AGENDA

HODGSON DOWNS LOCAL AUTHORITY MEETING

THURSDAY, 11 OCTOBER 2018

Notice is given that the next Hodgson Downs Local Authority Meeting of the Roper Gulf Regional Council will be held on:

- Thursday, 11 October 2018 at
- The Alawa Boardroom, Minyerri
- Commencing at 11.00am

Your attendance at the meeting will be appreciated.

PLEDGE

“We pledge to work as one towards a better future through effective use of all resources.

We have identified these key values and principles of Honesty, Equality, Accountability, Respect and Trust as being integral in the achievement of our vision, that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant”.

PRAMIS BLA WI

“Mela pramis bla wek gudbalawei bla meigim futja bla wi wanwei, en bla yusim ola gudwan ting bla helpum wi luk lida.

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis , dum wek brabli gudbalawei, en im laibliwan”

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	PRESENT/STAFF/GUESTS	
2	MEETING OPENED	
3	WELCOME TO COUNTRY	
4	APOLOGIES AND LEAVE OF ABSENCE	
5	CONFIRMATION OF PREVIOUS MINUTES	
5.1	Confimation of Previous Minuets	4
6	CALL FOR ITEMS OF OTHER BUSINESS	
7	DISCLOSURE OF INTEREST	
8	BUSINESS ARISING FROM PREVIOUS MINUTES	
8.1	Action List	10
9	INCOMING CORRESPONDENCE	
	Nil	
10	OUTGOING CORRESPONDENCE	
	Nil	
11	GENERAL BUSINESS	
11.1	Elected Members Report	12
11.2	COUNCIL FINANCIAL REPORT AND PROJECT REGISTER AS AT 30.09.2018	15
12	OTHER BUSINESS	
	Nil	
13	CLOSE OF MEETING	

CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER 5.1
TITLE Confimation of Previous Minuets
REFERENCE **764734**
AUTHOR Rachael Walters, Acting Senior Administration Support Officer

RECOMMENDATION

(a) That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority meeting held on 22nd August 2018

BACKGROUND
The Hodgson Downs Local Authority met at the ALAWA Board Room on Thursday 22nd August 2018.
Attached are the minutes of the meeting

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1⇩ Hodgson Downs Local Authority 2018-08-22 [761635].DOCX

MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING AT THE ALAWA BOARDROOM, MINYERRI ON WEDNESDAY, 22 AUGUST 2018 AT 11:00AM

PRESENT/STAFF/GUESTS

1.1 Local Authority Members

Samuel SWANSON
Clive ROBERTS
Ken MUGGERIDGE (Chairperson)
Jonathon WALLA

1.2 Staff

Tessa CARNEGIE – Local Authority Support Coordinator
Wayne RADFORD – Governance Officer
Prerna RAMAWAT – Governance Officer

1.3 Guests

Amanda HAIGH – Department of Housing and Community Development

MEETING OPENED

Provisional Meeting opened at 11:23 AM

WELCOME TO COUNTRY

The Chair for this meeting Ken MUGGERIDGE welcomed everyone to the meeting.

APOLOGIES AND LEAVE OF ABSENCE

CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

*NOTE: this is a **provisional** meeting, therefore the previous minutes will not be confirmed until the next meeting where a quorum is present.*

RECOMMENDATION

(a) **That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority meeting held on Thursday 14 June 2018.**

DISCLOSURES OF INTEREST

There were no declarations of interest at this Hodgson Downs Local Authority.

BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

66/2018 **RESOLVED (Ken Muggeridge/Clive Roberts)**

(a) That the Hodgson Downs Local Authority receive and note the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected. **** New Action: Old cemetery fencing – develop & assess fencing proposal/plan**	Contracts Manager/ Marc Gardner	Ongoing	24.06.2015: Pending Cemetery ACT Review. 13.08.15: Marc to follow up 01.03.2016: Marc to follow up for next LA meeting 12.05.16: Application to SPG for mesh fence. 07.07.16: Funding received, Outstations to complete fencing soon 16.11.16: Materials have been purchased but due to sandy site other options for fence are being explored. 12.04.2017: New Action: A new fence is to be erected. Sandy ground and drilling holes for posts are issues for post and fence stability. 07.07.17 Part of Operational Plan. 10.08.17 Number of works: Solar lights; New Septic; Sewerage; & New water line. Get contractor to do all works, seeking quotes. 31.10.17 Marc Gardner dealing with. 23.11.17 Aiming to be undertaken before Christmas. **22/08/2018:Awaiting next step.**
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	**Original ACTION:** Request a Quote from Greg Arnott, Director of Governance, for Roper Gulf Regional Council work with Alawa on their Business Plan. *NOTE: DCG has advised that this action is*	CEO ALAWA	Ongoing	01.02.2017 Ken Muggeridge has written to Ken Orwell. An application has been completed and a quote from Delloite Private has been sent through from Suzan Archibald. 12.04.2017: No discussion regarding 2016-17 Regional Plan. Noted that Alawa Aboriginal Corporation to await outcome of funding for 2017-18. 10.08.17 Ken Orwell back to Agenda & should get funding this year. 23.11.17 Did not qualify for

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		complete.			grant, Suzan at Delloite working on a new grant application and governance trying for new board. 03.05.18 Ken spoke with the Chief Minister who will push to complete. **22/08/2018:Awaiting next step.**
16.11.16	11.4 Governance Report - Policy Update	**Original** **ACTION:** Marc Gardner to follow up on how the Animal Management Fee and Rubbish Collection Fee can be incorporated into the Minyerri Rates Schedule for 2017/2018.	Marc Gardner / Greg Arnott	Ongoing	01.02.2017 Fees for rubbish collection and animal management have been incorporated into the Borroloola and Mataranka rates program. Marc to report on their progress at next Local Authority Meeting 12.04.2017: Nat Knapp advised that the Local Authority will be able to access vet upon implementation of fees as part of rates. Vet visit due in April, further details to be obtained. 10.08.17 ALAWA do waste & charge TH, Sunrise, etc. Deputy Mayor table at Financial Committee Meeting & in Budget Review October. 31.10.17 Finance – in budget review. 23.11.17 Marc to get update from Finance and provide to Ken. **22/08/2018: Rates/ Fees have been incorporated in 2018-19 Regional Plan via p. 103 – 109. Copies of the Regional Plan 2018 – 19 were provided for perusal.** **Moreover, it was at the discretion of the Local Authority to keep this ACTION as they wish to CONFIRM with Marc Gardner.**
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Muggeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Muggeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. 10.08.17 Include in ours on ALAWA's behalf put in a funding submission. 31.10.17 Include in negotiations new contract June 2018. 23.11.17 Include in RGRC funding application next year. 03.05.18 Ken Muggeridge has employed a Sport & Rec person from ALAWA's own funding and starts 08/05/18.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					22/08/2018: There have been several people recruited for this position and it has not yet worked out.

INCOMING CORRESPONDENCE
NIL

OUTGOING CORRESPONDENCE
NIL

BUSINESS ARISING

GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

Note: Mr Alan WATSON has since advised that he is no longer interested in being the Chairperson of the Hogdson Downs Local Authority which was decided at the Ordinary Meeting of Council held in Katherine 27 June 2018.

67/2018 **RESOLVED (Jonathon Walla/Ken Muggeridge)**

(a) **That the Hodgson Downs Local Authority receives and notes the Elected Member report.**

11.2 REGIONAL PLAN 2018-2019

NOTE: *the Local Authority were advised that the Regional Plan is finalised and it is no longer a DRAFT.*

68/2018 **RESOLVED (Ken Muggeridge/Clive Roberts)**

(a) **That the Hodgson Downs Local Authority receives and notes the 2018-19 Regional Plan.**

11.3 DANGEROUS DOGS REPORT

This report will be carried forward to the next scheduled meeting as to provide a better delivery of message.

RECOMMENDATION

(a) **That the Hodgson Downs Local Authority receives and notes this report regarding Dangerous Dogs.**

11.4 DOG DETERRENTS

69/2018 **RESOLVED (Clive Roberts/Samuel Swanson)**

(a) **That the Hodgson Downs Local Authority receive and note the Dog Deterrents Report from the Department of Housing and Community Development.**
(b) **That the Hodgson Downs Local Authority endorse the use of 'Dog Dazers' in communities for Department of Housing and Community Development staff.**

11.5 COUNCIL FINANCIAL REPORT - 4TH QUARTER EXPENDITURE REPORT

General discussion regarding:

- Training and Development regarding Local Authority Project Funding and finance matters pertaining to the way council financial reports are presented to the local authority.
- As bought to the attention of the Hodgson Downs Local Authority by Amanda Haigh, an additional $86,640 has been approved by the funding body.
- Moreover, it was decided that the Local Authority Members would think about their Local Authority Project Funding moving forward.

70/2018 **RESOLVED (Ken Muggeridge/Samuel Swanson)**

(a) That the Hodgson Downs Local Authority receive and note the Financial (Expenditure) Report for the fourth Quarter of 2017-18
(b) That the Hodgson Downs Local Authority receive and note the LA Project Expenditure Report as at 30th June 2018

OTHER BUSINESS
NIL

CLOSE OF MEETING

The meeting terminated at 11:49 AM.

THIS PAGE AND THE PRECEEDING 38 PAGES ARE THE MINUTES OF THE Hodgson Downs Local Authority Meeting HELD ON Wednesday, 22 August 2018 AND CONFIRMED Thursday, 11 October 2018.

Chairperson

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER 8.1
TITLE Action List
REFERENCE **765403**
AUTHOR Prerna RAMAWAT, Governance Officer

RECOMMENDATION:

(a) That the Hodgson Downs Local Authority receive and note the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected. **** New Action: Old cemetery fencing – develop & assess fencing proposal/plan**	Contracts Manager/ Marc Gardner	Ongoing	10.08.17 Number of works: Solar lights; New Septic; Sewerage; & New water line. Get contractor to do all works, seeking quotes. 31.10.17 Marc Gardner dealing with. 23.11.17 Aiming to be undertaken before Christmas. **22/08/2018: Awaiting next step**.
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	**Original Action** :Request quote from Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.	CEO ALAWA	Ongoing	23.11.17 Did not qualify for grant, Suzan at Delloite working on a new grant application and governance trying for new board. **03.05.18 Ken spoke with the Chief Minister who will push to complete.** **22/08/2018: Awaiting next step.**
16.11.16	11.4 Governance Report - Policy Update	**Original Action** :Marc Gardener to follow up on how the Animal Management and Rubbish Collection Fee can be incorporated into the Minyerri Rates Schedule for 2017/2018	Marc Gardner / Greg Arnott	Ongoing	01.02.2017 Fees for rubbish collection and animal management have been incorporated into the Borroloola and Mataranka rates program. Marc to report on their progress at next Local Authority Meeting 12.04.2017: Nat Knapp advised that the Local Authority will be able to access vet upon implementation of fees as part of rates. Vet visit due in April, further details to be obtained. 10.08.17 ALAWA do waste & charge TH, Sunrise, etc. Deputy Mayor table at Financial Committee Meeting & in Budget Review October. 31.10.17 Finance – in budget review. 23.11.17 Marc to get update

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					from Finance and provide to Ken. **03.05.18 No update** **22/08/2018: Rates/ Fees have been incorporated in 2018-19 Regional Plan via p. 103 – 109. Copies of the Regional Plan 2018 – 19 were provided for perusal.** **Moreover, it was at the discretion of the Local Authority to keep this ACTION as they wish to CONFIRM with Marc Gardner.**
01.02.17	12.3 Other Business - Hodgson Downs Sport and Recreation Program	Ken Muggeridge and Sharon Hillen to look into who is responsible for Sport and Recreation in Hodgson Downs	Sharon Hillen / Ken Muggeridge	Ongoing	12.04.2017: Marc Gardner advised that Sharon Hillen is to report back to next Local Authority Meeting regarding funding. 10.08.17 Include in ours on ALAWA's behalf put in a funding submission. 31.10.17 Include in negotiations new contract June 2018. 23.11.17 Include in RGRC funding application next year. **03.05.18 Ken Muggeridge has employed a Sport & Rec person from ALAWA's own funding and starts 08/05/18.** **22/08/2018: There have been several people recruited for this position and it has not yet worked out.**

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER 11.1
TITLE Elected Members Report
REFERENCE **764033**
AUTHOR Prerna RAMAWAT, Governance Officer

RECOMMENDATION

(a) **That the Hodgson Downs Local Authority receives and note the Elected Member Report.**

BACKGROUND
This Elected Member Report is designed to give Local Authorities an overview of Agenda Items that have been raised and decisions made at the Ordinary Meeting of Council since the last Local Authority Meeting, in order for them to convey the information to community members.

Complete details can be found in the Agendas and Minutes, which are available on the Council Website and at Council Offices.

ISSUES/OPTIONS/SWOT
On 25 July 2018, Council formally adopted the 2018-19 Regional Plan. This Plan is publicly available on Council's website and will be available in hard copy within several weeks.

At the Ordinary Meeting of Council held in Ngukurr on 25 July 2018:
The Minutes of the Ordinary Meeting of Council are publicly available on Council's website.
Decisions include:

- The Council received and noted following Ward Reports:
  - Never Never Ward Report
  - Numbulwar Numbirindi Ward Report
  - Nyirranggulung Ward Report
  - South West Gulf Report
  - Yugul Mangi Ward Report
- Council accepted the following agreements:
  - Municipal and Essential Services
  - Housing Maintenance Services
  - Homelands Jobs
- Council received and noted the following funding agreements:
  - The Commonwealth for School Nutrition Program (Manyallaluk)
  - The Department of Health
  - The Territory Government

- That Council approves Round 1 of the 2018-2019 Community Grants Program to be conducted for 6 weeks, from 1 August 2018 to 15 September 2018.
- That Council approves Round 2 of the 2018-2019 Community Grants Program to be conducted for 6 weeks, from 15 January 2019 to 29 February 2019.
- That Council notes and receives the promotional pamphlets for round 1 of the Program.
- That Council defers the Public Library Funding Agreement to the Finance Committee.
- That Council appoints Cr Samuel EVANS to Community Grants Committee.
- That Council receives and notes the financial report as at 30th June 2018.

- That Council adopts the 2018-19 in accordance with the *Local Government Act* requirements
- That Council approves the submission of Roper Gulf Regional Council's Regional plan to the Minister of Local Government and to the Department of Housing and Community Development.
- That Council receives and notes letter of support to Mungoorbada Aboriginal Corporation.
- That Council appoints Cr Ossie Daylight to the Finance Committee.
- That Council waives fees for Barunga and Jilkminggan ovals for six (6) months for AFL NT commencing on 25 July 2018.

At the Finance Committee Meeting of Council held in Katherine on 29 August 2018:
The Minutes of the Finance Committee Meeting are publicly available on Council's website.
Decisions include:

The Finance Committee adopts following new and revised policies:

- The new GOV026 Mandatory Reporting policy.
- The revised LA001 Local Authority Policy.
- The revised FIN001 Financial Delegations Manual.

- The Finance Committee receive and note acquittal forms for 2017-2018 Local Authority Project Funding by signing and dating each form.
- That the Finance Committee accept Local Authority Project Funding levels for the 2018-2019 Financial Year.
- That the Finance Committee receive and note advice regarding the cost of playground improvements across the Roper gulf region.
- That the Finance Committee refer the matter to Council and local Authorities for further considerations.
- That the Finance Committee receive and note the financial reports as at 31st July 2018.
- That the Finance Committee receive and note the candidate packs from the Northern Territory Electoral Commission.
- That the Finance Committee receive and note the update from the Acting CEO on the BBRF grant application for the Mataranka Community Hub precinct.
- That the Finance Committee accepts the following Grants:
    - The funding offer of $391,097 (GST Exclusive) for the 2018-19 Outside School Hours Care Program, by signing, and dating one copy of the Agreement.
    - The funding offer of $696,800 (GST Exclusive) for the Northern territory Jobs package, by signing and dating one copy of the agreement.
    - The funding offer of $59,048 (GST Exclusive) for the Alcohol and Other Drugs Information and Education Program, by signing and dating one copy of the Agreement and one copy of the Service Plan.
    - The funding offer of $650,000 (GST Exclusive) for the Barunga Oval Lights, by signing, dating and affixing the Common Seal to one copy of the Agreement.
    - The funding offer of $800,000 (GST Exclusive) for the Ngukurr Oval Lights, by signing, dating and affixing the Common Seal to one copy of the Agreement.
    - That the Finance Committee acknowledge the amendment to the report.
- That the Finance Committee receive and note the application for the sponsorship of $3000 from Artback NT for the 2018 Numburindi Festival.
- That the Finance Committee receive and notes proposed revised version of Guidelines 8.

- That the Finance Committee accepts funding offer of $164,071 (GST Exclusive) for 2018-19 Public Library Funding by signing, dating and affixing the Common Seal to one copy of the Agreement.
- That the Finance Committee receive and note the correspondence from North Australian Aboriginal Family Legal Service.
- That the Finance Committee receive and note the correspondence from NT Police, Fire and Emergency Services advising of closure of drinking area at Roper Creek and new alcohol permits for Beswick, Barunga and Manyallaluk.
- That the Finance Committee receive and note the correspondence from 48.5 Consulting and MI Associates.
- That the Finance Committee receive and note the correspondence from the Alcohol Review Implementation Team.
- That the Finance Committee receive and note the correspondence - Indigenous Economic Development Forum.
- That the Finance Committee receive and note the correspondence from LGANT.
- That the Finance Committee approves for Coomalie Council to join the Working Group of the Big River Region Waste Management for a 'trial' period till May 2019, for a fee of $5,000.
- That the Finance Committee receive and note the correspondence on Local Government Strategic Infrastructure Fund - 2018/19.
- That the Finance Committee receive and note the update on Green Park Larrimah.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER	11.2
TITLE	COUNCIL FINANCIAL REPORT AND PROJECT REGISTER AS AT 30.09.2018
REFERENCE	**767234**
AUTHOR	Cristian Coman, Manager - Governance and Corporate Planning

RECOMMENDATION

(a) **That the Hodgson Downs Local Authority receive and note the Financial (Expenditure) Report for the first Quarter of 2018-19 financial year**

(b) **That the Hodgson Downs Local Authority receive and note the LA Project Register Update Report as at 30th September 2018.**

BACKGROUND

As per the Guideline 8 of the *Local Government Act*, the quarterly finance report is to be presented to the Local Authority.

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

1⇩ Council Financial Report.pdf

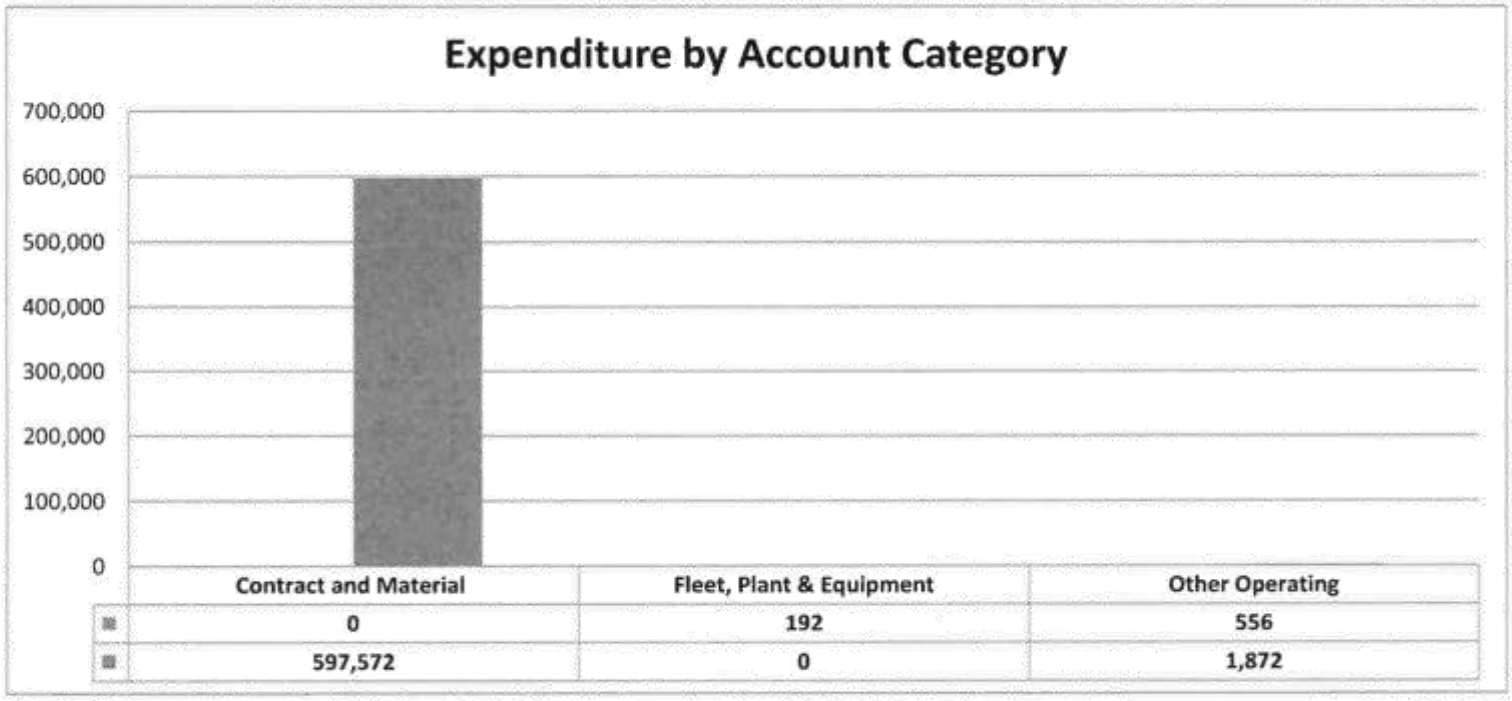
2⇩ LA Project Register Update.pdf

Roper Gulf Regional Council

Hodgson Down

Expenditure Report as at 30th September 2018

	Current Quarter		Year to Date - As of Period 4				
	1st Quarter Actual	*1st Quarter Budget*	YTD Actual	*YTD Budget*	*1st Quarter Variance*	Annual *Budget*	Proporation of Budget *Spent*
Expenditure by Account Category							
Contract and Material	0	597,572	0	796,763	597,572	2,390,290	0%
Fleet, Plant & Equipmen	192	0	192	0	192	0	0%
Other Operating	556	1,872	556	2,496	1,316	7,488	30%
Total Expenditure	747	599,445	747	799,259	598,697	2,397,778	0%



Attachment 1

Activity Listing

Corporate Governance						
106 - General Council O	0	91,412	0	121,883	91,412	365,650
132 - Local Authority	492	1,322	492	1,763	830	5,288
138 - Local Authority Pr	0	21,660	0	28,880	21,660	86,640
Sub Total	**492**	**114,395**	**492**	**152,526**	**113,903**	**457,578**
Commercial Serv.						
220 - Territory Housing I	0	125	0	167	125	500
221 - Territory Housing	0	350	0	467	350	1,400
314 - Service Fee - CDP	0	435,000	0	580,000	435,000	1,740,000
Sub Total	**0**	**435,475**	**0**	**580,633**	**435,475**	**1,741,900**
Council & Comm. Serv						
401 - Night Patrol	255	49,575	255	66,100	49,320	198,300
Sub Total	**255**	**49,575**	**255**	**66,100**	**49,320**	**198,300**
Total Expenditure	**747**	**599,445**	**747**	**799,259**	**598,697**	**2,397,778**

Hodgson Down Local Authority Project Funding - as at 30th September 2018

Funding received	Income	Funds Allocated	Project Variance	Unallocated remaining funds	
2014-15	$ 68,040.00	$ 68,040.00			
2015-16	$ 68,040.00	$ 68,040.00			
2016-17	$ 68,040.00	$ 68,040.00	$ -		
2017-18	$ 86,640.00	$ -	$ -	$ 86,640.00	Carry-forward to 2018-19 FY
Total	$ 290,760.00	$ 204,120.00	$ -	$ 86,640.00	

Project ID	Projects funding has been allocated to:	Prjct Budget	Actual Expenditu	Prjct Varience	Project Status
1913801	Local Roads Upgrade	$ 204,120.00	$ 176,093.68	$ -	In Progress
	Total project budgets	$ 204,120.00	$ 176,093.68		