



AGENDA

ORDINARY MEETING OF COUNCIL

THURSDAY, 14 SEPTEMBER 2017

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

- Thursday, 14 September 2017
- At 2 Crawford St Katherine
- Commencing at 8.30 am

Your attendance at the meeting will be appreciated.

Michael Berto
CEO

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	<i>Nil</i>	
19	DEPUTATIONS & PETITIONS	
	<i>Nil</i>	
190	CLOSED SESSION	
20.1	Confirmation of Previous Confidential Session Ordinary Council Meeting Minutes <i>The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.</i>	
20.2	Minutes of Previous Confidential Session Finance Committee Meeting <i>The report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.</i>	
20.3	Staff plan change - Commercial Services Directorate <i>The report will be dealt with under Section 65(2) (a) (cii) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; AND information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law; AND information provided to the council on condition that it be keep confidential.</i>	
201	CONFIDENTIAL SESSION	
22	CLOSE OF MEETING	

CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER 5.1
TITLE Confirmation of Previous Ordinary Meeting of Council Minutes
REFERENCE 710779
AUTHOR Amy Bretherton, Governance Officer

RECOMMENDATION

- (a) **That Council approve the minutes as a true and accurate report of the Ordinary Meeting of Council held on Wednesday 12 July, 2017.**

BACKGROUND

That Council met in Katherine on Wednesday 12 July 2017 for the Ordinary Meeting of Council.

Attached are the minutes from the meeting.

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 OCM_12072017_MIN_Unconfirmed.pdf



MINUTES OF THE ORDINARY MEETING OF THE ROPER GULF REGIONAL
COUNCIL MEETING HELD AT THE NUMBULWAR
TRAINING CENTRE ON WEDNESDAY, 12 JULY 2017 AT 8:30AM

1.PRESENT/STAFF/GUESTS

1.1 Elected Members

1. Mayor Tony Jack
2. Deputy Mayor Judy Macfarlane
3. Councillor Don Garner
4. Councillor Eric Roberts
5. Councillor Annabelle Daylight
6. Councillor Daniel Mulholland
7. Councillor Kathy Anne Numamurdirdi
8. Councillor John Dalywater

1.2 Staff

1. Michael Berto, Chief Executive Officer (CEO)
2. Greg Arnott, Director Corporate Governance
3. Sharon Hillen, Director Council and Community Services
4. Marc Gardner, Director Commercial Services
5. Lokesh Anand, Manager Finance
6. Amanda Haigh, Manager Governance and Corporate Planning
7. Amy Bretherton, Governance Officer (minute taker)

1.3 Guests

1. Gabriel Friel

2.MEETING OPENED

Meeting opened at 08:34 am

3.WELCOME TO COUNTRY

Mayor welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

Mayor, Thanked Elected Members and showed appreciation of a good term. Thanked the staff of Numbulwar for all their efforts and dinner.

Deputy Mayor, Thanked Elected Members for working hard together and for a good term, Enjoyed being on Council with Members. Thanked Staff for Efforts.

Michael Berto, Thanked all Members for their strength, support, belief and confidence over the last five years and helping the growth of the Organisation. Wish Elected Member best of luck in the election.

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

Councillor Daphne Daniels did not attend, with no contact.

102/2017 RESOLVED (Donald Garner/Annabelle Daylight)

Carried

- (a) That Council accept the apology from Councilor Anne Marie Lee and Councilor Selina Ashley for the Ordinary Meeting of Council 12th July 2017.

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

103/2017 RESOLVED (Donald Garner/Daniel Mulholland)

Carried

- (a) That Council approve the minutes as a true and accurate report of the Ordinary Meeting of Council held on Thursday 15th June, 2017.

6.CALL FOR ITEMS OF GENERAL BUSINESS

1. Late Outgoing Correspondence, Roper Gulf Regional Council Aged Care Services
2. Late Outgoing Correspondence, Passing of Mayor of West Daly Regional Council
3. Late Outgoing Correspondence, Alcohol Policies and Legislation
4. Late Incoming Correspondence, Growing Them Stronger, Together Report
5. Late Incoming Correspondence, The Journey West Project.
6. Proposed Optus Mobile "Small Cell" Base stations at Mataranka
7. Mobile Polling and the Election
8. Waste Management Facility Tender
- 9.2 Crawford Street Tender
10. Caretaker Mode – Policy
11. Late Incoming Correspondence, Urapunga Aboriginal Corporation
12. Late Correspondence, Mataranka Magic Netball – *Deputy Mayor Judy MacFarlane*
13. Briefing from Milwarripra Aboriginal Corporation Business Plan – *Councillor Eric Roberts*
14. Rocky Creek Causeway – *Councillor Donald Garner*
15. CDP Service Delivery
16. Late Correspondence, Special Purpose Grants
17. Grant acquittal Strengthening Local Authorities

CONFIDENTIAL ITEMS

1. Confirmation of Previous Confidential Session Ordinary Council Meeting Minutes
2. Council and Community Services Directorate – Realignment of Service Delivery
3. Late Correspondence, Numbulwar Batching Plant YMDC
4. CDP Services in the CDP Region 29

7.QUESTIONS FROM THE PUBLIC

Nil

8.DISCLOSURES OF INTEREST

Mayor Tony Jack declared interest for the Confidential 20.4 CDP Services in the CDP Region 29 as a board member of Gulf Savannah NT.

9.CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES

Nil

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

Action Item now completed

28-Oct-15	FIRST QUARTER REPORT - DIRECTORATE COMMUNITY SERVICES	CEO- Michael Berto	That Council directs the CEO to develop an MOU with ALAWA for the night patrol services in Minyerri, if allowed in our contract.	COMPLETED	CEO to contact DPMC again Requested PM&C for variation of contract, awaiting reply. MOU with ALAWA doesn't currently include Night Patrol presenting at OCM for signing.- ALAWA & LA requested action of ALAWA to provide Night Patrol Service in minutes 15/10/15. - There was no request for a letter in last LA meeting. Will need to be on next Agenda 12 May. - CEO to contact DPMC again SLT Meeting: 26.09.16- Finalise MOU to take to AAC Board Meeting 7 Dec. 14.12.2016 - MOU with DPMC to approve then will be given to ALAWA to sign 20.01.2017 – DCCS has put a report to the FCM for discussion. 13.03.2017–Draft documentation and budget send to Alawa CEO on Friday 10th March by Sharon Hillen, Marc to make contact with Alawa on Thursday whilst attending the Local Authority meeting. 29.03.2017 - Sharon made contact with Ken Muggeridge on 28.03.17, He was happy with the draft. However he did query a few words, draft to be taken to the ALAWA Board meeting on 06.04.2017. 15.05.17 MOU and Contracts being reviewed and finalized by Procurement Coordinator as a whole and updating. 26.06.17 Waiting for response from Alawa, Daniel Kirk chasing up . Three employees received letter of termination 30th June, Ken is aware of this. Item six of the draft contract – Liquidated Damages, ALAWA unwilling to accept.
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104/2017 RESOLVED (Eric Roberts/Kathy-Anne Numamurdirdi)

Carried

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

11.INCOMING CORRESPONDENCE**11.1 INCOMING CORRESPONDENCE**

105/2017 RESOLVED (Judy MacFarlane/Annabelle Daylight)

- (a) That Council accept the Incoming correspondence.

12.OUTGOING CORRESPONDENCE

12.1 OUTGOING CORRESPONDENCE

106/2017 RESOLVED (Daniel Mulholland/John Dalywater)

- (a) That Council accept the Outgoing correspondence.

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

Mataranka Local Authority minutes 6 June 2017 Item 12.3 correct the spelling Mungari should be Manggarrayi.

107/2017 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That Council receive and note the Never Never Ward Report.
 (b) That Council approve the recommendations of the Mataranka Local Authority for the minutes 6 June 2017

ACTION: CEO to provide a letter of support for the feasibility study for an Aged Care Centre in Mataranka and contact Jawoyn, Alawa, JCAC, and Manggarrayi to also provide support letters.

13.2 NUMBULWAR NUMBIRINDI WARD

108/2017 RESOLVED (Kathy-Anne Numamurdirdi/Judy MacFarlane) Carried

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

13.3 NYIRRANGGULUNG WARD REPORT

109/2017 RESOLVED (Eric Roberts/Daniel Mulholland) Carried

- (a) That Council receive and note the Nyirranggulung Ward Report.
 (b) That Council approve the recommendations of the Barunga Local Authority for the minutes 2 June 2017.

13.4 SOUTH WEST GULF WARD REPORT

110/2017 RESOLVED (Donald Garner/Kathy-Anne Numamurdirdi) Carried

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

13.5 YUGUL MANGI WARD

111/2017 RESOLVED (Eric Roberts/Donald Garner) Carried

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

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

Mayor attended Beswick Heritage Trail opening on 6th July 2017.

112/2017 RESOLVED (Donald Garner/Judy MacFarlane) Carried

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

14.2 CEO REPORT

113/2017 RESOLVED (Annabelle Daylight/Kathy-Anne Numamurdirdi) Carried

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

15. CORPORATE GOVERNANCE DIRECTORATE REPORTS

15.1 ROPER GULF REGIONAL COUNCIL REGIONAL PLAN 2017-2018

Formal submissions received were:

1. Mabunji Aboriginal Resource Indigenous Corporation – correct business name, 22 June 2017, Infoxpert ID 697900
2. Department Housing and Community Development LG Compliance – Feedback for suggested edits, general comments and things to note, 7 July 2017 (note feedback was received out of the consultation period), Infoxpert ID 699860

Director of Commercial Services proposed the option of an apprentice mechanic in the Katherine Workshop. Council supported in principal and requested the position for an apprentice mechanic in the Katherine Workshop to be included in the first budget amendment in September. Council request this position to be advertised widely in the Roper Gulf Region.

114/2017 RESOLVED (Donald Garner/Daniel Mulholland) Carried

- (a) That Council receive and note and endorse with edits, the Roper Gulf Regional Council Regional Plan 2017 – 2018.
- (b) That Council, pursuant to section 24 (1) of the *Local Government Act* adopts the Roper Gulf Regional Council Regional Plan 2017-2018.
- (c) That Council, pursuant to section 128 (1) of the *Local Government Act* adopts the 2017-2018 Budget.
- (d) That Council, pursuant to section 126 (1) of the *Local Government Act* adopts the 2017-2020 Long Term Financial Plan.
- (e) That Council, pursuant to section 155 (1) of the *Local Government Act* adopts and approve the 2017-2018 Declaration of Rates.
- (f) That Council, pursuant to section 71 (2) of the *Local Government Act* adopts and approve the 2017-2018 Council Member Allowances.
- (g) That Council, pursuant to Guideline 8 of the *Local Government Act* adopts and approve the 2017-2018 Local Authority Member Allowances.
- (h) That Council approves the submission of the Roper Gulf Regional Council's Regional Plan to the Minister of Local Government and to the Department of Local Government and Community Services.
- (i) That Council adopt to extend the 2013-2016 Strategic Plan to 2013-2017.

15.2 NEW AND REVIEWED POLICIES

115/2017 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council approves the new policies CTS001 Commercial Commitments Policy.
- (b) That Council approve the reviewed policy ADM012 Organisational Delegations Manual (Non Financial).

15.3 BORROLOOLA TAMARIND PARK

116/2017 RESOLVED (Donald Garner/Judy MacFarlane) Carried

- (a) That Council acquire Lots 374, 375, 376 and 377, Town of Borroloola and authorise an application to be submitted to the Department of Infrastructure, Planning and Logistics, Northern Territory Government.

15.4 FINANCE - RGRC FINANCIAL REPORT AS AT 30 JUNE 2017

The Finance report (Infoxpert ID 699867) was provided as a handout and a powerpoint presentation (Infoxpert ID 699866).

Deputy Mayor Judy MacFarlane thanked the Finance Manager for the efforts of the Finance Team over the term of Council.

117/2017 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council receive and note Financial Report as at 30 June 2017.

ACTION: CEO to meet with King Ash Bay to discuss the Rateable Property issue.

15.5 GRANTS - LETTER OF OFFER FROM DEPARTMENT OF EDUCATION FOR FUNDING UNDER THE COMMUNITY SUPPORT PROGRAMME IN 2017-18

118/2017 RESOLVED (Donald Garner/Eric Roberts) Carried

- (a) That Council accept the funding variation to extend the Community Support Programme from the Department of Education until the 30 June 2018 for \$916,000 by signing and dating both copies of the variation.

15.6 GRANTS - DEED OF VARIATION TO INDIGENOUS YOUTH RECONNECT FUNDING

119/2017 RESOLVED (Eric Roberts/Donald Garner) Carried

- (a) That Council accept the Deed of Variation and execute the Deed of Variation for the Project Agreement for Indigenous Youth Reconnect Project with the Australian Government, through the Indigenous Advancement Strategy for \$497,850 to 31 December 2017.

15.7 GRANTS: FUNDING AGREEMENT FOR THE REGIONAL ECONOMIC INFRASTRUCTURE FUND 2016/17 - BARUNGA STORE HEAVY VEHICLE ROUTE

120/2017 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council accept the funding offer of \$258,000 from the Department of Infrastructure, Planning, and Logistics, under the Regional Economic Infrastructure Fund 2016/17 for the Barunga Store Heavy Vehicle Route by signing, dating, and affixing the Common Seal to the agreement.

15.8 GRANTS: FUNDING AGREEMENT FOR ALCOHOL AND OTHER DRUGS INFORMATION AND EDUCATION SERVICE 2017/18

121/2017 **RESOLVED** (Kathy-Anne Numamurdirdi/Donald Garner) **Carried**

- (a) That Council accept the funding offer of \$53,681 from the Northern Territory Government Department of Health, under the Alcohol and Other Drugs Information and Education Service 2017/18 by signing, dating and affixing the Common Seal to the agreement.

15.9 GRANTS: FUNDING AGREEMENTS UNDER THE COMMUNITY BENEFIT FUND 2016-17 ROUND 3 SMALL AND MAJOR COMMUNITY ORGANISATION GRANTS

122/2017 **RESOLVED** (Judy MacFarlane/Eric Roberts) **Carried**

- (a) That Council accept the funding offer of \$9,688 from the Northern Territory Government under the Community Benefit Fund 2016-17 Round 3 Small Community Organisation Grants for the upgrade to the AFL and softball watering system in Barunga by signing and dating the agreement.
- (b) That Council accept the funding offer of \$10,000 from the Northern Territory Government under the Community Benefit Fund 2016-2017 Round 3 Small Community Organisation Grants for the road safety improvements in Manyallaluk by signing and dating the agreement.
- (c) That Council accept the funding offer of \$ 122,161 from the Northern Territory Government under the Community Benefit Fund 2016-17 Round 3 Major Community Organisation Grants for the upgrade to the Youth Recreation Facilities in Bulman by signing, dating and affixing the Common Seal to the agreement.

15.10 GRANTS: ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM 2017-18

123/2017 **RESOLVED** (Judy MacFarlane/Donald Garner) **Carried**

- (a) That Council approve Round 1 of the 2017-18 Community Grants Program dates to open 17 July 2016 and close 27 August 2017.

15.11 GRANTS: MATTERS BROUGHT BEFORE THE CEO IN JUNE 2017

124/2017 **RESOLVED** (Judy MacFarlane/Donald Garner) **Carried**

- (a) That Council receive and note that during June 2017 the CEO of Roper Gulf Regional Council entered into the following funding arrangements:
1. Family Safe Environment Fund Grant of \$18,320 for 4 solar lights at the Police Lookout in Ngukurr, signed 16 June 17
 2. Special Purpose Grant of \$239,636 for IT Upgrades to Council's IT hardware, signed 21 June 2017
 3. Remote Jobs and Communities Programme funding of \$300,000 to develop and implement a youth engagement strategy across Financial Year 2017-18, signed 21 June 2017

15.12 GRANTS: FUNDING FOR THE 2017/18 REMOTE SPORT PROGRAM

125/2017 **RESOLVED** (Eric Roberts/John Dalywater) **Carried**

- (a) That Council accept the funding offer of \$270,000 from the Northern Territory Government Department of Tourism and Culture for the 2017-18 Remote Sport

Program by signing and dating the agreement.

16.COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT

16.1 EOI FOR SCRAP METAL COLLECTION IN THE BIG RIVERS REGION.

126/2017 RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdirdi) Carried

- (a) That Council receive and note the report relating to the EOI for Scrap Meeting Collection in the Big Rivers Region.

16.2 TINDAL/ MATARANKA TO DALY WATERS WATER ADVISORY COMMITTEE

127/2017 RESOLVED (Eric Roberts/John Dalywater) Carried

- (a) That Council receive and note the report on the Tindall Mataranka to Daly Waters Water Advisory Committee.

16.3 UPDATE ON KATHERINE AND BIG RIVERS REGIONAL DEVELOPMENT COMMITTEE

Report is combined with Item 16.5

128/2017 RESOLVED (Daniel Mulholland/Donald Garner) Carried

- (a) That Council receive and note the minutes from the last Katherine and Big Rivers Regional Development Committee.

16.4 17 BROAD STREET BORROLOOLA - GEC OFFICE ACCOMMODATION

129/2017 RESOLVED (Donald Garner/Daniel Mulholland) Carried

- (a) That Council receive and note the report on the office and staff accommodation development on 17 Broad Street Borroloola, and provide a submission to the NTG's Development Assessment Service.

16.5 UPDATE ON THE KATHERINE REGION ECONOMIC DEVELOPMENT COMMITTEE

Report combined with Item 16.3

Morning tea break commenced 10:00 AM
Meeting resume: 10:27 AM

16.6 BORROLOOLA NAIDOC WEEK - WAIVER OF FEES FOR USE OF COUNCIL FACILITIES

130/2017 RESOLVED (Donald Garner/Daniel Mulholland) Carried

- (a) That Council approve the waiver of user hire fees requested by the Borroloola NAIDOC Week:

Tamarind Park

Monday 3rd July 9am-6pm
 Tuesday 4th July 9am-4pm

Tennis Courts

Monday 3rd July 6pm-11pm
 Tuesday 4th July 5pm-8pm
 Wednesday 5th July 5pm-11pm

Basketball Court

Thursday 6th July

Softball Ground

Friday 7th July

Football Oval

Saturday 8th July

16.7 INVITATION TO MAKE SUBMISSION - APPLICATION TO AMEND THE NT PLANNING SCHEME PA2017/0203 – AMENDMENT TO CLAUSE 7.5 (PRIVATE OPEN SPACE)

131/2017 **RESOLVED** (*Donald Garner/Eric Roberts*)

Carried

- (a) That Council receive and note the request for submission from the Department of Lands and Planning.
- (b) That Council draft a submission in regards to the Amendment to Clause 7.5 (Private Open Space)

17.COMMERCIAL SERVICES DIRECTORATE REPORTS

Nil

18.GENERAL BUSINESS

18.1 ROPER GULF REGIONAL COUNCIL AGED CARE SERVICES

Late Outgoing Correspondence from Michael Berto to The Honourable Ken Wyatt, Minister of Aged Care. Referred on 3rd July 2017. InfoExpert # 698855

132/2017 **RESOLVED** (*Judy MacFarlane/Annabelle Daylight*)

Carried

- (a) That Council receive and note the Late Outgoing Correspondence on the Roper Gulf Regional Council Aged Care Services.

18.2 PASSING OF MAYOR OF WEST DALY REGIONAL COUNCIL

Late Outgoing Correspondence from Michael Berto to Shaun Hardy, Chief Executive Officer, West Daly Regional Council. Referred on 4th July 2017. InfoExpert # 698858

CEO, Councillor Ashley and Councillor Roberts will attend the funeral on the 19th of August at 1pm in Peppimenarti and a wreath from Council.

133/2017 **RESOLVED** (Judy MacFarlane/Kathy-Anne Numamurdirdi) **Carried**

- (a) That Council receive and note the late Incoming Correspondence on the passing of the Mayor of West Daly Regional Council.

18.3 ALCOHOL POLICIES AND LEGISLATION

Late Outgoing Correspondence from Michael Berto, CEO to Alcohol Policies and Legislation Review, Department of Health. Referred on 7th July 2017. InfoExpert # 699045

134/2017 **RESOLVED** (Daniel Mulholland/John Dalywater) **Carried**

- (a) That Council receive and note the late Outgoing Correspondence on the Alcohol Policies and Legislation Review.

18.4 GROWING THEM STRONGER, TOGETHER REPORT, SERVICE TABLE

Late Incoming Correspondence from Jodi Mather, Royal Commission and Inquiries. Received on 28th June 2017. InfoExpert # 698815

135/2017 **RESOLVED** (Eric Roberts/Kathy-Anne Numamurdirdi) **Carried**

- (a) That Council receive and note the late Incoming Correspondence on Growing Them Stronger, Together to update the Service Table.

18.5 THE JOURNEY WEST PROJECT.

Late Incoming Correspondence from Raymond Mawson, Journey West Project. Received on 7th July 2017. InfoExpert # 699879

136/2017 **RESOLVED** (Donald Garner/Eric Roberts) **Carried**

- (a) That Council receive and note the late Incoming Correspondence from Journey West.
- (b) That Council agrees to provide vehicles to carry equipment, BBQ trailer and staff.

18.6 OPTUS MOBILE "SMALL CELL" BASE STATIONS AT MATARANKA AND JODETLUK

Mataranka - Late Incoming Correspondence from Robert Thompson, Kordia Solutions Australia. Received on 11th June 2017. InfoExpert # 696657

Jodetluk - Late Incoming Correspondence from Mark Baade, S K Planning Pty Ltd.

Received on 11th July 2017. InfoExpert # 699883

137/2017 RESOLVED (Judy MacFarlane/Garner)

Carried

- (a) That Council receive and note the late Incoming Correspondence for Optus Mobile "Small Cell" Base Stations at Mataranka and Jodetluk.

Action: CEO to respond that Council has no objection to the Optus Mobile "Small Cell" Base Stations at Mataranka and Jodetluk.

18.7 MOBILE POLLING AND THE ELECTION

Council were presented the mobile polling dates for the Roper Gulf Region Local Government Election 2017.

- Mulgan Camp Monday 14 August 2.30 – 3.00pm
- Mataranka Tuesday 15 August 2017 8.00 – 11.00am
- Jilkminggan Tuesday 15 August 2017 12.45 – 3.00pm
- Urupunga Wednesday 16 August 8.15 – 8.45am
- Ngukurr Wednesday 16 August 10.15am – 3.00pm
- Roper Bar Wednesday 16 August 4.30 – 5.00pm
- Minyerri Thursday 17 August 2017 9.30am – 12.30pm
- Bulman Tuesday 22 August 2017 9.00 – 11.00am
- Kiana Tuesday 22 August 2017 9.30 – 10.30am
- Weemol Tuesday 22 August 2017 1.00 – 2.00pm
- Robinson River Tuesday 22 August 2017 1.00 – 4.00pm
- Wandangula Wednesday 23 August 2017 9.15 – 10.15am
- Werenbun Wednesday 23 August 2017 9.15 – 9.45am
- Manyallaluk Wednesday 23 August 2017 11.30am – 1.00pm
- Mungalini Wednesday 23 August 2017 11.30am – 12.00pm
- King Ash Bay Wednesday 23 August 2017 2.00 – 3.00pm
- Borrooloola Thursday 24 August 2017 8.00am – 1.00pm
- Beswick Thursday 24 August 2017 8.00am – 11.00am
- Barunga Thursday 24 August 2017 1.00 – 4.00pm
- Numbulwar Friday 25 August 2017 10.15am – 3.15pm

138/2017 RESOLVED (Donald Garner/Eric Roberts)

Carried

- (a) That Council receive and note the verbal report on the Caretaker Mode and the Election.

18.8 WASTE MANAGEMENT FACILITY TENDER

The tender 770756 for the Waste Management Facility upgrade will be finalised during Caretaker period.

139/2017 RESOLVED (Judy MacFarlane/Donald Garner)

Carried

- (a) That Council delegates the CEO authority to award the successful tender for the Tender 770756 - Waste Management Facilities Upgrade.

18.9 2 CRAWFORD STREET TENDER

The tender 771424 for the upgrade of 2 Crawford Street Katherine will be finalised

during Caretaker period.

140/2017 RESOLVED (Judy MacFarlane/Daniel Mulholland) Carried

- (a) That Council delegate the CEO authority to award the successful tender for the Tender 771424 - 2 Crawford Street Upgrade.

18.10 CARETAKER MODE - POLICY

Director Corporate Governance read through and explained the Council CL007 Caretaker Policy. Council will begin caretaker mode 4.36pm 14 July 2017 for the 2017 Local Government Election. An internal memo will be sent out to all staff explaining the policy and staff obligations during the election period.

141/2017 RESOLVED (Kathy-Anne Numamurdirdi/Annabelle Daylight) Carried

- (a) That Council receive and note the Council CL007 Caretaker Policy.

18.11 URAPUNGA ABORIGINAL CORPORATION

Late Incoming Correspondence from Urapunga Aboriginal Corporation. Received on 3rd July 2017. InfoExpert # 699887

142/2017 RESOLVED (Judy MacFarlane/Annabelle Daylight) Carried

- (a) That Council receive and note the late Incoming Correspondence from the Urapunga Aboriginal Corporation regarding service delivery for the town of Urapunga.

Action: The Urapunga Aboriginal Corporation correspondence be tabled at the August Ngukurr LA for discussion.

Action: CEO to commence investigation into service delivery options for Urapunga.

18.12 MATARANKA MAGIC NETBALL – Deputy Mayor Judy MacFarlane

Late Incoming Correspondence from Mataranka Magic Netball. Received on 10th July 2017. InfoExpert # 699889

143/2017 RESOLVED (Daniel Mulholland/John Dalywater) Carried

- (a) That Council approve sponsoring \$500.00 each for Yerrin Heaslip and Cheyenne Niehus from the Council 2017-2018 Community Grants Program Round 1 to represent Katherine to attend the NT Links Netball Championships in Alice Springs from the 19th September 2017.

18.13 BRIEFING FROM MILWARRIPRA ABORIGINAL CORPORATION BUSINESS PLAN

– Councillor Eric Roberts

Update from Councillor Roberts on the business plan of the Milwarrippa Aboriginal Corporation.

144/2017 RESOLVED (Judy MacFarlane/Daniel Mulholland) Carried

- (a) That Council receive and note the briefing from Milwarripra Aboriginal Corporation Business Plan.

18.14 ROCKY CREEK CAUSEWAY - Councillor Donald Garner

Council request the Rocky Creek Causeway upgrade to be put on the action list.

Councillor Mulholland requests that options for wet season access be investigated when Rocky Creek floods.

145/2017 **RESOLVED** (Daniel Mulholland/Eric Roberts) **Carried**

- (a) That Council request the Rocky Creek Causeway upgrade to be an action item.

Action: Rocky Creek Causeway follow up on the plans and costings for the upgrade.

18.15 CDP SERVICE DELIVERY

Late Incoming Correspondence from Courtney Payne, Department of Prime Minister and Cabinet. Received on 7th July 2017. InfoExpert # 699878

146/2017 **RESOLVED** (Judy MacFarlane/Eric Roberts) **Carried**

- (a) That Council receive and note late Incoming Correspondence on the Future CDP Service Delivery.

18.16 SPECIAL PURPOSE GRANTS ROUND 2 2016-17

Late Incoming Correspondence from Lee Williams, Department of Housing and Community Development. Received on 10th July 2017. InfoExpert # 699132

147/2017 **RESOLVED** (Donald Garner/John Dalywater) **Carried**

- (a) That Council receive and note the notification of the unsuccessful application of Special Purpose Grants Round 2 for the Staff Housing Security Upgrades \$200,000 and the Borroloola Waste Management Facility Demountable Office Building \$87,922.

18.17 GRANT ACQUITTAL STRENGTHENING LOCAL AUTHORITIES

148/2017 **RESOLVED** (Judy MacFarlane/Daniel Mulholland) **Carried**

- (a) That Council accept the acquittal for Strengthening Local Authorities LGR2016/00043.

19. DEPUTATIONS & PETITIONS

Nil

20. CONFIDENTIAL SESSION

DECISION TO MOVE TO CONFIDENTIAL SESSION

149/2017 **RESOLVED** (Daniel Mulholland/Donald Garner) **Carried**

Members of the press and public be excluded from the meeting of the Confidential Session and access to the correspondence and reports relating to the items considered during the course of the Confidential 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:-

20.1 Confirmation of Previous Confidential Session Ordinary Council Meeting

Minutes - *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

154/2017 **RESOLVED** (Donald Garner/Eric Roberts) **Carried**

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

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL SESSION ORDINARY COUNCIL MEETING MINUTES

150/2017 **RESOLVED** (Judy MacFarlane/Annabelle Daylight) **Carried**

- (a) That Council approve the minutes as a true and accurate record of the Confidential Session of Ordinary Meeting of the Council held on Thursday 15 June 2017.

20.2 COUNCIL AND COMMUNITY SERVICES DIRECTORATE - REALIGNMENT OF SERVICE DELIVERY

151/2017 **RESOLVED** (Judy MacFarlane/Daniel Mulholland) **Carried**

- (a) That Council receive and note the proposed Council and Community Services Directorate realignment of services and subsequent movement of staff.
- (b) That Council approve the operational restructure of the Directorate of Council and Community Services.

20.3 NUMBULWAR BATCHING PLANT YMDC

152/2017 **RESOLVED** (Donald Garner/Daniel Mulholland) **Carried**

- (a) That Council receive and note the correspondence from Numbulwar Batching Plant YMDC
- (b) That Council refers matter to Numburrindi Aboriginal Corporation.

Mayor Tony Jack left the meeting, the time being 11:37 AM

Cr Kathy-Anne Numamurdirdi left the meeting, the time being 11:37 AM

Meeting paused due to no quorum 11.37AM

Cr Kathy-Anne Numamurdirdi returned to the meeting, the time being 11:38 AM

Meeting resumed 11.38AM

20.4 CDP SERVICES IN THE CDP REGION 29

153/2017 **RESOLVED** (Eric Roberts/Donald Garner) **Carried**

- (a) That Council confirms interest in assuming responsibility for delivering CDP in Region 29 and delegate authority to CEO to accept the contract for Region 29 CDP.

Lunch Break commenced: 11:53 AM

Meeting resumed: 12:21 PM

Mayor Tony Jack returned to the meeting, the time being 12:21 PM

CLOSE OF MEETING

The meeting terminated at 12:23 PM.

THIS PAGE AND THE PRECEEDING 13 PAGES ARE THE MINUTES OF THE Ordinary Meeting of Council HELD ON Wednesday, 12 July 2017 AND CONFIRMED Thursday, 12 September 2017.

Mayor

CONFIRMATION OF PREVIOUS FCM MINUTES



ITEM NUMBER	9.1
TITLE	Confirmation of Previous Minutes
REFERENCE	708147
AUTHOR	Amy Bretherton, Governance Officer

RECOMMENDATION

- (a) **That Council approve the minutes as a true and accurate record of the Finance Committee Meeting held Wednesday 23 August 2017.**

BACKGROUND

That the Finance Committee met in Katherine on Wednesday the 23 August for the Finance Committee Meeting.

Attached are the minutes from the meeting.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

- 1 Finance Committee Meeting 2017-08-23 [707104].DOCX



MINUTES OF THE FINANCE COMMITTEE MEETING OF THE ROPER GULF
REGIONAL COUNCIL
HELD AT THE 2 CRAWFORD STREET, KATHERINE
ON WEDNESDAY, 23 AUGUST 2017 AT 8:30AM

1.PRESENT/STAFF/GUESTS

1.1 Elected Members

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

1.2 Staff

Michael Berto, CEO
Greg Arnott, Director Corporate Governance
Sharon Hillen, Director Council and Community Services
Amanda Haigh, Manager Governance and Corporate Planning
Lokesh Anand, Finance Manager
Amy Bretherton, Governance Officer (minute taker)

1.3 Guests

Nil

2.MEETING OPENED

Meeting opened at 8:44am

3.WELCOME TO COUNTRY

Mayor Tony Jack welcomed members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

4.APOLOGIES AND LEAVE OF ABSENCE

Nil

5.CALL FOR ITEMS OF GENERAL BUSINESS

1. Numbirindi Festival Jumping Castle
2. MRM CBT Project Application Advice
3. Late Correspondence- Wanta Aboriginal Corporation

6. QUESTIONS FROM THE PUBLIC

Nil

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Finance Committee.

8. CONFIRMATION OF PREVIOUS FINANCE COMMITTEE MEETING MINUTES**8.1 CONFIRMATION OF PREVIOUS MINUTES**

141/2017 RESOLVED (Judy MacFarlane/John Dalywater) Carried

- (a) That the Finance Committee approve the minutes as a true and accurate record of the Finance Committee Meeting held Thursday 27 April 2017.

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

42/2017 RESOLVED (Eric Roberts/Kathy-Anne Numamurdiridi) Carried

- (a) That the Finance Committee receive and note the Action List.

10. INCOMING CORRESPONDENCE**10.1 INCOMING CORRESPONDENCE**

43/2017 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

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

11. OUTGOING CORRESPONDENCE

Nil

12. EXECUTIVE DIRECTORATE REPORTS

Nil

13. CORPORATE GOVERNANCE DIRECTORATE REPORTS**13.1 REVIEW OF POLICIES**

44/2017 RESOLVED (Judy MacFarlane/Kathy-Anne Numamurdiridi) Carried

- (a) That the Finance Committee approves the following reviewed policies:
- 1) ADM005 – Communication Policy
 - 2) ADM014 – Good Governance Policy
 - 3) ADM015 – Legislative Compliance Policy
 - 4) ASS001 – Fleet Procurement and Allocation Policy
 - 5) CL005 – Council Meeting Procedure Policy
 - 6) CL006 – Council Elected Member Allowance Policy
 - 7) GOV001 – Policy Framework

- 8) GOV004 – Cultural Business Policy
- 9) GOV009 – Vehicle Use Policy
- 10) GOV012 – Organisational Delegations Manual (Non-Financial)
- 11) HR003 – Employee Discipline Policy
- 12) HR005 – Confidentiality Policy
- 13) HR008 – Offsite-Workers Policy
- 14) HR009 – Volunteer Policy
- 15) HR010 – RGRC Visa Policy
- 16) HR011 – Leave Policy
- 17) HR015 – Uniform Policy
- 18) HR023 – Criminal History Check Policy
- 19) LA001 – Local Authority Policy
- 20) WS002 – Smoke-Free Policy
- 21) WS003 – Work Health and Safety Policy
- 22) WS004 – Pool Policy
- 23) WS005 – PPE Policy
- 24) WS006 – Firearm and Tranquiliser Policy
- 25) WS008 – Emergency Evacuation Policy

13.2 FINANCE - RGRC FINANCIAL REPORT AS AT 31ST JULY 2017

Finance power point Presentation InfoXpert: 707518

46/2017 RESOLVED (Geoff Bishop/Kathy-Anne Numamurdirdi) Carried

- (a) That Finance Committee receive and note financial reports as at 31st July 2017.

13.3 GRANTS: FUNDING AGREEMENT FOR BLACKSPOT PROGRAM, ANUYLA STREET

47/2017 RESOLVED (Eric Roberts/Judy MacFarlane) Carried

- (a) That the Finance Committee accept the funding offer of \$194,304 from the Northern Territory Government for the Blackspot Program, Anuyla Street by signing and dating two copies of the funding agreement.

13.4 GRANTS: FUNDING AGREEMENT FOR 2017-18 MUNICIPAL AND ESSENTIAL SERVICES AND HOUSING MAINTENANCE SERVICES

47/2017 RESOLVED (Eric Roberts/John Dalywater) Carried

- (a) That the Finance Committee accept the funding offer of \$604,014.40 from the Northern Territory Government for the 2017-18 Homelands Municipal and Essential Services and Housing Maintenance Services by signing and dating two copies of the funding agreement.

13.5 GRANTS: FUNDING AGREEMENT FOR BARUNGA OVAL LIGHTS CONSULTATION

48/2017 RESOLVED (Kathy-Anne Numamurdirdi/John Dalywater) Carried

- (a) That the Finance Committee accept the funding offer of \$33,425 from the Northern Territory Department of Tourism and Culture for the Barunga Oval Lights Consultation by signing and dating two copies of the Agreement.

13.6 ROCKY CREEK BRIDGE BORROLOOLA

InfoXpert: 707517. Correspondence received on 5 March 2017 from Allen Cairns, Contracts Manager.

49/2017 **RESOLVED** (Judy MacFarlane/Eric Roberts)

Carried

- (a) That the Finance Committee receive and note the tabled report containing the options for Rocky Creek Bridge.
- (b) That the Finance Committee approve the recommended option and budget of \$180,000 required for the repairs and stability of the Rocky Creek Bridge.

Morning Tea Break 9:52am
Meeting Resumed 10:10am

14.COUNCIL & COMMUNITY SERVICES DIRECTORATE REPORT

Nil

15.GENERAL BUSINESS**15.1 NUMBIRINDI FESTIVAL JUMPING CASTLE FUNDING**

50/2017 **RESOLVED** (John Dalywater/Judy MacFarlane)

Carried

- (a) That the Finance Committee supports the funding offer of \$2000 for jumping castles at the Numbirindi Festival 2017

Cr Kathy-Anne Numamurdirdi left the meeting, the time being 10:15 AM

15.2 MRM CBT PROJECT APPLICATION ADVICE

51/2017 **RESOLVED** (Eric Roberts/John Dalywater)

Carried

- (a) That Finance Committee receive and note the correspondence from MRM CBT Project Application.

15.3 LATE CORRESPONDENCE- WANTA ABORIGINAL CORPORATION

InfoXpert:707516

52/2017 **RESOLVED** (John Dalywater/Geoff Bishop)

Carried

- (a) That Finance Committee receive and note the correspondence from Wanta Aboriginal Corporation.

ACTION: CEO to meet with Wanta Aboriginal Corporation to follow up request for office space in the vacant Night Patrol office for a Sports Academy and waiver of fee.

16.CONFIDENTIAL SESSION**DECISION TO MOVE TO CONFIDENTIAL SESSION**

53/2017 **RESOLVED** (Judy MacFarlane/Geoff Bishop)

Carried

Members of the press and public be excluded from the meeting of the Confidential Session and access to the correspondence and reports relating to the items considered during the course of the Confidential 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:-

- 16.1 Minutes of Previous Confidential Session Finance Committee Meeting** - *The report will be dealt with under Section 65(2) (ci) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be keep confidential.*
- 16.2 Statutory Report** - *The report will be dealt with under Section 65(2) (b) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the personal circumstances of a resident or ratepayer.*
- 16.3 Rocky Creek Bridge** - *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.*
- 16.4 Update Of CDP Contract Transitional Arrangements For Region 29-** *The report will be dealt with under Section 65(2) (a) (ci) (cii) (ciii) (ciii) (d) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; AND information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law; AND information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information subject to an obligation of confidentiality at law, or in equity; AND information provided to the council on condition that it be keep confidential.*

RESUMPTION OF MEETING

58/2017 RESOLVED (John Dalywater/Judy MacFarlane)

Carried

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

16.1 MINUTES OF PREVIOUS CLOSED SESSION FINANCE COMMITTEE MEETING

54/2017 RESOLVED (Judy MacFarlane/John Dalywater)

Carried

- (a) **That the Finance Committee receive and note the minutes of the Confidential Session Finance Committee Meeting held on 27th April 2017.**

16.2 STATUTORY CHARGES

55/2017 RESOLVED (Judy MacFarlane/Eric Roberts) Carried

- (a) That the Finance Committee resolve to affix the Common Seal on the Discharge of Statutory Charge on properties in report.

16.3 ROCKY CREEK BRIDGE

56/2017 RESOLVED (Judy MacFarlane/John Dalywater) Carried

- (a) That the Finance Committee approve application to the Minister for exemption from tender under the Local Government Procurement Guidelines for completion of remedial works on Rocky Creek Bridge at Borroloola.

16.4 UPDATE OF PROPOSED GSNT TO RGRC CDP TRANSITIONAL ARRANGEMENTS (REGION 29)

57/2017 RESOLVED (Eric Roberts/John Dalywater) Carried

- (a) That the Finance Committee receive and note the report in relation to CDP transitional arrangements for Region 29.

CLOSE OF MEETING

The meeting terminated at 10:43am.

THIS PAGE AND THE PRECEDING 5 PAGES ARE THE MINUTES OF THE Finance Committee HELD ON Wednesday, 23 August 2017 AND CONFIRMED Thursday, 14 September 2017.

Mayor Tony Jack

BUSINESS ARISING FROM PREVIOUS MINUTES



ITEM NUMBER 10.1
TITLE Action List
REFERENCE 709757
AUTHOR Amy Bretherton, Governance Officer

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

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Action list.pdf

Date	Meeting Source Type	Item Description	Responsible Person	Comments/ Details	Status	Comments - Completion Date
28-Oct-15	OCM	FIRST QUARTER REPORT - DIRECTORATE COMMUNITY SERVICES	CEO- Michael Berto	(c) That Council directs the CEO to develop an MOU with ALAWA for the night patrol services in Minyerri, if allowed in our contract.	Completed	CEO to contact DPMC again Requested PM&C for variation of contract, awaiting reply. MOU with ALAWA doesn't currently include Night Patrol presenting at OCM for signing. - ALAWA & LA requested action of ALAWA to provide Night Patrol Service in minutes 15/10/15. - There was no request for a letter in last LA meeting. Will need to be on next Agenda 12 May. - CEO to contact DPMC again SLT Meeting: 26.09.16 - Finalise MOU to take to AAC Board Meeting 7 Dec. 14.12.2016 - MOU with DPMC to approve then will be given to ALAWA to sign 20.01.2017 - DCCS has put a report to the FCM for discussion. 13.03.2017 - Draft documentation and budget send to Alawa CEO on Friday 10th March by Sharon Hillen, Marc to make contact with Alawa on Thursday whilst attending the Local Authority meeting. 29.03.2017 - Sharon made contact with Ken Mugeridge on 28.03.17. He was happy with the draft. However he did query a few words, draft to be taken to the ALAWA Board meeting on 06.04.2017. 15.05.17 MOU and Contracts being reviewed and finalized by Procurement Coordinator as a whole and updating. 26.06.17 Waiting for response from Alawa, Daniel Kirk chasing up . Three employees received letter of termination 30th June, Ken is aware of this. Item six of the draft contract - Liquidated Damages, ALAWA unwilling to accept.
02-Mar-17	OCM	LITTLE ROPER BRIDGE, MATARANKA - DEPUTY MAYOR JUDY MACFARLANE	CEO- Michael Berto	Council strongly advocates on behalf of residents of Mataranka to upgrade the Little Roper Bridge.	Ongoing	13.03.2017 - Little Roper Bridge on Homestead Road: CEO to contact NT GOV. 12.04.17 Letter sent to Phil Harris 15.05.17 Correspondence received back from Phil Harris in incoming corro report of this agenda 31.05.17 \$15k Feasibility study received for Eley St corner request to use for Little Roper Bridge
29-Mar-17	OCM	TOWN CAMP AND COMMUNITY ROADS IN BORROLOOLA - COUNCILLOR DANIEL MULHOLLAND	CEO- Michael Berto	CEO to send a letter to Department of Chief Minister in regards to road repairs in town camps.	Ongoing	15.05.17 Application submitted to CBT. . Discussed at OMC 31.05.17 Email Homelands unit and Homelands Funding, checking pay, rates and waste. Ongoing - Rates can not be charged, waste charges are being followed up by DCG.
31-May-17	OCM	MAKING OUR COMMUNITY SAFER - COMMUNITY CONSULTATIONS	CEO- Michael Berto	CEO to prepare submission on behalf of council and consideration by council at next Ordinary Meeting of Council.	Completed	26.06.17 Lyndon Keane working on draft submission.
31-May-17	OCM	NYIRRANGGULUNG WARD REPORT	CEO- Michael Berto	CEO to advocate on behalf of Council for upgrade of the blind spot near Maranboy on Central Arnhem Road.	Ongoing	26.06.2017.Sharon sent email to Selina Uibo and Phil Harris regarding the blind spot .

12-Jul-17	OCM	NEVER NEVER WARD	CEO- Michael Berto	CEO to provide a letter of support for the feasibility study for an Aged Care Centre in Mataranka and contact Jawoyn, Alawa, JCAC, and Manggarayi to also provide support letters.	Ongoing	DCCS drafting letters for CEO to review and send.
12-Jul-17	OCM	FINANCE - RGRC FINANCIAL REPORT AS AT 30 JUNE 2017	CEO- Michael Berto	CEO to meet with King Ash Bay to discuss the Rateable Property issue	Ongoing	DCG & Finance manager to visit KAB to discuss rates, to coincide with the Oct OCM held in Borroloola
12-Jul-17	OCM	URAPUNGA ABORIGINAL CORPORATION	CEO- Michael Berto	The Urupunga Aboriginal Corporation correspondence be tabled at the August Ngukurr LA for discussion.CEO to commence investigation into service delivery options for Urupunga	Ongoing	DCCS, DCS & Area Manager are working on report to the OCT OCM for discussion on using 15K of Ngukurr LA funding for Urupunga Projects
12-Jul-17	OCM	ROCKY CREEK CAUSEWAY	CEO- Michael Berto	Rocky Creek Causeway follow up on the plans and costings for the upgrade	Ongoing	To be discussed at the upcoming FCM about 180K budget for finalisation of repairs.

INCOMING CORRESPONDENCE

ITEM NUMBER 11.1
TITLE Incoming Correspondence
REFERENCE 707280
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

(a) That Council accept the Incoming Correspondence.

Date Received	Received By	Sent By	Correspondence Details	InfoXpert ID
04 Aug 2017	CEO	HON Fiona Nash	Borroloola Business Hub	703 180
04 Aug 2017	CEO	Richard Wilkinson	Building Better Regions Fund-Successful Application	703 202

ATTACHMENTS:

There are no attachments for this report.

OUTGOING CORRESPONDENCE

ITEM NUMBER 12.1
TITLE Outgoing Correspondence
REFERENCE 707282
AUTHOR Rita Duncan, Executive Assistant to CEO

RECOMMENDATION

(a) That Council accept the Outgoing Correspondence.

Date Sent	Sent By	Addressed To	Correspondence Details	InfoXpert ID
12 July 17	Sharon Hillen	Lands & Planning	Submission	699786
19 July 17	CEO	Johnathan McLeod	Lot 297A Ngukurr	700072
26 June 17	CEO	Johnathan McLeod	RGRC seeking	707657
28 Aug 17	CEO	HON Gerald McCarthy	Borroloola Business Hub	709582
28 Aug 17	Sharon Hillen	Jake Quinlivan Regional Director at NT Government	Borroloola Sports Courts	710400
29 Aug 17	CEO	Ms Selena Uiobo MLA	Invitation to inaugural Ordinary Meeting for new Council	710359
29 Aug 17	CEO	Sandra Nelson	Invitation to inaugural Ordinary Meeting for new Council	710360
29 Aug 17	CEO	HON Gerald McCarthy	Invitation to inaugural Ordinary Meeting for new Council	710361

ATTACHMENTS:

There are no attachments for this report.

WARD REPORTS

ITEM NUMBER	13.1
TITLE	Never Never Ward
REFERENCE	707205
AUTHOR	Chantal Binding, Local Authority Support Coordinator

RECOMMENDATION

- (a) That Council receive and note the Never Never Ward Report.
- (b) That Council approve the recommendations of the Jilkminggan (Provisional) Local Authority for the minutes 1 August 2017.
- (c) That Council accept the current membership of Wendy Daylight, Cheryl Lardy, Lisa McDonald, Patrisha Baker, Anne Marie McDonald, and Jeffery Joe for the Jilkminggan Local Authority.
- (d) That Council approve the recommendations of the Mataranka Local Authority for the minutes 1 August 2017.
- (e) That Council accept the current membership of Diane Angel, Tracey-Anne Wilson, Sue Edwards, Leah Niehus, Alan Chapman, Michael Somers, Jill Emerson-Smith and Philippa Stansell for the Mataranka Local Authority.
- (f) That Council approve the recommendations of the Hodgson Downs Local Authority for the minutes 10 August 2017.
- (g) That Council accept the current membership of Johnathon Walla, James Nuggett, Ken Muggeridge, Clive Roberts and Samuel Daylight for the Hodgson Downs Local Authority.

BACKGROUND

Local Authority Meetings are held in Jilkminggan, Mataranka and Hodgson Downs.

Jilkminggan and Mataranka Local Authority meetings were held Tuesday 1st August 2017.
Hodgson Downs Local Authority meetings were held Thursday 10th August 2017.

The next Community Meetings are to be held in Larrimah and Daly Waters on Friday 13th October.

JILKMINGGAN

Current Membership includes; Mayor Tony Jack, Deputy Mayor Judy MacFarlane, Cr Annabelle Daylight, Wendy Daylight, Cheryl Lardy, Lisa McDonald, Patrisha Baker, Anne Marie McDonald, Ossie Daylight and Jeffery Joe.

Jilkminggan Local Authority meeting was held Tuesday 1st August 2017.

Next Meeting: Jilkminggan's next Local Authority Meeting is scheduled for Tuesday, 7th November 2017.

Jilkminggan Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	2/08/16	7/11/16 Cancelled	31/01/17	2/05/17	1/08/17	% Attend
Mayor Tony Jack						0%
Deputy Mayor Judy MacFarlane	Present		Present	Present	Present	80%
Cr Annabelle Daylight	Present		Present	Apology	Apology	40%
Cr Timothy Baker	Present		Apology	Present	Membership Rescinded	50%

Cheryl Lardy	Present			Present		40%
Wendy Daylight	Present		Present	Present	Present	80%
Lisa MacDonald	Present		Present	Present	Present	80%
Patrishia Baker	Present		Present	Apology		40%
Anne Marie McDonald	N/A		Membership Nomination 2/03/17	Present		50%
Ossie Daylight	N/A		Membership Nomination 2/03/17	Present	Present	100%
Jeffery Joe	N/A		Membership Nomination 2/03/17	Apology	Present	50%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Judy MacFarlane, Councillor Annabelle Daylight, Councillor Ossie Daylight,
- Appointed Members - Wendy Daylight, Cheryl Lardy, Lisa McDonald, Patrishia Baker, Anne Marie McDonald, and Jeffery Joe.

Pursuant of Guideline 8 Ossie Daylight is now a non-appointed member, nominations will open to fill the vacant Appointed Member position.

Jilkminggan Local Authority Recommendation Resolutions for Council to approve:

49/2017 RESOLVED (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkminggan Local Authority request Council to investigate options for sourcing a Bus for Sport and Recreation.**

50/2017 RESOLVED (Jeffery Joe/Wendy Daylight)

- (a) That the Jilkminggan Local Authority request a follow-up with Contracts on the replacement tank for Mole Hill.**

51/2017 RESOLVED (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkminggan Local Authority support, in principle, combining a portion of 2017-18 Local Authority Project Funding to a playground at Mulgan Camp.**

52/2017 RESOLVED (Jeffery Joe/Ossie Daylight)

- (a) That the Jilkminggan Local Authority request the Outstation Program to source funds to install 2 solar lights at Mole Hill.**

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
02.05.17	12.4 CDP PICK UP ALL THE OLD FENCES WIRE AROUND HOUSES AND RIVER BANK	Cr Baker to see how much wire is at Elsey Station.	DCCS Sharon /Ossie	Ongoing	07.07.17 Nathan said that wire mostly rusted; Not Viable. CDP can't work for commercial business without a host agreement - refer back to Station landholder & GEC. 01.08.17 Sharon to email NLC to find out who is responsible. Ex station horses approx. 18. LA funding to muster horses & move, also grids needed. Use local lads to muster & take away horses. Ossie talk to Hoare's for quote to muster all horses.
01.08.17	11.10 COMMUNITY SERVICES REPORT - SPORT & RECREATION	1. LA request Night Patrol hours change to Wednesday – Sunday and that Regional Night Patrol Manager to visit & consult with LA members the issues. 2. Communications Coordinator to distribute flyer again about the Night Patrol Service (what NP can and can't do).	Night Patrol Manager/ Comms Coordinator	Ongoing	
01.08.17	12.6 STREET NAMES	At the last LA meeting members agreed on street signs and names. CSC to follow up with JCAC on street names.	CSC	Ongoing	
01.08.17	12.7 SPORTS AND REC BUS	At the moment the school bus is used to take sport teams to competitions. Request Council to look at the possibility of the Council to provide a bus for Sports and Rec. Council already supports the program and can't be fully funded. Investigate opportunities for funding a Sports & Rec bus.	DCCS	Ongoing	

01.08.17	12.8 OUTSTATIONS: MOLE HILL	Replacement water tank needed at Mole Hill as split. Investigate what is happening with replacement tank at Mole Hill. CSC to follow-up from Contracts on the replacement tank for Mole Hill.	DCS	Ongoing	
01.08.17	12.10 PLAYGROUND AT MULGAN CAMP	LA consider possibility of combining some LA Project funding with Mataranka to put a playground at Mulgan Camp. LA support, in principle, combining a portion of 2017-18 Local Authority Project Funding to a playground at Mulgan Camp. LA approach Alcohol Harminisation Team to put forward to Alcohol Action Initiative Project for playground equipment and solar light at Mulgan Camp.	DCCS	Ongoing	
01.08.17	12.11 REQUEST SOLAR LIGHTS AT MOLE HILL	LA request Outstations Program source funds to install 2 solar lights at Mole Hill.	DCS	Ongoing	

MATARANKA

Current Membership; Mayor Tony Jack, Deputy Mayor Judy MacFarlane, Cr. Annabelle Daylight, Diane Angel, Tracey-Anne Wilson, Sue Edwards, Leah Niehus, Alan Chapman, Michael Somers, Jill Emerson-Smith and Philippa Stansell.

Deputy Mayor Judy MacFarlane is the designated Chairperson of the Mataranka Local Authority.

Mataranka Local Authority meeting was held Tuesday 1st August 2017.

Next Meeting: Mataranka's next Local Authority Meeting is scheduled for Tuesday, 3rd October 2017.

Mataranka Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	2/08/16 Provisional	11/10/16	12/12/16 Provisional	7/02/17 Provisional Training	4/04/17	6/06/17	1/08/17	% Attend
Mayor Tony Jack								0%
Dep Mayor Judy MacFarlane	Present	Present	Present	Present	Present	Present	Present	100%
Cr Annabelle Daylight								0%
Cr Timothy Baker								0%
Di Angel	Apology	Present	Present	Apology	Apology	Present	Present	57%
Alan Chapman	Present	Present	Present	Present	Present	Present	Present	100%
Sue Edwards	Present	Present	Present	Present	Apology	Present	Present	86%

Leah Niehus	Present	Present	Present	Present	Present	Present	Apology	86%
Michael Somers	Apology	Present	Apology	Present	Present	Present	Present	71%
Tracey-Anne Wilson	Present	Present	Apology	Apology	Present	Present	Present	71%
Jill Emmerson-Smith				Membership Nomination 2/03/17	Present	Present	Present	100%
Phillipa Stansell						Membership Nomination 15/06/17	Apology	0%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Judy MacFarlane, Councillor Annabelle Daylight, Councillor Ossie Daylight,
- Appointed Members - Diane Angel, Tracey-Anne Wilson, Sue Edwards, Leah Niehus, Alan Chapman, Michael Somers, Jill Emerson-Smith and Philippa Stansell.

Mataranka Local Authority Recommendation Resolutions for Council to approve:

95/2017 RESOLVED (Jillian Emmerson/Alan Chapman)

- That the Mataranka Local Authority review the Mataranka Master Plan.**
- That the Mataranka Local Authority request Council to consider \$150,000 Capital Expenditure to be included in 1st Quarter Budget Review for upgrade of library and museum access.**
- That the Mataranka Local Authority hold a special meeting to discuss the Mataranka Master Plan, date to be advised.**

97/2017 RESOLVED (Michael Somers/Jillian Emmerson)

- That the Mataranka Local Authority receive and note the Community Services Night Patrol Report.**
- That the Mataranka Local Authority formally support the use of CDP to assist with Night Patrol.**

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
01.02.16	8.6 Repairs to Statues & Termite Mound	Investigate and bring options back to next LA meeting.	Area Manager	Ongoing	<p>05.04.16: Tourism Grant investigated.</p> <p>07.06.16: On list for 2017 round of Applications.</p> <p>11.10.16 Photos taken of the statues last week and show a lot of corrosion in the statues.</p> <p>02.12.2016 A grant application was submitted to the Community Benefit Fund requesting \$10K on 30/11/2016</p> <p>07.02.17 Ongoing</p> <p>04.04.17 Statues – applied for grant for paint; Termite Mound – report in Other Business about Digital; Leah queried if NT Tourism have been approached for funding extra hours in the Tourism Office?</p> <p>06.06.17 horse non-repairable, Deputy Mayor contacted person who originally built the statues & will let members know when a response, there is a quote for \$9k to repair to give an extra 4-5 years life, CEO advised there are other products that the statues can be made of e.g. resin or poly. ACTION: CSC to seek ideas from quoter for short term ideas & investigate long term replacement options Moved Tracey 2nd Michael.</p> <p>07.07.17 Quote provided approx. 8 months ago. No money for statues. Ongoing investigations.</p> <p>01.08.17 Quote no longer valid. Get quote from Michael Soler in Humpty Doo who can make statues. Apply for Tourism Grants for this concrete, fiber glass rather than plastic. Woman who built can repair but need laborer. Consensus to replace not just repair.</p>

<p>05.05.16</p>		<p>Seek to fund equipment upgrade for catering shed facilities</p>	<p>Local Authority</p>	<p>Ongoing</p>	<p>01.02.16: LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice 05.04.16: All information currently with Grants Officer Application done awaiting submission date. 07.06.16: Grant Submitted 02.07.16: Unsuccessful 02.08.16 Resubmitted Grant Application 31.08.16: Unsuccessful 02.08.16 Resubmitted Grant Application. 31.08.16 Unsuccessful 02.12.16 International Women's Day application seeking funds to purchase some of the catering shed equipment, will be submitted the week of 05/12/16 07/02/17 Ongoing 04.04.17 no response yet. 06.06.17 included in the 17-18 capital budget to be approved at July Council meeting. 01.08.17 Approved budget \$10k as per previous grant application minus admin cost. Need to re-price.</p>
<p>12.12.16</p>	<p>11.9 Regional Plan 2016-2017 Quarterly Report</p>	<p>Letter to be sent to the owner of Green Park in Larrimah, requesting to have the premises cleaned up.</p>	<p>CEO</p>	<p>Ongoing</p>	<p>07.02.17 Ongoing 20/03/17 Spoke with the new Green Park Owner and he advised he has intentions to clean up site and would liaise with me regarding dates and possible assistance with dumping of materials. 04.04.17 CEO has emailed with no response. 06.06.17 Owner met with Council 30 May. Commence clean-up middle of July, bulldoze & start again. 01.08.17 Should commence in 3 weeks, delay due to awaiting excavator. If any longer will contact CEO.</p>

07.02.17	9.1 Incoming Correspondence	CEO to invite NLC to attend Mataranka LA Meeting 4th April 2017	CEO	Ongoing	04.04.17 Still no response, DCCS met with planning team, Action: CEO to write a letter to the DIPL planning team Graham Finch 06.06.17 no response, CEO to contact head lawyer. This relates to land release. 01.08.17 Keep trying.
07.02.17		Nathan McIvor to have goal posts installed on the multi purpose oval and complete project to have oval top-dressed.	Area Manager/ CSC	Ongoing	Check SnR Master Plan as to the requirement or request for goal posts. Discuss with DCCS about top dressing and what has occurred thus far. 04.04.17 \$7k each,; NTG announced \$5mill funding for Remote Oval upgrades over 2 years 06.06.17 Grants will apply when funding out. 07.07.17 Nathan spoke to crew and suggested to get fertilised and ariate oval and new irrigation. Grants coming out in September. 01.08.17 Audit of all ovals first then funds allocated.
07.02.17		Council to advocate in behalf of Mataranka residents to have the Little Roper bridge upgraded.	CEO	Ongoing	20/03/17 Support letters being obtained by Deputy Mayor. CEO now beginning advocacy process. This issue also being placed on NTG 10 year Infrastructure Plan. 04.04.17 Letters received from Cave Creek, Mataranka Homestead & Resident Bruce Ross, Keep pushing for Council to advocate on behalf of residents. DCCS informed LA that the project is on the NTG Infrastructure Bid. 06.06.17 Reply letter from Phil Harris. 07.07.17 Sharon has drafted a letter to DOT regarding to seek variation for our CEO to sign. 01.08.17 \$15K, Council & DOT design & feasibility. Selena talk with business owners.
01.08.17		Multi-Purpose Centre needs to be open from 2 – 6pm, do a flyer.	CSC	Ongoing	

01.08.17		Sports & Rec Grounds Capital Works \$200K budget to upgrade all services on site, power, water, sewerage, include Stan Martin Park toilet block & sullage dump. New Scope of Works required.	Projects	Ongoing	
01.08.17	11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN	1. Local Authority request Council to consider \$150,000 Capital Expenditure to be included in 1st Quarter Budget Review for upgrade of library and museum access. 2. Special meeting to be held to discuss the Mataranka Master Plan - date to be advised	DCCS/DCG	Ongoing	
01.08.17	11.9 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM	DCCS to submit application on behalf of Mataranka LA to apply for funding \$3,000 (\$1200 each plus freight) for 2 x concrete standard double seating and table combination for Stan Martin Park.	DCCS	Ongoing	
01.08.17	11.11 COMMUNITY SERVICES REPORT - SPORT AND RECREATION	DCCS to chase up if RGRC need to pay for the hire of the wall climbing, \$2,000, for the Never Never Festival.	DCCS	Ongoing	

HODGSON DOWNS

Current Membership; Mayor Tony Jack, Deputy Mayor Judy MacFarlane, Cr. Annabelle Daylight, Johnathon Walla, James Nuggett, Samuel Swanson, Ken Muggeridge and Clive Roberts and Samuel Daylight.

Samuel Daylight is the designated Chairperson of the Hodgson Downs Local Authority.

Hodgson Downs Local Authority meeting was held Thursday 10th August 2017.

Next Meeting: Hodgson Downs next Local Authority Meeting is scheduled for Thursday, 23rd November 2017.

Hodgson Downs Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	11/08/16	16/11/16	01/02/17	12/04/17	10/08/17	% Attend
Mayor Tony Jack						0%
Deputy Mayor Judy MacFarlane	Present	Apology	Present	Apology	Present	60%
Cr Annabelle Daylight	Present	Apology		Apology		20%
Cr Timothy Baker		Apology				0%
Samuel Daylight	Present	Present	Present	Present	Present	100%
Sammy Swanson	Present	Apology	Apology		Present	40%
Johnathon Walla		Present	Present	Present	Present	80%
James Nuggett	Present	Present	Present	Present	Apology	80%
Clive Roberts	Present	Present	Present	Present		80%
Ken Mugeridge	Present	Present	Present	Present	Present	100%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Judy MacFarlane, Councillor Annabelle Daylight, Councillor Ossie Daylight,
- Appointed Members - Johnathon Walla, James Nuggett, Samuel Swanson, Ken Mugeridge and Clive Roberts and Samuel Daylight.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
11.08.16	7.7 Alcohol Management Plan	Request update from Barry Clarke, GEC, for November Local Authority meeting	CEO ALAWA	Ongoing	16.11.16 ALAWA CEO to contact GEC. Jo to contact Office of Alcohol Policy re: AMP and grants for community projects. 12.04.2017: A request is to be made to the Department of Prime Minister and Cabinet (PMC) for a formal statement outlining the Federal and Northern Territory Governments' stance on an Alcohol Management Plan. Ken Mugeridge to write to the Mayor. 10.08.17 Request Barry Clarke to attend next meeting.

<p>14.05.15/ 12.04.17</p>		<p>Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.</p>	<p>CDP Regional Manager</p>	<p>Ongoing</p>	<p>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.</p>
<p>16.11.16</p>	<p>11.2 Services Report</p>	<p>Write to RGRC CEO and Mayor to ask that Minyerri roads be considered as part of RGRC for any future funding opportunities.</p>	<p>Greg Arnott DCG/ Ken Muggeridge</p>	<p>Ongoing</p>	<p>01.02.2017 letter not sent yet. 12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding. 07.07.17 Send Ken Muggeridge Roads Audit. 10.08.17 Ken to send out letter & include his roads in it.</p>
<p>16.11.16</p>	<p>11.7 Regional Plan 2016-2017 Quarterly Report</p>	<p>Request quote from Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.</p>	<p>CEO ALAWA</p>	<p>Ongoing</p>	<p>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.</p>

16.11.16	11.4 Governance Report - Policy Update	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.
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.

LARRIMAH

Next Meeting: Larrimah Community Meeting is scheduled for 13th October 2017.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
07.02.17		Nathan McIvor to have the maintenance of the Larrimah dump incorporated into the quote for tender.	Area Manager/ CSC	Ongoing	17/03/2017 Ongoing with DCCS 04.04.17 Scope this week, tender out in a couple of weeks 06.06.17 Green park owners will clean-up. Tender Withdrawn? Re-scoped as a regional tender out middle June
02.06.17		Stop Sign at Stuart Highway	DCG	Ongoing	The Stop Sign at the highway needs replacing as it has been missing for a few years. DCG to inform DoT and get the sign replaced.
02.06.17		Formalise the Dump and Waste Management Plan	DCG Greg/ DoI Phil Harris	Ongoing	Tender being released for region wide dump management which includes Larrimah. Signage required for the sorting of different types of waste. 07.07.17 Signage ordered; Need Service Plan in place.

02.06.17		Continue beautification of Park area at Lot 62 with stage 1 and 2 of the irrigation. Assess the viability or sustainability of refurbishing the bore at the oval to provide irrigation for the field and public gardens.	DCCS	Ongoing	Donkeys are an issue, coming into the town. A fence around the oval/ park is required to keep them out. Bore is down, was working properly but now just a trickle of water coming out. An electrician has come to look at it but still not working properly. CEO, DCG and Area Manager will look at after meeting. Irrigation pipe to be ordered which will consist of pop-ups across the oval and a line to the park and museum, manual system with bayonets to plug hoses in as well, which will be installed by the Muns crew from Mataranka. Further discussion that the residents are happy to install the irrigation once the goods are delivered. 07.07.17 New bore purchased, bore pump too small, new pump ordered, reticulation ordered to be installed. Now Phase 3.
02.06.17		Internal road repairs – Stuart Highway to Gantry Road	DCCS	Ongoing	DCG will look into and scope the works required. 07.07.17 Go to Dol for traffic counter; heavy vehicle access and Cattleman's Association.
02.06.17		"Road Train Access" and "Through Road" signage	DCCS	Ongoing	Funding to be sourced
02.06.17		Larrimah Community Project Association	DCG/Greg	Ongoing	New association in Larrimah would like to negotiate with Council on providing minimal services in Larrimah, such as mowing and watering the park and oval. A meeting to discuss will occur after this meeting. 07.07.17 Meeting has happened. MOU drafted - service agreement. Another meeting required to discuss.
02.06.17		Writers Group	DCG	Ongoing	The group has disbanded currently. \$90k in the trust. Barry to contact Denise. The lease with Council requires signing for the house which will be used as the Writers Retreat. 07.07.17 Barry & Deputy Mayor - follow up as required.

02.06.17		Clean up of Green Park Roadhouse	DIPL	Ongoing	<p>Owner came and met with Council at the meeting on the 30 May. The owner will be cleaning up the place starting works in mid June. Negotiations occurred where the owner will do clean-up work at the dump while here with the equipment in lieu of dumping fees. Concern has been raised about whether there is asbestos in the infrastructure to be removed. Council are concerned about the public safety and are seeking reliable information. The dump will be included in the region wide waste management contract which will have the dump cleaned up twice a year. The Green Park site will consist of a shop, fuel and ablution block in the future.</p> <p>07.07.17 Talking to DoI</p>
02.06.17		Upgrade and realignment of the Western Creek access road to Stuart Highway – including Repairs, maintenance and radio transmission	DCG	Ongoing	<p>The road is too steep coming off the highway and not good for road trains. Sturt Plateau Working Group will also be advocating for this upgrade. DCG will talk to DoI. Another option is for the road trains to use the track/ road that is on the other side of the pub which is used by trucks as a through road.</p>
02.06.17		Signs on road reserve of Stuart Highway	DCG	Ongoing	<p>Concern from residents about the signs on the road reserve of the highway in front of Fran's Devonshire Tea House being a safety issue. DCG to enquire with DOT.</p>
02.06.17		Cemeteries	DHCD	Ongoing	<p>The Cemetery Act is being reviewed by NTG and they are consulting with stakeholders to register all cemeteries. DHCD will come and consult with Larrimah residents in the near future. This will allow for the Birdum Cemetery to be registered and land title confirmed. There are also some war cemeteries between Birdum and Larrimah. An archaeological plan exists for these sites. The grave site near No. 2 Bore has been ripped up but was where 2 army soldiers and 1 other buried. A Monument stands with a fence around it for one grave site.</p> <p>07.07.17 Included in Service Plan.</p>

DALY WATERS

Next Meeting: Daly Waters Community Meeting is scheduled for 13th October 2017.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
07.02.17		Nathan Mclvor to have the maintenance of the Larrimah dump incorporated into the quote for tender.	Area Manager/ CSC	Ongoing	17/03/2017 Ongoing with DCCS 04.04.17 Scope this week, tender out in a couple of weeks 06.06.17 Green park owners will clean-up. Tender Withdrawn? Re-scoped as a regional tender out middle June
07.02.17		Nathan Mclvor to have the lights installed at the tennis courts in Daly Waters before the end of the financial year.	Area Manager/ CSC	Ongoing	17/03/17 AM has contacted Lighting Companies and awaiting specs & quotes on this project. 04.04.17 Solar lights to be ordered 06.06.17 to be delivered. 01.08.17 Lights been purchased.
21.04.17		Signage at the Dump	DCCS	Ongoing	Awaiting arrival. 07.07.17 Has been ordered
21.04.17		Install a speed bump at the entrance to the town	DCCS/DCG (Greg)	Ongoing	First one installed; second one needed 50 metres apart. DCG to chase up and complete ASAP. 07.07.17 Speed bump not installed first; Referred to Phil Harris (NTG - Dep of Infrastructure)
21.04.17		Formalise the Dump and Waste Management Plan/Strategy	DCCS/DIPL	Ongoing	Add Land Tenure; Project to Clean up twice a year is out to tender. Big Rivers Region Waste Management Committee includes representatives from RGRC, VDRC and KTC which is formal group to implement NTG Waste Management Plan. Land ownership required to determine if pastoral lease or Crown land and permission sought for land ownership. 07.07.17 Sort out MOU & Service Plan; Community Meeting in October; MOU to October OCM.
21.04.17		Metered lights at the Tennis Court	DCG	Ongoing	Solar powered light ordered and to be installed. 07.07.17 Arrived, to be installed by contractors.
21.04.17		Consult with local community and stakeholders in relation to upkeep of tennis court and other public open spaces	DCG	Ongoing	DCG is consulting regularly with residents, 2 community meetings to be held each year. A community meeting will be held in October 2017 (date to be advised). 07.07.17 Part of MOU & Service Plan.

21.04.17		Weeding at Tennis Courts	Progress Association	Ongoing	Progress Association is responsible for the tennis court. MOU between Council and the Progress Association will determine boundaries and prevent miscommunication of who holds responsibility over facilities and services in Daly Waters. 07.07.17 Part of MOU & Service Plan.
21.04.17		Reticulated sewerage system	DHCD	Ongoing	DCG will follow up with Department of Housing and Community Development on an update. 07.07.17 Written but no response.
21.04.17		Road repairs to the by-pass road to Kalala	DCG/DIPL	Ongoing	DCG to look into if the road is in Council Boundaries. Road may need to be surveyed and gazetted for Council to take on responsibility of maintenance and repairs. Petition for road to be sealed because of dust. Environmentally friendly solution maybe using vegetable oil to seal the road for dust suppression. DCG to obtain more information on the best way to seal the road. 07.07.17 Greg talking to Phil Harris (NTG - Dep of Infrastructure)
21.04.17		Food/Camping/Hotel signs on the highway	DIPL	Ongoing	DCG to chase if response received from DIPL with any progress for signs to be installed. 07.07.17 RGRG advocate.
21.04.17		Roads drainage issues in town	DCG Greg	Ongoing	Drainage issues in the town, gravel higher the pub. DCG suggested he could get the roads surveyed and apply for funding to repair and upgrade drainage issues and potholes.
21.04.17		Footpaths	DCG	Ongoing	There are no footpaths. A complaint made about resident riding scooter on the road as road is only for registered vehicles.
21.04.17		Basketball hoop	DCG	Ongoing	Currently broken, new one is in Katherine and DCG will get this delivered and installed ASAP. Backboard also broken and there is one in Barunga to be delivered and installed. DCG to Action. 07.07.17 Nathan undertaking.
21.04.17		Tourist numbers	DCG	Ongoing	Request for number of tourists to Daly Waters for the financial year. This will assist with knowing the facility usage in Daly Waters and future funding applications. 07.07.17 Road counter to be installed, will help in gaining information.

21.04.17		Volunteer Wardens	DCG	Ongoing	Request by resident to have volunteer wardens in Daly Waters to enforce rules/ laws for unlawful camping and antisocial behaviour. DCG explained the process of Authorised Officers for Council. DCG will investigate the possibility of having Volunteer Authorised Officers in Daly Waters. Airstrip identified as a major problem area.
21.04.17		No Camping signs for crown land	DCG	Ongoing	Issues with unlawful camping. Airstrip identified as a major problem area. 07.07.17 Airstrip is responsibility of Heritage Council; Phil Harris regarding the Crown land (NTG - Dep of Infrastructure)

ATTACHMENTS:

- 1 JIL_01082017_MIN_UNCONFIRMED.pdf
- 2 MAT_01082017_MIN_Unconfirmed.pdf
- 3 HOD_10082017_MIN.pdf



MINUTES OF THE JILKMINGGAN LOCAL AUTHORITY MEETING OF THE
ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE
ROOM COUNCIL SERVICE DELIVERY CENTRE, JILKMINGGAN ON TUESDAY,
1 AUGUST 2017 AT 10:00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor Judy MacFarlane (Chairperson)

1.2 Local Authority Members

Lisa McDonald

Wendy Daylight

Ossie Daylight

Jeffery Joe

1.3 Staff

Sharon Hillen – Director of Council and Community Services

Kym Henderson – EA to Director of Council and Community Services

Amanda Haigh – Manager Governance and Corporate Planning

Chantal Binding – Local Authority Support Coordinator (Minute Taker)

Anthony Lynch – Council Services Coordinator Mataranka/Jilkmिंगgan

1.4 Guests

Kristy Bennett – Department Housing & Community Development

Josie Lardy - JCAC

2. MEETING OPENED

PROVISIONAL Meeting opened at 10.25am

3. WELCOME TO COUNTRY

Deputy Mayor Judy MacFarlane welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

33/2017 **RESOLVED** (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkmिंगgan Local Authority approve the apologies from Councillor Annabelle Daylight for the Jilkmिंगgan Local Authority meeting 1 August 2017.

5. CONFIRMATION OF PREVIOUS MINUTES**5.1 PREVIOUS MINUTES****RECOMMENDATION**

- (a) That the Jilkminggan Local Authority minutes of the meeting Tuesday 2nd May 2017 were held over to the next meeting as this meeting was a Provisional meeting.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. TOWARDS ZERO ROAD SAFETY
2. 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE
3. COMMUNITY DEVELOPMENT PROGRAMME
4. SKINNYFISH REQUESTING FILMING
5. LOCAL AUTHORITY MEETINGS AND TIMES 2018
6. STREET NAMES
7. SPORTS AND REC BUS
8. OUTSTATIONS: MOLE HILL
9. MINISTER - HOUSING IN MULGAN CAMP
10. PLAYGROUND AT MULGAN CAMP
11. REQUEST SOLAR LIGHTS AT MOLE HILL
12. SPEED BUMPS

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Jilkminggan Local Authority.

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
02.05.17	12.4 CDP PICK UP ALL THE OLD FENCES WIRE AROUND HOUSES AND RIVER BANK	Cr Baker to see how much wire is at Eley Station.		Ongoing	07.07.17 Nathan said that wire mostly rusted; Not Viable. CDP can't work for commercial business without a host agreement - refer back to Station landholder & GEC. 01.08.17 Sharon to email NLC to find out who is responsible. Ex station horses approx. 18. LA funding to muster horses & move, also grids needed. Use local lads to muster & take away horses. Ossie talk to Hoares for quote to muster all horses.
02.05.17	12.6 RENAL TRAINING IN DARWIN AND MACHINE AND DEMOUNTABL	CEO to write a letter to Sunrise with concerns of dialysis in	CEO	Completed	07.07.17 CEO talked to CEO of Sunrise. Already in hand with Sunrise Health across region.

	E IN COMMUNITY	Jilkmिंगgan and Mataranka for consideration for one to be located in Mataranka			
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34/2017 **RESOLVED** (Ossie Daylight/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Action List.

9. INCOMING CORRESPONDENCE

NIL

OUTGOING CORRESPONDENCE

10.1 OUTGOING CORROSPONDENCE

35/2017 **RESOLVED** (Jeffery Joe/Lisa McDonald)

- (a) That the Jilkmिंगgan Local Authority accept the Outgoing Correspondence.

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

Deputy Mayor went to Canberra to attend the NGA with other Councillors and the Mayor. She attended the last Council Meeting at Numbulwar in July. Now in caretaker mode until the elections and that nominations close midday Thursday. Voting dates are in included in a report and the election roll is now closed to register.

36/2017 **RESOLVED** (Ossie Daylight/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Elected Member report.

11.2 COUNCIL SERVICES REPORT

37/2017 **RESOLVED** (Lisa McDonald/Ossie Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Council Service report.

11.3 COUNCIL FINANCIAL REPORT

The Council Service Coordinator (CSC) position trial to cover both Mataranka and Jilkmिंगgan is too much so Council have included in the 17-18 budget for a CSC in Jilkmिंगgan which is in the recruitment stage. The CSC position in Jilkmिंगgan will realign services, supervise staff on the ground and live in Sports and Rec house which is getting repaired.

38/2017 **RESOLVED** (Ossie Daylight/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Jilkmिंगgan financial report for the fourth quarter of 2016-17.

11.4 GOVERNANCE REPORT - NEW AND REVIEWED POLICIES

39/2017 RESOLVED (Lisa McDonald/Jeffery Joe)

- (a) That the Jilkmिंगgan Local Authority receive and note the following new policies of Council:
1. ADM025 Conflict of Interest – Staff Policy
 2. ADM011 Conflict of Interest – Members Policy
 3. HR035 – Relocation Assistance Policy
 4. CTS002 - Commercial Commitments Policy
- (b) That the Jilkmिंगgan Local Authority receive and note the following reviewed policies of Council:
1. ASS002 – Asset Management Policy
 2. HR014 – Employee Training and Development Policy
 3. ADM001 – Policy Framework
 4. GOV012 - Organisational Delegations Manual (non-financial)

11.5 COMPLAINTS

40/2017 RESOLVED (Lisa McDonald/Ossie Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Complaints report.

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

41/2017 RESOLVED (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkmिंगgan Local Authority receive and note the report on the Local Authority Project funding.

11.15am Josie Lardy (JCAC) attends meeting

11.7 2018-2021 STRATEGIC PLAN

42/2017 RESOLVED (Lisa McDonald/Ossie Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the report on the proposed planning and consultation for the 2018-2021 Council Strategic Plan.

11.8 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

43/2017 RESOLVED (Ossie Daylight/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note commencement of Round 1 of the Council 2017-18 Community Grants Program.

11.9 COMMUNITY SERVICES REPORT - COMMUNITY NIGHT PATROL

44/2017 RESOLVED (Lisa McDonald/Jeffery Joe)

- (a) That the Jilkmिंगgan Local Authority receive and note the Night Patrol Report

ACTION: LA request Night Patrol hours change to Wednesday – Sunday and that Regional Night Patrol Manager to visit & consult with LA members the issues.

ACTION: Communications Coordinator to distribute flyer again about the Night Patrol Service (what NP can and can't do).

11.10 COMMUNITY SERVICES REPORT - SPORT & RECREATION

45/2017 RESOLVED (Lisa McDonald/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the Community Services Report.

12. OTHER BUSINESS**12.1 TOWARDS ZERO ROAD SAFETY**

46/2017 RESOLVED (Lisa McDonald/Jeffery Joe)

- (a) That the Jilkmिंगgan Local Authority receive and note the Towards Zero Road Safety discussion paper.

12.2 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE

47/2017 RESOLVED (Wendy Daylight/Ossie Daylight)

- (a) That the Jilkmिंगgan Local Authority receive and note the 2017 NT Council Election Remote Voting Dates and Locations.

12.3 COMMUNITY DEVELOPMENT PROGRAMME**BACKGROUND**

The new financial year means only one year remaining on the current CDP contact. Mataranka and Jilkmिंगgan CDP have had some great training and activities happening:

- First aid training 19-20/7/17
- Ladies painting of the skulls that received media attention and one of these skulls have been donated as prize at the Katherine Show.
- Line marking training

ISSUES/OPTIONS/SWOT

The site senior has taken extended leave without pay for personal reasons till the end of December 2017, this position is currently being advertised. In the mean time the site is getting support from Katherine and being overseen by Mataranka site senior.

FINANCIAL CONSIDERATIONS

Jilkmिंगgan has continued to have good attendance and compliance on site. Since February 2017 Mataranka every month has exceeded their monthly income

target

48/2017 **RESOLVED** (Lisa McDonald/Ossie Daylight)

- a) That the Jilkmिंगgan Local Authority receive and note the CDP Report

12.4 SKINNYFISH REQUESTING FILMING

Skinnyfish request to do a filming program aimed at 15 – 25 aged youth in the next few weeks which is part of the Alcohol & Drug Management Project. Skinnyfish request some names of youth who are interested in learning how to use ipads to make films, theme 'how to beat grog' and is a competition. Names of interested participants can be given at the Council Office.

12.5 LOCAL AUTHORITY MEETINGS AND TIMES 2018

Council are currently in caretaker mode until the election is finalised. New Council first meeting will be on 14th September 2017 and a report will be presented recommending the Council accept current Jilkmिंगgan Local Authority members, if not you are able to nominate again.

For the 2018 calendar, scheduling in 6 Jilkmिंगgan LA meetings a year and current day (first Tuesday) and time (10.00am) if that is suitable. There was a consensus from the LA members present for this schedule.

12.6 STREET NAMES – DEPUTY MAYOR JUDY MACFARLANE

At the last LA meeting members agreed on street signs and names.

ACTION: CSC to follow up with JCAC on street names.

12.7 SPORTS AND REC BUS – DEPUTY MAYOR JUDY MACFARLANE

At the moment the school bus is used to take sport teams to competitions. Request Council to look at the possibility of the Council to provide a bus for Sports and Rec. Council already support the program and can't be fully funded.

Look into options of funding or gift through the gambling finds.

49/2017 **RESOLVED** (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkmिंगgan Local Authority request Council to investigate options for sourcing a Bus for Sport and Recreation.

ACTION: DCCS investigate opportunities for funding a Sports & Rec bus.

12.8 OUTSTATIONS: MOLE HILL – DEPUTY MAYOR JUDY MACFARLANE

Replacement water tank needed at Mole Hill as split. Investigate what is happening with replacement tank at Mole Hill.

50/2017 **RESOLVED** (Jeffery Joe/Wendy Daylight)

- (a) That the Jilkmिंगgan Local Authority request a follow-up with Contracts on the replacement tank for Mole Hill.

ACTION: CSC to follow-up from Contracts on the replacement tank for Mole Hill.

12.9 MINISTER - HOUSING IN MULGAN CAMP – DEPUTY MAYOR JUDY MACFARLANE

Housing issues in Mulgan Camp with overcrowding and the need for a transient building. Selina Uibo and Minister McCarthy visited Mulgan Camp and are aware of the current issues. Survey on town camps, wait for results before make a discussion. Possibly transient pay for camping, problem now transient and Aged Care.

12.10 PLAYGROUND AT MULGAN CAMP – DEPUTY MAYOR JUDY MACFARLANE

LA consider possibility of combining some LA Project funding with Mataranka to put a playground at Mulgan Camp.

51/2017 **RESOLVED** (Ossie Daylight/Lisa McDonald)

- (a) That the Jilkmिंगgan Local Authority support, in principle, combining a portion of 2017-18 Local Authority Project Funding to a playground at Mulgan Camp.

ACTION: LA approach Alcohol Harmonisation Team to put forward to Alcohol Action Initiative Project for playground equipment and solar light at Mulgan Camp.

12.11 REQUEST SOLAR LIGHTS AT MOLE HILL – OSSIE DAYLIGHT

52/2017 **RESOLVED** (Jeffery Joe/Ossie Daylight)

- (a) That the Jilkmिंगgan Local Authority request the Outstation Program to source funds to install 2 solar lights at Mole Hill.

ACTION: LA request Outstations Program source funds to install 2 solar lights at Mole Hill.

12.12 SPEED BUMPS – OSSIE DAYLIGHT

Speed bumps requested to be replaced higher speed bumps. On CSC Work Program.

CLOSE OF MEETING

The meeting terminated at 13:06 pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Jilkmिंगgan Local Authority Meeting HELD ON Tuesday, 1 August 2017 AND CONFIRMED Tuesday, 7 November 2017.

Chairperson



MINUTES OF THE MATARANKA LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE MATARANKA COMMUNITY HALL ON TUESDAY, 1 AUGUST 2017 AT 5:30PM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor Judy MacFarlane (Chairperson)

1.2 Local Authority Members

Tracey-Anne Wilson
Jill Emmerson-Smith
Alan Chapman
Michael Sommers
Di Angel
Sue Edwards

1.3 Staff

Sharon Hillen – Director of Council and Community Services
Kym Henderson – EA to Director of Council and Community Services
Amanda Haigh – Manager Governance and Corporate Planning
Chantal Binding – Local Authority Support Coordinator (Minute Taker)
Anthony Lynch – Council Services Coordinator Mataranka/Jilkmिंगgan
Chris Williams – RGRC CDP
Janeen Bulsey – Area Manager (Roper)

1.4 Guests

Selina Uibo – Member for Arnhem
Kristy Bennett – Department Housing & Community Development

2. MEETING OPENED

Meeting opened at 5.45pm

3. WELCOME TO COUNTRY

Deputy Mayor Judy MacFarlane welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

80/2017 RESOLVED (Sue Edwards/Dianne Angel)

(a) That the Mataranka Local Authority accept the apologies from Leah Niehus and

Phillipa Stansell for the Mataranka Local Authority meeting 1 August 2017.

5. CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MATARANKA LOCAL AUTHORITY MINUTES**

81/2017 RESOLVED (Jillian Emmerson/Sue Edwards)

- (a) That the Mataranka Local Authority approve the minutes as a true and accurate record of the Mataranka Local Authority's meeting held on Tuesday 6th June 2017.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE
2. COMMUNITY DEVELOPMENT PROGRAMME
3. Local Authority Meetings and Times 2018

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Mataranka Local Authority.

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

82/2017 RESOLVED (Sue Edwards/Tracey-Anne Wilson)

- (a) That the Mataranka Local Authority receive and note the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date

<p>01.02.16</p>	<p>8.6 Repairs to Statues & Termite Mound</p>	<p>Investigate and bring options back to next LA meeting.</p>	<p>Area Manager</p>	<p>Ongoing</p> <p>05.04.16: Tourism Grant investigated. 07.06.16: On list for 2017 round of Applications. 11.10.16 Photos taken of the statues last week and show a lot of corrosion in the statues. 02.12.2016 A grant application was submitted to the Community Benefit Fund requesting \$10K on 30/11/2016 07.02.17 Ongoing 04.04.17 Statues – applied for grant for paint; Termite Mound – report in Other Business about Digital; Leah queried if NT Tourism have been approached for funding extra hours in the Tourism Office? 06.06.17 horse non-repairable, Deputy Mayor contacted person who originally built the statues & will let members know when a response, there is a quote for \$9k to repair to give an extra 4-5 years life, CEO advised there are other products that the statues can be made of e.g. resin or poly. ACTION: CSC to seek ideas from quoter for short term ideas & investigate long term replacement options Moved Tracey 2nd Michael. 07.07.17 Quote provided approx. 8 months ago. No money for statues. Ongoing investigations. 01.08.17 Quote no longer valid. Get quote from Michael Soler in Humpty Doo who can make statues. Apply for Tourism Grants for this concrete, fiber glass rather than plastic. Women who built can repair but need laborer. Consensus to replace not just repair.</p>
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25.08.15		Dump Point	Area Manager/ Michael Somers	Complete	<p>25.08.15: CSM to meet with Michael Somers to establish if there may be a better way of setting up the dump point.</p> <p>01.02.2016: still negotiating.</p> <p>05.04.2016: ongoing</p> <p>07.06.16: Look into Tourism NT Quick Response Grants and Traffic Management Plan needed. Needs to be done in the Dry Season.</p> <p>26.09.16 Obtaining quotes.</p> <p>02.12.2016 CSC working with projects manager on this and collecting quotes 07/02/2017 Ongoing</p> <p>04.04.17 Antony suggested come up on other side, swap door around and remove tree.</p> <p>06.06.17 No Complaints</p> <p>ACTION: Round Drain Stan Martin Park needs rebuild Leach & evaporation pit for dump point & toilets Moved Sue 2nd Tracey.</p> <p>07.07.17 New Project/New Action; New macerator - Project Form – Completed.</p> <p>17.07.17 New pump installed with an alarm system.</p>
05.05.16		Seek to fund equipment upgrade for catering shed facilities	Local Authority	Ongoing	<p>01.02.16: LA moved a motion that funding be sought for this through Community Benefit Fund Grant. RGRC to Auspice</p> <p>05.04.16: All information currently with Grants Officer Application done awaiting submission date.</p> <p>07.06.16: Grant Submitted</p> <p>02.07.16: Unsuccessful</p> <p>02.08.16 Resubmitted Grant Application</p> <p>31.08.16: Unsuccessful</p> <p>02.08.16 Resubmitted Grant Application.</p> <p>31.08.16 Unsuccessful</p> <p>02.12.16 International Women's Day application seeking funds to purchase some of the catering shed equipment, will be submitted the week of 05/12/16</p> <p>07/02/17 Ongoing</p> <p>04.04.17 no response yet.</p> <p>06.06.17 included in the 17-18 capital budget to be approved at July Council meeting.</p> <p>01.08.17 Approved budget \$10k as per previous grant application minus admin cost</p> <p>Need to re-price.</p>

07.06.16		Sharon Hillen to provide scope and costing of Stage 1 Multipurpose Centre, bring back to next LA Meeting	DCCS	Complete	02.08.16: Scope of works \$300,000, funding is \$175,000 of the \$250,000 which was applied for. 11.10.16 Stage 1 full cost \$261,000, Seeking funds for the balance. 02.12.2016 RGRC committed remaining \$110,000 to complete the project. Consultation with all Sport and Rec Ground users will commence to confirm location and service plan approvals from PWC. 07.02.17 This project is going to tender 10.02.17 04.04.17 Tenders closed, site plan had incorrect location, Tender Panel to assess on return of Project Manager, CEO to review and report to Council 06.06.17 works started to be completed end of July. Has the contractor been notified of the correct position? 07.07.17 Part of Operational Plan.
02.08.16	8.7 Removal of Tourist Information from Council Office	DCS and Area Manager to come back to the October meeting with suitable options to rehouse the Tourist Information centre service.	Area Manager / DCS	Complete	11.10.16 Sign under flags still says Shire. Council seeking funding to get a Master Plan for the Service Centre. Signage to be installed to direct tourists. 02.12.2016 Area Manager; Nathan McIvor to look into getting new sign - ongoing 07.02.17 Ongoing- Commenced 04.04.17 this will be developed with property master plan; Sign with designer, when receive will remove old and install new. 06.06.17 signs have been ordered. 07.07.17 Part of Operational Plan.
11.08.16		Painting and overhaul of Toilet 2 at the Sport & Rec Grounds can be a CDP Project.	Area Manager / DCS	Complete	12.12.16 Am spoke with CDP, project is to be completed by CDP. 07.02.17 Ongoing - cubicles also need repairs, commenced initial scope of what is required for the cubicles. 06.06.17 Tree roots and issue, Brick toilets had problems at festival, \$200k in 17-18 capital budget for upgrade/rebuild, need to renew wiring as well as plumbing, drain not big enough. 01.08.17 Repairs & Maintenance complete.
11.08.16	12.8 Presentation on Tourism from Wendy Pocock, Mataranka Roadhouse	Painting of the public toilets in Stan Martin Park to be included as a CDP project.	Area Manager / CDP Manager	Complete	12.12.16 CDP project 07.02.17 Ongoing - to be completed before 2017 Never Never Festival. 04.04.17 CDP will do the work, Paint colour chosen – Green outside, off white inside.

12.12.16	11.9 Regional Plan 2016-2017 Quarterly Report	Letter to be sent to the owner of Green Park in Larrimah, requesting to have the premises cleaned up.	CEO	Ongoing	07.02.17 Ongoing 20/03/17 Spoke with the new Green Park Owner and he advised he has intentions to clean up site and would liaise with me regarding dates and possible assistance with dumping of materials. 04.04.17 CEO has emailed with no response. 06.06.17 Owner met with Council 30 May. Commence clean-up middle of July, bulldoze & start again. 01.08.17 Should commence in 3 weeks, delay due to awaiting excavator. If any longer will contact CEO.
07.02.17	7.0 Barunga CDP Presentation	Nathan McIvor to have identified headstone placed on all unmarked graves at the Mataranka Cemetery	Area Manager/ CSC	Complete	04.04.17 Muns team able to do, CDP will continue to making headstones. 06.06.17 started making. 07.07.17 Part of Operational Plan. 01.08.17 CDP has started doing this.
07.02.17	9.1 Incoming Correspondence	CEO to invite NLC to attend Mataranka LA Meeting 4th April 2017	CEO	Ongoing	04.04.17 Still no response, DCCS met with planning team, Action: CEO to write a letter to the DIPL planning team Graham Finch 06.06.17 no response, CEO to contact head lawyer. This relates to land release. 01.08.17 Keep trying.
07.02.17	12.3 Museum	Nathan McIvor to have the Museum demountable moved into the museum yard before the 2017 Never Never Festival.	Area Manager/ CSC	Complete	17/03/2017 Quotes obtained, project form being drawn up. 04.04.17 Batchelor will scope to work with CDP & Muns, confirm in 2 wks if can do this. 06.06.17 Commence 10 July teacher with CDP Completed week of 10.07.17 01.08.17 Moved 2 weeks ago, short-term steps by CDP, access part of Master Plan.
07.02.17		Nathan McIvor to have goal posts installed on the multi purpose oval and complete project to have oval top-dressed.	Area Manager/ CSC	Ongoing	Check SnR Master Plan as to the requirement or request for goal posts. Discuss with DCCS about top dressing and what has occurred thus far. 04.04.17 \$7k each,; NTG announced \$5mill funding for Remote Oval upgrades over 2 years 06.06.17 Grants will apply when funding out. 07.07.17 Nathan spoke to crew and suggested to get fertilised and ariate oval and new irrigation. Grants coming out in September. 01.08.17 Audit of all ovals first then funds allocated.

07.02.17	12.4 Play ground, Sport & Recreational grounds	Nathan McIvor to have the current playground fence extended to incorporate new play equipment	Area Manager/ CSC	Complete	17/03/2017 Ongoing 04.04.17 \$25k in budget, some examples provided, pickup Briar Hill S61804 design \$29k minus slide, CSC to seek 3 quotes for similar design. 06.06.17 With Procurement, combine purchase Mataranka & Jilkminggan. 07.07.17 Fence done once playground installed. Playground being procured, not Jilkminggan.
07.02.17	12.5 Larrimah & Daly Waters Dump Maintenance	Nathan McIvor to have the maintenance of the Larrimah and Daly Waters dump incorporated into the quote for tender.	Area Manager/ CSC	Complete	17/03/2017 Ongoing with DCCS 04.04.17 Scope this week, tender out in a couple of weeks. 06.06.17 Green park owners will clean-up. Tender Withdrawn? Re-scoped as a regional tender out middle June. 07.07.17 Moved to Daly Waters & Larrimah Actions.
07.02.17	12.6 tennis court lights at Daly Waters	Nathan McIvor to have the lights installed at the tennis courts in Daly Waters before the end of the financial year.	Area Manager/ CSC	Complete	17/03/17 AM has contacted Lighting Companies and awaiting specs & quotes on this project. 04.04.17 Solar lights to be ordered. 6.06.17 to be delivered. 07.07.17 Moved to Daly Waters Actions. 01.08.17 Lights been purchased.
07.02.17		Council to advocate in behalf of Mataranka residents to have the Little Roper bridge upgraded.	CEO	Ongoing	20/03/17 Support letters being obtained by Deputy Mayor. CEO now beginning advocacy process. This issue also being placed on NTG 10 year Infrastructure Plan. 04.04.17 Letters received from Cave Creek, Mataranka Homestead & Resident Bruce Ross, Keep pushing for Council to advocate on behalf of residents. DCCS informed LA that the project is on the NTG Infrastructure Bid. 06.06.17 Reply letter from Phil Harris. 07.07.17 Sharon has drafted a letter to DOT regarding to seek variation for our CEO to sign. 01.08.17 \$15K, Council & DOT design & feasibility. Selena talk with business owners.

ACTION: Multi-Purpose Centre needs to be open from 2 – 6pm, do a flyer.

ACTION: Sports & Rec Grounds Capital Works \$200K budget to upgrade all services on site, power, water, sewerage, include Stan Martin Park toilet block & sullage dump. New Scope of Works required.

UPDATE FROM MEMBER FOR ARNHEM - SELINA UIBO

- Compliment for the ANZAC Day celebrations, Mataranka Festival and Rodeo with good show of volunteers and community spirit.

- In May visit with Minister McCarthy to Mulgan Camp issues with overcrowding.
- Upcoming Education Minister visit 10th August to Jilkminggan and Mataranka Schools.
- Mataranka Roadhouse Tourism Working Group meeting 2 weeks ago with Minister Moss, feedback honest.
- Banned Drinking Register re-introduced 1st September, information at all shows, may keep police in hotspots.
- Community Benefit Fund available in rounds with information on NTG website.
- Have an Electoral Allowance available to support sporting organisations and people, happy to provide sponsorship for items like water bottles and uniforms.
- Wanting to organise a Family Fun Day at Mataranka with BBQ, jumping castle/waterslide, meet and greet. Suggest Stan Martin Park on Saturday with markets in the morning.
- Local Government Elections end of month, make sure vote counts and good luck to those nominations.
- Apologies as unable to attend this weekends Rodeo.
- Gift bags were given to each LA Member.

Meeting Break: 6:50pm

Resume: 6:55pm

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

83/2017 RESOLVED (Sue Edwards/Tracey-Anne Wilson)

- (a) That the Mataranka Local Authority receive and note the Incoming Correspondence.

9.2 MATARANKA BETTER HALF CLUB INC: USE OF CATERING SHED AND CHURCH SIGN.

Church Sign has been fixed.

84/2017 RESOLVED (Dianne Angel/Jillian Emmerson)

- (a) That the Mataranka Local Authority receive and note the resolution of the Ordinary Meeting of Council on Thursday, 15 June 2017 for the Mataranka Better Half Club Inc. use of Catering Shed and Church sign.

9.3 MATARANKA FISHING, SPORTING AND RECREATION CLUB - REQUEST FOR SPONSORSHIP

85/2017 RESOLVED (Dianne Angel/Alan Chapman)

- (a) That the Mataranka Local Authority receive and note the resolution of the Ordinary Meeting of Council on Wednesday 31st May 2017 for the Mataranka Fishing, Sporting and Recreation Club regarding a request for sponsorship.

9.4 OPTUS SATELLITE SMALL CELL SASCOG LAUNCH - MATARANKA TOWNSHIP

86/2017 RESOLVED (Dianne Angel/Michael Somers)

- (a) That the Mataranka Local Authority receive and note the Optus Satellite launch for Mataranka Township.

10. OUTGOING CORRESPONDENCE**10.1 OUTGOING CORRESPONDENCE**

87/2017 RESOLVED (Michael Somers/Alan Chapman)

- (a) That the Mataranka Local Authority receive and note the Outgoing Correspondence.

11 GENERAL BUSINESS**11.1 ELECTED MEMBER REPORT**

Deputy Mayor went to Canberra to attend the NGA with other Councillors and the Mayor. She attended the last Council Meeting at Numbulwar in July. Now in caretaker mode until the elections and that nominations close midday Thursday. Voting dates are included in a report and the election roll is now closed to register.

88/2017 RESOLVED (Dianne Angel/Jillian Emmerson)

- (a) That the Mataranka Local Authority receive and note the Elected Member report.

11.2 COUNCIL SERVICES REPORT

Update on Sports & Rec position – interviews being held this week.

89/2017 RESOLVED (Sue Edwards/Alan Chapman)

- (a) That the Mataranka Local Authority receive and note the Council Services report.

11.3 COUNCIL FINANCIAL REPORT

90/2017 RESOLVED (Tracey-Anne Wilson/Sue Edwards)

- (a) That the Mataranka Local Authority receive and note the Mataranka financial report for the fourth quarter of 2016-17.

11.4 GOVERNANCE REPORT - NEW AND REVIEWED POLICIES

91/2017 RESOLVED (Alan Chapman /Michael Somers)

- (a) That the Mataranka Local Authority receive and note the following new policies of Council:

1. ADM025 Conflict of Interest – Staff Policy
2. ADM011 Conflict of Interest – Members Policy
3. HR035 – Relocation Assistance Policy
4. CTS002 - Commercial Commitments Policy

- (b) That the Mataranka Local Authority receive and note the following reviewed policies of Council:

1. ASS002 – Asset Management Policy
2. HR014 – Employee Training and Development Policy

3. ADM001 – Policy Framework
4. GOV012 - Organisational Delegations Manual (non-financial)

11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER

92/2017 RESOLVED (Sue Edwards/Dianne Angel)

- (a) That the Mataranka Local Authority receive and note the Complaints Register.

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

Jilkminggan and Mataranka LA's asked to consider to allocating \$12k each for a playground at Mulgan Camp for a safe area. Also option from Alcohol Action Initiative for funding, DCCS has contacted them seeking possible funding for playground, fence and solar lights, or even part of project.

93/2017 RESOLVED (Tracey-Anne Wilson/Michael Somers)

- (a) That the Mataranka Local Authority receive and note the report on the Local Authority Project funding.

11.7 2018-2021 STRATEGIC PLAN

94/2017 RESOLVED (Jillian Emmerson/Tracey-Anne Wilson)

- (a) That the Mataranka Local Authority receive and note the report about proposed planning and consultation for the 2018-2021 Strategic Plan.

11.8 GOVERNANCE REPORT - MATARANKA MASTER PLAN

95/2017 RESOLVED (Jillian Emmerson/Alan Chapman)

- (a) That the Mataranka Local Authority review the Mataranka Master Plan.
- (b) That the Mataranka Local Authority request Council to consider \$150,000 Capital Expenditure to be included in 1st Quarter Budget Review for upgrade of library and museum access.
- (c) That the Mataranka Local Authority hold a special meeting to discuss the Mataranka Master Plan, date to be advised.

Unanimously carried by LA Members present.

Action: Special meeting to be held to discuss the Mataranka Master Plan.

11.9 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

96/2017 RESOLVED (Dianne Angel/Sue Edwards)

- (a) That the Mataranka Local Authority receive and note commencement of Round 1 of the Council 2017-18 Community Grants Program.

ACTION: DCCS to submit application on behalf of Mataranks LA to apply for funding \$3,000 (\$1200 each plus freight) for 2 x concrete standard double seating and table combination for Stan Martin Park.

11.10 COMMUNITY SERVICES REPORT - COMMUNITY NIGHT PATROL

97/2017 **RESOLVED** (Michael Somers/Jillian Emmerson)

- (a) That the Mataranka Local Authority receive and note the Community Services Night Patrol Report.
- (b) That the Mataranka Local Authority formally support the use of CDP to assist with Night Patrol.

11.11 COMMUNITY SERVICES REPORT - SPORT AND RECREATION

98/2017 **RESOLVED** (Sue Edwards/Dianne Angel)

- (a) That the Mataranka Local Authority receive and note the Community Services Report, Sport and Recreation.

ACTION: DCCS to chase up if RGRC need to pay for the hire of the wall climbing, \$2,000, for the Never Never Festival.

11.12 COMMUNITY SERVICES UPDATE: AGED CARE COORDINATORS REPORT

99/2017 **RESOLVED** (Jillian Emmerson/Michael Somers)

- (a) That the Mataranka Local Authority receive a note the Community Services Update for the Aged Care Program.

12. OTHER BUSINESS

12.1 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE

100/2017 **RESOLVED** (Dianne Angel/Jillian Emmerson)

- (a) That the Mataranka Local Authority receive and note the 2017 NT Council Election Remote Voting Dates and Locations.

12.2 COMMUNITY DEVELOPMENT PROGRAMME

BACKGROUND

The new financial year means only one year remaining on the current CDP contract. Mataranka and Jilkminggan CDP have had some great training and activities happening:

- First aid training 19-20/7/17
- Ladies painting of the skulls that received media attention and one of these skulls have been donated as prize at the Katherine Show.
- Line marking training

FINANCIAL CONSIDERATIONS

Mataranka has continued to have good attendance and compliance on site. Since February 2017 Mataranka every month has exceeded their monthly income target

101/2017 **RESOLVED** (Alan Chapman/Tracey-Anne Wilson)

- (a) That the Mataranka Local Authority receive and note the Community Development Programme report.

12.3 LOCAL AUTHORITY MEETING ANDTIMES 2018

Council are currently in caretaker mode until the election is finalised. New Council first meeting will be on 14th September 2017 and a report will be presented recommending the Council accept current Mataranka Local Authority members, if not you are able to nominate again.

For the 2018 calendar, scheduling in 6 Mataranka LA meetings a year and current day (first Tuesday of the month) and time (5.30pm) if that is suitable. There was a consensus from the LA members present for this schedule.

CLOSE OF MEETING

The meeting terminated at 8.45 pm.

THIS PAGE AND THE PRECEEDING 11 PAGES ARE THE MINUTES OF THE Mataranka Local Authority Meeting HELD ON Tuesday, 1 August 2017 AND CONFIRMED Tuesday, 7 November 2017.

Chairperson



MINUTES OF THE HODGSON DOWNS LOCAL AUTHORITY MEETING OF THE
ROPER GULF REGIONAL COUNCIL HELD AT THE ALAWA BOARD ROOM ON
THURSDAY, 10 AUGUST 2017 AT 11:00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Deputy Mayor, Judy MacFarlane

1.2 Local Authority Members

Samuel Daylight (Chair)

Johnathon Walla

Ken Muggeridge

Samuel Swanson

1.3 Staff

Marc Gardner – Director of Commercial Services

Amanda Haigh – Manager Governance and Corporate Planning

Chantal Binding – Local Authority Support Coordinator (Minute Taker)

Lyndon Keane – Governance Communications Officer

1.4 Guests

Kristy Bennett – Department Housing & Community Development

2. MEETING OPENED

Meeting opened at 11:26am

3. WELCOME TO COUNTRY

The Chair Samuel Daylight welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council Pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

Local Authority Member, James Nugget apologies for not being able to attend the Hodgson Downs Meeting on 10th August 2017.

33/2017 **RESOLVED** (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority accept the apologies of James Nugget.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 PREVIOUS MINUTES

34/2017 **RESOLVED** (Judy MacFarlane/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority approve the minutes as a true and accurate record of the Hodgson Downs Local Authority's Meetings held on Wednesday 1st February and 12th April 2017 (Provisional).

6. CALL FOR ITEMS OF GENERAL BUSINESS

1. 2017 NT Council Election Remote Voting Schedule
2. Local Authority Meetings and Times 2018

7. DISCLOSURES OF INTEREST

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

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

35/2017 **RESOLVED** (Samuel Swanson/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receive, and note the Action List.
 (b) That the Hodgson Downs Local Authority accept completed actions and remove from the list.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
01.03.16	8.0 Other Business	Roper Gulf Regional Council to provide a solution that is suitable to the Hodgson Downs Local Authority that potentially employs a Housing Maintenance Officer and Community Housing Officer on site.	RGRC	Complete	12.05.2016 Currently no presence in Minyerri to employ directly. Looking at alternate arrangements including weekly back up from Jilkminggan HMO. 11.08.2016 Follow up 16.11.16 The CHO (Community Housing Officer) is attending from Jilkminggan 2days/week. 2 HMO from Ngukurr were unable to attend this week due to sick leave and will be attending Minyerri next week. 01.02.2017 Marc Gardner has contacted Territory Housing and has requested that Roper Gulf Regional Council be informed of all contractors plans to visit Hodgson Downs so that the Community can be informed. There are plans to install a direct phone line at the ALAWA office to make communication between residents and Roper Gulf Housing Maintenance staff easier. 12.04.2017: Scheduled installation date 27 April 2017. 07.07.17 Alex went but unable to

					get in and no one there. Dedicated phone line for Territory Housing. Marc to chase up phone line and report back to LA Meeting. 10.08.17 Phone installed but able to ring anywhere, hand piece taken off. Marc investigate so only ring Territory Housing.
11.08.16	7.7 Alcohol Management Plan	Request update from Barry Clarke, GEC, for November Local Authority meeting	CEO ALAWA	Ongoing	16.11.16 ALAWA CEO to contact GEC. Jo to contact Office of Alcohol Policy re: AMP and grants for community projects. 12.04.2017: A request is to be made to the Department of Prime Minister and Cabinet (PMC) for a formal statement outlining the Federal and Northern Territory Governments' stance on an Alcohol Management Plan. Ken Muggeridge to write to the Mayor. 10.08.17 Request Barry Clarke to attend next meeting.
11.08.16	8.1 New Housing	Contact Big Rivers Region Waste Management Consultant to advise on the Dump.	Trevor Troy	Complete	01.02.2017 Liam Heart has been in contact with Ken Muggeridge and has informed that he has plans to visit the community. 12.04.2017: Waste Management Consultant to advise on tip location. Further consultation on Waste Collection and Fees required. Community input sought on fee structure and collection method. 07.07.17 Completed
14.05.15/ 12.04.17		Kewulyi Outstation Cemetery needs to be fenced to protect the integrity of the Grave sited and markers erected.	CDP Regional Manager	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. contractor to do all works, seeking quotes.

15.10.15		Ask PMC for a formal statement for Council outlining both Federal and NT Governments positions on AMPs.	DCCS	Complete	
16.11.16	11.2 Services Report	Write to RGRC CEO and Mayor to ask that Minyerri roads be considered as part of RGRC for any future funding opportunities.	Greg Arnott DCG/ Ken Muggeridge	Ongoing	01.02.2017 letter not sent yet. 12.04.2017: Costs Assessment – Further Capital Works are in progress. Await further decision on how to allocate funding. 07.07.17 Send Ken Muggeridge Roads Audit. 10.08.17 Ken to send out letter & include his roads in it.
16.11.16	9.1 Incoming correspondence	Follow up with Greg Arnott Re: Night Patrol Memorandum Of Understanding.	Greg Arnott	Complete	12.04.2017: Memorandum of Understanding (MOU) regarding of commencement of Community Night Patrol from 1st May 2017.
16.11.16	11.7 Regional Plan 2016-2017 Quarterly Report	Request quote from Greg Arnott, Director of Governance, for RGRC work with Alawa on their Business plan.	CEO ALAWA	Ongoing	01.02.2017 Ken Muggeridge has written to Ken Orwell. An application has been completed and a quote from Deloitte 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 on Agenda & should get funding this year.
16.11.16	11.4 Governance Report - Policy Update	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 to table at Financial Committee Meeting Aug & in Budget Review October.
9.11.15		Local Authority Members recommend Nathanael Knapp find out the current Lease Status at Minyerri	NLC & Federal Govt.	Complete	Lease Agreement delivered at Cattle Management Meeting by NLC & Federal Government- More information has been requested. 01.02.2017 Marc Gardner to follow up with Nat Knapp. 12.04.2017: Nat Knapp advised that the lease has been completed and boundaries have been drawn.

01.02.17	12.2 Other Business - Pests and Vermin	Marc Gardner to contact Territory Housing and report back to next Local Authority Meeting.	Marc Gardner	Complete	12.04.2017: Marc Gardner advised that he will follow up on pests and vermin and update. 10.08.17 Done but didn't work well – Marc will chase up again.
01.02.17	12.2 Other Business - Pests and Vermin	Samuel Daylight to raise issue with Sunrise Health and report back to next Local Authority Meeting.	Samuel Daylight	Complete	12.04.2017: Samuel Daylight advised that the project is near completion and clinic is expected to open in the next few months.
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 next RGRC funding submission on ALAWA's behalf.

9. INCOMING CORRESPONDENCE

NIL

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

36/2017 **RESOLVED** (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the Outgoing Correspondence.

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

Amanda will get Surinder Crichton from the Department of Health's Alcohol Action Initiative to contact Ken to come out to speak to the community regarding the funding that could be available for items such as playground equipment.

37/2017 **RESOLVED** (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the Elected Member report.

11.2 COUNCIL SERVICES REPORT - KEN MUGGERIDGE

- ALAWA contract - Pulling down 7 houses for new ones.
- Binjari doing 22 renovations and another 7 new houses.
- Office upgrades, should finish in about 2 weeks.
- Men's Shed up and running a lot of boys up there and very successful.
- 20 White Cards.
- Employed 6 new employees for working on construction sites.
- 50 Indigenous now employed with ALAWA.
- Contracts, grading roads.
- Mobile service mid September
- 3 roads need repairs but need major works.

38/2017 **RESOLVED** (Judy MacFarlane/Samuel Daylight)

- (a) That the Hodgson Downs Local Authority receive and note the verbal report on Hodgson Downs Council Services.

11.3 COUNCIL FINANCIAL REPORT

39/2017 **RESOLVED** (Samuel Swanson/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receive and note the Hodgson Downs financial report for the fourth quarter of 2016-17.

11.4 GOVERNANCE REPORT - NEW AND REVEIUED POLICIES

40/2017 **RESOLVED** (Ken Muggeridge/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receive and note the following new policies of Council:
1. ADM025 Conflict of Interest – Staff Policy
 2. ADM011 Conflict of Interest – Members Policy
 3. HR035 – Relocation Assistance Policy
 4. CTS002 - Commercial Commitments Policy
- (b) That the Hodgson Downs Local Authority receive and note the following reviewed policies of Council:
1. ASS002 – Asset Management Policy
 2. HR014 – Employee Training and Development Policy
 3. ADM001 – Policy Framework
 4. GOV012 - Organisational Delegations Manual (non-financial)

11.5 GOVERNANCE REPORT - COMPLAINTS REGISTER

41/2017 **RESOLVED** (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the Complaints Register.

11.6 2018-2021 STRATEGIC PLAN

42/2017 **RESOLVED** (Ken Muggeridge/Jonathon Walla)

- (a) That the Hodgson Downs Local Authority receives and notes the report about proposed planning and consultation for the 2018-2021 Strategic Plan.

11.7 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

There are Community Benefit Grants (i.e. gambling) also available. NT Sports & Rec Quick Access Grants for items like footballs and water bottles. Through RGRC Minor and Major Grants Programs.

43/2017 **RESOLVED** (Judy MacFarlane/Samuel Daylight)

- (a) That the Hodgson Downs Local Authority receive and note commencement of Round 1 of the 2017-18 Community Grants Program.

11.8 TOWARDS ZERO ROAD SAFETY

44/2017 RESOLVED (Ken Muggeridge/Samuel Swanson)

- (a) That the Hodgson Downs Local Authority receive and note the Towards Zero Road Safety discussion paper.

12. OTHER BUSINESS

12.1 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE

It is hoped the dates will change for voting here due to a funeral here. There will also be voting booths in Jilkminggan, Mataranka and Katherine.

45/2017 RESOLVED (Judy MacFarlane/Ken Muggeridge)

- (a) That the Hodgson Downs Local Authority receive and note the correspondents regarding the 2017 NT Council Election Remote Voting Dates and Locations.

12.2 LOCAL AUTHORITY MEETING ANDTIMES 2018

Council are currently in caretaker mode until the election is finalised. New Council first meeting will be on 14th September 2017 and a report will be presented to accept current Hodgson Downs Local Authority members, if not you are able to nominate again.

For the 2018 calendar, proposing scheduling in 6 x Hodgson Downs LA meetings a year instead of 4 just in case any meetings get cancelled/postponed and keep current day (second Thursday of the month) and time (11am) if that is suitable, but changes can be made if needed. There was a consensus from the LA members present for this schedule.

CLOSE OF MEETING

The meeting terminated at 12:45 pm.

THIS PAGE AND THE PRECEEDING 6 PAGES ARE THE MINUTES OF THE Hodgson Downs Local Authority Meeting HELD ON Thursday, 10 August 2017 AND CONFIRMED Thursday, 23 November 2017.

Chairperson

WARD REPORTS

ITEM NUMBER	13.2
TITLE	Numbulwar Numbirindi Ward
REFERENCE	707243
AUTHOR	Chantal Binding, Local Authority Support Coordinator

RECOMMENDATION

- (a) That Council receive and note the Numbulwar Numburindi Ward Report.
- (b) That Council accept the current membership of David Murrungun, Ella Geia, Felicity Kym Rami, Douglas Wunungmurra, Roland Nundhirribala and Virginia Nundhirribala for the Numbulwar Local Authority.

BACKGROUND**Local Authority Update**

The Numbulwar Local Authority includes: Mayor Tony Jack, Councillor Kathy-Anne Numamurdirdi, David Murrungun, Ella Geia, Felicity Kym Rami, Douglas Wunungmurra, Roland Nundhirribala, and Virginia Nundhirribala.

Ella Geia is the Chairperson of the Numbulwar Local Authority.

The next scheduled Numbulwar Local Authority Meeting is Tuesday 26th September 2017 (The meeting scheduled in August was postponed due to cultural business).

Numbulwar Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	12/07/16	12/10/16	15/11/16	15/02/17 '+ special meeting	19/04/17	23/05/17	% Attend
Mayor Tony Jack	Apology					Present	17%
Cr Kathy Anne Numamurdirdi	Present	Present	Present	Present	Present	Present	100%
Ella Geia	Present	Present	Present	Present	Present	Apology	83%
Felicity Kym Rami	Present	Present	Present	Present	Present	Apology	83%
Douglas Wunungmurra	Present	Present	Present	Present	Present	Present	100%
David Murrungun	Present	Apology	Apology	Present	Apology	Present	50%
Roland Nundhirribala	Present	Apology	Present	Present	Present	Present	83%
Virginia Nundhirribala		Membership Nomination 26/10/16	Apology		Apology	Present	17%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Edwin Nungumajbarr and Councillor David Murrungun
- Appointed Members - Ella Geia, Felicity Kym Rami, Douglas Wunungmurra, Roland Nundhirribala, and Virginia Nundhirribala.

Pursuant of Guideline 8 David Murrungun is now a non-appointed member, nominations will open to fill the vacant Appointed Member position.

Action list

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
12.10.16	10.10 Community Services Report	Signs to be displayed across the RGRC delivery programs and building to enforce that – ‘Violence is not accepted in the RGRC Work Place’. Possibly look into workshops regarding education and impact on violence.	Area Manager	Ongoing	15.11.16-Nil update 15.02.2017 – Ongoing 19.04.17 Nothing in Australia for violence in Workplace. Hoping to design our own posters and training staff when dealing with this situation. 23.05.17 WHS will design and Community Services will incorporate in the youth program if further funding received. 07.07.17 Still being investigated.
12.10.16	12.4 Safe House	GEC to provide statistics on Domestic Violence in Numbulwar to support a Safe House.	GEC	Ongoing	15.02.2017 – Safe House, GEC – Information has to be requested through Freedom of Information and waiting for answers from the Community Sergeant. 23.05.17 Sitting with Safe Committee; the stats will provide numbers on violence to provide evidence for Safe House needed in Numbulwar; require ongoing funding for the facility
23.05.17	11.7 COMMUNITY SERVICES REPORT - NIGHT PATROL	Invite Police to the next meeting.	Local Authority Coordinator	Ongoing	07.07.17 New Local Authority Coordinator to follow up.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

WARD REPORTS

ITEM NUMBER	13.3
TITLE	Nyirranggulong Ward Report
REFERENCE	707245
AUTHOR	Chantal Binding, Local Authority Support Coordinator

RECOMMENDATION

- a) That Council receive and note the Nyirranggulong Ward Report.
- b) That Council accept the current membership of Anita Painter, David Oenpelli, Nell Brown, Tony Walla, Amanda Ngalmi and Antony Groves for the Barunga Local Authority.
- c) That Council approve the recommendations of the Beswick Local Authority for the minutes 14 August 2017.
- d) That Council accept the current membership of Trepina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara, Savonne Scrubby and Kathleen Lane for the Beswick Local Authority.
- e) That Council approve the nominations of John Dalywater, Jill Curtis, Peter Apaak Jupurrula Miller and Annette Miller for the Bulman Local Authority.
- f) That Council accept the current membership of Esau Martin, Darilyn Martin, Margaret Lindsay and Annunciata Bradshaw for the Bulman Local Authority.
- g) That Council rescind the membership of Garret Lofty and Kenneth Bununjoa for the Bulman Local Authority.
- h) That Council accept the current membership of Eileen Lawrence, Shaunette Mumbin, Andrew Hood, Robert Williri, Ben Kleing and Rachael Kendino for the Manyallaluk Local Authority.
- i) That Council rescind the membership of Darryl Kalakala for the Manyallaluk Local Authority.
- j) That Council provide an update regarding the proposed vending machine at Manyallaluk.

BACKGROUND

Manyallaluk All Local Authority meetings within the reporting period have been postponed and rescheduled.

BARUNGA**Local Authority Update**

The Barunga Local Authority includes; Mayor Tony Jack, Cr Anne-Marie Lee, Cr John Dalywater, Cr Selina Ashley, Anita Painter, Helen Lee, David Oenpelli, Nell Brown, Tony Walla, Amanda Ngalmi and Antony Groves.

Helen Lee is the designated Chairperson of the Barunga Local Authority.

The scheduled meeting for Barunga Local Authority 15th August was postponed due to no quorum.

Next Meeting: Barunga's next Local Authority Meeting is scheduled for Thursday 21st September 2017.

Barunga Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	23/08/16 Provisional	22/11/16 Provisional	13/02/17 Provisional	2/06/17	15/8/17 Postponed – No Quorum	% Attend
Mayor Tony Jack				Apology		0%
Cr Anne Marie Lee	Present	Apology	Apology	Present		40%
Cr Selina Ashley						0%
Cr John Dalywater						0%
Helen Lee-Chair	Present	Present	Present	Present		80%
Antony Groves		Membership Nomination 14/12/16	Present	Apology		25%
David Oenpelli	Present	Present	Apology	Present		60%
Anita Painter		Apology	Present	Present		40%
Tony Walla	Present	Apology	Present			40%
Amanda Ngalmi	Membership Nomination 14/09/16	Present		Present		50%
Nell Brown		Membership Nomination 14/12/16		Present		33%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Helen Lee, Councillor Selina Ashley and Councillor Wayne Runyu
- Appointed Members - Anita Painter, David Oenpelli, Nell Brown, Tony Walla, Amanda Ngalmi and Antony Groves.

Pursuant of Guideline 8 Helen Lee is now a non-appointed member, nominations will open to fill the vacant Appointed Member position.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments – Completion Date
13.02.17	8.1 Action List – Solar Lights	Locate resolution about where it was decided that three new solar lights would be put.	Local Authority Coordinator	Ongoing	02.06.17 Resolution in March 2016 allocates to Norforce and Train par 1 each & Discussed a light going in the alley way. New location for 3rd light - Back Rd, CSC & AM to check location is suitable. 07.07.17 Put on Agenda for next LA Meeting to confirm location of lights. 19-7-17 Just to confirm Barunga has 2 lights 1 Solar light will be going to Ngalakan street between lot 265 and 258 on the opposite side. The 2nd Solar light will be going to Culture park lot 326 Bagala road at the culture dancing area. (Ben)

02.06.17	8.1 ACTION LIST	Mayor and CEO requested to hold a community meeting and explain fees and charges to residents, e.g. burials.	Mayor/ CEO	Ongoing	07.07.17 Community to arrange a community meeting and CEO will attend to explain breakdown of costs, management and maintenance. Agenda item for next LA Meeting. Lyndon (Comms) to make a flyer for community meeting. 19-7-17 Ongoing (Ben). ACTION: LA advise CEO of date & time to attend a public meeting.
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BESWICK

Local Authority Update

The Beswick Local Authority includes; Mayor Tony Jack, Cr Selina Ashley, Cr Anne-Marie Lee, Cr John Dalywater, Trepina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara, Savonne Scrubby and Kathleen Lane.

Beswick Local Authority Meeting (Provisional) was held Monday 14th August 2017.

Next Meeting: Beswick's next Local Authority Meeting is scheduled for Monday, 6th November 2017.

Beswick Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	23/08/16	21/11/16 Provisional	30/01/17 Provisional	8/05/17 Provisional	14/08/17 Provisional	% Attendance
Mayor Tony Jack						0%
Cr Anne Marie Lee		Apology			Apology	0%
Cr Selina Ashley	Present	Present	Apology	Apology	Present	60%
Cr John Dalywater					Apology	0%
Lorraine Bennett	Present	Present			Present	60%
Trepina Bush	Present	Present	Present	Present	Present	100%
Deanna Kennedy	Present		Present	Present	Present	80%
Raelene Bulumbara	Present	Present	Present	Present	Present	100%
Savonne Scrubby	Present		Present	Present	Apology	60%
Kathleen Lane	Present	Present	Present	Present	Apology	80%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Helen Lee, Councillor Selina Ashley and Councillor Wayne Runyu
- Appointed Members - Trepina Bush, Deanna Kennedy, Lorraine Bennett, Raelene Bulumbara, Savonne Scrubby and Kathleen Lane

Beswick Local Authority Recommendation Resolutions for Council to approve:

49/2017 RESOLVED (Selina Ashley/Trepina Bush)

- That Beswick Local Authority receive and note the update of Local Authorities in relation to Caretaker Mode and the new term of Council.
- That Beswick Local Authority meet every second month, on the third Monday of the month at 10.00 am.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
08.05.17	11.5 Naming Parks in Beswick	1. Kathleen Lane is going to talk to Frankie Lane to see if there are any local names that the different areas are known by and can be used. 2. Signs to be drawn up.	Area Manager/ CSC	Ongoing	07.07.17 Report back at next LA Meeting. 14.08.17 Presented LA with List of names for Parks and a Community Sign Off Sheet. List of Park Names and Resolution (in minutes).
08.05.17	11.7 LOCATION OF SKATE PARK	Installation of a small skate park (quote obtained).CSC will submit a Project Proposal to Katherine RGRC for the Skate Park at Lot 55.	Area Manager/ CSC	Ongoing	07.07.17 Installation - Still in Planning Stage - Part of process is risk assessment. 27.07.17 Brenda has submitted a Project Form for this proposal. It will then go to Council.
08.05.17	11.8 PLAY EQUIPMENT FOR LOT 55 PARK	Area Manager to present quotes for play equipment at the next meeting.	Area Manager	Ongoing	07.07.17 Planning Stage – Project form has been submitted – Procurement.
08.05.17	11.9 PICNIC TABLES AND PATH AT NEW SUB BASKET BALL COURT'S PLAY EQUIPMENT	CSC will put in a Project Proposal to RGRC Katherine for BBQ, seating and shelter, and pay to have a path installed	CSC	Ongoing	07.07.17 Planning Stage – Project Form has been Submitted – Procurement.
14.08.17	Naming of Cemeteries/ Burial Grounds	Look at the 5 cemeteries/burial grounds for names.	Area Manager/LA	Ongoing	
14.08.17		The LA would like to purchase some picnic table and chairs, to be placed under a tree near the Butterfly Creek Billabong and cleaning up of dam area.	Area Manager	Ongoing	
14.08.17		Consultation and Scope of Works on putting mesh over storm water pipes under Laiwanga Street, LA use some of project funding.	Area Manager	Ongoing	
14.08.17		Local Authority members would like a water tap to be put in at the cemetery and sprinkler for oval.	Area Manager	Ongoing	
14.08.17		Local Authority will apply for funds to buy/fix community BBQ trailer for Community use.	LA	Ongoing	

BULMAN

Local Authority Update

Local Authority Membership includes; Mayor Tony Jack, Cr Selina Ashley, Cr Anne Marie Lee, Cr John Dalywater, Esau Martin, Garret Lofty, Darilyn Martin, Margaret Lindsay, Kenneth Bununjoa and Annunciata Bradshaw.

Margaret Lindsay is the Chairperson of the Bulman Local Authority.

The scheduled meeting for Bulman Local Authority 24th August was postponed due to no quorum.

Next Meeting: Bulman's next Local Authority Meeting is scheduled for Thursday 28th September 2017.

Bulman Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	25/07/16 Cancelled No Quorum	24/11/16 Provisional	9/02/17 Training Cancelled	16/02/17 Special Meeting Cancelled	3/04/17	10/05/17 Postponed No Quorum	24/8/17 Postponed No Quorum	% Attend
Mayor Tony Jack					Present			14%
Cr Anne Marie Lee								0%
Cr Selina Ashley								0%
Cr John Dalywater		Apology			Present			14%
Margaret Lindsay		Present			Present			29%
Garett Lofty								0%
Darilyn Martin					Present			14%
Esau Martin		Present			Present			29%
Kenneth Bununjoa					Member Nominate 2/03/17			0%
Annunciata Bradshaw					Member Nominate 31/05/17			0%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Helen Lee, Councillor Selina Ashley and Councillor Wayne Runyu
- Appointed Members - Esau Martin, Darilyn Martin, Margaret Lindsay, Annunciata Bradshaw, John Dalywater, Jill Curtis, Peter Apaak Jupurrula Miller and Annette Miller.

Request Council to rescind the membership of:

- Garret Lofty – has not attended or put in an apology for a meeting in the last 12 months. Does not live in Bulman anymore
- Kenneth Bununjoa, - has not attended or put in an apology for a meeting since nominating. Does not live in Bulman anymore

ACTION LIST

There are no ongoing or new actions for Bulman Local Authority.

MANYALLALUK**Local Authority Update**

The Manyallaluk Local Authority Members are; Mayor Tony Jack, Cr Anne-Marie Lee, Cr Selina Ashley, Cr John Dalywater, Eileen Lawrence, Darryl Kalakala, Shaunette Mumbin, Andrew Hood, Robert Williri, Ben Kleing and Rachael Kendino.

The scheduled meeting for Manyallaluk Local Authority 14th August was postponed due to no quorum.

Next Meeting: Manyallaluk's next Local Authority Meeting is scheduled for Wednesday 20th September 2017.

Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	15/08/16	6/02/17 Cancelled no Quorum; no training	6/04/17 Provisional	8/05/17 Provisional	14/08/17 Postponed No Quorum	% Attendance
Mayor Tony Jack						0%
Cr Anne Marie Lee	Apology					0%
Cr Selina Ashley						0%
Cr John Dalywater			Present			20%
Robert Williri	Present		Apology	Present		40%
Shaunette Mumbin	Present		Apology	Present		40%
Eileen Lawrence	Present		Present	Present		60%
Andrew Hood	Present		Present	Present		60%
Darryl Kalakala			Apology			0%
Ben Kleing	Present		Present	Apology		40%
Rachael Kandino	Membership Nomination 14/09/16			Present		25%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Helen Lee, Councillor Selina Ashley and Councillor Wayne Runyu
- Appointed Members - Eileen Lawrence, Shaunette Mumbin, Andrew Hood, Robert Williri, Ben Kleing and Rachael Kendino

Request Council to rescind the membership of:

- Darryl Kalakala – has not attended and only put in one apology for a meeting in the last 12 months.

Nominations will open to fill the vacant Appointed Member position.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
06.04.17	11.11 HOUSING UPDATE	Update from Housing at next meeting as to which house is receiving the upgrade	DHCD	Ongoing	

Proposed vending machine at Manyallaluk

Manyallaluk Local Authority Minutes 15 August 2016

8.2 Snack Truck:

Scott would like to set up a vending machine in Manyallaluk to service the community with Drinks, chips etc. Local Authority Members are keen due to there being no shop in Manyallaluk but would like more information before making a decision. * Denotes permanent Agenda items

Action: AM to bring information back to next meeting including; the Vendors proposal and recent Council Report delivered to Council re: Barunga that includes more in-depth analysis

Manyallaluk Local Authority Minutes 21 November 2016 – Report 12.2

BACKGROUND

Email request received 10 May 2016 –

Scott Grummitt from Essential Aboriginal Food Services I own and operate a smoko van business based out of Katherine that visits 6 aboriginal communities by the way of a dinner service these being Barunga, Beswick, Binjari, Rockhole, Kalano & Eva Valley and this service is conducted on Wednesday, Thursday & Fridays nights.

Ever since I started the business in October 2014 there has been an overwhelming number of community members pushing for me to visit other nights of the week to provide simple drinks and snacks, however the unfortunate reality here is that it's just not viable to operate every night of the week. This being said there is another alternative and this is the installation of drink and snack vending machines in these communities and Barunga aboriginal community was the first community I floated the idea with and this involved consulting with the relevant traditional land owners (TO'S) & community board members.

The reason I'm contacting you is that the TO'S have advised that I would require permission from Roper Gulf for the first machines power usage as the machine will need to be plugged into Roper Gulf power at the proposed Barunga site that's been chosen by the community TO'S and this is simply through a standard 240 wall socket just like a regular fridge.

ISSUES/OPTIONS/SWOT

- Increase in uptake of processed and sugar laden foods
- Increase in litter around the office and surrounding parkland
- Competition with the store who offers healthy food options
- Gives an economic development opportunity to an outsider company.
- Council has no food vendor license policy currently

FINANCIAL CONSIDERATIONS

Financial Implications

The use of power is minimal with only 1.94kw per day @ 0.30c/kw = \$109.20 per year

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
15.08.2016	8.2 Snack Truck	Area Manager to bring information back to next meeting including; the vendors proposal and recent Council Report delivered to Council re: Barunga that includes more in-depth analysis.	Area Manager	Complete	06.04.2017: Proposal for 2 food trucks to sell food and drinks. Suggestions include bread, rice, UHT milk. Suggestion that power cards also be made available. Eileen Lawrence raised issue about the possibility of sugary drinks and chocolates being made available to school children if the truck is located near the school, that it may affect participation in the school nutrition program, suggested that a trial period for the truck and the truck and further community consultation as to food availability. Question raised over payment option – coins and/or notes, and what would happen if coins were stuck and who had the truck and further community consultation as to food availability. Question raised over payment option – coins and/or notes, and what would happen if coins were stuck and who had access to keys in such a situation. Ben Ulamari to finalise a report and inform LA.

Council requested to make a decision on the vendor machine and report back to Manyallaluk Local Authority.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 BES_14082017_MIN.pdf



MINUTES OF THE BESWICK PROVISIONAL LOCAL AUTHORITY MEETING OF
THE ROPER GULF REGIONAL COUNCIL HELD AT THE CONFERENCE ROOM
COUNCIL SERVICE DELIVERY CENTRE, BESWICK
ON MONDAY 14 AUGUST 2017 AT 10:00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Councillor Selina Ashley

1.2 Local Authority Members

Deanna Kennedy – Chair Person

Raelene Bulumbara

Lorraine Bennett

Trephina Bush

1.3 Staff

Amanda Haigh - Manager Governance and Corporate Planning

Chantal Binding - LA Support Coordinator

Rodwynne King - Beswick SASO (Minute Taker)

1.4 Guests

Steven Kubasiewicz - Department Housing & Community Development

Kallum Peckham-McKenzie – Department Housing & Community Development

Moirra McCreesh – Department of Health (Alcohol Management)

2. MEETING OPENED

Provisional Meeting opened at 10.25 am

3. WELCOME TO COUNTRY

Chairperson Deanna Kennedy welcomed members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

41/2017 RESOLVED (Selina Ashley/Raelene Bulumbara)

- (a) That the Beswick Local Authority accept apologies from Councillor Anne-Marie Lee, Councillor John Dalywater, Savonne Scrubby and Kathleen Lane for Beswick Local Authority meeting held on 14th August 2017.

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

The Beswick Local Authority Meetings held on Monday 30th January 2017 (Provisional) and Monday 8th May 2017 (Provisional) will be held over to the next meeting as this meeting is a Provisional meeting.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE
2. LAND USE PLANNING – DHCD
3. TOWARDS ZERO ROAD SAFETY
4. ALCOHOL MANAGEMENT PROGRAM
5. COUNCIL SERVICES REPORT

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Beswick Local Authority Meeting.

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

42/2017 RESOLVED (Raelene Bulumbara/Trephina Bush)

- (a) That the Beswick Local Authority receive and note the Action List at the meeting on 14th August 2017.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
16.11.15		Follow up and present Speed Hump pricing and options at next meeting	Area Manager	Complete	23.08.16: new quotes to be presented to LA. 07.07.17 Will be installed by next LA Meeting and part of Operational Plan. 14.08.17 Speed humps are too high for some cars. This information will be passed on.
23.08.16		Headstone Frames & Revitalizing Cemetery	Area Manager	Complete	21/11/16 Ongoing CDP Project 30/01/17 Ongoing CDP Project 08.05.17 Ongoing CDP Project. 07.07.17. Part of ongoing operations.
23.08.16	7.2 Area Managers Report	1. Area Manager to follow up on Street Signs ordered for Beswick 2. AM to follow up on Headstone Frames for CDP to revitalize Cemetery. 3. Follow up and repair dangerous road verges	Area Manager	Complete	30.01.2017 Quotes for Bollards sourced and presented to Local Authority. 07.07.17 Completed

		4. Area Manager to bring quotes for Bollards back to the next LA Meeting for consideration			
23.08.16	7.4 Governance Update - Local Authority Project Funding Update	1. AM to find out where Landscaping is being done old or new basketball Court. 2. LA request clarification on the Footpath Project	Area Manager	Complete	07.07.17 Part of Operational Plans.
23.08.16	7.7 Community Services Program Update	Area Manager to investigate caretaker option and report back to Local Authority at next LA meeting.	Area Manager	Complete	07.07.17 No Option - Completed
21.11.16	11.7 Governance Report-Local Authority Project Funding Update	Obtain a quote to have a solar light installed at cemetery	Area Manager/ CSC	Complete	30.01.2017 Quotes to be obtained, Nathan McIvor suggested using the Green Frog Brand 8.05.17 LA have agreed to purchase a solar light and pay for installation. 07.07.17 On Project List – Projects & Grants dealing with it. 14.08.17 Asiye has purchased light, needs installing.
21.11.16	11.7 Governance Report-Local Authority Project Funding Update	Obtain a quote for the installation of a small skate park	Area Manager/ CSC	Complete	30.01.2017 Sourcing Quotes 08.05.17 LA have agreed to go ahead with creating a skate park at a cost of approx. \$80,000. Project paperwork will be completed and sent to RGRC to scope the project. 07.07.17 Quote obtained with Projects. 14.08.17 Projects processing
21.11.16	11.7 Governance Report-Local Authority Project Funding Update	Obtain a quote to install a drinking fountain at Lot 57	Area Manager/ CSC	Complete	30.01.2017 Quotes presented to LA, Option 2 'Plaza Drinking Fountain Wall Mounted' was selected to be installed. 07.07.17 Project Form for plumber to install. 14.08.17 Has ben Installed.
21.11.16	11.7 Governance Report-Local Authority Project Funding Update	Obtain quotes for bollards on the 2 road frontages of Lot 57 and park.	Area Manager/ CSC	Complete	30.01.2017 Three quotes to be sourced. 07.07.17 Completed
21.11.16	11.2 Council Services Report	Request Dol to seal the 7 km of road from Beswick to Rubbish Dump so that it can be accessed in the	Area Manager	Complete	07.07.17 Part of Town Priorities, Advocacy - letter written.

21.11.16	11.2 Council Services Report	Wet Season LA request Play equipment- Lot 55 Park be moved to Lot 58	Area Manager/ CSC	Complete	CSC has looked at the logistics of moving this equipment and found that it would be a major undertaking. The equipment is cemented into the ground and would need to be taken apart, dug up, smash off the cement, then reassembled and cemented back in. 30/01/17 LA members have decided to have the equipment taken down and look at funding for new equipment for the stage area of the park. 09/05/17 Play equipment has been removed. The RGRC has been asked to look at funding for more play equipment. 28/04/2017 – Quotes for Play equipment are being sourced. 08/05/17 LA has agreed to purchase some new play equipment.
08.05.17	11.5 Naming Parks in Beswick	1. Kathleen Lane is going to talk to Frankie Lane to see if there are any local names that the different areas are known by and can be used. 2. Signs to be drawn up.	Area Manager/ CSC	Ongoing	07.07.17 Report back at next LA Meeting. 14.08.17 Presented LA with List of names for Parks and a Community Sign Off Sheet. Please see below for list of Park Names and Resolution.
08.05.17	11.7 LOCATION OF SKATE PARK	Installation of a small skate park (quote obtained).CSC will submit a Project Proposal to Katherine RGRC for the Skate Park at Lot 55.	Area Manager/ CSC	Ongoing	07.07.17 Installation - Still in Planning Stage - Part of process is risk assessment. 27.07.17 Brenda has submitted a Project Form for this proposal. It will then go to Council.
08.05.17	11.8 PLAY EQUIPMENT FOR LOT 55 PARK	Area Manager to present quotes for play equipment at the next meeting.	Area Manager	Ongoing	07.07.17 Planning Stage – Project form has been submitted – Procurement.
08.05.17	11.9 PICNIC TABLES AND PATH AT NEW SUB BASKET BALL COURT'S PLAY EQUIPMENT	CSC will put in a Project Proposal to RGRC Katherine for BBQ, seating and shelter, and pay to have a path installed	CSC	Ongoing	07.07.17 Planning Stage – Project Form has been Submitted – Procurement.

8.2 NAMING OF PARKS IN BESWICK.

The list of names for the Parks in Beswick were provided in a report by community members and signed off by them.

The list of names provided below were discussed at this LA Meeting and were agreed upon. Area Manager and CSC to draw up signs.

Lot 5, Park next to Old School	-	Cowboy Collins Memorial Park
Lot 92, Ramabarringa Street	-	David Blanas Memorial Park
Lot 55, Ngagodgol Road	-	Victor Hood Memorial Park
Oval	-	Wugularr Oval
Lot 191, New Basketball Court	-	Madigan Park
Lot 208, Cemetery	-	Wugularr Cemetery
Billabong & Heritage Trail (Bottom Camp)	-	Jallaluk Billabong

43/2017 RESOLVED (Raelene Bulumbara/Trephina Bush)**(a) That the Beswick Local Authority approve the Beswick Park names as:**

- Lot 5, Park next to Old School - Cowboy Collins Memorial Park
- Lot 92, Ramabarringa Street - David Blanas Memorial Park
- Lot 55, Ngagodgol Road - Victor Hood Memorial Park
- Oval - Wugularr Oval
- Lot 191, New Basketball Court - Madigan Park
- Lot 208, Cemetery - Wugularr Cemetery
- Billabong & Heritage Trail - Jallaluk Billabong
(Bottom Camp)

ACTION: Look at the 5 cemeteries/burial grounds for names.

ACTION: The LA would like to purchase some picnic table and chairs, to be placed under a tree near the Butterfly Creek Billabong and cleaning up of dam area.

ACTION: Consultation and Scope of Works on putting mesh over storm water pipes under Laiwanga Street, LA use some of project funding.

Lorraine Bennett arrived 10.42am

9. INCOMING CORRESPONDENCE

NIL

10. OUTGOING CORRESPONDENCE**10.1 OUTGOING CORRESPONDENCE****44/2017 RESOLVED (Trephina Bush/Lorraine Bennett)**

- (a) That the Beswick Local Authority receive and note the Outgoing Correspondence.

11. GENERAL BUSINESS**11.1 ELECTED MEMBER REPORT****45/2017 RESOLVED (Raelene Bulumbara/Trephina Bush)**

- (a) That the Beswick Local Authority receive and note the Elected Member report.

11.2 COUNCIL FINANCIAL REPORT

46/2017 RESOLVED (Trepina Bush/Selina Ashley)

- (a) That the Beswick Local Authority receive and note the Beswick financial report for the fourth quarter of 2016-17.

11.3 GOVERNANCE REPORT - NEW AND REVEIUED POLICIES

47/2017 RESOLVED (Raelene Bulumbara/Lorraine Bennett)

- (a) That the Beswick Local Authority receive and note the following new policies of Council:
1. ADM025 Conflict of Interest – Staff Policy
 2. ADM011 Conflict of Interest – Members Policy
 3. HR035 – Relocation Assistance Policy
 4. CTS002 - Commercial Commitments Policy
- (b) That the Beswick Local Authority receive and note the following reviewed policies of Council:
1. ASS002 – Asset Management Policy
 2. HR014 – Employee Training and Development Policy
 3. ADM001 – Policy Framework
 4. GOV012 - Organisational Delegations Manual (non-financial)

11.4 GOVERNANCE REPORT - COMPLAINTS

48/2017 RESOLVED (Selina Ashley/Deanna Kennedy)

- (a) That Beswick Local Authority receive and note the Complaints Report.

11.5 GOVERNANCE REPORT - LOCAL AUTHORITIES UPDATE

49/2017 RESOLVED (Selina Ashley/Trepina Bush)

- (a) That Beswick Local Authority receive and note the update of Local Authorities in relation to Caretaker Mode and the new term of Council.
- (b) That Beswick Local Authority meet every second month, on the third Monday of the month at 10.00 am.

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

50/2017 RESOLVED (Deanna Kennedy/Selina Ashley)

- (a) That the Beswick Local Authority receive and note the report on the Local Authority Project funding.

*Trepina Bush left the meeting, the time being 11:34am
Trepina Bush returned to the meeting, the time being 11:45am*

11.7 2018-2021 STRATEGIC PLAN

Lorraine Bennett and Cr Selina Ashley would like cultural awareness training for new staff and have already started on a cultural awareness program.

51/2017 **RESOLVED** (Selina Ashley/Lorraine Bennett)

- (a) That the Beswick Local Authority receive and note the report about proposed planning and consultation for the 2018-2021 Strategic Plan.

ACTION: Local Authority members would like a water tap to be put in at the cemetery and sprinkler for oval.

11.8 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

52/2017 **RESOLVED** (Selina Ashley/Raelene Bulumbara)

- (a) That the Beswick Local Authority receive and note commencement of Round 1 of the 2017-18 Community Grants Program.

ACTION: Local Authority will apply for funds to buy/fix community BBQ trailer for Community use.

*Deanna Kennedy left the meeting, the time being 11:37am
Deanna Kennedy returned to the meeting, the time being 11:41am*

11.9 COMMUNITY DEVELOPMENT PROGRAMME

53/2017 **RESOLVED** (Raelene Bulumbara/Trephina Bush)

- (a) That the Beswick Local Authority receive and note the Beswick CDP Update.

11.10 LOT 3 BESWICK

Update from NLC (via email 09.08.17):

Lot 3 is not leased and was formally held by Territory Housing, and is held under Land Trust.

Discussion by LA members at the meeting:

- Local Authority Members agree that the building needs to be demolished, but are not sure who can do it or when it could be done.
- The TO's have been asked to discuss the issue of getting people to move out of the building and what to do with the building.
- The building has nothing to do with RGRC.
- NLC are responsible for the actual land.
- The corner of the Lot is on the road reserve.

54/2017 **RESOLVED** (Lorraine Bennett/Trephina Bush)

- (a) That the Beswick Local Authority receives and note the report on Lot 3 Report.

*Cr Selina Ashley left meeting to make an important phone call at 11:45am
Cr Selina Ashley returned to meeting at 11:48pm*

Trephina Bush left the meeting, the time being 12:30pm

Trephina Bush returned to the meeting, the time being 12:35pm

11.11 BESWICK STREET LIGHTING

DCCS will check on progress of installing new LED lights

55/2017 **RESOLVED** (Raelene Bulumbara/Deanna Kennedy)

- (a) That the Beswick Local Authority receive and note the Beswick Street Lighting Report.

12. OTHER BUSINESS

12.1 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE

56/2017 **RESOLVED** (Selina Ashley/Lorraine Bennett)

- (a) That the Beswick Local Authority receive and note the correspondents regarding the 2017 NT Council Election Remote Voting Dates and Locations.

12.2 LAND USE PLANNING – DHCD

Steven Kubasiewicz, from DHCD, gave a presentation on future Land Use in the Beswick Community and asked for input from the Local Authority. He asked that the Local Authority and community members to look at the Plan, discuss and provide ideas of what they would like to see happening going forward to the year 2035 for the planning of the community. He will attend the Community Safety Meeting on the 1st Tuesday of September and present a Draft Plan for consultation.

57/2017 **RESOLVED** (Trephina Bush/Lorraine Bennett)

- (a) That the Beswick Local Authority receive and note the presentation from Department of Housing and Community Development on Community Land Use Plans.

12.3 TOWARDS ZERO ROAD SAFETY

The Local Authority was asked to look at the Towards Zero Road Safety website and offer some feedback or make a submission.

58/2017 **RESOLVED** (Raelene Bulumbara/Lorraine Bennett)

- (a) That Beswick Local Authority receive and note the Towards Zero Road Safety discussion paper.

12.4 ALCOHOL MANAGEMENT PROGRAM

Moira McCreesh presented a verbal report to the Local Authority.

On the 1st September 2017 the NT Government is bringing back the Banned Drinkers Register. This means that if you have 2 alcohol related conviction within a 2 year period you will not be able to buy take away alcohol in the NT. This will be initially rolled out in

Katherine, Mataranka and Pine Creek from 19th August 2017 as a trial for 2 weeks for the computer systems etc.. There is more information on the website and Moira left some pamphlets for the community.

From the 21st August 2017 any one born in the NT will be able to obtain a birth certificate, evidence of age card and change of name application for free. This will be available for the next 6 months to help obtain IDs.

Moira asked the Local Authority to present any suggestions for her to apply for funding from the Government's Alcohol Action Initiative. Lorraine Bennett suggested language centre for older community members. Last year, funding was obtained for Bush Camps, Exercise Stations, Driver's Ed and other activities.

Applications have to be presented by September 2017 and are for the financial year of 2018-2019. Please give ideas to Moira and to Rodwynne.

59/2017 **RESOLVED** (Selina Ashley/Lorraine Bennett)

- (a) That Beswick Local Authority receive and note the verbal Alcohol Management Program report.

12.5 COUNCIL SERVICES REPORT

SASO Rodwynne King gave a verbal report on Council Services in Beswick as AM Nathan McIvor was unable to attend and CSC Brenda Donges is on Leave.

Beswick RGRC is receiving a new Bobcat in the next 3 weeks.
 Bollards for Lot 56 & 57 are going to be installed, in the next few weeks.
 New Town Entry Signs are ready to go up, footings have been completed.
 Current Projects (Skate Park, Play ground, BBQ & Shade) are in Costing and Planning stage with Projects in HQ.
 Solar Light for Cemetery has been purchased.

The Local Authority wish to advise the Community that gambling is not to occur in public places. If this does happen then the Police will intervene.

Issue of lack of patrols by Night Patrol. Martin Cooke Night Patrol Coordinator entered the meeting and explained that there are some staffing issues, which are being looked at and apologised for the lack of service. The staff have been informed that they will not get paid if there is no patrol.

The problem of loud music being played all night long was raised, and there was a discussion on issuing - 3 strikes your out, form of intervention. This needs to be discussed with TO's and the Community at the next Community meeting in September.

60/2017 **RESOLVED** (Selina Ashley/Lorraine Bennett)

- (a) That Beswick Local Authority receive and note the Council Services Report.

CLOSE OF MEETING

The meeting terminated at 1.02 pm.

This page and the preceding 9 pages are the minutes of the Beswick local authority meeting held on Monday 14th August 2017 and confirmed Monday 6th November 2017.

Chairperson
Deanna Kennedy

WARD REPORTS

ITEM NUMBER	13.4
TITLE	South West Gulf Ward Report
REFERENCE	707247
AUTHOR	Chantal Binding, Local Authority Support Coordinator

RECOMMENDATION

- (a) That the Council receive and note South West Gulf Ward Report.
- (b) That Council accept the current membership of Lizzie Hogan, Trish Elmy, Mike Longton, Maria Pyro, Marleen Karkadoo, Raymond Mawson, Rebecca Gentle, Stan Allen and Jonathon Sauer for the Borroloola Local Authority.

BACKGROUND**Local Authority Update**

The Borroloola Local Authority includes; Mayor Tony Jack, Cr Don Garner, Cr Daniel Mulholland, Lizzie Hogan, Trish Elmy, Mike Longton, Maria Pyro, Marleen Karkadoo, Raymond Mawson, Rebecca Gentle, Stan Allen and Jonathon Sauer.

The Borroloola Local Authority has a rotating chairperson.

The scheduled meeting for Borroloola Local Authority 3rd August was postponed due to no quorum.

Next Meeting: The next Borroloola Local Authority meeting is scheduled for Monday 18th September August 2017.

Borroloola Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	4/8/16 Provisional	17/11/16 Provisional	2/2/17	8/3/17	4/5/17	3/8/17 Postponed no quorum	% Attendance
Mayor Tony Jack	Apology	Apology	Present	Present	Present		50%
Cr Don Garner	Apology	Present	Present	Present	Present		67%
Cr Daniel Mulholland				Apology	Apology		0%
Maria Pyro-Chair	Present	Apology	Present	Present	Apology		50%
Stan Allen	Present	Present	Apology	Present	Present		67%
Trish Elmy	Apology	Apology	Present	Present	Present		50%
Rebecca Gentle	Present	Present	Apology	Apology			33%
Lizzie Hogan	Apology	Apology	Present	Apology	Present		33%
Marlene Karkadoo	Apology	Apology	Present	Present	Apology		33%
Mike Longton	Present	Present	Present	Present	Apology		67%
Raymond Mawson	Present	Present	Present	Apology	Present		67%
Johnathon Sauer	Present	Present	Present	Present	Present		83%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Don Garner, Councillor Samuel Evans, Councillor Keith Rory
- Appointed Members - Lizzie Hogan, Trish Elmy, Mike Longton, Maria Pyro, Marleen Karkadoo, Raymond Mawson, Rebecca Gentle, Stan Allen and Jonathon Sauer.

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
04.08.16	7.4 Governance updates	Project 23, Pool shade cloth. The small pool already has a shade structure. The Borroloola Local Authority would like to look at options for shade for possibly half of the large pool and some seating areas. Council to obtain quotes	Projects Manager	Ongoing	29.09.2016 Quotes 02.02.17 Ongoing 08.03.17 Council are looking at shade options for within the pool area. 07.07.17 Buying shade cloth off the shelf; LA already approved; Procurement - design & scope (Janeen & Fred); Provide update at next LA Meeting.
09.06.2016	6.2 Incoming Correspondence	Request an application for a special lease so licence is not required every 12 months. Licence-01042016-Occupation Licence No.3799- Borroloola	Area Manager / DCG	Ongoing	04.08.16 RGRC have requested a longer lease over the Tamarind Park area. 17.11.16 Have 12 month special purpose lease with 12 month renewal. Vehicle bollards completed instead of fencing 10.01.2017 – DCCS Sent email to Shoshane Boyd (DIPL) requesting advice on the process. 02.02.17 - Ongoing 28.06.17 - DCG report to OCM (12/07/17) to apply to acquire the subject lots. 12.07.17 Council at OCM authorise an application to be submitted to NTG to acquire subject lots.
17.11.2016	11.3 Council Services Report- Project Update	Council to seek advice from Power & Water regarding Toilets still hooked up to septic system at the Sport & Rec Centre.	DCCS	Ongoing	10.01.2017 - DCCS to update 08.03.17 – RGRC is talking to Power and Water regarding all toilets we have across the region to reduce cost. Upgrading the toilet system at the Sport & Rec centre is part of a development upgrade proposal going to CBT for sporting complex. 04.05.17 - \$1.3mil application submitted to CBT for Youth Centre Upgrade. 07.07.17: 50% of funding required - DCCS seeking from other agency.

02.02.2017	11.4 Council Financial Report	Local Authority wants to see draft design/plan for the Borroloola CBD/Searcy Street at the next Meeting.	Area Manager/ CSC	Ongoing	08.03.17 – plans presented as an agenda item 04.05.17 – new plans to be presented at next meeting, Tonkin to be advised to consult with businesses better. 07.07.17 Sharon - Landscape Plan, once specifications completed final consultations will occur.
08.03.2017	11.1 ELECTED MEMBER REPORT	Council to invite someone from Lands & Planning to the next LA meeting to provide feedback	Local Authority Coordinator	Ongoing	07.07.17 Write to DLPE (Claire Brown & Graham Finch) invite to next LA Meeting. 28.07.17 Claire Brown provided verbal update to LA Coordinator that NTG is still in discussions with parties regarding native title and proposed subdivision.
04.05.2017	12.6 STREET LIGHTING	Council to conduct a street light audit and report to appropriate authority.	DCCS	Ongoing	07.07.17 Sharon to write letter to Power & Water Corp to fix lights; Let Peter McLinden Know.
04.05.2017	12.7 SPORT & REC	SASO to liaise with DCG to sort out gym access and report back to the community.	DCG/DCCS Sharon	Ongoing	07.07.17 Risk Management Plan - Industry Standards, Supervision; Report to next LA Meeting
04.05.2017	12.9 JOURNEY WEST	Council to review request and report back what support can be extended to The Journey West Project.	Council	Ongoing	07.07.17 Letter going to OCM (12/07/17) 12.07.17 At OCM Council agrees to provide vehicles to carry equipment, BBQ trailer and staff.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

WARD REPORTS

ITEM NUMBER	13.5
TITLE	Yugul Mangi Ward
REFERENCE	707248
AUTHOR	Chantal Binding, Local Authority Support Coordinator

RECOMMENDATION

- (a) That Council receive and note the Yugul Mangi Ward Report.
- (b) That Council approve the recommendations of the Ngukurr (Provisional) Local Authority for the minutes 9 August 2017.
- (c) That Council approve the nomination of Daphne Daniels for the Ngukurr Local Authority.
- (d) That Council accept the current membership of Walter Rogers, Jerry Ashley, Renelle Rogers, Robin Rogers, Ian Gumbula, Bobby Nunggumajbar, and Collin Hall for the Ngukurr Local Authority.
- (e) That Council rescind the membership of Walter Rogers for the Ngukurr Local Authority.

BACKGROUND**Local Authority Update**

The Local Authority Membership includes; Mayor Tony Jack, Cr Daphne Daniels, Cr Eric Roberts, Walter Rogers, Jerry Ashley, Robin Rogers, Ian Gumbula, Bobby Nunggumajbar, Renelle Rogers and Collin Hall.

Councillor Daphne Daniels is the designated Chairperson at the Ngukurr Local Authority Meetings.

Ngukurr's Local Authority meeting was held Wednesday 9th August 2017.

Next Meeting: Ngukurr's next Local Authority Meeting is scheduled for Wednesday 22nd November 2017.

Ngukurr Local Authority Member's Attendance at Meetings 2016 – 2017

LA Member	13/7/16 Cancelled no quorum	7/9/16 Provisional	16/11/16 Provisional	14/2/17 Cancelled no quorum & Special Meeting	5/4/17	17/5/17	9/8/17 Provisional	% Attendance
Mayor Tony Jack						Present		14%
Cr Daphne Daniels		Apology	Present		Present	Present	Present	57%
Cr Eric Roberts		Apology	Present		Present	Present	Present	57%
Bobby Nunggumajbar		Present	Present		Present	Present	Present	71%
Robin Rogers		Present	Apology		Present	Apology		28%
Jerry Ashley		Present			Apology	Apology	Present	28%
Ian Gumbula			Present			Present	Present	42%
Walter Rogers		Apology	Apology		Present			14%
Renelle Rogers		Membership Nomination 14/09/16	Present		Apology	Apology		20%
Collin Hall		Membership Nomination 14/09/16			Present	Present	Present	60%

After the Local Government Election the membership will consist of:

- Non-Appointed Members - Mayor, Councillor Eric Roberts, Councillor Owen Turner,
- Appointed Members - Jerry Ashley, Robin Rogers, Ian Gumbula, Bobby Nunggumajbarr, Renelle Rogers, Collin Hall and Daphne Daniels.

Request Council to rescind the membership of:

- Walter Rogers – has not attended or put in an apology for the last 2 meetings.

Ngukurr Local Authority Recommendation Resolutions for Council to approve:

72/2017 RESOLVED (Colin Hall/Jerry Ashley)

- That the Ngukurr Local Authority receive and note the Incoming Correspondence.**
- That the Ngukurr Local Authority support in principal the Millwarparra proposal but further discussions are required.**

79/2017 RESOLVED (Ian Gumbula/Eric Roberts)

- That the Ngukurr Local Authority receive and note the report on the Local Authority Project funding.**
- That the Ngukurr Local Authority support allocating \$15,000 of project funding to projects in Urapunga, back paid from 2014/15, and annually \$15,000 per year in the future.**

85/2017 RESOLVED (Eric Roberts/Daphne Daniels)

- That the Ngukurr Local Authority receive and note the information from the Urapunga Aboriginal Corporation to the Commercial Services Directorate of Roper Gulf Regional Council proposing a work project planning Scheme.**
- That the Ngukurr Local Authority support community meetings to be held in Urapunga twice a year.**

87/2017 RESOLVED (Daphne Daniels/Jerry Ashley)

- That the Ngukurr Local Authority receive and note the verbal report and plan of Ngukurr Pool Entrance – Proposed new turnstile.**
- That the Ngukurr Local Authority approve proposed new turnstile.**
- That the Ngukurr Local Authority to propose that Pool 1 is closed down and consultations required with stakeholders.**

88/2017 RESOLVED (Eric Roberts/Jerry Ashley)

- That the Ngukurr Local Authority approve the nomination of Daphne Daniels to the Ngukurr Local Authority.**
- That the Ngukurr Local Authority meet Bi-monthly, second Wednesday of the month at 10.30am.**

89/2017 RESOLVED (Eric Roberts/Jerry Ashley)

- That the Ngukurr Local Authority support in principal Youth at Risk Program funding Stronger Communities.**

ACTION LIST

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
17.05.17	9.1 Incoming Correspondence	Write a letter back to Ngukurr Church.	Local Authority Coordinator	Ongoing	07.07.17 New Local Authority Coordinator to write letter with input from DCCS. 09.08.17 Letter drafted
17.05.17	11.5 Governance Report – Local Authority Project Funding Update	LA to be presented with information, plans and costing at the next meeting for the projects: 1. Horse Arena 2. BMX track (Bike path to incorporate footpath?) 3. Oval drainage	DCG/Greg	Ongoing	07.07.17 Action forwarded to Project Management - to investigate bike path. 09.08.17 All 3 added to Project List, a lot of work going on here.
17.05.17	11.10 Australia Post Services	LA to be presented costing of expanding Australia Post to include outgoing mail services	DCS	Ongoing	07.07.17 Include in Master Plan for Office Upgrade 09.08.17 Option look into if mail delivery to individual houses.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1 NGU_09082017_MIN_Amended.pdf



MINUTES OF THE NGUKURR LOCAL AUTHORITY MEETING OF THE ROPER GULF REGIONAL COUNCIL HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, NGUKURR ON WEDNESDAY, 9 AUGUST 2017 AT 10:30AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Councillor Daphne Daniels (Chairperson)
Councillor Eric Roberts

1.2 Local Authority Members

Bobby Nunggumajbarr
Colin Hall
Ian Gumbula
Jerry Ashley

1.3 Staff

Sharon Hillen – Director of Council and Community Services (DCCS)
Kym Henderson – EA to Director of Council and Community Services
Marc Gardner – Director of Commercial Services (DCS)
Amanda Haigh – Governance Manager
Chantal Binding – Local Authority Support Coordinator (Minute Taker)
Janeen Bulsey – Area Manager Roper

1.4 Guests

Selina Uiho – Member for Arnhem
Eva Lawler – Minister for Education
Nadia Phillips – Department of Education
Kristy Bennett – Department Housing & Community Development
Surinder Crichton - Department of Health's Alcohol Action Initiative
Ken Orwell – Department of Trade Business & Innovation
Cindy Haddow – Department of Prime Minister & Cabinet
Jeanie Govan – Department of Chief Minister
Will Caskey – AIRSGT NT Police
Jeremy Cross – Constable NT Police

2. PROVISIONAL MEETING OPENED

Meeting opened at 11:46am

3. WELCOME TO COUNTRY

Chairperson Councillor Daphne Daniels welcomed members, staff and guests and the Roper Gulf Regional Council Pledge was read.

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

Apologies received from Michael Berto CEO Roper Gulf Regional Council and resident and Elected Member nominee Owen Turner.

69/2017 **RESOLVED** (Eric Roberts/Bobby Nungumajbarr)

- (a) That the Ngukurr Local Authority accept the apologies of Walter Rogers for the Ngukurr Local Authority Meeting 9 August 2017.

MINISTER FOR EDUCATION - EVA LAWLER

- A key thing to get out to all schools in the NT, so far have visited three quarters of the schools including Urapunga, Jilkminggan, Mataranka and Katherine.
- Here to listen to people on the ground about ideas and concerns to help make good decisions about education.
- Education is the most important thing, read and write in English and to get a job.
- Minister left her contact details.

Minister, Nadia Phillips and Selina Uiibo left meeting at 12:00pm.

Jerry Ashley requesting to be picked up for future LA Meetings.

COMMUNITY SAFETY - NT POLICE

Current issues:

- Vehicles hooning/drink driving.
- Alcohol management (North River Crossing).
- Break-ins increasing (RGRC & YMCA Ranger Sheds).
- Cultural punishment and ceremony currently may need to use this option.
- Unlawful entry of 4 – 7 year olds offenders, i.e. 5 year old smashed Swim School Prado.
- Elders Group Forum – police attended a couple of months back, not sure who takes the minutes. Started by Marcus, give power back in community to deal with issues in house before a police matter.
- Non residents/people not from here, especially Darwin bringing in drugs and selling in Ngukurr. Marijuana laced with ice, costs a lot. May need to look at ensuring Permits are issued for visitors to enter community and policing of these permits to ensure everyone is permitted to be in community maybe required.
- Gambling complaints and more young people (12 – 13 years) gambling and fighting. Need to get the affected community members away from problem, i.e. outstations, culture camps, fishing, diversification programs, employment. No-one is doing this, families need support services such as counselling and rehabilitation for affected families (alcohol/drugs), kids not attending school.

Sharon Hillen – Youth Services Program Update

- In the past not dedicated Case Management, going to be a qualified Case

Manager and Casual position to help identify affected youth at school, Right Path Project, maybe help 5 out of 30 kids.

- Also utilise Night Patrol report information and report kids to the Case Manager and Services for those kids.

General Points raised by LA Members and others present:

- Community members try and communicate with affected families but they don't want help and others interfering.
- Deal with issues in house first rather than judicial process, e.g. outstation prison concept/camps.
- Stakeholder meetings not happening in the community, not working together, need more stakeholders coming to meetings, e.g. School, Sunrise Health.
- RGRC have funding for Youth Services, but staffing issues here.
- Curfew option may need to be looked at – Police have powers, currently happening in Alice Springs.

NT Police continued:

- Suggest Road Education Program with senior students, apply for drivers licence, training and upgrading, construction e.g. heavy equipment.
- Staffing with 4th position advertised, new police station with facilities next year including cells, housing up to 5, bigger station with shift ability, more coverage.
- Will be down to 2 officers as one officer is moving; will be an Aboriginal position APO. APL position (liaison) pushing for but no funding yet.
- Issue with people drunk/drugs and driving under the influence before work. Suggest organisations implement Alcohol and Drug testing before work each day, explained issues with this, a policy is needed for organisations. RGRC has a policy in place which includes random testing of employees.
- Speed limits will be painted on roads as signs are being destroyed and removed.

Police left the meeting at 12:37pm.

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

70/2017 **RESOLVED** (Ian Gumbula/Colin Hall)

- (a) That the Ngukurr Local Authority approve the minutes as a true and accurate record of the Ngukurr Local Authority's Meeting held on Wednesday 17th May 2017.

6. CALL FOR ITEMS OF OTHER BUSINESS

1. Toward Zero Road Safety
2. 2017 NT Council Election Remote Voting Schedule
3. Department of Health Alcohol Action Initiative
4. Ngukurr Pool Entrance – Proposed New Turnstile
5. New Local Authority Nomination
6. Stronger Community Program (Youth at Risk)
7. Ngukurr News Office Space
8. Outstations
9. Rainbow Street Contract
10. Clinic Update
11. Housing Facility in Ngukurr (not discussed as Bobby left meeting)

12. Bridge Update (not discussed as Bobby left meeting)

7. DISCLOSURES OF INTEREST

Declarations of interest at this Ngukurr Local Authority Meeting:

- Councillor Eric Roberts as Chairman of Millwarparra Aboriginal Corporation.
- Councillor Daphne Daniels as Editor of Ngukurr News.

8. BUSINESS ARISING FROM PREVIOUS MINUTES**8.1 ACTION LIST**

71/2017 **RESOLVED** (Ian Gumbula/Eric Roberts)

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
06.04.16	6.2 Incoming correspondence Victims of Crime Solar Light Quote	Form a Community Safety Committee and update Community Safety Action Plan.	Area Manager/LA	Complete	11.05.2016: No Action. LA members and Police to work together to make a meeting date. 07.09.16: Community Safety Action Plan was presented; no Community Safety Committee is place-discuss at upcoming Stakeholder Meeting. 05.04.17 Solar lights awaiting delivery 17.05.17 9 solar lights due for delivery now road is open. 4 at hand – awaiting delivery of poles.
16.11.16	11.11 Community Services Report Night Patrol	LA request Night Patrol Statistics of nightly reports and the Sat Nav. to the next meeting	DCCS	Complete	05.04.17 New Coordinator data present at next meeting 11.05.17 Report in Agenda 17.05.17 Report presented at meeting.
16.11.16	12.5 Stakeholders Meeting	Council to help promote the next meeting via BRACS for 7th December 2016	DCCS	Complete	05.04.17 Next meeting to be advertised. 17.05.17 In process of sending out messages for council, animal management, CDU Surveys and introduction to visitors to our community. Please contact Candy 8975 4656 or candy.coates@ropergulf.nt.gov.au if you would like to arrange any announcement for Keith Rogers, Media Officer.
17.05.17	9.1 Incoming Correspondence	Write a letter back to Ngukurr Church.	Local Authority Coordinator	Ongoing	07.07.17 New Local Authority Coordinator to write letter with input from DCCS.

					09.08.17 Letter drafted
17.05.17	11.5 Governance Report – Local Authority Project Funding Update	LA to be presented with information, plans and costing at the next meeting for the projects: 1. Horse Arena 2. BMX track (Bike path to incorporate footpath?) 3. Oval drainage	DCG/Greg	Ongoing	07.07.17 Action forwarded to Project Management - to investigate bike path. 09.08.17 All 3 added to Project List.
17.05.17	11.10 Australia Post Services	LA to be presented costing of expanding Australia Post to include outgoing mail services	DCS	Ongoing	07.07.17 Include in Master Plan for Office Upgrade 09.08.17 Option look into if mail delivery to individual houses.
17.05.17	12.3 CDP Artwork Sculpture	Ngukurr Local Authority consider a location for the CDP Artwork Sculpture to be placed when finished.	LA	Complete	07.07.17 Location Youth Park 09.08.17 Location is now opposite welcome sign as chosen by TOs. Welcome in Kriol.

ACTION: DCS to distribute contact details for Australia Post to stakeholders regarding the mail delivery options.

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

Bobby Nunggamajbarr left meeting at 1:23pm during this report, which became Provisional Meeting.

Regarding the incoming correspondence from Millwarparra Aboriginal Corporation, proper consultation is needed with community and stakeholders. Another update will be provided at next LA meeting after Millwarparra AGM for each project. Request that the Plans are brought back to next LA Meeting for members to look at. Then proposal to go to Council.

72/2017 **RESOLVED** (Colin Hall/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the Incoming Correspondence.
- (b) That the Ngukurr Local Authority support in principal the Millwarparra proposal but further discussions are required.

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

73/2017 **RESOLVED** (Eric Roberts/Daphne Daniels)

- (a) That the Ngukurr Local Authority receive and note the Outgoing Correspondence.

11. GENERAL BUSINESS**11.1 ELECTED MEMBER REPORT**

Councillor Daphne Daniels advised Election Roadshow, didn't nominate for Council this time but nominating for LA. Thanked for her time as a Councillor.

Councillor Eric Roberts advised a lot of work being a councillor, make sure consult and cover all groups.

74/2017 **RESOLVED** (Colin Hall/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the Elected Member report.

11.2 COUNCIL SERVICES REPORT

- Rainbow Street Contract Update – Final contract awarded to High Spec Civil, will commence soon.
- Solar Power set up Power & Water Update – RGRC asked to select tender for Solar Project. Power & Water project to build new solar power system for township to reduce use of diesel plant. RGRC will put in a submission for the fencing and access that are needed.
- TO's aren't happy with location of new cemetery.

75/2017 **RESOLVED** (Eric Roberts/Colin Hall)

- (a) That the Ngukurr Local Authority receive and note the Council Services Report.

Meeting Lunch Break: 1:55pm

Meeting Resume: 2:17pm

11.3 COUNCIL FINANCIAL REPORT

76/2017 **RESOLVED** (Eric Roberts/Colin Hall)

- (a) That the Ngukurr Local Authority receive and note the Ngukurr financial report for the fourth quarter of 2016-17.

11.4 GOVERNANCE REPORT - NEW AND REVEIUED POLICIES

77/2017 **RESOLVED** (Colin Hall/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the following new policies of Council:

1. ADM025 Conflict of Interest – Staff Policy
2. ADM011 Conflict of Interest – Members Policy
3. HR035 – Relocation Assistance Policy
4. CTS002 - Commercial Commitments Policy

- (b) That the Ngukurr Local Authority receive and note the following reviewed policies of Council:

1. ASS002 – Asset Management Policy
2. HR014 – Employee Training and Development Policy
3. ADM001 – Policy Framework
4. GOV012 - Organisational Delegations Manual (non-financial)

11.5 COMPLAINTS REGISTER

78/2017 RESOLVED (Collin Hall/Eric Roberts)

- (a) That the Ngukurr Local Authority receive and note the Complaints Register.

11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE

79/2017 RESOLVED (Ian Gumbula/Eric Roberts)

- (a) That the Ngukurr Local Authority receive and note the report on the Local Authority Project funding.
- (b) That the Ngukurr Local Authority support allocating \$15,000 of project funding to projects in Urapunga, backpaid from 2014/15, and annually \$15,000 per year in the future.

11.7 2018-2021 STRATEGIC PLAN

80/2017 RESOLVED (Eric Roberts/Colin Hall)

- (a) That the Ngukurr Local Authority receives and notes the report about proposed planning and consultation for the 2018-2021 Strategic Plan.

11.8 GRANTS: ROUND 1 2017-18 ROPER GULF REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM

Council to ensure wide communication of the consultation for the RGRC 2018-21 Strategic Plan in Ngukurr.

81/2017 RESOLVED (Colin Hall/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note commencement of Round 1 of the 2017-18 Community Grants Program.

11.9 RESOLUTIONS OF COUNCIL

82/2017 RESOLVED (Daphne Daniels/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the resolutions of the Ordinary Meeting of Council on Wednesday 31st May and Thursday 15th June 2017.

11.10 COMMUNITY SAFETY REPORT

Night Patrol Service expand to 5 Patrollers and 10 CDP which also services Urapunga.

Youth Services – recruiting Coordinator for Numbulwar and Borroloola, Ngukurr is Rexelle. Service is still being realigned.

School has own security service.

83/2017 RESOLVED (Eric Roberts/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the Community Night Patrol Report.

11.11 COMMUNITY DEVELOPMENT PROGRAMME

- Rubbish issue at Badawarka Outstation.
- Proposal for RGRC to take on CDP at Borroloola next year, only in discussion stage.

84/2017 RESOLVED (Colin Hall/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the Ngukurr CDP update

11.12 URAPUNGA ABORIGINAL CORPORATION PROPOSAL - FORMAL REQUEST FOR A PROPOSED WORK PROJECT PLANNING SCHEME DEVELOPED BY THEIR MANAGEMENT.

Letter requested to be sent out to LA Members.

85/2017 RESOLVED (Eric Roberts/Daphne Daniels)

- (a) That the Ngukurr Local Authority receive and note the information from the Urapunga Aboriginal Corporation to the Commercial Services Directorate of Roper Gulf Regional Council proposing a work project planning Scheme.
- (b) That the Ngukurr Local Authority support community meetings to be held in Urapunga twice a year.

12. OTHER BUSINESS

12.1 TOWARDS ZERO ROAD SAFETY

86/2017 RESOLVED (Colin Hall/Eric Roberts)

- (a) That the Ngukurr Local Authority receive and note the Towards Zero Road Safety discussion paper.

12.2 2017 NT COUNCIL ELECTION REMOTE VOTING SCHEDULE

NO Voting required for the Yugul Mangi Ward.

Report not required as only 2 nominations filling the 2 elected member spots for this ward.

RECOMMENDATION

- (a) That the Ngukurr Local Authority receive and note the correspondents regarding the 2017 NT Council Election Remote Voting Dates and Locations.

12.3 DEPARTMENT OF HEALTH'S ALCOHOL ACTION INITIATIVE PROGRAM - SURINDER CRICHTON

Surinder went over the direction and focus of the Alcohol Management Program and the AAI Project for communities that can help:

- Festivals
- Leadership Training (men's & women's)
- Mediation – Community Justice
- Alcohol Review Meeting
- Banned Drinking Register
- Long term solutions

12.4 NGUKURR POOL ENTRANCE - PROPOSED NEW TURNSTILE

Ngukurr Pool Entrance Plan presented by DCCS

LA to consider allocating 2017-18 Project Funding to the pool repairs such as leaks.

Water usage is very high an LA to consider whether all 4 pools are required. Pool O (big pool) and Pool G (toddler pool) are required. Pool I is difficult to see from the lifesaver tower. Pool H is generally used as overflow.

87/2017 RESOLVED (Daphne Daniels/Jerry Ashley)

- (a) That the Ngukurr Local Authority receive and note the verbal report and plan of Ngukurr Pool Entrance – Proposed new turnstile.
- (b) That the Ngukurr Local Authority approve proposed new turnstile.
- (c) That the Ngukurr Local Authority to propose that Pool I is closed down and consultations required with stakeholders.

12.5 NEW LA MEMBER NOMINATION

New member nomination received from Daphne Daniels.

For the 2018 meeting calendar, proposing 6 LA meetings a year and current day (second Wednesday of the month) and time (10.30am) if that is suitable. There was a consensus from the LA members present for this schedule.

88/2017 RESOLVED (Eric Roberts/Jerry Ashley)

- (a) That the Ngukurr Local Authority approve the nomination of Daphne Daniels to the Ngukurr Local Authority.
- (b) That the Ngukurr Local Authority meet Bi-monthly, second Wednesday of the month at 10.30am.

12.6 STRONGER COMMUNITIES PROGRAM - YOUTH AT RISK

LA member Ian Gumbula explained the need to talk more about Youth at Risk, need to get youth to work e.g. on outstations. Need to talk to other stakeholders YMAC, Sunrise, Police for ideas to help, such as cultural activities, etc., to be part of the program and getting support from other groups. Funding is required for this program.

89/2017 RESOLVED (Eric Roberts/Jerry Ashley)

- (a) That the Ngukurr Local Authority support in principal Youth at Risk Program funding Stronger Communities.

12.7 NGUKURR NEWS OFFICE SPACE – DAPHNE DANIELS

Ngukurr News provides and collects information, including histories, events, providing stories to community/stakeholders, started in 2003.

- Internet funding free wifi, local stories, art, health promotion, etc.
- employing 2 more
- teaching media and computer skills
- have computer and printer
- on Facebook
- lacking funding
- Warren Snowden and Selina Uibo receive copies of Ngukurr News and put copies around.
- Need an office space, University of Wollongong will fund renting premises.
- Council office space – a lease agreement form needs to be submitted.
- Write formal letter to Council, apply for a Community Grant Application.

12.8 OUTSTATIONS

Several outstations, YMAC residents concerned with service.

- Outstations funded by NTG for occupants living in the outstation on a permanent basis, funding provides essential services – water, power, sewerage, firebreaks, road access.
- Also upgrade funding for items such as water tanks, solar hot water systems.
- Ngukurr MUNS Service provide the service to Ngukurr outstations.
- Flood zone areas so live only in dry season, NTG assess.
- Katherine staff more technical services e.g. service generators.
- Major upgrades are done by a contractor.
- Badawarka Outstation – is solar power an option. YMAC are supporting occupants with \$500 per month to pay for fuel for pump and generator. Rubbish take own to dump. 3 main houses, a lot of kids in holidays, no vehicle. Roper Bar help out with medication.

90/2017 **RESOLVED** (Eric Roberts/Daphne Daniels)

- (a) That the Ngukurr Local Authority receive and note the verbal report on Outstations.

12.9 RAINBOW STREET CONTRACT

In 2 weeks work will start on drains and kerbing done properly. Will take about 2 to 3 months to complete. High Spec Civil contracted.

91/2017 **RESOLVED** (Collin Hall/Daphne Daniels)

- (a) That the Ngukurr Local Authority receive and note the verbal update on the Rainbow Street Contract.

12.10 CLINIC UPDATE

NTG - Defects need to be fixed up before new clinic can be used. Also clinic needs clean up but RGRC CDP unable to do as we do not have cleaning equipment.

Ian Gumbala on behalf of the Ngukurr Local Authority thanked Councillor Daphne Daniels for a job well done as a Councillor for the Yugul Mangi Ward and Chairperson of the Ngukurr Local Authority.

CLOSE OF MEETING

The meeting terminated at 4:56pm.

THIS PAGE AND THE PRECEEDING 9 PAGES ARE THE MINUTES OF THE Ngukurr Local Authority Meeting HELD ON Wednesday, 9 August 2017 AND CONFIRMED Wednesday, 22 November 2017.

Chairperson

EXECUTIVE DIRECTORATE REPORT



ITEM NUMBER	14.1
TITLE	Swearing in Ceremony
REFERENCE	709679
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

(a) That Council Members recite the oath:

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

BACKGROUND

Elected Members to recite the oath as a group and the CEO to distribute certificates to members.

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER	14.2
TITLE	Election of Mayor and Deputy Mayor
REFERENCE	709625
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council approve the principle member to continue to bear the title of Mayor.**
- (b) **That Council approve the deputy principle member to continue to bear the title of Deputy Mayor and appoint for the term of Council Office.**
- (c) **That Council undertake a two round system using a secret ballot for Mayor and Deputy Mayor under Section 61 (8) of the Local Government Act.**
- (d) **That Council appointas Mayor of Roper Gulf Regional Council.**
- (e) **That Council appointas Deputy Mayor of Roper Gulf Regional Council.**

BACKGROUND

In 2015 Council reviewed the Constitutional Arrangements of the Roper Gulf Regional, Council pursuant of Section 9 and Section 23 (1) (c) of the Local Government Act. The Minister approved the following:

- The name of the Council be retained.
- The principal member of Council continue to bear the title of Mayor and be appointed by the Council.
- The elected members (excluding the Mayor) continue to have the title of Councillor.
- The future Council of the Roper Gulf Regional Council comprise thirteen (13) elected members.
- The existing ward structure and ward names be retained.
- The Never Never, Nyirranggulong and South West Gulf Wards each be represented by three (3) elected members; and the Numbulwar Numburindi and Yugul Mange Wards each be represented by two (2) elected members.
- The existing external boundaries of the council area be unchanged.

Under Section 45 (1) of the Local Government Act Council must appoint one of its members, on the basis of filling the office of the principle member, at the first meeting held after the general election. Council must elect whether the principle member is to have the title of President or Mayor.

Under Section 45 (2) of the Local Government Act Council must appoint one of its members, on the basis of filling the office of the deputy principle member, at the first meeting held after the general election. Council must resolve to either appoint the deputy principle member for the entire term of office or a lesser term fixed

Council can elect the principle and deputy principle members by:

1. Council move to a closed session to elect by vote.
2. Council call for nominations for the positions of principle and deputy principle members.
3. Council elect by secret ballot that is voting using a ballot paper with the names of the candidates marked in which each vote is anonymous.
4. The members are elected by majority vote of the Elected Members.
5. Two Round System

ISSUES/OPTIONS/SWOT

Council are being asked to elect the principle and deputy principle members. Council are to call for nominations for the positions of principle and deputy principle members.

Previous term of Council resolved and it is recommended that Council continue:

- The principal member to bear the title of Mayor and be appointed by the Council.
- The deputy principal member to bear the title of Deputy Mayor and be appointed by the Council.
- The Deputy Mayor be appointed for the term of office.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORT



ITEM NUMBER	14.3
TITLE	Casting Vote
REFERENCE	709635
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council allow the Chairperson to exercise a casting vote in accordance with Section 61 (7) of the Local Government Act.**

BACKGROUND

This motion will allow the chair to cast a second or casting vote. In the event a deciding vote is required the Chairperson may have a casting vote if it is established by Council resolution. This resolution cannot be altered or revoked during the term of the council and lapses at the conclusion of the general election.

Section 61 (7) of the Local Government Act:

(7) A policy to allow the Chair to exercise a casting vote:

- (a) may only be established by resolution of the council passed at the first meeting of the council to be held after a general election; and
- (b) cannot be altered or revoked during the term of the council; and
- (c) lapses at the conclusion of the next general election.

ISSUES/OPTIONS/SWOT

The Council is being asked to determine whether the Chairperson can exercise a casting vote when motions are put to the Council.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER	14.4
TITLE	Election of Council Committee Members
REFERENCE	709677
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) That Council endorse the continuation of the Council Finance Committee.
- (b) That Council approve the reviewed Council Finance Committee Terms of Reference.
- (c) That Council appoint the following members to the Finance Committee:
1. Mayor
 2. Deputy Mayor
 3. Councillor
 4. Councillor
 5. Councillor
 6. Independent
- (d) That Council approve the reviewed Council Audit Committee Terms of Reference.
- (e) That Council appoint the following members to the Audit Committee:
1. Independent (Chairperson)
 2. Councillor
 3. Councillor
 4. Councillor
 5. Councillor
- (f) That Council approve the reviewed Council Community Grants Committee Terms of Reference.
- (g) That Council appoint the following members to the Community Grants Committee:
1. Mayor
 2. Deputy Mayor
 3. Councillor
 4. Councillor

BACKGROUND

Section 54 of the Local Government Act

Council committees

A council may establish council committees.

(2) A council committee consists of the persons appointed by the council to be members of the committee.

(3) The members of a council committee may consist of, or include, persons who are not members of the council. *Note - A member of the council's staff is eligible for appointment as a member of a council committee (even though staff members may be disqualified from membership of the council itself).*

(4) The terms and conditions on which a person holds office as a member of a council committee are to be as determined by the council.

(5) The council may abolish a council committee.

Council must nominate the replacement committee members and re-appoint/ re-confirm any existing council members and independents who wish to continue on the committees for the term of Council September 2017- 2021 by resolution.

ISSUES/OPTIONS/SWOT

Finance Committee

Pursuant with Section 58 of the Local Government Act;

Nature and timing of council meetings

(1) A council must hold a meeting of its members (an ordinary meeting) at least once in each successive period of 2 months.

If the council does not hold Ordinary Meetings of Council at least once a month, then pursuant with Regulation 11 Local Government Accounting Regulations;

Committee to carry out financial functions

If a council is not required to hold an ordinary meeting at least once in each month, the council must appoint a committee and delegate to the committee the necessary powers to carry out, on behalf of the council, financial functions of the council in the months the council does not hold an ordinary meeting.

If Council opts to hold bi-monthly ordinary meetings of council then council must appoint a Finance Committee and this item must be approved through resolution.

Functions of Finance Committee

Under the control and direction of the Council, the Finance Committee will:

- Ensure the annual budget is aligned with the Business (Regional) Plan.
- Monitor and report on financial performance against the annual budget and the Business Plan.
- Receive and review the monthly financial reports.
- Formulate strategies to improve Roper Gulf Regional Council's financial position.
- Make decisions on behalf of Council when the matter cannot be held over until the next ordinary Council meeting.
- Review proposed and current RGRC investments and investment strategies, and approve commencement or amendment as necessary.
- Review administrative decisions which are prescribed by the *Local Government Act* as reviewable.

The Finance Committee meets five times a year on the months the Ordinary Meetings of Council do not meet as per the approved meeting calendar.

Membership includes: the Mayor, Deputy Mayor, three Councillors and an Independent.

Current membership includes:

1. Mayor Tony Jack – the Mayor of the new term of Council to fill the position
2. Deputy Mayor Judy MacFarlane – the Deputy Mayor of the new term of Council to fill the position
3. Councillor Eric Roberts – Council may approve to re-appoint
4. Councillor John Dalywater – did not nominate, position vacant
5. Councillor Kathy Anne Numamurdirdi – nominate and not successful, position vacant
6. Independent Geoff Bishop - expressed interest to continue on the Finance Committee.

Council Finance Committee Terms of Reference have been reviewed and is attached.

- Includes a provision to enable the Finance Committee to assess/consider/develop proposed and current investments and investment strategies of Council, and to approve amendments as required.
- The Independent Member's remuneration has been outlined.
- The Committee has also been given a provision to review administrative decisions (s229 *Local Government Act*) if so required by the CEO or Council.

Audit Committee

Pursuant with Regulation 11 Local Government Accounting Regulations;

(3) Without limiting subregulation (1), the CEO must establish and maintain an audit committee:

(a) to monitor:

(i) compliance by the council with proper standards of financial management; and

(ii) compliance by the council with these regulations and the Accounting Standards; and

(b) whose Chairperson must not be a member of council or a member of the council's staff.

Functions of the Audit Committee is for the provision of independent assurance and assistance to the Council, Chief Executive Officer and executive management on Council's risk, control and compliance framework, and its financial statement responsibilities.

The Audit Committee meet four times as year as per the Audit Committee Work Plan. The Work Plan will be reviewed at the next Audit Committee Meeting.

Membership (as per reviewed Terms of Reference) includes: four Councillors and one Independent (the Chairperson).

Current membership includes:

1. Councillor Don Garner – Council may approve to re-appoint
2. Councillor Daniel Mulholland – did not nominate, position vacant
3. Councillor Vacant – position vacant
4. Independent Mark Griffieon – Chairperson, expressed interest to continue on the Audit Committee.
5. Independent Phil Vivian - expressed interest to continue on the Audit Committee.

Council Audit Committee Terms of Reference have been reviewed and is attached.

- The Audit Committee's Terms of Reference have been reviewed in line with *General Instruction No. 3* and outlines the Committee's functions to align with Regulation 10(3)(a) of the *Local Government (Accounting) Regulations*:
- r10(3)(a) to monitor:
 - (i) compliance by the Council with proper standards of financial management; and
 - (ii) compliance by the Council with these regulations (*Local Government (Accounting) Regulations*) and the Accounting Standards.
- The composition of the Committee has now changed to five (5) members of which one (1) is an Independent Member (Chair).
- The Independent Member's remuneration has been outlined in the Terms of Reference.
- The Committee has also been given a provision to review administrative decisions (s229 *Local Government Act*) if so required by the CEO or Council.

Community Grants Committee

Council makes the provision of funds within the budget each year for the Community Grants Program. The Community Grants Committee is to act as the selection panel for assessing the Community Grant applications and awarding community grant funding to eligible individuals and organisations. The Committee will assess each application on merit against the Community Grants Guidelines.

The Community Grants Committee meets as determined by the number of rounds of the grant program allocated by Council.

Membership includes: the Mayor, Deputy Mayor and two Councillors.

Current membership includes:

1. Mayor Tony Jack – the Mayor of the new term of Council to fill the position

2. Deputy Mayor Judy MacFarlane – the Deputy Mayor of the new term of Council to fill the position
3. Councillor Eric Roberts – Council may approve to re-appoint
4. Councillor Annabelle Daylight – Council may approve to re-appoint

The Grants Committee's Terms of Reference (attached) have been reviewed to include a significant rewording and expansion of an applicant's internal and external review rights in-line with applicable law.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Finance Committee - Terms of Reference.doc
- 2 Audit Committee - Terms of Reference.docx
- 3 Grants Committee - Terms of Reference.doc

Roper Gulf Regional Council Finance Committee Terms of Reference

Roper Gulf Regional Council (RGRC) has established the Finance Committee pursuant to Regulation 11 of the *Local Government (Accounting) Regulations*. According to Regulation 11 of the *Local Government (Accounting) Regulations*, if a Council is not required to hold an ordinary meeting at least once in each month, the council must appoint a committee and delegate to the Committee the necessary powers to carry out, on behalf of the council, financial functions of the Council in the months the council does not hold an ordinary meeting.

1. Objective

RGRC holds an Ordinary Meeting of Council every second month and has set up a Finance Committee to carry out financial functions in the alternate month, thus meeting its obligations under *Local Government Act* (the Act).

2. Functions of Finance Committee

Under the control and direction of the Council, the Finance Committee will:

- Ensure the annual budget is aligned with the Business (Regional) Plan.
- Monitor and report on financial performance against the annual budget and the Business Plan.
- Receive and review the monthly financial reports.
- Formulate strategies to improve Roper Gulf Regional Council's financial position.
- Make decisions on behalf of Council when the matter cannot be held over until the next Ordinary Meeting of Council.
- Review proposed and current RGRC investments and investment strategies, and approve commencement or amendment as necessary.
- Review administrative decisions which are prescribed by the *Local Government Act* as reviewable.

3. Membership

Members of this Committee include the Mayor and Deputy Mayor, three other Councillors appointed by Council and an Independent Member appointed by Council. The CEO and Finance Manager are *ex officio* members and have no voting rights.

4. Chairperson

The Mayor or the Deputy Mayor will chair the Finance Committee.

5. Roles and Responsibilities

The roles and responsibilities of the Finance Committee will be as follows:

- a. Review the monthly income and expenditure reports, monitor progress against the budget and provide advice to Council in respect to these.
- b. Approve amendments to budget and re-allocation of resources.
- c. Review and accept or reject Program Funding Agreements or any other offers of funding.
- d. Consider and make appropriate recommendations to Council on any matters having a significant financial impact on Roper Gulf Regional Council.
- e. At least annually, report to Council on adequacy of Roper Gulf Regional Council's insurance coverage.
- f. On a regular basis, review the financial investments of Roper Gulf Regional Council.
- g. At least annually, review Roper Gulf Regional Council's borrowing program.
- h. Review financial delegations at least annually.
- i. To advise Council on the level of allowances to be paid to Councillors.

- j. Review and determine action for any other financial documents that need to be dealt with prior to the next Ordinary Meeting of Council.
- k. Work with CEO and Finance Manager to develop the annual budget, ensure it aligns with the Business Plan and present it to Council for adoption.
- l. Approve the awarding of any tenders or major contracts.
- m. Recommend fees and charges to be made by Roper Gulf Regional Council.
- n. Review applications for financial aid made to Roper Gulf Regional Council and provide recommendations to Council..
- o. Contribute to the preparation of the annual financial statements.
- p. Review the annual audited financial statement and auditor's report and recommend any necessary follow-up.
- q. Exercise any general authority delegated by Council.
- r. Deal with any tasks that have been delegated from a previous Council meeting.
- s. Consider any matters referred by the CEO or the Council.
- t. Deal with urgent matters that cannot wait until the next Council meeting by making a decision.
- u. Review appeals against decisions of Council or council staff members which are prescribed by the *Local Government Act* as reviewable.
- v. Assess/consider/develop proposed and current investments and investment strategies of Council, and approve commencement and amendments as required.

6. Limitations

If an issue involves expenditure of \$500,000 or more that is in variance to the budget the Finance Committee must make a recommendation to the next Ordinary Meeting of Council.

If an issue involves expenditure of \$500,000 or more, but is urgent and cannot be held over until the next Ordinary Meeting of Council, the Finance Committee will make a recommendation, record how each member of the Committee votes on the recommendation and direct the Mayor/Deputy Mayor or CEO as appropriate to contact other Council members out of session for their vote on the issue.

A decision by the majority of Elected Members for or against the resolution shall be taken as a decision of Council regardless of whether or not all Elected Members were contacted.

7. Quorum

A quorum for the Finance Committee is three (3) members and must include the Mayor or Deputy Mayor.

8. Proxies

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

9. Term of office

The term of office is for the Local Government electoral term. A newly elected Council will appoint a new Finance Committee. Should a Councillor be re-elected, he/she may serve multiple terms on the Finance Committee if appointed by Council. A newly elected Council may choose to re-appoint a former Independent Member if they wish.

10. Self-review

At least once a year, the Finance Committee will devote part of the meeting to reviewing its own processes and outcomes of the preceding year.

11. Timing and mode of meetings

The Finance Committee will meet in the months between Ordinary Meetings of Council. Meetings can be held face-to-face, by teleconference, by videoconference or by a mixture of any of these.

12. Minutes

Minutes must be kept of the decisions and actions of the Finance Committee. Minutes will be taken by the Governance delegated staff member.

13. Reporting

The minutes of the Finance Committee will be tabled at the next Council Meeting for confirmation.

14. Conflict of Interest

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

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

15. Remuneration and Allowances

Councillors who are Committee members shall be paid the Extra Meeting Allowance payment for each Committee meeting they attend.

The Mayor and Deputy Mayor are not eligible for the Extra Meeting payment as it is provided for and included in their base allowance (Clause 2(2) *Local Government Guideline 2 – Member Allowances*).

Independent Members are eligible for remuneration at a rate of \$900 per meeting which shall be inclusive of meeting preparation, attendance, and necessary travel.

16. Legislation referenced in the Terms of Reference

Local Government Act

Local Government (Accounting) Regulations

17. Document Control

Document	Terms of Reference for Finance Committee
Endorsed by	Council
Date approved	24 February 2010
Amendments Approved	26 September 2012 28 May 2014 26 August 2015

Roper Gulf Regional Council Audit Committee Terms of Reference

Roper Gulf Regional Council has established the Audit Committee pursuant to the Regulation 10 (3) of the *Local Government (Accounting) Regulations* to assist the Council in monitoring its compliance with proper standards of financial management, and its compliance with the *Local Government (Accounting) Regulations* and Accounting Standards.

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

1. Objectives

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

2. Membership

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

- four (4) Councillors
- one (1) Independent Member (Chair)

Appointments of Council Members shall be for a term of two (2) years. Appointees may be reappointed by the Council for a maximum of six (6) consecutive years.

3. Chairperson

The Council shall appoint a Chairperson of the Audit Committee who is an Independent Member.

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

The Chairperson's maximum term of office is four (4) years or for the remaining term of the sitting council, whichever occurs first. The Chairperson's performance shall be reviewed by the CEO on an annual basis.

4. Authority

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

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

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

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

5. Roles and Responsibilities

5.1 Financial Reporting

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

The Audit Committee shall review and challenge where necessary:

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

5.2 Compliance

The Audit Committee shall:

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

5.3 Internal Control and Risk Management

The Audit Committee may address issues pertaining to the approach, strategies, and activities undertaken by Council to address business, corporate, and financial risk, governance responsibilities and legislative compliance as assigned to it by the Chief Executive Officer or Council.

The Audit Committee may also review issues of a strategic nature as required by the Chief Executive Officer or Council.

5.4 Internal Audit

Review the adequacy of the Council's internal audit function for ensuring compliance with the *Local Government (Accounting) Regulations*, the Australian Accounting Standards, and the proper standards of financial management.

The Committee provide advice on the adequacy of internal audit resources relevant to the Council's identified financial risks and management strategies.

The Committee shall review Council's unaudited financial statements at the end of the financial year; set the audit agenda and Committee's work plan, including meeting dates, for the coming financial year.

5.5 External Audit

The Audit Committee shall assist Council meet its financial management, Accounting Standards, and regulatory obligations by meeting with the External Auditors as required, and discussing findings, review the draft audited financial statements and provide necessary feedback to Council.

The Audit Committee shall also review the effectiveness of the external audit and monitor the implementations of any recommendations authorised by Council or the Chief Executive Officer.

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

5.6 Provision of Information

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

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

5.7 Administrative Review

The Audit Committee shall have an administrative review function (s229 *Local Government Act*) if required, so as to review a Council decision which is designated as reviewable by the *Local Government Act*. Administrative review matters shall be assigned to the Committee as required by the Chief Executive Officer or Council.

6. Meetings

A meeting of the Audit Committee can be call at the request of any two (2) members of the Committee or by the Chair.

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

The Audit Committee will hold meetings at least four (4) times in a year. The internal or external auditors may request a meeting if they consider that one is necessary.

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

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

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

7. Quorum

A quorum for the Audit Committee is three (3) members and must include the Chair (Independent Member).

8. Proxies

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

9. Administrative Support

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

10. Reporting

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

Audit Committee minutes will be designated confidential.

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

11. Conflict of Interest

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

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

12. Meeting Sitting Fee

The Independent Member of the Audit Committee will be remunerated at a rate of \$900 per meeting by agreement with the CEO. This payment rate covers preparation for the meeting, meeting attendance, and travel expenses.

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

13. Committee Performance and Review

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

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

The review will also include a review of the Terms of Reference for Audit Committee.

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

14. Legislation referenced in the Terms of Reference

Local Government Act

Local Government (Accounting) Regulation

15. Document Review

Dates of amendments made by Council resolution:

28 January 2015 OCM	Council endorsed the document
24 June 2015 OCM	Council approved the amendment to the document
14 September 2017 OCM	

Terms of Reference

Title

This committee shall be known as the Roper Gulf Regional Council Community Grants Committee.

Scope of the Committee

The primary focus of the Roper Gulf Regional Council Community Grants Committee (the Committee) is to act as the selection panel for assessing the Community Grant applications and awarding community grant funding to eligible individuals and organisations. The Committee will assess each application on merit against the Community Grants Guidelines.

Part 5.2 of the *Local Government Act* (the Act) defines the statutory requirements for the operation of Council Committees.

Meeting Frequency

The frequency of meetings shall be determined by the number of rounds of Community Grants allocated by Council in a particular year. The Committee will meet at an allocated time shortly after the closing date of the community grant round.

Meeting Type

This Committee meeting will be a closed meeting. Any guests other than those described in the Committee membership will be by invitation only.

Committee Membership

The Committee membership consists of the Mayor, Deputy Mayor, and two (2) Council appointed Councillors. A representative of the RGRC Governance Business Unit will be in attendance at this Committee meeting but will not be a member of the Committee and will have no voting rights. The role of the RGRC Governance representative is to present the eligible applications and ensure that the principles of good corporate governance are adhered to in the decision making process.

Committee members will cease to be a member of the Committee if they:

- resign from the Committee
- fail to attend 2 consecutive meetings without providing apologies to the chairperson
- breach confidentiality

Decisions about whether or not to endorse applications will be made by consensus.

Proxies

In the event that a Committee member is unable to attend, another Councillor may be appointed by the absent member to attend as a Proxy for the absent member.

Decisions

The Committee will assess applications and decide whether or not to endorse them for Council approval. Once the Committee has assessed an application, it will form recommendations that will be reported back to Roper Gulf Regional Council (the Council) for resolution.

Chairperson

The Mayor will be the Chairperson and in his/her absence, the Deputy Mayor will chair the meeting. The Chairperson will guide the meeting and provide the required guidance to ensure that timely decisions are made without prejudice.

Functions

- The Committee will assess each eligible application
- The Committee will decide on the amount to be offered to the successful applicants
- The Committee will report its recommendation to Council

Recommended Dates for the Next Round of Community Grants

The RGRC Community Grants Committee will recommend to Council if another round of Community Grants should be offered. If another round is to be recommended, the Community Grants Committee will recommend to Council the associated dates being:

- The application opening date
- The application closing date
- The date of the next decision
- The amount of grant funding offered in the next round. The total amount of grant funding awarded is not to exceed the amount stipulated by the Council for that Financial Year.

Disputes arising from Council Decision

Rights of Appeal

The applicant has two (2) avenues of appeal available to them should they wish to contest a decision made by the Committee:

Internal Review

The applicant may elect to have their matter reviewed by an Administrative Review Committee. They may elect to have their matter reviewed as-presented when the original decision was made,

or, they may choose to provide submissions and evidence in support of the review on the grounds that the original decision was erroneous or unreasonable.

The applicant may initiate their appeal by lodging it in writing to the Chief Executive Officer within 28 days of the original decision, or notification of decision,, and nominating that they wish to have the matter reviewed by the Administrative Review Committee. They may nominate, but are not obliged to provide reasons for their appeal.

External Review

The applicant may choose to elect to have their matter reviewed by the Northern Territory Civil and Administrative Tribunal (NTCAT), by lodging their application in writing to the NTCAT within 28 days of the original decision, or 28 days of the notification of decision (s35 *Northern Territory Civil and Administrative Tribunal Act*).

Internal and External Review

The applicant may choose to exercise both of their appeal options by electing to have their matter reviewed internally, and, should the Administrative Review Committee uphold the original decision, elect the matter to be dealt with by the NTCAT. Both the original decision and the reviewed decision are reviewable by the NTCAT.

Dissolution of the Committee

The Council must resolve by way of resolution to dissolve the existence of the Roper Gulf Regional Community Grants Committee.

Definitions

Administrative Review Committee	A Committee authorised by Council to review administrative decisions
RGRC	Roper Gulf Regional Council
The Act	<i>Local Government Act</i>
Committee	Roper Gulf Regional Community Grants Committee
NTCAT	Northern Territory Civil and Administrative Tribunal, which is governed by <i>Northern Territory Civil and Administrative Tribunal Act</i>

EXECUTIVE DIRECTORATE REPORT



ITEM NUMBER	14.5
TITLE	Council and Committee Meeting Dates for 2017
REFERENCE	709663
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) That Council approve the Ordinary Meetings of Council dates and venue for 2017 as:
- Wednesday 25 October in Borroloola
 - Friday 15 December in Katherine
- (b) That Council approve the Finance Committee dates and venue for 2017 as:
- Wednesday 29 November in Katherine
- (c) That Council approve the Audit Committee dates and venue for 2017 as:
- Friday 22 September in Katherine
 - Friday 3 November in Katherine

BACKGROUND

The previous Council set the meeting dates for the 2017 at the Ordinary Meeting of Council 26 October 2016.

Pursuant with Council CL005 – Meeting Procedures Policy,
6.1 Setting time and dates for the meetings

The Council will by resolution, set the time date and place of Ordinary Meetings of the Council, Finance Committee and Audit Committee meetings for a period of twelve (12) months at least two (2) months prior to every new calendar year.

Pursuant with Section 58 of the Local Government Act,
Nature and timing of council meetings

- (1) A council must hold a meeting of its members (an ordinary meeting) at least once in each successive period of 2 months.
(2) Subject to this Act, a council may deal with business of any kind at an ordinary meeting.

ISSUES/OPTIONS/SWOT

Current meeting dates set are:

Ordinary Meetings of Council

- Wednesday 25 October in Borroloola
- Friday 15 December in Katherine

Finance Committee

- Wednesday 29 November in Katherine

Audit Committee

- Friday 22 September in Katherine
- Friday 3 November in Katherine

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

EXECUTIVE DIRECTORATE REPORTS



ITEM NUMBER	14.6
TITLE	Mayor's Report
REFERENCE	710350
AUTHOR	Amy Bretherton, Governance Officer

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 appointment to speak and represent the Council publicly on the policies, decisions, actions and interest of the Council. Report was created on behalf of the Mayor.

ISSUES/OPTIONS/SWOT

The Mayor has attended the following meetings and appointments on behalf of council.

12 July 2017	Ordinary Meeting of Council - Numbulwar
23 August 2017	Finance Committee Meeting – Katherine

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

EXECUTIVE DIRECTORATE REPORT



ITEM NUMBER	14.7
TITLE	CEO's Report
REFERENCE	710738
AUTHOR	Michael Berto, Chief Executive Officer

RECOMMENDATION

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

BACKGROUND

Key Meetings and Visits Attended

Meeting/visit: SHS re: NDIS
Date: 3rd July 2017
Venue: 2 Crawford St
Key Issues: NDIS collaboration discussions

Meeting/visit: LGANT in Darwin (with Greg Arnott)
Date: 5th July 2017
Venue: LGANT Darwin
Key Issues: Asset Management Plan issues

Meeting/visit: Beswick
Date: 6th July 2017
Venue: Beswick
Key Issues: Attend opening for Heritage Trail

Meeting/visit: OCM Numbulwar
Date: 10th to 12th July 2017
Venue: Numbulwar Training Centre
Key Issues: Per OCM Agenda

Meeting/visit: Lee Williams (DCDHLG)
Date: 19th July 2017
Venue: 29 Crawford St
Key Issues: Catch-up visit

Meeting/visit: Borroloola LA
Date: 3rd August 2017
Venue: Borroloola Community
Key Issues: Per Meeting Agenda

Meeting/visit: SHS
Date: 4th August 2017
Venue: SHS Office
Key Issues: Aged Care Complaints and NDIS

Meeting/visit: DPMC
Date: 8th August 2017
Venue: CEO Office
Key Issues: Changes to Indigenous Grants. GSNT CDP Issues

Meeting/visit: Managers Meeting

Date: 17th August 2017

Venue: 2 Crawford St

Key Issues: Training and Development (HR and IR)

Meeting/visit: Communio

Date: 18th August 2017

Venue: 2 Crawford St

Key Issues: Last Meeting re: Supported Services and actions

Meeting/visit: Dept of Chief Minister

Date: 21th August 2017

Venue: 29 Crawford St

Key Issues: Last Meeting to discuss RGRC priorities

Meeting/visit: SLT Meeting

Date: 28th August 2017

Venue: 2 Crawford St

Key Issues: Per Agenda

Meeting/visit: LGANT

Date: 30th August 2017

Venue: LGANT Darwin

Key Issues: Asset Management Plan, CEO Forum, etc

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.1
TITLE	Council Policies
REFERENCE	709687
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) That Council receive and note the current Roper Gulf Regional Council Policies.

BACKGROUND

Approved policies remain in force throughout a change in council and will continue to be in force after the election of a new council until such time that the policy is withdrawn or revised. Councillors and staff are expected to adhere to all policies.

Classification	Code	Policy Title	Next Review Date	Comment
Assets and Infrastructure				
Assets	ASS001	Fleet Procurement and Allocation Policy	Jun-2021	
Assets	ASS002	Asset Management Policy	May-2020	
Contracts				
Contracts	CTS001	Employee Accommodation Policy	Jul-2018	
Contracts	CTS002	Commercial Commitments Policy	Jun-2021	
Council				
Council	CL001	Members Code of Conduct Policy	Aug-2017	Under review
Council	CL002	Member Disciplinary Policy	Sep-2018	
Council	CL003	Elected Member and Employee Gift Policy	May-2015	Under review
Council	CL005	Meeting Procedures Policy	Jun-2021	
Council	CL006	Elected Council Member Allowance Policy	Jun-2021	
Council	CL007	Caretaker Policy	Dec-2015	Under review
Council	CL008	Council Vacancy Policy	Sep-2018	
Council	CL009	Elected Member Support and Development Policy	Sep-2018	
Council	CL010	Members' Register of Interest Policy	Mar-2020	
Council Services				
Council Services	DIT004	Abandoned Vehicle Policy	Feb-2017	Under review
Community Services				
Community Services	FACS001	Creche Operation Policy	Oct-2015	Under review
Community Services	FACS002	Grievance Management Policy	Oct-2015	Under review
Community Services	FACS003	Safeguarding the Wellbeing of Children Policy	Oct-2015	Under review
Community Services	FACS004	Administration of Medication Policy	Oct-2015	Under review
Community Services	FACS005	Illness and Exclusion Policy	Oct-2015	Under review
Community Services	FACS006	Immunisation Policy	Oct-2015	Under review
Community Services	FACS007	Asthma Policy	Oct-2015	Under review
Community Services	FACS008	Sun Smart Policy	Oct-2015	Under review
Community Services	FACS009	Food and Nutrition Policy	Oct-2015	Under review
Community Services	FACS010	Nappy Changing and Toileting Policy	Oct-2015	Under review
Community Services	FACS011	Snake and Wildlife Policy	Oct-2015	Under review
Community Services	FACS012	Confidentiality Policy	Oct-2015	Under review
Community Services	FACS013	Work Health and Safety Policy	Oct-2015	Under review
Community Services	FACS014	Record Keeping Policy	Oct-2015	Under review

Community Services	FACS015	Parent and Childcare Educator Communication Policy	Oct-2015	Under review
Community Services	FACS016	Handwashing Policy	Oct-2015	Under review
Community Services	FACS017	Excursion Policy	Oct-2015	Under review
Community Services	FACS018	Safe Sleep and Rest Policy	Oct-2015	Under review
Community Services	FACS019	Health Management Policy	Oct-2015	Under review
Community Services	FACS020	Water Safety Policy	Oct-2015	Under review
Community Services	FACS021	Head Lice Policy	Oct-2015	Under review
Community Services	FACS022	Dangerous Products Plants and Vermin Policy	Oct-2015	Under review
Community Services	FACS023	Staff training and Development Policy	Oct-2015	Under review
Community Services	FACS024	Visitor and Volunteer Policy	Oct-2015	Under review
Community Services	FACS025	Inclusion and Additional Needs Support Policy	Oct-2015	Under review
Community Services	FACS026	AGED CARE Recipients Rights and Responsibilities	Jul-2018	
Community Services	FACS027	AGED CARE Fee for Service	Jul-2018	
Community Services	FACS028	AGED CARE Privacy Policy	Jul-2018	
Community Services	FACS029	AGEDCARE Carers Participation Policy	Jul-2018	
Community Services	FACS030	AGEDCARE Diversity Policy	Jul-2018	
Community Services	FACS031	AGEDCARE Health and Personal Care Policy	Jul-2018	
Community Services	FACS032	AGEDCARE Hospitality Policy	Jul-2018	
Community Services	FACS033	AGEDCARE Management of Waiting List Policy	Jul-2018	
Community Services	FACS034	AGEDCARE No Response To as Scheduled Visit Policy	Jul-2018	
Community Services	FACS035	AGED CARE Life Enhancement, Re-ablement and Wellbeing Policy	Jul-2018	
Community Services	FACS036	AGEDCARE Refusal of Service Policy	Jul-2018	
Community Services	FACS037	AGEDCARE Service Access Policy	Jul-2018	
Community Services	FACS038	AGEDCARE Service Referral and Coordination Policy	Jul-2018	
Community Services	FACS039	AGEDCARE Aged Care Assessment , Care Planning and Reassessment Policy	Jul-2018	
Community Services	FACS040	AGEDCARE Aged Care Information Provision Policy	Jul-2018	
Community Services	FACS042	AGEDCARE Aged Care Advocacy Policy	Jul-2018	
Community Services	FACS043	AGED CARE Consumer Directed Care Policy	Jul-2018	
Finance				
Finance	FIN001	Financial Delegation Manual	Jul-2018	
Finance	FIN002	Debt Collection Policy	Aug-2018	
Finance	FIN003	Purchasing and Payment Policy	May-2020	
Finance	FIN005	Corporate Credit Card Policy	Aug-2018	
Finance	FIN006	Accounting and Policy Manual	May-2015	Under review
Finance	FIN007	Fraud Protection Policy	Sep-2018	
Finance	FIN008	Rating Policy	Sep-2018	
Finance	FIN009	Asset Disposal Policy	May-2015	Under review
Finance	FIN010	Borrowing Policy	Dec-2014	Under review
Finance	FIN011	Investment Policy	Jul-2018	
Finance	FIN012	Revenue Growth and Financial Sustainability Policy	Sep-2018	
Finance	FIN013	Petty Cash Policy	Dec-2014	Under review
Finance	FIN014	Waste Collection Charges Policy	May-2016	Under review
Finance	FIN015	Use of external Auditors and Non-Audit Service Policy	Jul-2017	Under review
Governance				
Governance	GOV001	Policy Framework	Jun-2021	

Governance	ADM003	Complaints Policy	Mar-2020	
Governance	GOV004	Cultural Business Policy	Jun-2021	
Governance	GOV005	Communication Policy	Jun-2021	
Governance	ADM006	Computer, Telephones, Internet and Email Usage Policy	Aug-2017	Under review
Governance	ADM008	Travel Policy for Councillors and Employees	May-2015	Under review
Governance	GOV009	Vehicle Use Policy	Jun-2021	
Governance	GOV010	Media Policy	Jun-2021	
Governance	ADM011	Conflict of Interest Policy	May-2020	
Governance	GOV012	Organisational Delegations Manual (non financial)	Jun-2021	
Governance	ADM013	Social Media Policy	Jul-2018	
Governance	GOV014	Good Governance Policy	Jun-2021	
Governance	GOV015	Legislative Compliance Policy	Jun-2021	
Governance	ADM016	Contract Execution and Management Policy	Aug-2018	
Governance	ADM023	Risk Management Policy	Mar-2020	
Governance	ADM025	Conflict of Interest Policy - Staff	May-2020	
Human Resources				
Human Resources	HR001	Employee and Contractor Code of Conduct	May-2015	Under review
Human Resources	HR002	Bullying and harassment Policy	Nov-2018	
Human Resources	HR003	Employee Formal Discipline Policy	Jun-2021	
Human Resources	HR004	Recruitment and Selection Policy	Mar-2020	
Human Resources	HR005	Confidentiality and Privacy Policy	Jun-2021	
Human Resources	HR006	Working with Children Certificate Policy	Dec-2019	
Human Resources	HR007	Study Leave Policy	May-2015	Under review
Human Resources	HR008	Off-site Workers Policy	Jun-2021	
Human Resources	HR009	Volunteer Policy	Jun-2021	
Human Resources	HR010	Visa Policy	Jun-2021	
Human Resources	HR011	Leave Policy	Jun-2021	
Human Resources	HR014	Employee Training and Development Policy	Jun-2021	
Human Resources	HR015	Uniform Policy	Jun-2021	
Human Resources	HR016	Higher Duties Policy	Feb-2017	Under review
Human Resources	HR017	Employee Leaving Gift Policy	Jul-2018	
Human Resources	HR023	Criminal History Check Policy	Jun-2021	
Human Resources	HR024	Special Measures Policies	Mar-2020	
Human Resources	HR027	Staff Imprisonment Policy	Mar-2020	
Human Resources	HR031	Performance Management Policy	Mar-2020	
Human Resources	HR035	Relocation Assistance Policy	May-2020	
Local Authority				
Local Authority	LA001	Local Authority Policy	Jun-2021	
Local Authority	LA002	Local Authority Meeting Procedure Policy	Feb-2015	Under review
Work Safe				
Work Safe	WS002	Smoke Free Policy	Jun-2021	
Work Safe	WS003	Work Health and Safety Policy	Jun-2021	
Work Safe	WS004	Council Pool Policy	Jun-2021	
Work Safe	WS005	Personal Protective Equipment Policy	Jun-2021	
Work Safe	WS006	Firearm and Tranquiliser Policy	Jun-2021	
Work Safe	WS007	Alcohol and other Drugs Policy	Jun-2017	Under review
Work Safe	WS008	Emergency Evacuation Policy	Jun-2021	

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

There are no attachments for this report.

CORPORATE GOVERNANCE DIRECTORATE REPORT

ITEM NUMBER	15.2
TITLE	Statutory Due Dates
REFERENCE	709659
AUTHOR	Amanda Haigh, Manager Governance and Corporate Planning

RECOMMENDATION

- (a) **That Council receive and note the Statutory Due Dates for compliance of the Local Government Act.**

BACKGROUND

Council are subject to statutory compliance of the Local Government Act and Council must consider at certain times of the year items will need to be addressed at the Council meetings.

The attachment is a Financial Year Planner provided by the Department.

Other important dates for Council to note are:

- CEO Review – the CEO must undergo an annual performance review which is due each February. A report will be submitted to Council at least 2 meetings prior to the review date for Council to nominate a panel, normally consisting of the Mayor, Deputy Mayor, 2 Councillor's and a Consultant.
- Policy Review – Council must review and approve amendments of its own policies on a regular basis and as necessary. The review date for Council policies must be within the term of Council or as stated on the policy.
- Compliance Audit – the Department will conduct a compliance audit on every three years. The timing will be advised by the department when required.

ISSUES/OPTIONS/SWOT

NIL

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS:

- 1 Local-Government-Financial-Year-Planner-170131.pdf