anne Numamurdirdi/Annabelle Daylight) Carried

- (a) That Council receive and note the update on activities and performance of the Community Services Directorate.

**18. CONTRACTS & TECHNICAL SERVICES DIRECTORATE REPORTS****18.1 UPDATE OF CIVIL WORKS PROJECTS**

205/2015 RESOLVED (Donald Garner/Selina Ashley) Carried

- (a) That Council receive and note the update of Civil Works Projects Report.

**18.2 UPDATE OF CHARDON STREET DEPOT PROJECT**

206/2015 RESOLVED (Donald Garner/Annabelle Daylight) Carried

- (a) That Council receive and note the report in relation to the Chardon Street Depot project.

**18.3 UPDATE ON NUMBULWAR AIRPORT ROAD PROJECT**

207/2015 RESOLVED (Daniel Mulholland/Kathy-Anne Numamurdirdi) Carried

- (a) That Council note the report in relation to the Numbulwar Airport Road project

**19. DEPUTATIONS & PETITIONS**

Nil

**20. GENERAL BUSINESS****20.1 COUNCIL MEETING VENUE FOR OCTOBER**

208/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council agrees to change venue for October OCM from Jilkminggan to Mataranka.

**20.2 YOUTH VOICE COMMITTEE**

The Council had discussion around the viability of Youth Voice Committee. All members supported youth representatives to be members of all Local Authorities.

209/2015 RESOLVED (Daniel Mulholland/Donald Garner) Carried

- (a) That Council receive and note report on Youth Voice Committee.
- (b) The Council dissolves Youth Voice Committees at Borroloola, Ngukurr and Numbulwar immediately and provides an alternative structure with youth membership consisting of two positions, on all Local Authorities to promote youth leadership in Roper Gulf in agreement with all Local Authorities.

**Action:** DCS to recommend names of youth involved in Sports and Recreation Mentoring Course who could make representation on Local Authorities to all Local Authorities.

### 20.3 RJCP/CDP UPDATE

Cr. Daylight raised her concern on the RJCP vacant position at Jilkminggan and asked if we have backup plan to address the staff issued with RJCP.

DCS updated council on the current situation and further plans to address RJCP staff issue.

210/2015 RESOLVED (Annabelle Daylight/Selina Ashley) Carried

- (a) That Council receive and note verbal update on RJCP/CDP.

### 20.4 LGANT CALL FOR NOMINATIONS - ADMINISTRATION AND LEGISLATION ADVISORY COMMITTEE

Manager Governance advised the Council that call for nominations has been received for the Administration and Legislation Advisory Committee and that the committee deals with legislation and other operational issues. Council was requested to nominate one Council Officer representative for making representation at the Committee.

211/2015 RESOLVED (Donald Garner/Daphne Daniels) Carried

- (a) That Council nominate Marc Gardner for Administration and Legislation Advisory Committee.

### 20.5 ALGWA NT INVITATION FOR COUNCILS AND INDIVIDUALS TO BECOME MEMBERS

Manager Governance advised the Council that ALGWA NT has extended its invitation to all Councils and individual to become members. ALGWA NT is a progressive volunteer organisation who assist in promoting knowledge of the role and function of Local Government, promote support and encourage women to participate and be represented in Local Government, promote, support and encourage women to make Local Government a career choice and promote and advocate for the common interests of women who are engaged in, or interested in Local Government.

DCG advised Council that it will be good if Council be part of ALGWA NT.

212/2015 RESOLVED (Selina Ashley/Eric Roberts) Carried

- (a) That Council receive and note invitation for nomination for Councils and Individuals to become members for ALGWA NT.

**Action:** CEO to apply for membership for RGRC at ALGWA NT.



## 20.6 REQUEST FOR SUPPORT LETTER FOR LORRELLA SPRINGS STATION

The Council was advised that Lorella Springs Station has requested for writing support letter on behalf of Lorella Springs Station for access road proposal in regards to their funding application for their access road upgrade.

213/2015 RESOLVED (Judy MacFarlane/Selina Ashley)

Carried

- (a) That Council agrees to provide letter of support as requested from Lorrella Springs Station for access road proposal in regards to their funding application for their access road upgrade.

## 20.7 TOILETS AT NGUKURR, BARUNGA, MATARANKA, MANYALLALUK AND BULMAN AIRSTRIPS

Councillors requested for Toilets for Ngukurr, Barunga, Mataranka, Manyallaluk and Bulman airstrips.

DCSI Sharon Hillen suggested Council for writing letters to Ministers requesting to invest on toilets for Bulman, Barunga, Ngukurr, Manyallaluk and Mataranka airstrips.

DCSI also mentioned that RGRC is currently doing investigation on what it requires for toilets from Numbulwar Airport.

214/2015 RESOLVED (Selina Ashley/Donald Garner)

Carried

- (a) That Council receive and note verbal report on Toilets for Ngukurr, Barunga, Mataranka, Manyallaluk and Bulman Airstrips.

**Action:** CEO to follow up and write letter to Departments and report back to Council on October Meeting.

## 20.8 COMMERCIAL DUMPING FEES

DCSI mentioned that CSMS has sent letters to all stakeholders with regards to Commercial fees. Commercial fees were included in fees and charges but we haven't had enforced it strictly in past.

Commercial waste fees can be split onto different category and we can get money out of waste which then could be used to fund the waste management.

Domestic waste and commercial waste is to separated out.

It is evolving process and we have given business time to take the information and understand what is commercial dump. We are also working on preparing agreement with commercial business to manage the commercial dump.

We do now have waste management committee. Every location requirements are being picked up so that we could create good waste management strategy for each location.

DCSI briefly updated on situation of each dump and waste management position in each community.

Council was advised that it cost millions to manage waste.

215/2015 RESOLVED (Donald Garner/Judy MacFarlane)

Carried

- (a) That Council receive and note verbal report on Commercial Dumping Fees.

**20.9 HOMELANDS EXTRA ALLOWANCE FUNDING**

216/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried

- (a) That Council accept the Homelands Extra Allowance Funding for 2015/16 from Department of Local Government and Community Services by CEO and Councillor signatures, dating and affixing the common seal to both copies of the agreement.

**20.10 LAND RELEASES TO MATARANKA NAD BORROLOOLA**

Deputy Mayor raised her concern with regards to whats happening with the land releases to Mataranka and Borroloola.

CEO advised that number of inquiries were made to Department of Lands and Planning.

Community Champion Greg Shanahan advised that he will find more information and will update CEO.

217/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council receive and note verbal report on land releases to Mataranka and Borroloola.

**Action:** CEO to invite Department representative to brief on status of land releases to Mataranka and Borroloola at October OCM at Mataranka.

**20.11 ACKNOWLEDGEMENT LETTER FOR USING SCHOOL FOR COUNCIL MEETING**

218/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried

- (a) That Council approve to send acknowledgement letter to Borroloola School for allowing Council to use school for conducting Ordinary Meeting of the Council.

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

219/2015 RESOLVED (Judy MacFarlane/Annabelle Daylight) 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 Outgoing Correspondence: JCAC Update** - *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 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 kept confidential.*

**21.3 In vehicle monitoring systems** - *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.*

### **RESUMPTION OF MEETING**

**220/2015 RESOLVED (Judy MacFarlane/Selina Ashley) Carried**

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

### **21.1 OUTGOING CORRESPONDENCE: JCAC UPDATE**

**221/2015 RESOLVED (Annabelle Daylight/Selina Ashley) Carried**

- (a) That Council receive and note the outgoing correspondence with regards to JCAC.

### **21.2 AUDIT COMMITTEE MEETING MINUTES**

**222/2015 RESOLVED (Judy MacFarlane/Eric Roberts) Carried**

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

### **21.3 IN VEHICLE MONITORING SYSTEMS**

**223/2015 RESOLVED (Judy MacFarlane/Donald Garner) Carried**

- (a) That Council receive and note the report on In Vehicle Monitoring Systems.

### **CLOSE OF MEETING**

The meeting terminated at 13:35 pm.

This page and the preceding 12 pages are the Minutes of the Ordinary Meeting of Council held on Wednesday, 30 September 2015 AND confirmed Wednesday, 28 October 2015.

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Mayor Tony Jack

**BUSINESS ARISING FROM PREVIOUS MINUTES**

<b>ITEM NUMBER</b>	10.1
<b>TITLE</b>	Action List
<b>REFERENCE</b>	598105
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

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

**BACKGROUND**

The action list is a compilation of the actions from previous meetings.

**ISSUES/OPTIONS/SWOT****ACTION LIST**

Date	Item Description	Responsible Person	Details	Status	Progress
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.	Completed	Council at its Ordinary Meeting held on 30 Sept. resolved not to support business proposals for Takeaway and Restaurants.
27-Feb-15	Nyirranggulung Ward Report	DSCI - Sharon	DSCI to request for flood gate on Central Arnhem Highway in Beswick to be moved closer to the community.	In-hand	RJCP advised they would like to participate in this project The request has been received by DoI and this job has been added to their new minor works list.
25-Jun-15	Never Never Ward Report	DCTS - Marc	Write letter to the Minister for Housing regarding ongoing housing issues in all Roper Gulf towns. List as many specific samples of disrepair as possible.	Completed	No longer relevant – council statistics reveal that it responds to 97% of maintenance requests within acceptable timeframes and community housing officers follow up with Territory Housing if trade related repairs are not completed.
25-Jun-15	Never Never Ward Report	CEO - Michael	Send letter to JCAC regarding the demolition of two old houses relating to the environmental health and community safety issues (Lots 5 and 6).	Completed	Letter has been sent.

Date	Item Description	Responsible Person	Details	Status	Progress
25-Jun-15	Update on buffalos and dogs in Beswick and Barunga	CEO - Michael	Advocate to the NLC about the dogs and buffalo in Roper Gulf Regional Council towns.	Ongoing	Not able to meet with the NLC to date, however the NLC have restructured and potential for this to happen in the near future.
22-Jul-15	Action List	CEO - Michael	Conduct further consultation with the Ngukurr Community regarding the business proposal at the Ngukurr Pool.	Completed	Council resolve not to support business proposal for Ngukurr Pool.
22-Jul-15	Borrooloola Make-shift dump - commercial interest	CEO - Michael	Determine the land tenure that the make-shift dump on the Carpentaria Highway in Borrooloola is on with the intention to clean the site.		Identified as partially vacant Crown Land (Dept. Lands Planning and Environment), partially NTG Road Reserve (Dept. Infrastructure) and Aboriginal Land (NLC) – Not Council responsibility - need to write to all proponents about cleaning site up
26-Aug-15	GRANTS - HOMELANDS MUNICIPAL AND ESSENTIAL SERVICES AND HOUSING MAINTENANCE SERVICES PROGRAMS 2015-16 FUNDING REVIEW - DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES	CEO- Michael Berto	Follow up with NT Government regarding Indigenous jobs program funding post 30 Sept 2015.		Received verbal advice that it will be extended to 31 December 2015, however awaiting formal advice. Council management will also continue to liaise with the Department, LGANT and other providers to encourage the Australian Government to continue funding for the full financial year.
30 – Sep-15	Apologies and Leave of Absence	CEO- Michael Berto	A Letter of warning regarding his conduct to be sent to Councillor Timothy Baker Jnr.	In-hand	
30 – Sep-15	WAIVER OF FEES FOR AFL NT'S USE OF BORROLOOLA SPORTS GROUNDS	CEO- Michael Berto	That Council direct the CEO to write to the Sporting Ministers and all peak sporting bodies in the Northern Territory detailing Councils facility hire fees and charges also highlighting Councils current consultancy assessing the infrastructure needs and cultural changes required to enhance the long term sustainability of regional and remote sporting infrastructure.	In-hand	Letter Drafted

Date	Item Description	Responsible Person	Details	Status	Progress
30 – Sep-15	OPERATIONAL COSTS OF BORROLOOLA AND NGUKURR POOLS	CEO- Michael Berto	<p>(b) That Council writes to the Ministers of Education, Health and Sport seeking assistance with the ongoing operational costs of the Borroloola and Ngukurr Pools.</p> <p>(c) That Council writes to the McArthur River Community Benefit Trust and seek their support to provide recurrent support to funding the operational costs of the pool.</p> <p>(d) That Council investigate a special service fees for the towns of Borroloola and Ngukurr to subsidise the annual operational costs of running the pool.</p> <p>(e) That Council writes to MAWA seeking support for funding for the operations of the Borroloola Pool in sponsorship and naming rights.</p> <p>(f) That Council write to Yugul Mangi Development Corporation seeking support for funding for the operations of the Ngukurr Pool in sponsorship and naming rights.</p>	In-hand	Letter Drafted
30 – Sep-15	MORGUES IN REMOTE COMMUNITIES		That Council writes to the Chief Minister and Minister Bess Price to confirm the location of the proposed new morgues and upgrades.	In hand	Letter Drafted
30 – Sep-15	YOUTH VOICE COMMITTEE	DCS- Marion Smith	DCS to recommend names of youth involved in Sports and Recreation Mentoring Course who could make representation on Local Authorities to all Local Authorities.	In-hand	
30 – Sep-15	20.5 ALGWA NT INVITATION FOR COUNCILS AND INDIVIDUALS TO BECOME MEMBERS	CEO- Michael Berto	CEO to apply for membership for RGRC at ALGWA NT	Completed	
30 – Sep-15	REQUEST FOR SUPPORT LETTER FOR LORRELLA SPRINGS STATION	CEO- Michael Berto	That Council agrees to provide letter of support as requested from Lorrella Springs Station for access road proposal in regards to their funding application for their access road upgrade.	Completed	Letter sent

Date	Item Description	Responsible Person	Details	Status	Progress
30 – Sep-15	TOILETS AT NGUKURR, BARUNGA, MATARANKA, MANYALLALUK AND BULMAN AIRSTRIPS	CEO- Michael Berto	CEO to follow up and write letter to Departments and report back to Council on October Meeting.		
30 – Sep-15	LAND RELEASES TO MATARANKA NAD BORROLOOLA	CEO- Michael Berto	CEO to invite Department representative to brief on status of land releases to Mataranka and Borrooloola at October OCM at Mataranka.		Representative from DLPE is meeting Council on 27 Oct.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS:**

**INCOMING CORRESPONDENCE**

**ITEM NUMBER** 11.1  
**TITLE** Incoming Correspondence  
**REFERENCE** 594163  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

(a) That Council accept the Incoming Correspondence.

Date Received	Received By	Sender	Correspondence Details	InfoXpert ID
21 Sept 2015	Council	Chief Minister	Mayors & Council Presidents Meeting – Thank you	565052
27 Sept 2015	CEO	Phil Zabell - Annual Toy Run	Request for donations	592747
01 Oct 2015	CEO	Phil Zabell - Annual Toy Run	An error in previous letter – date is 14/11/2015	593285
07 Oct 2015	CEO	David Willing Exec Director – NT Gov	2015 Compliance Review	593289
07 Oct 2015	Sharon Hillen	Louise McCormick	Flood Gates - Beswick	592937
07 Oct 2015	CEO	Darcy Dunbar – Regional Director Tennant Creek	Extension of contract for Maintenance for Borroloola Air Strip.	593290
07 Oct 2015	Sharon Hillen	Ben Gibson -Project Director NT Gov	Borroloola and Mataranka Sub Divisions	593278
14 Oct 2015	CEO	David Willing - Executive Director NT Gov	Legislative Assembly Elections	598103

**ATTACHMENTS:**

There are no attachments for this report.



**OUTGOING CORRESPONDENCE**

**ITEM NUMBER** 12.1  
**TITLE** Outgoing Correspondence  
**REFERENCE** 597180  
**AUTHOR** Rita Duncan, Executive Assistant to CEO

**RECOMMENDATION**

(a) That Council accept the Outgoing correspondence.

<b>Date Sent</b>	<b>Sent By</b>	<b>Addressed To</b>	<b>Correspondence Details</b>	<b>InfoXpert ID</b>
07 Oct 2015	Sharon Hillen	Larissa Lee MLA; Bess Price MLA; Henry Enchong; Adam Giles MLA; Chandan Kalase; Warren Snowden MP; Michael Tennant; Cedric Davenport; Councillor Kathy-Anne Numanurdirdi; Deputy Mayor Judy McFarlane	Invitation – Numbulwar Airport access Road Opening Ceremony	593144 593145 593146 593147 593148 593150 593152 593154 593156  593159
07 Oct 2015	Council	Mr Max Agnew Principal Borroloola School	Thank you for the room for our Council meeting	593342
12 Oct 2015	CEO	Arts NT	Letter of Support Barunga Festival	598006

**ATTACHMENTS:**

There are no attachments for this report.

## WARD REPORTS

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<b>ITEM NUMBER</b>	13.1
<b>TITLE</b>	South West Gulf Ward Report
<b>REFERENCE</b>	599106
<b>AUTHOR</b>	Jo Nicol, Local Authority Coordination Officer

### RECOMMENDATION

- (a) **That the Council receives and notes South West Gulf Ward report.**
- (b) **That the Council accepts the nominations of Stan Allan and Jonathan Sauer to the Borroloola Local Authority.**

### BACKGROUND

The Borroloola Local Authority Meeting was held on Thursday 8<sup>th</sup> October 2015.

The Borroloola Local Authority includes; Mayor Tony Jack, Cr Don Garner, Cr Daniel Mulholland, Lizzie Hogan, Trish Elmy, Mike Longton, Geoff Hulm, Maria Pyro, Marleen Karkadoo, Bernard Redfern, Alison Doyle, Beatty Retchford, Raymond Anderson and Rebecca Gentle.

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

### Community Visitors:

Larissa Jackson – Department of Business Licensing NT  
Maria Marriner – Department of Business Alcohol Management  
Nathanael Knapp – Department of Local Government and Community Services  
Louise Beilby – Borroloola Community Champion

### Community Update:

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

New bins have arrived at Borroloola and will be located in public areas; Tamarind Park, Rocky Creek and Show Grounds. Replacement bins are available for resident's to purchase. Municipal workers are doing Emu Bob on Monday's and Thursday's.

The CSM is currently organising a competition for Community members, Cleanup Borroloola.

Work is being done to revitalise Tamarind Park and preserve it's Historical significance.

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

<b>Date</b>	<b>Item Description</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Status Comments - Completion Date</b>
5.06.2014	LA recommends a Waste Management Strategy is drawn up for the Borroloola region, including recycling capability and planning for future	DITS	Ongoing	Action incorporated into RGRC Waste Management Strategy. A newly formed Waste Management Strategy Committee is driving this Action.
5.06.2014	LA recommends that Council actively watch & provide information on status of housing in Borroloola with regard to SIHIP money.	Council		10.09.2015- Recommendation: Invite NTG Community Housing & Freehold Subdivision reps to next LA meeting for update.
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 Beatty's info.
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
04.12.2014	Send letter to Julie Bennett requesting the Power Station buffer zone be removed completely and that government consider relocation of the Power House to a more desirable destination.	DITS/Council		06.08.15 – Ongoing: LA member would like a formal response form Department of Lands and Planning as well as Power & Water re: the removal of the buffer zone
06.08.2015	Respond to incoming Letter from National trust (NT) Gulf Branch	Marc Gardener	Commenced	
06.08.2015	Seek quotes on trees for swimming pool and to look into a pool shade cloth with a vent through the middle for the wade pool, present quotes at upcoming meeting	CSM	Commenced	Landscaping & Planning with DCSI
06.08.2015	Write & distribute letters to cattle & horse owners in town to allow owners time collect and make sure stock is in fenced area	CSM	Commenced	Draft notice exists -CSM can utilise
06.08.2015	Arrange quotes for purchasing park benches for Tamarind Park, Rocky Park and Show Grounds, looking at around \$20,000-30,000	CSM	Commenced	
06.08.2015	Look at combining services; Youth, Sport & Rec and Night Patrol to help in the assistance of John Moriarty and other Sporting and Rec Orgs in	Mayor Jack, Councilor Don Garner and CSM Nathan McIvor	Commenced	DSCI and DCS are meeting on 1st October to address this.

	Borrooloola			
08.10.2015	Arrange for Local Authority Members out of session meeting to discuss the changes they would like to see in Youth, Sport & Rec and Night Patrol	CSM		
08.10.2015	Provide LA members with more Information about the engineered stand for the Score Board.	CSM		

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 LOCAL-AUTHORITY\_2015.10.08\_Borrooloola\_Minutes.pdf



Borroloola  
**Local Authority Meeting  
 Minutes**

Held at Mabunji Board Room

**Thursday 8<sup>th</sup> October, 2015**

This Meeting was opened at 10.30am by Chairperson Maria Pyro and the pledge was read.

**1. Present:**

**1.1 Elected Members:**

Councillor Don Garner

**1.2 Local Authority Members:**

Maria Pyro  
 Mike Longton  
 Marlene Karkadoo  
 Trish Elmy  
 Bernie Redfern

**1.3 Staff:**

Nathan McIvor – Council Service Manager  
 Jo Nicol – Local Authority Coordinator Officer (Governance)  
 Marion Smith – Director Community Services  
 Chantelle Johns – CSO Borroloola

**1.4 Visitors/Guests:**

Larissa Jackson – Department of Business Licensing NT  
 Maria Marriner – Department of Business Alcohol Management  
 Nathanael Knapp – Department of Local Government and Community Services  
 Louise Beilby – Community Champion

**2. Apologies:**

Mayor Jack  
 Lizzie Hogan  
 Geoff Hulm  
 Beatty Retchford  
 Raymond Anderson

*Apologies Accepted, Moved: Mike Longton*

*Seconded: Trish Elmy*

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

Nil

**4. Minutes of Previous Meeting: pg:**

Members accepted Minutes of previous meeting held on 6<sup>th</sup> August 2015

**Moved:** Mike Longton

**Seconded:** Bernie Redfern

**Voted:** All approved

## 5. Business Arising/Action List: pg:

Action List from previous meeting:

Members discussed the action list from previous meeting.

## 6. Correspondence

### o **Outgoing Correspondence**

- o Maintenance to Borrooloola Airstrip  
DOI will put the Airstrip Maintenance out to tender after Council increased charges for the most recent works. The current Council Contract will finish 1<sup>st</sup> April 2016. CSM will be trying some different methods for controlling weeds etc such as spraying to eliminate the usage of RGRC machinery.

- o Waste Management Facility, Commercial Dumping Fees

Letters regarding dumping fees have been sent to all stakeholders, a number of concerns have come back to CSM with the amount being charged per cubic metre. CSM is having discussions with stakeholders throughout the Community regarding their issues and report back to Directors and Local Authority.

### o **Incoming Correspondence**

Nil

## 7. General Business

### 7.1 \*Elected Member Report:

Councillor Don Garner gave a Verbal Report from the October OCM.

- The waiver for hire agreement fees for AFLNT has not being approved by Council as all Members agreed that as AFLNT is a funded program and should be able to provide hire agreement fees.
- The next round of Community Benefit Grants grants will be open on the 26<sup>th</sup> October till 4<sup>th</sup> December, Councillor advised Local Authority members that Council gets \$50,000 each year to give for grants and Borrooloola Community Organisation should apply for them.
- There is \$48,000 that needs to spent on the proposed softball oval before the end of this financial year, Council has made the decision to proceed with design option two of the development of the softball oval. Maps were given out and discussed.
- Council discussed the two Swimming Pools it is responsible for in Ngukurr and Borrooloola. Council resolved to explore operational funding opportunities and revisit the ongoing issue of expense and closure at the end of this Financial Year.

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

#### • **Council Services Update**

- o New bins have arrived - 6 new red and orange bins for public areas; Tamarind Park, Rocky Creek and Show Grounds. 79 new green bins for resident replacements. Municipal workers are doing emu bob on Mondays and Thursdays, education with residents about picking up their own rubbish is also taking place. CSM is organising a Community Cleanup Competition.
- o New Cat Skid Steer (Bob Cat) will be arriving soon, Municipal worker Rodwell Walden has been inducted to operate this machine.

#### • **\*Work Health and Safety Update**

Borrooloola staff have been reporting Incidents and hazards as they come across them, CSM is happy these are being identified.

### 7.3 \*Council Financial Reports:

July to August Financial Reports were discussed, the First Quarter Financial Report will be made available at the next Local Authority Meeting in November after Council has passed them at the October OCM..

Director Community Services Marion Smith identified an overspend for cost code #405 and an underspend on cost code #415, this could be due to wrong cost coding for purchase orders, Marion advised members she would look into this matter and get corrections made where needed.

### 7.4 \*Governance Updates:

Local Authority nominations for Stan Allan and Jonathan Sauer were accepted by all Local Authority members and will go to Council to be ratified at the October OCM.

**Moved:** Mike Longton    **Seconded:** Bernie Redfern    **Voted:** All agreed

- \*Town Priorities: Nil

- \*Complaints Register

Date	Compliant	Type of Complaint	Status
28/08/2015	Yard Full of Dogs	Animal	Closed
28/09/2015	Animal Complaint	Animal	

CSM to seek more information regarding complaints register for the next Local Authority meeting as information isn't clear to provide LA members with details.

- \*Policy Updates:

Marion Smith gave an update on the amended Working with Children Certificate Policy, anyone wanting to apply for work with Youth, Sport & Rec or Night Patrol will still be required to obtain an Ochre Card. The new amendments to the policy will make it easier for people trying to obtain work in other areas easier.

HR006 Working with Children Certificate Policy: Council approved amended policy on Working with Children Certificate. The amended policy removed the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

### 7.5 \*RJCP- Remote Jobs and Communities Program: Nil

### 7.6 \*Alcohol Management Plan:

Maria Marriner and Larissa Jackson from Department of Business updated the Local Authority on how the Alcohol Management Plan (AMP) is progressing and the structure of their meetings. AMP meetings are divided up into three groups being: Stakeholders Group, Cultural Group and Progress Group which consist of five Indigenous and four non Indigenous members. The AMP are in the final process of implementing a permit system in the four town camps. If those camps want a permit system it will give residents approval to purchase and drink 18 mid strength cans per person per day.

Larissa Jackson discussed an opportunity with charity sporting foundation, Hoops International in America, to undertake a Basketball program with Youth in Borrooloola. The program focuses on Basketball to deliver educational awareness around Health, Wellbeing and Drug and

Alcohol Abuse. All Local Authority members agreed the program would be great for Borrooloola and supported an invitation to the Hoops Program organisers to attend the Community around 26<sup>th</sup> – 30<sup>th</sup> October.

#### 7.7 \*Cemetery

Ongoing – Draft Act is still to be finalised and be released early next year.

#### 7.8 \*Community Services Report:

Director Community Services Marion Smith requested Local Authority Members provide advice to the Directorate on the working hours and activities for Youth, Sport & Rec and Night Patrol that would be suit the Borrooloola Community.

**Action:** CSM to arrange for Local Authority Members to have an out of session meeting to discuss the changes they would like to see in Youth, Sport & Rec and Night Patrol and report back to Director Community Services and Local Authority meeting.

#### 7.9 \*Swimming Pool

New computer systems for the pump shed have arrived and been installed. New activities have started at the swimming pool such as Water Aerobics on Tuesday and Thursday afternoons. The gym will now be open Monday, Wednesday and Friday at designated times. Present Local Authority members all agreed that a gold coin donation should be given when entering the gym. CSM is also working to employ a new Pool Supervisor, there has been some interest.

### 8. Other Business:

#### 8.1 Request for Local Authority Expenditure

Director of Council Services and Infrastructure, Sharon Hillen requested a further \$20,000 for an engineered stand for the new score board at the sports ground. Local Authority members have asked for more information to be given regarding the engineered stand before allocating an extra expenditure of \$20,000.

CSM requested an expenditure of \$2,000 for the installation of one solar light at the back of the swimming pool facility

**Motion:** Members agreed an expenditure of \$2,000 for the installation of one solar light at the back of the swimming pool facility.

**Moved:** Mike Longton    **Seconded:** Bernie Redfern    **Voted:** All agreed

**Action:** CSM to report back to Local Authority at the next meeting more information about the engineered stand for the Score Board.

#### 8.2 Networking Cabling

Louise Beilby, Community Champion, gave an update on the networking cabling that is showing at the corner of Anyula Street and Robinson Road. Louise advised members that the Northern Territory Government have confirmed they will be fixing the networking cabling and will communicate with council when they proceed with this job.

#### 8.3 Tamarind Park

Members were advised that Mike Longton and CSM are seeking support from Council with the development of the Tamarind Park Heritage Area.

**Motion:** That Borrooloola local Authority Members support the development of the Tamrind Park Heritage area.



**Moved:** Marlene Karkadoo   **Seconded:** Maria Pyro   **Voted:** All agreed

#### **8.4 Housing Action Group**

Local Authority members requested Bernie Redfern provide a list of members on the Housing Action Group.

Local Authority members also discussed the lack of communication between Government Departments and the Community, with specific reference to Borrooloola Local Authority members. The Department of Housing visited Borrooloola, there was no notification given and when members finally heard about there attendance it was very difficult for people to attend the public meeting to give their input at very short notice. Members also made the comment that it is not just Department of Housing doing this but majority of Government Departments and Ministers who are visiting the community and not providing any notice or opportunity to meet with Local Authority members..

#### **9. Meeting Closed: 2:30pm**

**Next Local Authority Meeting: Tuesday 5<sup>th</sup> November 2015**

## WARD REPORTS

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<b>ITEM NUMBER</b>	13.2
<b>TITLE</b>	Never Never Ward
<b>REFERENCE</b>	600690
<b>AUTHOR</b>	Jo Nicol, Local Authority Coordination Officer

### RECOMMENDATION

- (a) **That Council receives and notes the Never Never Ward Report.**
- (b) **That Council accepts the nomination of Samuel Daylight to the Hodgson Downs Local Authority.**
- (c) **That Council accepts the resignation of Maryanne Vincent from the Hodgson Downs Local Authority.**

### BACKGROUND

Local Authority Meetings were held in Mataranka on Tuesday 6<sup>th</sup> October 2015 and in Hodgson Downs on Thursday 15 October 2015.

The Jilkminggan Local Authority Meeting scheduled for 6<sup>th</sup> Oct was cancelled. The next meeting is scheduled for 3<sup>rd</sup> November 2015.

### Community Visitors

Nathanael Knapp - Department Local Government and Community Services

### Jilkminggan

#### Local Authority Update

Current Membership includes; Deputy Mayor Judy MacFarlane, Cr Annabelle Daylight, Cr Timothy Baker, Wayne Roy, Wendy Daylight, Maxie Millar, Adrian Doctor, Cheryl Lardy, Lisa McDonald, Patrisha Baker and Owen Daylight.

The next Local Authority Meeting is scheduled for Tuesday 3<sup>rd</sup> November 2015 at 10:00am.

#### 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.

The new Store was recently opened for business.

### Mataranka

#### Local Authority Update:

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

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

The next Mataranka Local Authority meeting is scheduled for Monday 2<sup>nd</sup> November 2015 at 5:30pm.

**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, Maryanne Vincent, Ken Muggerridge and Clive Roberts.

The next Hodgson Downs Local Authority will be held Thursday 12 November 2015 at 11 am.

**ISSUES/OPTIONS/SWOT**

Ward Action List

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
<b>Jilkmिंगgan</b>				
31.08.2015	Invite Moira McCreesh, and Helena Lardy for AMP update.	CSM		
<b>Mataranka</b>				
09.03.2015	Obtain more Post Boxes	CSM	Ongoing	<b>05.05.2015:</b> Post office boxes have been requested as part of an office upgrade under the 15/16 budget for the SDC <b>25.08.2015:</b> Office upgrade has been declined this year. Further opportunities may arise through Council project list.
09.03.2015	Op Shop - Started as RJCP project to be reported on	Director Community Services	Ongoing	<b>05.05.15</b> CSM to provide status, and set up with Volunteers initially. <b>25.08.2015</b> RJCP advised they no longer hold an interest in the Op Shop. CSM advised that he has been approached by a Volunteer that may be willing to run with the idea if the LA were supportive. LA would like CSM to continue discussion with third party to see if it is practical.
05.05.2015	Seek to fund equipment upgrade for catering shed facilities	LA	Ongoing	<b>25.08.2015</b> LA to continue to seek grant funding
05.05.2015	Work with RJCP to determine if possible for slab to be completed through RJCP	CSM	Ongoing	<b>25.08.2015</b> This is on the RJCP project list for Mataranka
25.08.2015	Concern over underspend in the Library of approx. \$35K for last Financial Year	CSM/ DM/ Director Community Services		
25.08.2015	Dump Point	CSM/Michael Somers	Ongoing	<b>25.08.2015</b> CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point.

06.10.2015	Contact DOI re: Dangerous road edges on Martin and Homestead Rd	CSM		
06.10.2015	Mataranka Local Authority Members to advise on Night Patrol operations, best schedule for Mataranka Community	Director Community Services		
<b>Hodgson Downs</b>				
14.05.2015	Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.	RJCP Regional Manager	Ongoing	24.06.2015 Pending Cemetery ACT Review. 13.08.15 DCTS to follow-up
14.05.2015	Investigate Solar Light Funding possibilities for Kewulyi Outstation where the Telephone is.	Director Contracts & Economic Development	Ongoing	Update 13.08.2015 Pending Funding
	Dump needs of attention, prioritised and pushed up by June 2015.	CEO Alawa	Ongoing	13.08.2015 Currently investigating new Dump site.
13.08.2015	Roper Gulf Regional Council and Alawa Aboriginal Corporation to establish regular working party meetings.	CEO Alawa & Director Corporate Governance		
13.08.2015	Roper Gulf Regional Council to follow up and send Alawa Aboriginal Corporation signed MOU document.	Manager Governance		
13.08.2015	Report Night Patrol Phone	Jo Nicol	Ongoing	Reported still waiting for verification on being fixed.
15.10.2015	Send CEO Alawa information about Solar Lighting Funding.	Director DCS&I		
15.10.2015	Request to Senior Leadership Team re: WH&S Audit.	Director DCS&I		
15.10.2015	Send NESAs (CDP) document to Ken every Monday 10am.	Director CS		
15.10.2015	Ask PMC for a formal statement for Council outlining both Federal and NT Governments positions on AMPs.	Director DCS&I		
15.10.2015	Night Patrol becoming an Alawa responsibility request to the Senior Leadership Team to Action further.	Director CS		
15.10.2015	Bring rating information back to Hodgson Downs Local Authority	Governance		

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 LOCAL-AUTHORITY\_2015.10.15\_Hodgson Downs\_Minutes.pdf
- 2 LOCAL-AUTHORITY\_2015.10.06\_Mataranka\_Minutes.pdf

 <p><b>RoperGulf</b> REGIONAL COUNCIL SUSTAINABLE • VIABLE • VIBRANT</p>	<p><b>Hodgson Downs Local Authority Meeting Minutes</b></p>
<p>Held in the Alawa Office</p>	
<p><b>Thursday 15<sup>th</sup> October 2015 at 11am</b></p>	

Meeting was opened at 11.40 by Clive Roberts who is the designated Chairperson for this Hodgson Downs Local Authority Meeting. The pledge was read.

#### **1. Present:**

##### **1.1 Elected Members:**

Nil

##### **1.2 Local Authority Members:**

Clive Roberts  
Ken Muggerridge,  
Samuel Swanson,  
Johnathon Walla

##### **1.3 Staff:**

Marion Smith Director Community Services (DCS)  
Sharon Hillen Director Council Services and Infrastructure (DCSI)  
Jo Nicol Local Authority Coordination Officer

##### **1.4 Visitors/Guests:**

Samuel Daylight  
Nathanael Knapp Department Local Government

#### **2. Apologies:**

Deputy Mayor Judy MacFarlane,  
Tom Girdler

Apologies Accepted.

Moved: Samuel Swanson    Seconded: Johnathon Walla  
All Agreed by way of Consensus

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

Nil

#### **4. Minutes of Previous Meeting:**

Previous Minutes from 13th August 2015 accepted.  
Moved: Ken Muggerridge                      Seconded: Johnathon Walla

## 5. Business Arising/Action List;

### 5.1. Previous minutes action list

Date	Item Description	Responsible Person	Status	Status Comments - Completion Date
14.05.2015	Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.	Alawa/RJCP	Ongoing	24.06.2015 Pending Cemetery ACT Review. Update 13.08.15 Marc to follow-up
14.05.2015	Investigate Solar Light Funding possibilities for Kewulyi Outstation where the Telephone is.	Dir Contracts / Economic Devpt	Ongoing	15.10.15 Infrastructure Grants through Outstations
	Dump needs of attention, prioritised and pushed up by June 2015.	CEO Alawa	Ongoing	13.08.2015 Currently investigating new Dump site. 15.10.15 still trying to get a bulldozer, expected in the next month. Sharon to send ken NLC Contacts
13.08.15	Roper Gulf Regional Council and Alawa Aboriginal Corporation to establish regular working party meetings.	CEO Alawa & Director Corporate Governance	Ongoing	15.10.15 Marc to contact Ken
13.08.2015	Roper Gulf Regional Council to follow up and send Alawa Aboriginal Corporation signed MOU document.	Manager Governance		
13.08.2015	Report Night Patrol Phone	Jo Nicol	In Hand	Reported waiting for Telstra

## 6. Correspondence

### 6.1. Outgoing Correspondence:

Letter to NT Government re: Morgues.

### 6.2. Incoming Correspondence:

Nil

## 7. General Business

### 7.1 \*Elected Member Report: Nil

### 7.2 \*Core Services Update:

- **Core Services Update**

The Grader will be arriving soon in the Community. There has been a large fire that burnt a lot of country, the Fire Unit worked well during this time. There has been a fire at Roper Valley which provides a timely reminder to burn off and ensure fire breaks are done next year, perhaps contact Roper River Landcare Group and see if they can provide any support. There could be opportunities for CDP participants with fire fighting. There has been a lot of work carried out at the Cemetery, concrete pads, names and dates to be recorded. Solar Lighting Funding is available

**Action:** DCSI to send Ken Muggeridge information on Solar Lighting Funding.

- **\*Work Health and Safety Update**

Hodgson Downs Local Authority requested Work Health and Safety Audit and workshop to be done by Roper Gulf Regional Council staff. Accommodation will be provided by Alawa.

**Action:** DCSI to take request to Strategic Leadership Team.

### 7.3 \*Council Financial Reports: Nil

### 7.4 \*Governance Updates:

- **\*Town Priorities:** Regional Plans were handed out and discussed.

- **\*Complaints Register Nil**

- **\*Policy Update:**

HR006 Working with Children Certificate Policy: Council approved amended policy on Working with Children Certificate. The amended policy removed the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

- **Nomination**

Members accept Samuel Daylight's nomination to the Hodgson Downs Local Authority.

Moved Ken Muggeridge Seconded Clive Roberts  
All Agreed by way of Consensus

**7.5 \*CDP- Community Development Program:**

Program becomes effective on January 1<sup>st</sup> 2015. Only activities will be paid for , in Minyerri 187 participants registered, 159 in activities.

**Action:** DCS Marion Smith to send NESA document to Ken every Monday 10am.

**7.6 \*Alcohol Management Plan:**

Currently working on AMP Barry Clarke, GEC, Doug Kelly, AOD and Ken Muggeridge.

**Action:** DCSI Sharon Hillen to ask PMC for a formal statement for Council outlining both Federal and NT Governments positions on AMPs.

**7.7 Local Authority Funding:**

Ken advised that there was a shortfall in the total amount needed for the Road resheeting. Quote is \$142, 000 and amount available is \$136,000. Alawa will cover the shortfall. Currently waiting on a Tender exemption.

**8. Other Business****8.1 Night Patrol:**

DCS Marion Smith advised that there had been a misunderstanding with Night Patrol hours. There is no requirement to work Sunday to Thursday Night Patrol must work in accordance to the community needs.

Local Authority members asked about Night Patrol being operated by Alawa as this was previously mooted at a meeting earlier in the year with Catherine Procter.

Night Patrol is currently underperforming and not on task with little or no follow up, because Night Patrol is overseen by a Manager in Town there is a lack of direction and management. Marion said she will investigate that possibility and get back to the Hodgson Downs Local Authority.

**Motion:** That the Hodgson Downs Local Authority recommend to Council that Alawa Corporation take over the Night Patrol Operation so that local input can ensure a better service.

Moved Johnathon Walla Seconded Samuel Swanson All Agreed by way of Consensus.

**Action:** Marion to take the Night Patrol becoming an Alawa responsibility request to the Strategic Leadership Team to Action further.

**8.2 Cemetery at Kerwurli:**

Before any fencing is done TOs and NLC must be consulted.

**8.3 Dumping Fees:**

DCSI Sharon Hillen advised that all Roper Gulf Regional Council Dumps will be implementing a Commercial Dumping Fee. There has always been provision under fees and charges but recently education process to advise users that it will be enforced has been started. As part of the Roper Gulf Regional Council Waste Management Plan, Mataranka will be a recycling centre.



**Rates:** Nathanael Knapp from Department of Local Government and Community Services asked if shops and Territory Housing were rated. DCSI Sharon Hillen to investigate as Council may be able to increase revenue and pass this back to Alawa. Bring information

**Action:** Rating information to be tabled at the next Hodgson Downs Local Authority meeting.

9. Meeting Closed 1.25pm



## MATARANKA

### Local Authority Meeting Minutes

Held in Mataranka Community Hall

Tuesday October 6<sup>th</sup> 2015

The Meeting was opened at 5.30pm by Di Angel who was the designated Chairperson for this Mataranka Local Authority meeting. The pledge was read.

#### 1. Present:

##### 1.1 Elected Members:

Nil

##### 1.2 Local Authority Members:

Di Angel  
Tracey Anne Wilson  
Leah Niehus  
Alan Chapman  
Michael Somers  
Di Jones

##### 1.3 Staff:

Michael Soler-Council Services Manager  
Marion Smith – Director Community Services  
Jo Nicol - Local Authority Coordination Officer

##### 1.4 Visitors/Guests:

William Rosas – Department of Local Government and Community Services  
Thomas Chalk- NT Police  
Damien Riggs- Community Member  
Sue Riggs- Community Member

**Meeting opened: 5:35PM**

#### 2. Apologies:

Biddy Hamilton  
Sue Edwards  
Deputy Mayor Judy MacFarlane  
Sharon Hillen – Director of Council Services and Infrastructure

Apologies accepted.

Moved: Di Jones

Seconded: Leah Niehus

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

Nil declared

**4. Minutes of Previous Meeting:**

Minutes of 25<sup>th</sup> August 2015 Local Authority Meeting Accepted

Moved: Tracey Anne Wilson

Seconded: Leah Niehus

**5. Business Arising/Action List;****5.1. Previous Minutes Action List**

Date	Item Description	Responsible Person	Status	Comments
09.03.2015	Op Shop - Started as RJCP project to be reported on	CSM	on hold	RJCP advised they no longer hold an interest in the Op Shop. CSM advised that he has been approached by a Volunteer that may be willing to run with the idea if the LA were supportive. LA would like CSM to continue discussion with third party to see if it is practical.
05.05.2015	Seek to fund equipment upgrade for catering shed facilities	LA	Ongoing	LA to continue to seek grant funding
05.05.2015	Work with RJCP to determine if possible for slab to be completed through RJCP for Skate Park	CSM	Ongoing	This is on the RJCP project list for Mataranka
25.08.2015	Concern over underspend in the Library of approx. \$35K for last Financial Year	CSM/Director Comm. Services/ Deputy Mayor	Ongoing	Director Comm. Services to meet with CSM and Deputy Mayor to discuss reasons how there was such underspend when frequent requests for upgrades or exchange of books were denied due to lack of funds.
25.08.2015	Dump Point	Michael Somers / CSM	Ongoing	CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point.
25.08.2015	Letter from MFSRC to be forwarded to Council with a recommendation the LA approves the agreement to proceed	Council	Complete	The letter was presented to the Council at their Ordinary meeting held on 30 <sup>th</sup> September.

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

- Waste Management Facility, Commercial Waste Dumping fees

**6.2. Incoming Correspondence:**

- Application Received – Alcohol Management Plan
- Access to Lot 84 Town of Mataranka

**7. General Business****7.1 \*Elected Member Report: Deferred awaiting details from OCM****7.2 \*Council Service Managers Report:**
 **Council Services Update**

The OCM will be held in Mataranka 28<sup>th</sup> October 2015 and all Local Authority Members are encouraged to attend the OCM if possible.

The Commercial Waste Dumping fees have been outlined in a letter being sent to all commercial operations advising of the cost for dumping commercial waste at the Mataranka Dump, this will be enforceable from 1st January 2016.

Update on Recycling Centre: Mataranka is to become recycling hub for the entire Roper Gulf region. Facility will be a drive through for recyclables to be dropped off or collected.

Funding has been received from NT Environmental Protection Agency for media, marketing and education on recycling. Flyers are currently being developed.

 **\*Work Health and Safety Update**

Daniel Kirk has been appointed as the new WH&S Coordinator for RGRC.

**7.3 \*Council Financial Reports:**

Director Community Services, Marion Smith spoke to the Finance Report for July & August 2015. The First Quarter Finance Report will be given after OCM at the next Local Authority meeting in November.

**7.4 \*Governance Updates:**
 **\*Town Priorities:** Nil Updates

 **\*Complaints Register:**

Date	Complaint type	status
19-Mar-2015	Dangerous Dogs	Closed
30-June-2015	Code of Conduct	Ongoing

 **\*Policy Updates:**

HR006 Working with Children Certificate Policy: Members were advised that the Council approved amended policy on Working with Children Certificate. The amended policy removed the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

### 7.5 \*CDP- Community Development Program:

The Oval Irrigation program will begin on 19<sup>th</sup> October however the associated training course has been cancelled.

Director Community Services, Marion Smith gave an update on the performance of CDP (as of 18th September). The report showed several areas that are requiring major improvement.

The new contract, starting January 1<sup>st</sup> 2016, will focus heavily on participation, this is how funding is linked and if 75% participation is not attained then RGRC will not receive funding for the program.

### 7.6 \*Alcohol Management Plan

Waiting for Funding Notification, expected 30.11.2015

## 8. Other Business

### 8.1 Public Camping/Noise Complaints

LA Member Leah Niehus advised she has received several complaints from tourists about people camping in the park and causing a lot of noise for visitors and residents.

Sargent Chalk advised he has not received one noise complaint for Mataranka in 2015 and if anyone has a concern they should call 131 444 to report so complaints can be logged on Police database.

### 8.2 Road Edges on Martin Road

**Action:** CSM to contact Department of Infrastructure re: Dangerous road edges on Martin and Homestead Rd

### 8.3 Local Staff being victimised

The issue was raised that local staff, CSM and Local Authority Members may be getting victimised verbally or through social media for decisions made by Council or Council Administration in Katherine.

### 8.4 Night Patrol

Marion Smith gave an update on misunderstanding that Night Patrol has had with its primary responsibilities. Up to now it was believed that Patrols had to be Sunday through to Thursday night.

**Action:** Mataranka Local Authority Members to think about the Night Patrol operation and advise Marion on the best schedule for Mataranka Community.

## 8. Meeting Closed: 7:25 PM

**WARD REPORTS**

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<b>ITEM NUMBER</b>	13.3
<b>TITLE</b>	Nyirranggulong Ward Report
<b>REFERENCE</b>	600696
<b>AUTHOR</b>	Jo Nicol, Local Authority Coordination Officer

**RECOMMENDATION**

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

**BACKGROUND**

Meetings were scheduled for Beswick, Barunga, Bulman and Manyallaluk in September 2015

A Local Authority meeting was held in Beswick on 21<sup>st</sup> September 2015.  
 Barunga Local Authority meeting was cancelled and has been rescheduled for Monday 26<sup>th</sup> October 2015.

Bulman and Manyallaluk were cancelled and was not rescheduled.

**Community Visitors**

**Other Meetings in Community**

Nil

**Beswick**

**Local Authority Update**

The Beswick Local Authority includes; Cr Selina Ashley, Richard Kennedy, Sasha Ashley, Trephina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara and Joseph Brown.

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

**Community Update:**

The community looks neat and tidy; the new store at new Sub division is nearly completed.

**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.

Helen Lee is the Chairperson of the Barunga Local Authority

The Barunga Local Authority meeting scheduled for Tuesday 22<sup>nd</sup> September 2015 was cancelled. A rescheduled meeting will be held Monday 26<sup>th</sup> October 2015.  
 A Barunga Local Authority Meeting is also scheduled for 17 November 2015.

**Community Update:**

Barunga is looking neat and tidy.

**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 Manyallaluk Local Authority meeting is scheduled for Tuesday 21<sup>st</sup> September 2015 was cancelled. The next Manyallaluk Local Authority Meeting is scheduled for 16<sup>th</sup> November 2015.

**Community Update**

Manyallaluk is looking very neat and tidy, Parks are looking great.

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

Local Authority Membership includes; Cr John Dalywater, Easu Martin, 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 Friday 20<sup>th</sup> November 2015.

**Community Update:**

The Bulman Community is looking neat and tidy. Michaela Naare has been Acting Community Services Manager while Nyrelle Johnson is on Maternity Leave. Nyrelle will return to work in November 2015.

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

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
<b>Barunga</b>				
16-04-2013	Signs and Identify graves at Cemetery	CSM & Community	Ongoing	Waiting on external funding. Update 18.2.14 Funding available Sharon working with CSM. LA needs to think about the sign they want. Also waiting for NT Govt to pass legislation. <b>14.1.2015:</b> 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	<b>15.07.14:</b> Just organising date 14.1.2015: LA needs to confirm dates that they would like him out he is happy to attend any meetings.

Date	Issue	Responsible Person	Status	Status Comment-Completion Date
<b>Beswick</b>				
17-02-2014	Talk to small groups of Community members about taking ownership of AMP	Cr Selina Ashley/S. Alcohol Management Project Officer		Maybe use BRACS <b>16.02.14:</b> -Ongoing LA asked to bring ideas to next LA meeting. <b>14.04.15:</b> Ongoing
20.10.2014	Municipal team to gather up as many dead cars on the outskirts of Community and stack them in one place for when solution is found.	CSM		<b>16.02.15:</b> - Ongoing <b>14.04.15:</b> - Ongoing
20.10.2014	Have discussion on garbage compactor not to travel on unsealed road due to road condition	CSM and DCSI		<b>14.04.15:</b> Ongoing
20.10.2014	Organise cherry picker to attend Beswick to repair the lights and put protective covers over globes.	CSM	Completed	<b>14.04.15:</b> – Lights Audit currently being done <b>18.05.15:</b> Seeking contractors to do a street light run twice a year only as that is all that the budget permits
16.02.2015	Discuss with Director of DCSI the feasibility of having a bore drilled for public use.	CSM	Ongoing	<b>14.04.15:</b> -Ongoing
21.09.2015	Find out and report back on 465- NTG Closing the Gap Grants and 475 RJCP CDF.	Jo Nicol	Completed	22.09.2015 465-NTG Closing the Gap Grant- Upgrade of BRACS Facility 475-RJCP CDF Upgrade of Staff accommodation
21.09.2015	Get BRACs to broadcast that the RJCP Meeting is on Thursday 1 <sup>st</sup> October.	CSM		
21.09.2015	Source examples and prices for a covered bus shelter.	CSM		
<b>Manyallaluk</b>				
16.03.2015	Decide on position of two new solar lights in Central Park	Robert Williri/CSM	Ongoing	
24.08.2015	Think about how to spend 2015/2016 Local Authority Project Funding \$14,786 and bring ideas to next LA meeting.	LA Members/ Community		
24.08.2015	Install speed humps as soon as quotes are processed	CSM		



<b>Date</b>	<b>Issue</b>	<b>Responsible Person</b>	<b>Status</b>	<b>Status Comment-Completion Date</b>
<b>Bulman</b>				
19.11.2014	Follow up Fencing Project and report back to LA	CSM	Completed	Fencing Project Completed –CSM to report to Local Authority meeting.
28.08.2015	Report back to Local Authority details of under and over spends for next Local Authority Meeting	Finance	In-hand	Will be reported to LA on upcoming meeting.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 LOCAL-AUTHORITY\_2015.09.21\_Beswick\_Minutes DRAFT.pdf



**Beswick  
Local Authority Meeting  
Minutes**

Held in **Beswick Conference Room**

**21<sup>st</sup> September 2015**

Meeting opened at 10.30am by Chair Raelene Bulumbara and the Roper Gulf Regional Council Pledge was read.

**1. Present:**

**Elected Members:**

Cr. Selina Ashley

**Local Authority Members:**

Raelene Bulumbara(Chair)

Trephina Bush

Joseph Brown

Lorraine Bennett

Deanna Kennedy

**Staff:**

Jo Nicol - Local Authority Coordination Officer

Helen Hawkins - Beswick Council Services Manager

Lara Brennan – Regional Manager, Community Services

Chris Cookson – Regional Manager, Night Patrol

Julie Kartinyeri – Regional Manager, Youth Services, Sport & Recreation

**Visitors:**

Moira McCreesh – Department of Business, Alcohol Management Strategy Unit

Doug Kelly - Alcohol & Other Drugs

Nick Sharah - Department Local Government and Community Services

**2. Apologies:**

Sharon Hillen Director Council Services and Infrastructure, Tom Girdler NT Housing.

Apology accepted.

**Moved:** Trephina Bush

**Seconded:** Joseph Brown

All Agreed by way of consensus.

**3. Conflict of Interest:**

Nil

**4. Minutes of Previous Meeting: 18 May 2015**

The previous Meeting minutes were approved.

**Moved:** Joseph Brown

**Seconded:** Trepkina Bush

All agreed by way of consensus

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

Previous minute's action List was presented to Local Authority. The meeting noted as follows:

- Street Lights are getting replaced by LED lights and only 6 streets lights are remained to be done.
- The flood gates will be moved to the community side of Butterfly Creek, this is now a CDP project.
- A compactor is coming from Barunga, need further consultation on how it is gong to be used on the unsealed road to the tip
- The tip has been re-configured and now has an area set aside for the old vehicles to be moved to. Now waiting on a carrier and loader to complete the work.
- The Wuduluk Association has agreed to take possession of the AMP

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

- Letter from Director Council Services & Infrastructure, Sharon Hillen to Stakeholder re: Waste Management Facility, Commercial Dumping Fees.

**6.2 Incoming Correspondence**

- Letter from Department Local Government re: Local Authority Project Funding
- Email from Director Community Services re: Sport and Recreation Infrastructure.

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

Councillor Ashley advised the next OCM will be held at Borroloola next week.

**7.2 Council Service Managers Report:**

Council Services Manager Helen Hawkins presented her report and advised that:

- Dump has been re-configured, now no burning allowed.
- CDP participant who has been doing hours with the municipal team has now been put on full time, taking up a recent vacated position.
- Moving of the flood gates is now a CDP project
- Street lights have all been completed except 6, seeking Contractors quotes for the repair of the vandalised solar lights
- Shade Sails removed from equipment at new sub, replacements are being sourced.
- Rocks have been place around grassed areas, to keep vehicles off pedestrian areas.
- Speed hump has been put up at the basketball courts, more are needed and advise Local Authority to consider using LA Funding for more.
- Water is back on the oval, pipes broken by the contractors have been repaired and are working well.

- Residents have reported the Women's Safe House may be getting used inappropriately by some including men. Residents are concerned service will be removed. I made enquiries to Nathan Rosas, GEC, who will follow up and report back. Deanna Kennedy has also said she will enquire and report back to Local Authority.
- Roper Gulf Regional Council is currently holding "Safe September" this is weekly safety talks and demonstration throughout the month of September. Local Authority members are encouraged to attend, see noticeboard for details

### 7.3 \*Council Financial Reports:

The Fourth Quarter 2014/15 Financial Reports were discussed. Some large differences were noted in Agency Services. It was pointed out that some of this large under expenditure was due to Employment positions not being filled and was due largely to wages. Members were encouraged to note the "Difference" Column which indicates over or under spends.

**Action:** Local Authority Coordination Officer Jo Nicol to find out and report back on 465- NTG Closing the Gap Grants and 475 RJCP CDF.

### 7.4 \*Governance Updates:

- **Town Priorities:**

Members were given a copy of the 2015/2016 Roper Gulf Regional Plan and key pages were discussed; Town Priorities, Beswick Expenditure Report, the Staffing Chart and Fees and Charges Schedules. Electronic copy is available on website. Members asked for Street signs to be added to the Town Priority List and to look into having a park named in honour of David Balansi.

- **Complaint register:**

Members noted the update on complaints register.

- **Policy updates:**

- Use of External Auditors and Non-Audit Services (new)
- Computer, Telephone, Internet and Email Usage Policy (Revised)

Members were advised that all new and updated policies can be downloaded from RGRC website.

### 7.5 RJCP- Remote Jobs and Community Program

Members were advised that Lot 120b refurbishment has been completed. Final inspection will be done on 22 September 2015 by the Assets Manager.

As the RJCP change of name and procedure has confused people, a public meeting was organised where only 2 people attended. The meeting has been rescheduled for Thursday 1<sup>st</sup> October at 10.30 and it will be attended by representatives from Department of Prime Minister and Cabinet. LA Member Deanna Kennedy encouraged everyone at the meeting including community members to attend. The new RJCP now call CDP will be explained including rules, payments and answer any questions people may have.

**ACTION:** Get BRACs to broadcast that the RJCP Meeting is on Thursday 1<sup>st</sup> October.

## 7.6 Alcohol Management Plan:

Moira McCreesh from Department of Business, Alcohol Management Strategy Unit advised members that the local Wuduluk Association has agreed to take responsibility of the AMP for Beswick.

Local Authority members raised their concern as people are still asking for a drinking area although TO's have said no.

**ACTION:** Members request Council raise Drinking Area issue with NLC.

Jennifer Buckley from the Menzies School of Health will be returning to continue her research on alcohol related issues and would like to speak with all residents as well as people she spoke with on her last visit. She will be at Beswick from the 12th - 16th October.

Jennifer will be employing 2 people to help and wants to hold a community BBQ. This is another opportunity for BRACs to advertise.

All Schools in the NT have been awarded \$259,000 over 2 years for the meals program. Funding is available for communities that are working towards implementing AMPs. Members should think about what the priorities are and work with Moira to apply for funding. Most recently the store committee have purchased 14 bikes for the community.

## 7.7 Bush Shelter:

Members were asked to consider a covered bus shelter on the Central Arnhem Highway across from the store so there is a central point for pickups and deliveries. This would use the Local Authority grant. All agreed it was a good idea.

**ACTION:** CSM to source examples and prices for a covered bus shelter.

## 7.8 Local Authority Project funding:

Members were asked to consult with the community and bring ideas back to the next Local Authority Meeting in November.

## 8. Other Business

- 8.1 Moira McCreesh from Department of Business, Alcohol Management Strategy Unit, spoke about her PHD and that she has presented a paper to the University. Moira would like to continue her research in Beswick if that was ok. Members were happy for Moira to continue with her research.

## 9. Meeting Closed 1:05pm

Next meeting: Monday 16<sup>th</sup> November 2015

**WARD REPORTS**

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<b>ITEM NUMBER</b>	13.4
<b>TITLE</b>	Numbulwar Numbirindi Ward
<b>REFERENCE</b>	600697
<b>AUTHOR</b>	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 13<sup>th</sup> October 2015. Minutes for this Meeting were unavailable at the time of printing agenda papers.

**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.

Selena Uibo is the permanent Chairperson of the Numbulwar Local Authority

The next Numbulwar Local Authority meeting is scheduled for Tuesday 10<sup>th</sup> November 2015 at 3:00pm.

**Community Visitors**

Nathaniel Knapp- Department Local Government  
Kerry Anne Lacey – Community Champion, Office of Indigenous Affairs  
Carl Hansen – Government Engagement Coordinator  
Elle Fuller – Local Government Community Services  
Marcus Tilbrook – Community Engagement Police Officer  
Daniel Whitfield-Jones – Officer in Charge Numbulwar.

**Community Update**

Council services Manager Roger McIvor is currently on leave and May Brazil has been capably filling the position until his return.

Numbulwar community is looking great; parks and open spaces look well tendered and are being used.

The new road is currently underway from the end of the bitumen road to the airport, a formal Opening Ceremony is scheduled for November 10<sup>th</sup>.

Grading has been completed from end of the road works area through to the Phelps River by the Municipal crew. A tender was awarded to install 5 causeways between Numbulwar and Phelps River, we understood there would be 4 culverts but this isn't the case. Project to be finished on 22 October 2015.

Weight Limit signs to be installed on all local roads in Numbulwar minimising heavy machinery & trucks entering the area. These limits are part of an overarching Traffic Management Plan.

**ISSUES/OPTIONS/SWOT**

Nil

**Action list**

Date	Meeting	Item Description	Responsible Person	Status	Status Comments - Completion Date
12.05.2015	LA	Discuss Retail Training with Store and RJCP Coordinator	LA Chairperson-Selena Uibo	Ongoing	

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

**WARD REPORTS**



**ITEM NUMBER** 13.5  
**TITLE** Yugul Mangi Ward  
**REFERENCE** 600698  
**AUTHOR** Jo Nicol, Local Authority Coordination Officer

**RECOMMENDATION**

- (a) **That Council receive and note the Yugul Mangi Ward Report.**
- (b) **That Council accepts the nomination of Clifford Duncan to the Ngukurr Local Authority.**

**BACKGROUND**

The Ngukurr Local Authority meeting was held Wednesday 14<sup>th</sup> October 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 and Tanya Joshua.

The next Local Authority Meeting will be held Wednesday 11<sup>th</sup> November 2015 at 10:30am.

**Community Update:**

Ngukurr is looking excellent the parks, sports fields and open spaces are looking especially beautiful and are a credit to the Municipal Crew.

The new Health Clinic is nearly finished and will complete the Family and Children Services Precinct.

Fighting and Alcohol are continuing issues in Ngukurr Community. Police efforts to address the issues are ongoing.

**Community Visitors:**

Nathanael Knapp, Department Local Government and Community Services

**ISSUES/OPTIONS/SWOT**

**Ward Action List**

Date	Item Description	Responsible Person	Status	Other Comments
15.10.2014	RJCP to look at Yellow Water regarding rubbish removal and some landscaping	CSM	In-hand	
11.03.2015	Sport and Rec facilities such as pool, basketball courts only to open Friday Saturday and Sunday as the programs are being run too late on school nights	CSM		



14.10.2015	Follow up with Regional Manager NP Chris Cookson to provide local Night Patrol contacts.	CSM		
14.10.2015	Write a letter to Yugul Mangi Aboriginal Corporation seeking support with payment for the installation costs of Installing the Electronic Scoreboard.	Director CS & I		

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

1 LOCAL-AUTHORITY\_2015.10.14\_Ngukurr\_Minutes DRAFT.pdf



**Ngukurr  
Local Authority Meeting Minutes**

Held at  
**Conference Room**

14<sup>th</sup> October 2015

The Meeting was opened by Daphne Daniels designated Chairperson of Ngukurr Local Authority at 10.40am and the pledge was read.

**1. Present:**

**1.1 Elected Members:**

Cr Eric Roberts  
Cr Daphne Daniels

**1.2 Local Authority Members:**

Bobby Nunggamajbarr  
Tanya Joshua  
Robin Rogers  
Olga Daniels  
Jerry Ashley

**1.3 Staff:**

Sharon Hillen – Director of Council Services and Infrastructure  
Marion Smith – Director of Community Services  
Jo Nicol – Local Authority Coordination Officer  
Paul Amarant – Council Services Manager Ngukurr

**1.4 Visitors/Guests:**

Joyce Torres – Government Engagement Officer  
Ammeretta Wesan – Indigenous Engagement Officer  
Nathanael Knapp – Department Local Government and Community Services  
Dale Campbell – Sunrise Health  
Owen Turner – Sunrise Health  
Rebecca Brayden – Sunrise Health  
Nelson Hall – Community Member  
Clifford Duncan – Urapunga Resident  
Lansen Paddy – Urapunga Resident  
Rexelle Wurramara – Youth Services Officer  
Lenny Wilfred – Youth Services Officer  
Davin Hall – Youth Services Officer  
Trevor Bates – Ngukurr Police  
Matthew – Ngukurr Police

**2. Apologies:**

Nil

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

Nil

**4. Minutes of Previous Meeting:**

Council Services Manager Paul Amarant read out previous Minutes.

That the minutes from previous meeting held on 12 August 2015 be Accepted.

Moved: Bobby Nunggamajbarr

Seconded: Robin Rogers

**5. Business Arising/Action List;****5.1. Previous minutes action List**

Actions from previous minutes tabled and discussed

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

- Ngukurr To Numbulwar road
- Sublet Lot 423 Ngukurr
- Waste Management Facility

**6.2. Incoming Correspondence:**

Nil

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

Cr Daphne Daniels informed the Meeting that Ngukurr Community has a NT Government nominated Champion, Michael Tennant who will support Economic Development in Ngukurr.

There has been extra funding granted to Outstations through Homelands Extra of \$70,000, targeted at housing on a designated Outstation.

Three Local Authority Members have had their Local Authority membership rescinded due to lack of attendance; Gwen Rami, Grant Thompson and Peter Turner. Letters have been sent out to these Community members with regards to this matter. It is important that Local Authority Members attend scheduled meetings to be a voice for Local issues.

Council will no longer be supporting a dedicated Youth Voice Committee; Council wants every Local Authority to quarantine two positions for Youth. Youth Services are still able to have Youth meetings and are encouraged to do so however there is no specific funding anymore.

Ngukurr Local Authority has one Youth Representative and Clifford Duncan from Urapunga has nominated to be on the Ngukurr Local Authority. Local Authority members are very happy to have Duncan join the Local authority.

**Motion** That Clifford Duncan's nomination to the Ngukurr Local authority be accepted. – Urapunga Resident to be accepted on the LA Board and representative on the Youth Services Committee

Moved – Eric Roberts                      Second – Bobby Nunggamajbarr

All Agreed by Way of Consensus

## 7.2 \*Council Services Managers Report:

Community Safety action Plan sign, actioned by NT Police, did not have approval from Council to use RGRC Logo. This has now has been rectified and approval given.

4 new Solar Lights costing \$10,000 have been approved to install at designated areas in the Pool and Youth Park costing approx. \$10,000.

The Municipal staff are doing a good job controlling litter in the Community. They still require strong support from Community members/leaders to encourage and enforce using the litter bins provided. The shop is the main area of concern with rubbish regularly building up on the road, gutters and fence line.

Rubbish is collected on Mondays and Fridays with regular emu bobs to help keep litter down to a minimum.

Currently Night Patrol phone numbers have changed, new numbers will be provided to relevant people.

**Action:** Council Services Manager to follow up with Regional Manager Night Patrol Chris Cookson to provide local Night Patrol contacts.

A discussion was held about the Installation of the Electronic Scoreboard on the identified area of the Sports Oval. There is an extra cost of \$30,000, due to power considerations and the need for a support structure to be used that considers soil types, strength and vandalism.

### **Motion**

That Ngukurr Local Authority members agree to spend additional funding of \$30,000 from the Local Authority 2015-16 Grant, for the support structure being purchased and installed to augment the Electronic Scoreboard at a cost of.

Moved – Robin Rogers                      Seconded – Bobby Nunggamajbarr

All Agreed by way of Consensus

**Action:** Director Council Services and Infrastructure Sharon Hillen to write a letter to Yugul Mangi Aboriginal Corporation seeking support with payment for the installation costs of Installing the Electronic Scoreboard.

The proposal for a new stage was discussed, diagrams and maps were tabled the cost is \$95,000 this includes contingency funds.

### **Motion**

Local Authority members support the new Stage development and approve spending \$95,000 from the Local Authority Grant Fund 2015-16.

Moved – Eric Roberts      Seconded – Daphne Daniels  
All Agreed by way of Consensus

**7.3 \*Council Financial Reports:**

NIL – first quarter financial report will be presented at next meeting.

**7.4 \*Governance Updates:**

• **Town Priorities:**

Director Council Services and Infrastructure Sharon Hillen updated the progress on projects listed under the Town Priorities list.

• **Complaints Register**

Two Animal Complaints registered 1512 and 1513 were received. Both Complaints were actioned and are now closed.

• **Policy Updates**

HR006 Working with Children Certificate Policy: Council approved amended policy on Working with Children Certificate. The amended policy removed the stipulation that all employees, volunteers and contractors must have Ochre Cards and now only those that are required under the NT Care and Protection of Children Act will require having one. The primary reason for the amendment is to streamline the recruitment process and make it easier for potential employees to obtain employment with council.

**7.5 \*CDP- Community Development Programme:**

Discussion was held over the urgent need to improve in this area by 1<sup>st</sup> Jan 2016 or the program could be lost to RGRC.

The CDP Coordinator recently resigned and a person from Head Quarters will look after Ngukurr until a new person is recruited. Builder Trades Trainers will now come under the guidance of Project Management to ensure better quality services and structure is provided.

**7.6 \*Alcohol Management Plan:**

NIL – Members advised that Surinder Crichton is managing this area and will be visiting the Community sometime to discuss.

**7.7 Sunrise Health Report**

CEO of Sunrise Health Dale Campbell discussed possible support to the Community swimming Pool and the Local AFL Competition.

There are positions available at Ngukurr in the field of Alcohol and Other Drugs – AOD. This will be funded through the Indigenous Advancement Strategy of Nutrition, Tobacco and AOD.

Rebecca Brydon has been appointed as the new Personal Health and Mentor Co-Ordinator in the Community. Geoff Lohemeyer will continue to work in the Well Being Program concentrating on the excessive use of Tobacco by Community members.

Construction of the New Health Centre is moving along well. Councillor Eric Roberts raised concerns about the new clinic not having a Morgue. Dale Campbell replied that it is disgraceful, disrespectful and bordering on discriminatory not having a Morgue scoped into this project. Dale emphasised that they have lobbied hard to have a Morgue and were unsuccessful, Sunrise will continue to lobby for Morgues in all its Health Clinics. Director Infrastructure and Technical Services Sharon Hillen advised Members that Council also tried to address this issue at the most recent OCM, letters were sent to Bess Price MLA and NT Government to support requests for Morgues to be installed at any new Health Centre, after a particularly distressing incident occurred in Numbulwar earlier in the year .

CSM Paul Amarant thanked Sunrise Health for the Support letters to RGRC for various funding applications.

Sunrise Health supports the many various Festivals in the region and are more than happy to consider any requests for specific support to a particular group. Send requests through to Sunrise if your activity requires support.

Robin Rogers asked if the School could have a permanent Sunrise Nurse to oversee the daily welfare of students. Dale Campbell replied that ultimately it is parents responsibility to get treatment for their Child and every effort should be made to get this done at the Clinic.

#### **7.8 Government Engagement Coordinator – Joyce Torres**

Currently a monthly Stakeholders meeting is being held. Some Community members have asked Joyce to hold Reference Group meetings. And Joyce was exploring that possibility. Nathaniel Knapp, Department of Local Government and Community Services asked what the difference was between Local Authority and Reference Group meetings. A discussion was held on the viability and if Reference group was needed. Local Authority members confirmed that too many meetings in the past left Community members exhausted. The Local Authority Meetings were seen as a more efficient way of communicating with Community members and hearing their voice.

Tenders have closed for the construction of the new bridges at Wilton and Roper Rivers.

Indigenous Engagement Officer is doing great things with engaging women in various activities in the Community.

Clifford Duncan asked if any support can be provided at Urapunga for all Community members.

## **7.9 Police**

Concerns were raised about the ongoing fighting and Alcohol coming into the Community. Discussions were held about what support can be given to help combat these two major issues.

A Community meeting held on the 13<sup>th</sup> October did not help to resolve the ongoing issues with fighting and many of the perpetrators did not attend..

Nelson Hall and Gerry Ashley asked more support be given by Community Leaders, to take responsibility for their family members fighting.

Two Community members – Nico Farrell and Gary Huddleston have applied for the two vacant ACPO positions in the Community.

## **8. Other Business**

### **8.1 Night Patrol:**

Director of Community Services discussed Night Patrol and the misunderstanding around the days and times. Marion has asked Local Authority Members to think about the best days and times for Ngukurr Community and report back to the Meeting in November. There is some flexibility with the program to be scheduling the operations as best practice .

### **8.1. School Report**

The New Childcare Centre has now been officially opened and is in its second week of operation.

Ngukurr CEC has approx. 370 students enrolled with a number of students coming from Minyerri Secondary School due to High School closure.

Ngukurr have been unofficially informed they will keep the Secondary School with existing positions kept but no new position to cope with the extra workload from Minyerri.

Hip Hop Concert will be held this Friday at the Sport and Recreation Centre after extensive training of the students during the week.

Community members are encouraged to attend and support their Children.

Behaviour at the School has generally been very good and reading and writing improvements have been excellent.

School attendance is around 75% which is amongst the highest in the Territory.

Planning to engage Students in Work ready activities throughout the Community.

Robin Rogers stated that there is Men's and Women's Cooking activities at the Child and Family care Centre every Tuesday and Wednesday night and it is well attended.

**8.2. Robin Rogers**

Computer Training Courses at the Library starting next Month

**8.3. Daphne Daniels**

Discussed Cyber safety awareness program, Business in the Bush Program and the cooking classes being conducted at the Family and Child care Centre

**9. Meeting Closed 2.33 pm**

Next Meeting – 10 am 11<sup>th</sup> November 2015 at Conference Room



## **EXECUTIVE DIRECTORATE REPORTS**

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<b>ITEM NUMBER</b>	14.1
<b>TITLE</b>	Mayor's Report
<b>REFERENCE</b>	598178
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

### **RECOMMENDATION**

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

### **BACKGROUND**

As outlined by 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 meeting and appointments on behalf of Council:

29-30 September 2015: Ordinary Meeting of Council (Borroloola)

Upcoming Meetings:

11 November 2015	Mayors & Presidents Forum Darwin
12-13 November 2015	General Meeting & AGM LGANT Darwin

### **FINANCIAL CONSIDERATIONS**

Nil.

### **ATTACHMENTS:**

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.1
<b>TITLE</b>	Proposed dates for OCM and FCM 2016
<b>REFERENCE</b>	561530
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council receive and note the scheduled meeting dates for 2016 for Ordinary Meetings of Council and the Finance Committee Meetings: -**

**Ordinary Meetings of Council: -**

**Wednesday, 27<sup>th</sup> January 2016**  
**Wednesday, 30<sup>th</sup> March 2016**  
**Wednesday, 25<sup>th</sup> May 2016**  
**Wednesday, 22<sup>nd</sup> June 2016**  
**Wednesday, 31<sup>st</sup> August 2016**  
**Wednesday, 26<sup>th</sup> October 2016**  
**Wednesday, 14<sup>th</sup> December 2016**

**Finance Committee Meetings: -**

**Wednesday, 24<sup>th</sup> February 2016**  
**Thursday, 28<sup>th</sup> April 2016**  
**Wednesday, 27<sup>th</sup> July 2016**  
**Wednesday, 28<sup>th</sup> September 2016**  
**Wednesday, 23<sup>rd</sup> November 2016**

**BACKGROUND**

For planning and advertising purposes Council is required to set their Ordinary Council and Finance Committee meeting dates for 2016.

The proposed dates mentioned in recommendation are offered dates for Council's consideration and approval. The dates proposed have been identified with consideration to operational and reporting requirements of Roper Gulf Regional Council.

Once the dates for OCM and FCM are considered, the dates for Local Authorities will be planned allowing all Local Authorities time to meet prior to these meeting events.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.2
<b>TITLE</b>	RGRC's Christmas parties at Katherine and Communities
<b>REFERENCE</b>	598169
<b>AUTHOR</b>	Greg Arnott, Director Corporate Governance

**RECOMMENDATION**

- (a) **That Council receive and note report on RGRC's Christmas Parties at Katherine and Communities.**

**BACKGROUND**

Every year Roper Gulf Regional Council organises Christmas Parties or other events for staff and councilors in Katherine and each community.

The Christmas Party to be held in Katherine is planned for Wednesday the 17<sup>th</sup> of December 2015. This day was selected as it aligns with the last ordinary meeting of Council for the year. In addition, on the 18<sup>th</sup> of December, the CSM forum is scheduled to be held at Katherine. This will provide a great opportunity for Council Members, CSMs from all communities and staff members from Katherine to celebrate together..

The possible venue and estimated cost for running Christmas party will be presented to Council at the meeting.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

**CORPORATE GOVERNANCE DIRECTORATE REPORT**

<b>ITEM NUMBER</b>	15.3
<b>TITLE</b>	Policy Update: ADM009 Vehicle Use Policy
<b>REFERENCE</b>	598137
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council adopt the amended ADM009 Vehicle Use Policy.**

**BACKGROUND**

The Vehicle Use Policy provides guidelines to employees on general principles and standards of use and care associated with the operation of RGRC motor vehicles.

**ISSUES/OPTIONS/SWOT**

The policy is amended to add more clarification around home garaging vehicles and that the employee who has authorised home garaging of a Council vehicle, as a employee benefit, will have this specifically provided through their employment contract or permission granted in writing by the CEO . The purpose of home garaging is for the employee to commute between the employee's place of residence and official place of work by the most direct route. The vehicle is not to be used for any other purpose outside work hours. The vehicle is only to be driven by a RGRC employee with a current Drivers Licence.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 151013 DRAFT ADM009 Vehicle Use policy.pdf

Roper Gulf Regional Council

ADM009 – Vehicle Use Policy



## 1. POLICY CERTIFICATION

Policy title:	Vehicle Use Policy
Policy number:	009
Category:	Policy
Classification:	ADM
Status:	Draft

## 2. PURPOSE

The purpose of this policy is to provide guidelines to employees on general principles and standards of use and care associated with the operation of Roper Gulf Regional Council motor vehicles. The policy is intended to ensure:

- the integrity, reliability and good performance of RGRC motor vehicles;
- that the motor vehicle is appropriately managed.

The policy also aims to set rules and parameters for Roper Gulf Regional Council's staff in how and what vehicles are procured and used.

## 3. ORGANISATIONAL SCOPE

This policy shall apply to any driver of any vehicle owned, leased or under the control of Roper Gulf Regional Council.

## 4. POLICY STATEMENT

The Mayor, Chief Executive Officer (CEO), Directors and Managers shall be provided with a private vehicle as per their employment contract or equivalent agreement.

The authorised driver of a specific vehicle shall be a driver authorised under a specific employment contract, staff or councillor of the Roper Gulf Regional Council who has an appropriate driving licence and a record of which is on the personnel files of the person to which the vehicle has been assigned.

Vehicles provided to authorised drivers will be safe, reliable, fit for purpose and cost-effective. Staff are to expect adequate access to fleet vehicles to allow them to safely and effectively perform their professional duties.

Roper Gulf Regional Council will ensure that staff are never required to use their private motor vehicles to perform their professional duties.

## 5. DEFINITIONS

<b>Employment Conditions</b>	The terms and conditions as defined in a contract staff's employment contract.
<b>Fleet Vehicles</b>	Refers to all vehicles owned or controlled by Roper Gulf Regional Council that are designed to carry passengers and / freight on

Roper Gulf Regional Council



ADM009 – Vehicle Use Policy

	public roads.
<b>Fleet Pool</b>	A grouping of vehicles that may be used commonly by a group of staff, as defined by location or program. The management of a fleet pool shall be coordinated centrally by a designated officer.
<b>Fringe Benefits Tax (FBT)</b>	Tax levied on benefits obtained by employees in respect of their employment.
<b>FBT Log Book period</b>	Means a continuous period of at least 12 weeks when a vehicle is used for average business use (it should not be a period chosen because of maximum business) for which special log books are used as basis for FBT calculations.
<b>Log Books</b>	Books used to record details of all trips undertaken including the driver's name, journey date, starting and ending odometer readings and purpose of the journey.
<b>Personal use</b>	Refers to the use of fleet vehicles for non-business purposes. It generally includes travel to and from work.
<b>Reserve vehicles</b>	Vehicles that are not directly assigned to a specific function or staff position
<b>RGRC</b>	Roper Gulf Regional Council
<b>SOP</b>	Standard Operating Procedure

## 6. PRINCIPLES

### 6.1 Approved Drivers

Employees and Councillors of the RGRC who are required to operate a RGRC vehicle in the performance of their duties must be in possession of a valid Australian driver's licence. A copy of the driver's licence must be provided to the Manager of Assets and the HR Manager to be put in their personal file.

If at any time the licence of an approved driver expires or is revoked, or the driver is otherwise disqualified from driving, it is responsibility of the driver to inform their supervisor immediately. They will not be entitled to drive a RGRC vehicle until their licence is reinstated.

### 6.2 Use of Council Vehicles

#### 6.2.1 Authorised Private use of Vehicles

A person who has private use of vehicle as part of their employment contract can use their vehicle for private use. RGRC recognises that where an employee is granted full private use of a vehicle, this vehicle in many cases becomes that employee's family vehicle. Accordingly, such employee are entitled to grant permission to drive the vehicle whilst on private use provided such person(s) hold a current driver's licence and is:

- the partner of the employee who permanently resides with the employee, or
- another suitably licensed person where employee and/or employee's partner is the passenger in the vehicle.

Employees authorised to have private use of vehicles are allowed to transport alcohol but cannot make any deliveries for other people. Private vehicle owners are to acknowledge Northern Territory Liquor Act, and Northern Territory Emergency Response Act, and it is to be remembered that responsibility prevails when carrying alcohol in all RGRC communities. It is

## Roper Gulf Regional Council



### ADM009 – Vehicle Use Policy

also to be remembered that alcohol consumption while using a vehicle cannot exceed .05% (meaning 500mg/100ml of blood volume). Any conviction of DUI in a RGRC vehicle may result in disciplinary action.

RGRC vehicles are not permitted to compete in any car rally or competition, or be used for any commercial purpose outside of the RGRC's own operations. Where employees have full private use of a Four Wheel Drive vehicle, only appropriate recreational use of the vehicle is permitted. Appropriate off road use can be defined as utilising the vehicle only where access is provided by either a marked track/trail (e.g. camping ground access, fire trail, dirt roads), or where vehicular access is specifically allowed (eg. Beach driving). Where inappropriate private use of a 4WD results in damage to the vehicle, the employee using the vehicle will be responsible for all repair costs incurred.

#### 6.2.2 Home Garaging of Vehicles

An employee who has authorised home garaging of a Council vehicle, as a employee benefit, will have this specifically provided through their employment contract or permission granted in writing by the CEO . The purpose of home garaging is for the employee to commute between the employee's place of residence and official place of work by the most direct route. The vehicle is not to be used for any other purpose outside work hours. The vehicle is only to be driven by a RGRC employee with a current Drivers Licence.

#### 6.2.3 Use of Vehicles for Community Activities

The use of RGRC vehicles for any non business purpose must be approved in writing, prior to such use, by the relevant Departmental Managers. Such use will only be by RGRC employees and any request for use by an employee must be put in writing 48 hours prior to the time of the requested use. Any damage to the vehicle will be the responsibility of the employee and the employee will be required to make good any damage.

#### 6.2.4 Pool Vehicles

RGRC vehicles which are not designated to any specific person or department are to be used for pooling. All pool vehicles will be controlled by Asset Department. Procedures for requesting pool vehicles and terms of using pool vehicle will be as referred on SOP for Pool Vehicles.

### 6.3 Fuel Cards

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

Fuel cards are to be used solely for RGRC use. The Fuel Card should be used only for the purchase of fuel (E10, ULP, Diesel or LPG only) and oil for RGRC vehicles. No other purchases are permitted on the fuel card. The use of this card for obtaining bonus points (i.e. Flybuys Points) is prohibited, as Council will be liable for Fringe Benefits Tax.

Fuel Cards must be surrendered to the Asset Manager upon termination of employment.

## Roper Gulf Regional Council

### ADM009 – Vehicle Use Policy



Lost Cards must be reported immediately to the Asset Manager who will facilitate the cancellation of the Card.

#### **6.4 Records of Usage (Log Books)**

RGRC shall maintain records of vehicle usage in order that:

- the extent of operational and private use can be measured and to calculate fringe benefits tax liability for all RGRC vehicles and
- the person responsible for the vehicle when an infringement, damage or loss occurs for all vehicles can be identified.

Log books are to be filled out every time the vehicle is used. Log books are to be filled out with odometer readings every time the vehicle is used. Log book photocopies are to be handed to the Asset Manager at the end of every month for verification.

#### **6.5 Security:**

Vehicles must be:

- Parked in a safe and secure place at all times.
- Properly secured when unoccupied (i.e. keys removed, doors locked and security systems activated).
- Confidential material and expensive equipment must not be left in unattended vehicle.

#### **6.6 Insurance**

Losses or damage to any personal property carried or kept in a RGRC vehicle shall remain the responsibility of the officer to whom the vehicle is assigned at that time the property was placed in the vehicle, unless such property is used in connection with official business.

#### **6.7 Servicing and Maintenance**

Vehicles are to be maintained in a condition that reflects RGRC in a positive manner i.e. clean, tidy and well maintained. It is the responsibility of driver, to whom the vehicle is allocated, to ensure that it is serviced and cleaned regularly inside and out. Drivers shall verify the oil, water, tyre pressure on a weekly basis. The Asset Department will maintain Pool Vehicle. Staff borrowing RGRC pool vehicle for a task must return it clean and tidy in accordance with the SOP.

Drivers are responsible for arranging the delivery of vehicles to the Roper Gulf Regional Council workshop for servicing and maintenance. They must contact the workshop in advance to make an appointment.

#### **6.8 Driving Range**

All RGRC Vehicles are to be used only within the Northern Territory. If vehicle are to be taken outside the Northern Territory, prior approval form CEO is to be obtained.



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ADM009 – Vehicle Use Policy

### 6.9 Modification in Vehicles

Except for emergency cases, no modifications can be made to any RGRC vehicles such as changing tires, or removing anything that belongs to the vehicle.

### 6.10 Accidents Emergencies

If the vehicle is stolen or damaged in an accident, the RGRC drivers shall comply with all legal and insurance requirements if involved in an accident, including:

- obtaining particulars of the other parties involved,
- notifying the Police and relevant authorities in accordance with the Road Traffic Act or any other relevant laws,
- notifying relevant Manager/Director and Asset Manager and
- submitting a incident Form as listed in Annex A to HR Manager.

Employee should also immediately report any theft or damage, however slight, to the relevant Manager/Director and then to Asset Manager for repairs to undertaken at the earliest.

### 6.11 Sharing of Resources

To promote safety and efficiency, please make very effort in advertising your travels to others in case someone would need to travel to the same area.

### 6.12 Safety Driving Standards

The employees of RGRC, while driving any vehicle owned, leased or under the control of Roper Gulf Regional Council, shall follow the rules and standards as prescribed in RGRC Light Vehicle procedure.

## 7. DISCIPLINARY ACTION

If an employee is found guilty of misusing Council Vehicle, a Formal Warning will be given by the immediate supervisor and Manager. Dismissal may be considered if the offence is believed to be serious enough. A copy of the Formal Warning will be placed on the employee's personal file.

## 8. REFERENCES

Acknowledgements (original author/source documents)	
Related Policies	ADM008 – Travel Policy for Employees and Councillors
Related Publications	
Related Procedures	<i>RGRC Light Vehicle Procedure</i>
Relevant Forms	<i>Vehicle Prestart Checklist Form Journey Management Form</i>

Roper Gulf Regional Council

ADM009 – Vehicle Use Policy

**9. DOCUMENT CONTROL**

Policy number	<b>ADM009</b>
Policy Owner	<b>Asset</b>
Endorsed by	<b>OCM</b>
Date approved	<b>26/06/2013 OCM</b>
Revisions	<b>26/03/2014</b>
Amendments	<b>26/03/2014 OCM</b>
Next revision due	<b>July 2015</b>

**10. CONTACT PERSON**

Contact person

**Manager Governance, Corporate Planning  
& Compliance**

Contact number

**08 8972 9000**

**CORPORATE GOVERNANCE DIRECTORATE REPORT**



<b>ITEM NUMBER</b>	15.4
<b>TITLE</b>	Policy Update: DIT001 Fleet Procurement and Allocation Policy
<b>REFERENCE</b>	598157
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That Council adopt the amended DIT001 Fleet Procurement and Allocation Policy.**

**BACKGROUND**

The Policy on Fleet Procurement and Allocation specifies

- rules and parameters for Roper Gulf Regional Council including staff and councillors in how and what vehicles are procured and used;
- the makes and models of vehicles available to staff who have a vehicle allocation for personal use in their conditions of employment; and
- the conditions of use of vehicles assigned to staff for personal use.

**ISSUES/OPTIONS/SWOT**

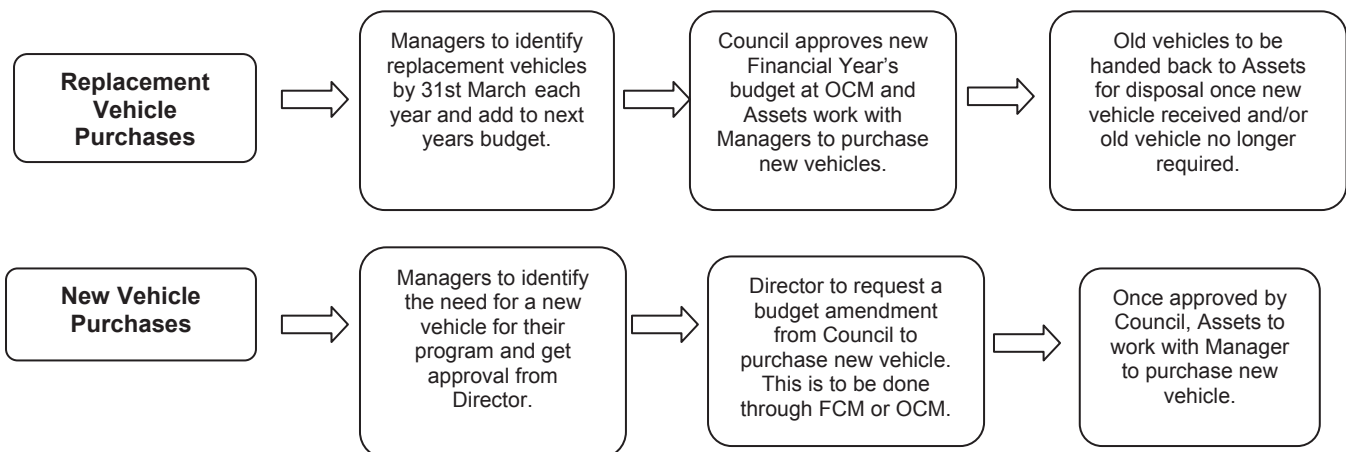
The amended policy has been added with more clarification around Fleet purchases of new or replacement of machinery/vehicle.

***Fleet Purchases – Replacement Machinery / Vehicles***

*Replacement fleet are to be identified by the 31<sup>st</sup> March each year and are to be included in program budget discussions for the following financial year’s budget. Replacement machinery and vehicles identified in this process will be sent to council.*

***Fleet Purchases – New Machinery / Vehicles***

*New fleet are to be identified as and when required by program managers. A case is to be made to the Director and approved before putting to council.*



**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**

- 1 151013 DRAFT DIT001 Fleet Procurement and Allocation Policy.pdf

Roper Gulf Regional Council  
Fleet Procurement and Allocation Policy



DIT001 – Fleet Procurement and Allocation Policy

## 1. POLICY CERTIFICATION

Policy title:	<b>Fleet Procurement and Allocation Policy</b>
Policy number:	<b>001</b>
Category:	<b>Policy</b>
Classification:	<b>DIT</b>
Status:	<b>Draft</b>

## 2. PURPOSE

The Roper Gulf Regional Council's fleet management system is designed to minimise cost inefficiencies, procurement bottlenecks, inappropriate resourcing, an ageing fleet, and potential work health and safety risks with regard to Roper Gulf Regional Council fleet vehicles. This policy aims to cover all passenger vehicles and will be used when allocating vehicles to staff with personal use of vehicles stipulated in their employment contracts.

This policy specifies:

- rules and parameters for Roper Gulf Regional Council including staff and councillors in how and what vehicles are procured and used;
- the makes and models of vehicles available to staff who have a vehicle allocation for personal use in their conditions of employment; and
- the conditions of use of vehicles assigned to staff for personal use.

## 3. DEFINITIONS

<b>Employment Conditions</b>	The terms and conditions as defined in a contract staff's employment contract.
<b>Executive</b>	All staff with the title Chief Executive Officer, Director, but also understood here as Assistant Directors
<b>Fleet vehicles</b>	Refers to all vehicles owned or controlled by Roper Gulf Regional Council that are designed to carry passengers and / freight on public roads.
<b>Fleet pool</b>	A grouping of vehicles that may be used commonly by a group of staff, as defined by location or program. The management of a fleet pool shall be coordinated centrally by a designated officer.
<b>2WD</b>	Is all 2WD vehicles including utilities, sedans, station wagons and hatchbacks.
<b>Heavy 4WD</b>	Is a Toyota Land cruiser or equivalent
<b>Managers</b>	All staff with the title Manager, but also understood here as Assistant Managers
<b>Medlum 4WD</b>	Is a Toyota Prado, Toyota Hilux or equivalent.
<b>Private Vehicle Use</b>	Access by the affected staff member of a RGRC vehicle at all times during the period of employment with RGRC, including annual leave and other paid periods of leave.
<b>RGRC</b>	Roper Gulf Regional Council
<b>Reserve vehicles</b>	Vehicles that are not directly assigned to a specific function or staff position

Roper Gulf Regional Council  
Fleet Procurement and Allocation Policy



DIT001 – Fleet Procurement and Allocation Policy

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#### **4. ORGANISATIONAL SCOPE**

- 4.1 The policy applies to all RGRC staff who use or are involved in procuring, maintaining and managing fleet vehicles.
- 4.2 The policy recognises three classes of employment in the executive and management area of RGRC operations where vehicle allocations and personal use are common conditions of employment:
  - a) Executives
  - b) Headquarters-based Managers
  - c) Service Delivery Centre-based Managers

#### **5. PRINCIPLES**

- 5.1 Vehicles provided to staff for personal use should be safe, reliable, fit for work purposes (not personal preferences) and cost-effective.
- 5.2 Staff are to expect adequate access to fleet vehicles to allow them to safely and effectively perform their professional duties.
- 5.3 All efforts will be made by the RGRC to ensure staff are never required to use their private motor vehicles to perform their professional duties.

#### **6. POLICY CONTENT**

- 6.1 As a general rule, all fleet vehicles are to be purchased new and Council will endeavour to seek tenders from preferred suppliers every two years for Council fleet. All vehicle procurement will be in accordance with the awarded tender.
- 6.2 Heavy 4WD will be disposed of after 7 years or 180 000 km's, whichever occurs first.
- 6.3 Medium 4WD will be disposed of every 5 years or 100 000 km's, whichever occurs first.
- 6.4 2WD will be disposed of every 5 years or 100,000 km whichever occurs first.
- 6.5 As a general rule, all fleet vehicles are to be equipped with standard extras, subject to the principle that all vehicles will be equipped to be fit for purpose and safe. The procurement of any additional extras on fleet vehicles will be subject to the CEO's approval.

Roper Gulf Regional Council  
Fleet Procurement and Allocation Policy



DIT001 – Fleet Procurement and Allocation Policy

- 6.6 The preferred method of disposal of used fleet vehicles is trade-in with a reputable dealership from which new vehicles are being procured or via general auction depending on circumstances.
- 6.7 A common, non-program specific fleet pool is to be made available for use by Katherine-based staff. Where practical, program-specific reserve vehicles will be managed as part of a common Council-wide fleet pool.
- 6.8 The staff member driving or controlling a fleet vehicle is responsible for cleaning, basic maintenance, monitoring of service requirements and reporting of all incidents or accidents for the vehicle.
- 6.9 As outlined in the table below, managers and executives (including the CEO) will be offered the following range of makes and models for personal and professional use (subject to the individual staff member’s employment conditions stated in their employment contract and the requirements of their position).

**Vehicle Model Options – Contract staff with personal use**

<b>Executives</b>	<b>Vehicle Model</b>
	Toyota Prado GXL or similar
	Toyota Hi-Lux SR5 Twin Cab 4X4 or similar
<b>Managers</b>	Toyota Camry Atara S or similar
	<b>Vehicle Model</b>
	Toyota Hi-Lux SR Twin Cab 2 Wheel Drive or similar
	Toyota Hi-Lux SR Twin Cab 4X4 or similar
	Toyota Camry Altise or similar
	Toyota Corolla Accent or similar

- 6.10 The Assets Manager is to be responsible for implementing the Fleet Procurement and Allocation Policy, and for coordinating the Katherine-based fleet pool.
- 6.11 **Fleet Purchases – Replacement Machinery / Vehicles**  
Replacement fleet are to be identified by the 31<sup>st</sup> March each year and are to be included in program budget discussions for the following financial year’s budget. Replacement machinery and vehicles identified in this process will be sent to council.
- 6.12 **Fleet Purchases – New Machinery / Vehicles**  
New fleet are to be identified as and when required by program managers. A case is to be made to the Director and approved before putting to council.



**CORPORATE GOVERNANCE DIRECTORATE REPORT**

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<b>ITEM NUMBER</b>	15.5
<b>TITLE</b>	Annual Report 2014-15
<b>REFERENCE</b>	598128
<b>AUTHOR</b>	Jyoti Pudasaini, Manager Governance, Corporate Planning & Compliance

**RECOMMENDATION**

- (a) **That the Council receive and note the Auditor’s Report for the financial year 2014-15.**
- (b) **That the Council accept the Annual Report 2014-15 for the Financial Year 2014/2015.**
- (c) **That the Council agree to the submission of the Annual Report 2014-15 to the Department of Local Government and Community Services.**

**BACKGROUND**

Annual Report 2014-15 is a comprehensive report on Roper Gulf Regional Council’s activities throughout the 2014/15 financial year. Each year Council must, on or before 15 November, submit report to the Minister on its work during the financial year ending on the preceding 30 June.

The Annual Report includes how council performed in terms of service delivery and finance.

The last section of the Report contains the final Audit Report for year 2014-15.

**ISSUES/OPTIONS/SWOT**

Copy of Annual Report 2014-15 has been distributed in a separate document to this report.

**FINANCIAL CONSIDERATIONS**

Nil

**ATTACHMENTS:**